



REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

# AGENDA

MEETING NO. 2

FEBRUARY 25, 2021

P.O. BOX 820  
BURNS LAKE, BC V0J 1E0  
PHONE: (250) 692-3195 OR 1-800-320-3339  
FAX: (250) 692-3305  
[www.rdbn.bc.ca](http://www.rdbn.bc.ca)

"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, February 25, 2021

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – February 25, 2021</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
9-22	Board Meeting Minutes – January 28, 2021	Adopt
23-30	Committee of the Whole Meeting Minutes - February 11, 2021	Receive
31-34	Rural Agriculture Committee Meeting Minutes - February 11, 2021	Receive
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	
	<u>DELEGATIONS</u>	
	<u>BC ASSESSMENT</u> David Keough, Deputy Assessor, Northern BC Region RE: 2021 Assessment Roll and Year End Assessment Roll Report Follow Up	
	<u>CLEANFARMS</u> Carly Fraser, Special Projects Coordinator Shane Hedderson, Operations Manager RE: Waste Characterization Study	

**ELECTORAL AREA PLANNING (All Directors)****ACTION****Bylaws for 1<sup>st</sup> and 2<sup>nd</sup> Reading**

35-43 Deneve Vanderwolf, Planner 1 Recommendation  
Rezoning Application RZ A-03-20  
1<sup>st</sup> & 2<sup>nd</sup> Reading Rezoning Bylaw No.1938, 2021  
Electoral Area "A"

44-51 Deneve Vanderwolf, Planner 1 Recommendation  
Rezoning Application RZ F-01-21  
1<sup>st</sup> & 2<sup>nd</sup> Reading Rezoning Bylaw No.1939, 2021  
Electoral Area "F"

**Bylaw for 3<sup>rd</sup> Reading**

52-57 Deneve Vanderwolf, Planner 1 Recommendation  
Rezoning Application RZ A-02-20  
3<sup>rd</sup> Reading Rezoning Bylaw No.1937, 2021  
Electoral Area "A"

**Development Variance Permit**

58-62 Deneve Vanderwolf, Planner 1 Recommendation  
Development Variance Permit DVP A-01-21  
Electoral Area "A"  
(receive any written submissions)

**DEVELOPMENT SERVICES (All Directors)****ALR Application**

63-73 Deneve Vanderwolf, Planner 1 Recommendation  
ALR Non-Farm Use Application 1228  
Electoral Area "F"

**Addition to Reserve Referral**

74-78 Deneve Vanderwolf, Planner 1 Recommendation  
Addition to Takla Landing Reserve Referral  
Electoral Area "C"

**Other**

79-81 Jason Llewellyn, Director of Planning Recommendation  
Coastal GasLink Pipeline  
Socio-economic Effects Management Plan (SEEMP)

<b><u>PAGE NO.</u></b>	<b><u>BUILDING INSPECTION (All Directors)</u></b>	<b><u>ACTION</u></b>
82-91	Steve Davis, Building Inspector Section 57 Notice on Title 20251 McKenzie Road Electoral Area "A" (receive any written submissions)	Recommendation
92-99	Steve Davis, Building Inspector Section 57 Notice on Title 10214 Old Babine Lake Road Electoral Area "A" (receive any written submissions)	Recommendation
100-107	Steve Davis, Building Inspector Section 57 Notice on Title 3054 Highway 16 West Electoral Area "D" (receive any written submissions)	Recommendation
<b><u>ADMINISTRATION REPORTS</u></b>		
108-109	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - February 11, 2021	Recommendation
110-112	John Illes, Chief Financial Officer - Impacts of Market and Non-Market Changes - 2021	Receive
113-160	John Illes, Chief Financial Officer - Budget Update	Recommendation
161-162	Cheryl Anderson, Manager of Administrative Services – North Central Local Government Association (NCLGA) – Appointment of Regional Representative and Alternate Representative	Recommendation
163-166	Cheryl Anderson, Manager of Administrative Services – RDBN Appointments – 2021	Recommendation
167-169	Cheryl Anderson, Manager of Administrative Services – Refuse Disposal Service Amendment Bylaw No. 1909, 2020	Recommendation
170-182	Cheryl Anderson, Manager of Administrative Services – Parks and Trails Service Establishment Bylaws	Recommendation

<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION REPORTS (CONT'D)</u></b>	<b><u>ACTION</u></b>
183-185	John Illes, Chief Financial Officer - Stuart-Nechako Economic Development Service	Recommendation
186-205	Cheryl Anderson, Manager of Administrative Services – RDBN Terms of Reference and Committee Operating Guidelines	Recommendation
206-210	Wendy Wainwright, Executive Assistant - Fraser Basin Council RE: Consultation Process: Investigations in Support of Flood Strategy Development in BC	Recommendation
211	John Illes, Chief Financial Officer - Chinook Comfor Limited Appointment of Directors and AGM	Recommendation
212	Jordanna Evans, Economic Development Assistant – Back Country Horsemen Society of BC Northwest Chapter NDIT Application - Recreation Infrastructure	Recommendation
213	Nellie Davis, Manager of Regional Economic Development – Federal Gas Tax – Area “A” (Smithers Rural) Bulkley Valley Aquatic Center - Main Boiler and Water Fountains	Recommendation
214	Nellie Davis, Manager of Regional Economic Development – Bulkley Valley Cross Country Ski Club NDIT Application – Recreation Infrastructure Program	Recommendation
215	Nellie Davis – RDBN NDIT Application - Northern Healthy Communities Fund	Recommendation
216-220	Jason Blackwell, Regional Fire Chief - Round Lake Rural Fire Protection Agreement - January 1, 2021 to December 31, 2025	Recommendation
221-222	Haley Jeffrey, Emergency Services Manager - Union of BC Municipalities Community Emergency Preparedness Fund – Emergency Operations Centre Application	Recommendation

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
223-225	Haley Jeffrey, Emergency Services Manager - Union of BC Municipalities Community Emergency Preparedness Fund – Emergency Support Services Application	Recommendation
226	Wendy Wainwright, Executive Assistant - Items to be Brought Forward to the Public Agenda from In-Camera Meeting	Receive
227	Sashka Macievich, Financial Controller - Investment Summary	Receive
228	Sashka Macievich, Financial Controller - Reserve Fund Summary	Receive
229-230	Director Riis-Christianson – BC Natural Resources Forum	Receive
231-232	Director Riis-Christianson – UBCM Electoral Area Directors Forum	Receive

### VERBAL REPORTS

### RECEIPT OF VERBAL REPORTS

### ADMINISTRATION CORRESPONDENCE

233	Minister of Public Safety and Solicitor General - Response to RDBN Letter re Revised Financial Assistance for Emergency Response Costs	Receive
234-236	Northern Development <ul style="list-style-type: none"> <li>• 2021 Economic Development Capacity Building</li> <li>• 2021 Grant Writing Support</li> <li>• 2021 Business Façade Improvement Program</li> </ul>	Receive

### SUPPLEMENTARY AGENDA

### NEW BUSINESS

**IN-CAMERA MOTION**

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 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 Relations/Connectivity), must/may be closed to the public, therefore exercise their option of excluding the public for this meeting.

**ADJOURNMENT**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 1 (VIRTUAL)****Thursday, January 28, 2021**

**PRESENT:** Chair Gerry Thiessen

Directors Gladys Atrill  
Shane Brienen  
Mark Fisher  
Dolores Funk – left at 1:30 p.m., returned at 2:02 p.m.  
Tom Greenaway  
Clint Lambert  
Brad Layton – left at 12:20 p.m., returned at 1:35 p.m.  
Linda McGuire  
Bob Motion  
Chris Newell  
Mark Parker  
Jerry Petersen  
Michael Riis-Christianson  
Sarrah Storey – left at 1:30 p.m., returned at 1:45 p.m.

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Jason Blackwell, Regional Fire Chief – arrived at 2:04 p.m., left at 2:30 p.m.  
Nellie Davis, Manager of Regional Economic Development  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning  
Deborah Jones-Middleton, Director of Protective Services  
Wendy Wainwright, Executive Assistant

Others Lori Borth, Director of Strategic Initiatives, Ministry of Forests, Lands, Natural Resource Operations and Rural Development arrived at 10:30 a.m. to 11:18 a.m.  
Justin Calof, Director, Strategic Initiatives, Regional Executive Director, Omineca, Ministry of Forests, Lands, Natural Resource Operations and Rural Development arrived at 10:30 a.m. to 11:18 a.m.  
Anthony Giannotti, Tenures Team Leader, Ministry of Forests, Lands, Natural Resource Operations and Rural Development arrived at 10:30 a.m. to 11:18 a.m.  
Michael Higgins, General Manager of Community Services – 10:05 to 10:26 a.m.  
Dave Van Dolah, District Manager, Stuart Nechako District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development arrived at 10:30 to 11:18 a.m.  
Gina – arrived at 11:25 a.m., left at 11:50 p.m.

**CALL TO ORDER**

Chair Thiessen called the meeting to order at 10:05 a.m.

**AGENDA**Moved by Director McGuire  
Seconded by Director Petersen**2021-1-1**

“That the Board Meeting Agenda of January 28, 2021 be approved.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA** Moved by Director Layton  
Seconded by Director McGuire

2021-1-2 “That the Supplementary Agenda of January 28, 2021 be dealt with at this meeting.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**MINUTES**

Board Meeting Minutes  
-December 10, 2020  
& Board Budget Meeting  
Minutes – December 17, 2020 Moved by Director Petersen  
Seconded by Director Riis-Christianson

2021-1-3 “That the Board Meeting Minutes of December 10, 2020 and Board Budget Meeting Minutes of December 17, 2020 be adopted.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Committee Meeting  
Minutes Moved by Director Motion  
Seconded by Director Funk

2021-1-4 “That the Board receive the following Committee Meeting Minutes:

- Broadband Committee Meeting Minutes  
-January 14, 2021
- Committee of the Whole Meeting Minutes  
-January 14, 2021
- Regional Transit Committee Meeting Minutes  
-December 10, 2020
- Rural/Agriculture Committee Meeting Minutes  
- January 14, 2021.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**DELEGATIONS**

**REGIONAL DISTRICT OF FRASER-FORT GEORGE – Michael Higgins, General Manager of Community Services RE: 911 System Update**

Chair Thiessen welcomed Michael Higgins, General Manager of Community Services, Regional District of Fraser-Fort George.

Mr. Higgins provided a PowerPoint Presentation.

**9-1-1 Emergency Response Service**

- What we do?
- Who we Serve?
- The Internet of Things
- Next Generation 9-1-1
- What is NG 9-1-1 and how will it impact our Service delivery? National Upgrade to the 9-1-1 System
- Who is responsible for the main system upgrades?
- When will these upgrades need to take place?
- Where is the money coming from to pay for these upgrades?
- What additional features might be on the horizon for Public Safety?
- What role does the BC Provincial Government have?

**DELEGATIONS (CONT'D)****REGIONAL DISTRICT OF FRASER-FORT GEORGE – Michael Higgins, General Manager of Community Services RE: 911 System Update (Cont'd)**

- How will we keep the 9-1-1 system stable?
- Prince George Fire Rescue – New Fire Hall #1 – Completed January 2021
- Public Safety Operations Building – Alternate Site – Projected Completion August 2021
- What is RDFFG doing for Business Continuity?
- RDFFG Objectives
- RDFFG Commitment.

Chair Thiessen thanked Mr. Higgins for attending the meeting.

**Break at 10:25 a.m.****Reconvened at 10:30 a.m.****DELEGATIONS (CONT'D)****MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Lori Borth, Director of Strategic Initiatives and Anthony Giannotti, Tenures Team Leader RE: Lakes and Prince George Timber Supply Apportionment**

Chair Thiessen welcomed Lori Borth, Director of Strategic Initiatives and Anthony Giannotti, Tenures Team Leader, Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Ms. Borth introduced Justin Calof, Director, Strategic Initiatives, Regional Executive Director, Omineca, and Dave Van Dolah, District Manager, Stuart Nechako District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. Calof provided a PowerPoint Presentation.

**Prince George & Lakes Timber Supply Area Apportionments**

- Engagement with Local Governments – January 28, 2021
  - o Regional Context
  - o Apportionment
  - o Key Considerations
  - o Looking Ahead
  - o Next Steps.

Discussion took place regarding:

- Scheduling individual meetings with municipal councils impacted by the Prince George & Lakes Timber Supply Area Apportionment
- Concerns about stability in regard to:
  - o forest industry
  - o Current apportionment structure in place
  - o Market
  - o Forestry being the main industry in the communities impacted
  - o Forest industry businesses and secondary businesses
  - o Investment in communities
- FLNRORD indicated it is aware and appreciates concerns from licensees and the potential impacts to a community such as Burns Lake which is reliant on the forest industry
- FLNRORD has been in dialogue with industry and First Nations for approximately 2 years
- COVID-19 impacts to the economy

**DELEGATIONS (CONT'D)****MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Lori Borth, Director of Strategic Initiatives and Anthony Giannotti, Tenures Team Leader RE: Lakes and Prince George Timber Supply Apportionment (CONT'D)**

- Limited response time for input
  - o February 15, 2021
  - o RDBN requires a minimum 6 weeks for response
  - o Importance of fulsome engagement with local government
  - o March 19, 2021 would provide time for the RDBN to review the information provided and respond
- Lack of community input
- RDBN requires further details
  - o Presentation shared with licensees
  - o FLNRORD will provide the presentation shared with licensees to the Board
- First Nations Agreements
  - o Pathways Forward 2.0 Agreement
  - o Apportionment in Lakes TSA in relation to large grants of land and fee simple lands to First Nations
    - Related to managing the Timber Supply Area (TSA) in the Allowable Annual Cut (AAC)
  - o First Nations harvesting
- Transportation of timber from one TSA to another
  - o Kluskus Connector Road– Quesnel and Vanderhoof Forest Districts (currently inaccessible due to snow)
  - o Contacting Lakes TSA Coalition
- Tenure on the land base and correlation to the AAC
  - o Post Mountain Pine Beetle (MPB)
  - o Short term supply constraints
- Province facing the need to focus on short term and how to manage through the mid-term
- Possibly requesting a meeting with the Minister or Deputy Minister of Forests, Lands, Natural Resource Operations and Rural Development.

Ms. Borth indicated that the request for more time to respond and additional information was understood and would be provided.

Chair Thiessen thanked Ms. Borth and Messrs. Giannotti, Calof and Van Dolah for attending the meeting.

**ELECTORAL AREA PLANNING (All Directors)****Bylaw for 1<sup>st</sup> and 2<sup>nd</sup> Reading**

Rezoning Application Moved by Director Fisher  
RZ A-02-20 1<sup>st</sup> & 2<sup>nd</sup> Reading Seconded by Director McGuire  
Rezoning Bylaw No. 1937, 2021  
Electoral Area "A"

2021-1-5

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021 be given first and second reading this 28<sup>th</sup> day of January, 2021 and subsequently be taken to Public Hearing.

2. That the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021 be delegated to the Director or Alternate Director for Electoral Area A."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Temporary Use Permit Applications**

Temporary Use Permit  
Application TUP B-01-20  
Electoral Area "B"

Moved by Director Riis-Christianson  
Seconded by Director Lambert

2021-1-6

"That the Board receive the written submission on the  
Supplementary Agenda from NATIONS.

That the Board replace the Schedule A to TUP B-01-20 in the  
regular agenda with the Schedule A on the Supplementary  
Agenda.

That the Board approve the issuance of Temporary Use Permit  
TUP B-01-20 to allow a temporary campground for the year-  
round occupation of up to 22 camping vehicles on the property at  
4420 Moe Road."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Development Variance Permit Application**

Development Variance Permit  
Application DVP F-02-20  
Electoral Area "F"

Moved by Director Petersen  
Seconded by Director Parker

2021-1-7

"That the Board receive the Advisory Planning Commission  
Minutes & Ministry of Transportation and Infrastructure (MOTI)  
Referral Responses for DVP F-02-20 on the Supplementary  
Agenda.

"That the Board approve Development Variance Permit DVP F-  
02-20 for the property located at 2770 Giesbrecht Road to vary  
Section 16.0.3 of the Regional District of Bulkley-Nechako  
Zoning Bylaw No. 1800, 2020 by reducing the minimum parcel  
size from 16 ha to 8 ha to allow the proposed boundary  
adjustment."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors)****ALR Application**

ALR Non-Farm Use Application  
1225 - Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Lambert

2021-1-8

"That the Board receive the Ministry of Agriculture Referral  
Response for ALR Non-Farm Use Application 1225 on the  
Supplementary Agenda.

That Agricultural Land Reserve Non-Farm Use Application No.  
1225 be forwarded to the Agricultural Land Commission with a  
recommendation that the application be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Crown Land Referral**Crown Land Referral No.  
6402286 – Electoral Area “G”Moved by Director Newell  
Seconded by Director McGuire2021-1-9

“That the Regional District of Bulkley-Nechako Crown Land Application No. 6402286 Comment Sheet be provided to the Province.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Subdivision Referral**Subdivision Referral No.  
SUB B-01-20 Electoral Area “B”Moved by Director Riis-Christianson  
Seconded by Director Funk2021-1-10“That the Board agree to the property owner’s proposal that the RDBN accept ownership of a 0.24 ha. parcel of land (for an inground water tank for firefighting purposes) and waive the *Local Government Act* parkland dedication requirement for the subdivision of ‘The Fractional West ½ of District Lot 4169A, Range 5, Coast District, Except Plans 10527, 10987, PRP14316, and 4623’.

(All/Directors/Majority)

CARRIED UNANIMOUSLY**General Topics**Gravel Extraction and  
Processing in Electoral Area “A”Moved by Director Fisher  
Seconded by Director Layton2021-1-11

“That staff be directed to work with the Ministry of Energy, Mines, and Low Carbon Innovation (EMLI) to identify opportunity to increase communication on land use conflict issues and ensure that the RDBN receives referrals regarding EMLI applications for new gravel extraction permits and permit renewals.”

(All/Directors/Majority)

CARRIED UNANIMOUSLYHudson Bay Mountain  
Trail to Town Parking  
-Electoral Area “A”Moved by Director Fisher  
Seconded by Director Atrill2021-1-12

“That the Board direct staff to amend the letter attached to the Hudson Bay Mountain Trail to Town Parking staff report dated January 29, 2021; and that the letter be sent as amended to Hudson Bay Mountain Resort with copies to the Province, regarding the need for a parking lot to service the ski trail from the Hudson Bay Mountain Resort to Zobnick Road.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors) (CONT'D)**Housing in the RDBN

Moved by Director Motion  
Seconded by Director Parker

2021-1-13

1. "That the Board receive the updated document titled "Housing in the RDBN: A Discussion Paper.

2. And, that the Board approve the letter attached to the Housing in the RDBN staff report dated January 28, 2021 to the Attorney General and Minister responsible for Housing."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

There was discussion regarding the Housing issues in the RDBN.

Planning Department Year-End Report for 2020

Moved by Director McGuire  
Seconded by Director Fisher

2021-1-14

"That the Board receive the Planning Department Year-End Report for 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Parks and Trails Service**Parks and Trails Service Participation Agreement

Moved by Director Fisher  
Seconded by Director Riis-Christianson

2021-1-15

"That the Regional District Board Chair and CAO be authorized to enter into a Parks and Trails Service Participation Agreement with the Village of Telkwa."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Break at 12:30 a.m.**  
**Returned at 1:35 a.m.**

**ADMINISTRATION REPORTS**Provincial COVID – 19 Relief Funds

Moved by Director Riis-Christianson  
Seconded by Director Atrill

2021-1-16

"That the Board allocate \$100,372 of the COVID Relief Funds to the 2020 fiscal year."

Opposed: Director Fisher  
Director Lambert  
Director McGuire  
Director Newell

CARRIED

(All/Directors/Majority)

Director Parker requested that the Provincial COVID-19 Relief Funds report be brought forward to the Rural/Agriculture Committee Meeting for discussion.

**ADMINISTRATION REPORTS (CONT'D)**

Director Lambert brought forward the potential impacts to community halls and the Burns Lake Public Library from the COVID-19 Pandemic.

Discussion took place in regard to COVID-19 relief grant funding and other sources of funding.

Associate Members for  
Municipal Insurance Association Moved by Director Lambert  
Seconded by Director Fisher

2021-1-17

“That the Board of the Regional District approve the Municipal Insurance Association Service Provider Agreements between the Regional District of Bulkley-Nechako and the following societies: Bulkley-Valley Aquatic Centre Management Society; Southside Volunteer Fire Department; Topley Volunteer Fire Department; Cluculz Lake Volunteer Fire Department; and Fort Fraser Volunteer Fire Department with the date as set out in the Service Provider Agreements.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Topley Rural Road Rescue &  
Medical First Responders  
Service Establishment Repeal  
Bylaw No. 1925, 2020

Moved by Director Riis-Christianson  
Seconded by Director McGuire

2021-1-18

“That Topley Rural Road Rescue and Medical First Responders Service Establishment Repeal Bylaw No. 1925, 2020 be adopted this 28<sup>th</sup> day of January, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bulkley-Nechako Regional  
Transit Service Annual  
Operating Agreement Amendment

Moved by Director Atrill  
Seconded by Director Layton

2021-1-19

“That the Board receive the 2020/2021 Amended Annual Operating Agreement and that the Board approve entering into the Agreement with BC Transit.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Letter to UBCM recommending  
a Committee on Emergency  
Management

Moved by Director Layton  
Seconded by Director Lambert

2021-1-20

“That the Board authorize the submission of the letter dated January 28, 2021 regarding UBCM Flood and Wildfire Advisory Committee to the Union of BC Municipalities requesting that the UBCM Flood and Wildfire Advisory Committee evolve into a Committee on Emergency Management.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY



**ADMINISTRATION REPORTS (CONT'D)**

Telecommunications  
Subscription Trends, 911 Call  
Answer Levy and Upcoming  
Changes to the 911 System

Moved by Director Storey  
 Seconded by Director Parker

2021-1-21

“That the Board provide the following resolution as amended to the Union of BC Municipalities and the North Central Local Government Association to request the Provincial Government consider a Provincial 911 Call Answer Levy:

WHEREAS the Local Government is only able to collect a 911 Call Answer Levy from Landline subscriptions, and,

WHEREAS landline subscriptions across the Province are decreasing, and,

WHEREAS Local Governments in the Province do not have the ability to collect a 911 Call Answer Levy from cellular telecommunications platforms

THEREFORE BE IT RESOLVED that UBCM petition the Province of BC to enact a Provincial 911 Levy to include the collection of monthly charges from mobile devices, and provide these funds directly to Local Government 911 Service providers.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Fisher and staff will develop a strategy to support Board advocacy in regard to 911 Call Answer Levy.

Northern Development Local  
Government Internship  
Program

Moved by Director Brienen  
 Seconded by Director Lambert

2021-1-22

“That the Board supports the application to Northern Development Initiative Trust for a grant of up to \$50,000 to host an intern under the Local Government Internship Program from the Northwest and Prince George Regional Development Accounts.

And that the Regional District of Bulkley-Nechako is committed to providing sufficient financial and staffing resources, along with training and professional development opportunities while hosting the intern.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**COVID-19 Resilience  
Infrastructure Stream  
-Boardroom Upgrades

Moved by Director Lambert  
Seconded by Director Riis-Christianson

2021-1-23

“That staff submit an application for grant funding for RDBN Board Room Technology Upgrades through the Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream:

And that the Board supports the project and commits to any associated ineligible costs and cost overruns.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the RDBN Board Room Technology Upgrades, any associated ineligible costs and cost overruns as well as COVID-19 grant funding, rapid response funding opportunities, maximizing funding opportunities and other funding options and timelines. Manager Davis provided an overview of the upgrades.

COVID-19 Resilience  
Infrastructure Stream  
-Telkwa – Smithers Pathway

Moved by Director Atrill  
Seconded by Director Fisher

2021-1-24

“That staff submit an application for grant funding for Telkwa-Smithers Pathway Project through the Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream;

And that the Board supports the project and commits to any associated ineligible costs and cost overruns.”

(All/Directors/Majority)

CARRIED UNANIMOUSLYFederal Gas Tax – Area “D”  
(Fraser Lake Rural) Fort Fraser  
Volunteer Fire Department  
– Furnace Replacement

Moved by Director Parker  
Seconded by Director Storey

2021-1-25

1. “That the Board authorize contributing up to \$8,810 of Electoral Area “D” (Fraser Lake Rural) Federal Gas Tax allocation monies to a community Energy System at the Fort Fraser Fire Hall,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. That the Board authorize the withdrawal of up to \$8,810 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORT (CONT'D)**RDBN Appointments - 2021

Moved by Director Petersen  
Seconded by Director Greenaway

2021-1-26

"That the Board ratify the appointments as outlined below for the year 2021 as amended to update the name of the Auditors to Beswick Hildebrandt Lund."

Bankers: - Bulkley Valley Credit Union

Lawyers: - Stewart McDannold Stuart, Victoria, BC  
-Young Anderson, Vancouver, BC  
-Carvello Law Corp., Victoria, BC

Election Officers: - Cheryl Anderson, Chief Election Officer (with authority to appoint election officials as necessary)  
Geraldine Craven and Wendy Wainwright, Deputy Chief Election Officers

Signing Authority: - The Chairperson, the Vice Chair, the Director from the Village of Burns Lake, the Director from Electoral Area "B", the Chief Administrative Officer, Financial Administrator, Manager of Administrative Services or Deputy Chief Administrative Officer

Auditors: - Beswick Hildebrandt Lund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

North Central Local  
Government Association  
Resolution Deadline

Moved by Director Lambert  
Seconded by Director Layton

2021-1-27

"That the Board receive the Manager of Administrative Services' North Central Local Government Association Resolutions Deadline memo."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to effectiveness of resolutions to NCLGA and UBCM. Board members can provide resolutions to staff by February 1, 2021.

**VERBAL REPORTS**Town of Smithers

Director Atrill mentioned that the Town of Smithers is starting its 2021 budget sessions and RCMP budget considerations. She spoke of significant issues impacting the community in regard to housing, recreation, COVID-19 impacts, and challenges with community arenas.

Recreation Discussions

Director Fisher commented that he has had a number of discussions and meetings in regard to recreation in Electoral Area "A" (Smithers).

Village of Telkwa Chamber of Commerce

Director Layton reported that a new Chamber of Commerce has been established in the Village of Telkwa.

**VERBAL REPORTS (CONT'D)**

<u>BC Natural Resource Forum -Virtual – January 26-28, 2021</u>	Director Brienens attended the Virtual BC Natural Resource Forum January 26-28, 2021. He noted that the Forum focused on reconciliation. Director Greenaway and Chair Thiessen also attended the event.
<u>Minerals Roundup -2021 -Virtual – January 18-22, 2021</u>	Director Newell attended the virtual Minerals Roundup 2021 on January 18-22, 2021.
<u>Communication with Residents</u>	Director Newell spoke of challenges with the lack of personal interaction in regard to communication with residents during the COVID-19 restrictions.
<u>COVID-19 Update Village of Granisle</u>	Director McGuire reported that the Village of Granisle community has been following the COVID-19 regulation and the vaccine roll-out included BC Ambulance attendants and individuals over 80 in the Village of Granisle.
<u>Village of Granisle Budget</u>	Director McGuire mentioned that the Village of Granisle is working on its 2021 budget and are seeing an increase to its utility billings. A meeting on taxation will take place in the near future. The Village of Granisle has submitted a senior housing grant application.
<u>COVID-19 Update Village of Burns Lake</u>	Director Funk expressed disappointment that the COVID-19 vaccines were recalled for the 80-year-old and older demographic of individuals.
<u>Lakes TSA Apportionment</u>	Director Funk spoke of concerns in regard to the Lakes TSA Apportionment and has had several meetings with licensees.
	Director Storey mentioned that the Village of Fraser Lake is writing a letter to the Minister of Forests, Lands, Natural Resource Operations and Rural Development in regard to the Prince George and Lakes TSA Apportionment. She spoke of the importance of the Fraser Lake Community Forest.
	Director Motion spoke of concerns for Fort St. James and he has also had discussions with the District of Mackenzie in regard to the significant amount of fibre in the communities and that fibre leaving the communities to be processed.
<u>Village of Burns Lake Tourism Coordinator</u>	Director Funk announced that the Village of Burns Lake's newly hired Tourism Coordinator has arrived in Burns Lake from Cowichan Bay, B.C.
<u>Village of Burns Lake Launched its New Brand</u>	Director Funk reported that the Village of Burns Lake has launched its new brand.
<u>Beaver Point Resort Closing</u>	Director Lambert mentioned that Beaver Point Resort is closing. He spoke of the potential for increased attendance at forestry campsites.
<u>Coastal GasLink Camp Recycle Bottle Funding</u>	Director Lambert noted that he was able to have four community halls, two school Parent Advisory Committee's and the Southside 4H Association added to Coastal GasLink's 7 Mile Camp Recycling Bottle Fund at the Burns Lake Bottle Depot.

**VERBAL REPORTS (CONT'D)**Drone Pilot Project  
Fraser Lake to Stellako

Director Storey announced that drones will be delivering medication from Fraser Lake to Stellako as part of a Pilot Project.

Fraser Lake Connectivity  
Fibre Issue

Director Storey mentioned that the Village of Fraser Lake is conducting internet speed tests for one in five houses. They hired an individual to go door to door following COVID-19 regulations to conduct internet speed tests.

Fraser Lake Elementary  
Secondary School

Director Storey commented that the Fraser Lake Elementary Secondary School has seen an increase in enrollment numbers but she voiced concerns in regard to the long waitlist for mental health support in schools.

Northern Development Initiative  
Trust Board of Directors

Director Parker noted that he has been re-elected to the Northern Development Initiative Trust Board of Directors.

Fort St. James Website

Director Motion mentioned that he would like to improve the Fort St. James website to make it the go to location for communication.

District of Fort St. James  
to Focus on Tourism

Director Motion spoke of the District of Fort St. James focusing on tourism and has tentatively included monies in the budget for improvements to their park and promoting Fort St. James as a weekend destination.

Artemis Gold Inc. Community  
Liaison Committee Meeting

Director Petersen attended an Artemis Gold Inc. Community Liaison Committee Meeting. The Committee Terms of Reference were reviewed. The Committee is a component of Artemis Gold Inc.'s Environmental Assessment Certificate.

Meeting with the Honourable  
Nathan Cullen, Minister for  
State for Lands and Natural  
Resource Operations

Chair Thiessen, Vice-Chair Parker, CAO Helgesen and Manager Anderson attended a meeting with the Honourable Nathan Cullen, Minister of State for Lands and Natural Resource Operations. Discussion took place in regard to changes to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development portfolio. He spoke of the Province's Mandate Letters to the ministries.

Connectivity – CityWest

Chair Thiessen spoke of connectivity concerns that will be discussed with CityWest.

District of Vanderhoof – Ice  
Jams

Director Thiessen brought forward issues in regard to ice jams in the District of Vanderhoof. He voiced frustration in regard to Rio Tinto's Nechako River water management process and BC Hydro.

Receipt of Verbal  
Reports

Moved by Director Lambert  
Seconded by Director Newell

2021-1-28

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE**

Administration Correspondence and Action List Moved by Director Fisher  
Seconded by Director Riis-Christianson

2021-1-29 "That the Board receive the Administration Correspondence from the Office of the Prime Minister – Response to RDBN Letter re: Firearms Ban and Action List for December 2020."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA****ELECTORAL AREA PLANNING (All Directors)**

Advisory Planning Commission Minutes Moved by Director Fisher  
Seconded by Director Funk

2021-1-30 "That the Board receive the Advisory Planning Commission Minutes – Electoral Area A APC – January 12, 2021 meeting."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**NEW BUSINESS**

Chinook Community Forest Annual General Meeting Director Lambert mentioned that the Chinook Community Forest Annual General Meeting (AGM) is scheduled for March 9, 2021.

**IN-CAMERA MOTION REVISED**

Moved by Director Layton  
Seconded by Director Funk

2020-1-31 "In accordance with Section 90 of the Community Charter, it is the opinion of the Board of Directors that matters pertaining to Sections 90(1)(c) – labour relations or other employee relations, 90(1)(e) – the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality, 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 Relations/Connectivity), must be closed to the public, therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director McGuire  
Seconded by Director Layton

2021-1-32 "That the meeting be adjourned at 3:18 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING (VIRTUAL)****Thursday, February 11, 2021**

**PRESENT:** Chair Gerry Thiessen

Directors Gladys Atrill  
Shane Brienen  
Mark Fisher  
Dolores Funk  
Tom Greenaway  
Clint Lambert  
Brad Layton  
Linda McGuire  
Bob Motion  
Chris Newell  
Mark Parker  
Jerry Petersen  
Michael Riis-Christianson  
Sarrah Storey – left at 1:55 p.m.

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Nellie Davis, Regional Manager of Economic Development  
Alex Eriksen, Director of Environmental Services – arrived at 11:00 a.m.  
John Illes, Chief Financial Officer  
Haley Jeffrey, Emergency Services Manager – left at 11:32 a.m.  
Deborah Jones-Middleton, Director of Protective Services  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

Others Nadine Frenkel, Chair School District 91 Nechako Lakes – left at 11:04 a.m.  
Manu Madhok, Superintendent, School District 91 Nechako Lakes – left at 11:04 a.m.  
Mike McDiarmid, Superintendent, School District 54 Bulkley Valley – left at 11:04 a.m.  
Matthew Monkman, Assistant Superintendent, School District 54 Bulkley Valley – left at 11:04 a.m.

**CALL TO ORDER**

Chair Thiessen called the meeting to order at 10:02 a.m.

**AGENDA**Moved by Director McGuire  
Seconded by Director Layton**C.W.2021-2-1**

"That the Agenda of the Committee of the Whole meeting of February 11, 2021 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Committee of the Whole  
Minutes – January 14, 2021

Moved by Director Petersen  
Seconded by Director Layton

C.W.2021-2-2

“That the Committee of the Whole meeting minutes of January 14, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DELEGATIONS****SCHOOL DISTRICT 91 NECHAKO LAKES – Nadine Frenkel, Chair and Manu Madhok, Superintendent RE: Update**

Chair Thiessen welcomed Nadine Frenkel, Chair and Manu Madhok, Superintendent, School District 91 Nechako Lakes.

Ms. Frenkel and Mr. Madhok provided a PowerPoint Presentation.

School District 91 Nechako Lakes

- SD 91 Board of Education
- SD 91 Leadership Team
- Strategic Plan 2020-2025
- Superintendent Monthly Reports
- 2020 Capital Investments – RDBN Schools
- K-12 Enrolment RDBN Schools 2013-2020
- SD 91 Enrolment – Sept. 2020
- Teacher Recruitment
- Recruitment Strategies
- SD 91 asks of the RDBN.

Discussion took place regarding:

- RDBN Solid Waste Management initiatives
  - o Engagement with schools
  - o Including youth on the RDBN Waste Management Committee
  - o Schools are considered institutional facilities under the ICI (Industrial, Commercial, Institutional) cardboard recycling
    - Students have indicated they want change
- RDBN Broadband initiatives
  - o Improving connectivity for unserved and underserved areas of the Regional District
  - o Identified priority projects
    - Southside of Francois Lake
    - Buck Flats area in Houston
  - o RDBN staff have connected with Superintendent Madhok
  - o RDBN has received letters of support from SD 91 and 54
  - o Investigate working together collaboratively
- Career days at the schools
  - o Community involvement
  - o Student interaction with community members and local government representatives
- Tucker Goes to City Hall: A Kid’s Guide to Local Government by Jill Lewis & George B. Cuff
- Sowchea Elementary School
- Food Hub – utilization of facilities
- Shared transportation BC Transit/Northern Health/School District/Regional Districts



**DELEGATIONS (CONT'D)****SCHOOL DISTRICT 91 NECHAKO LAKES – Nadine Frenkel, Chair and Manu Madhok, Superintendent RE: Update (Cont'd)**

- Province has developed an emergency management program for Grades 5-6
  - o RDBN staff willing to assist schools to provide the program.

Chair Thiessen thanked Ms. Frenkel and Mr. Madhok for attending the meeting.

**SCHOOL DISTRICT 54 Bulkley Valley – Mike McDiarmid, Superintendent and Matthew Monkman, Assistant Superintendent RE: Update**

Chair Thiessen welcomed Mike McDiarmid, Superintendent and Matthew Monkman, Assistant Superintendent, School District 54 Bulkley Valley.

Messrs. McDiarmid and Monkman provided a PowerPoint Presentation.

**Strategic Plan – Board of Education School District 54 Bulkley Valley**

- SD#54 Mission Statement
- The Board of Trustees of School District 54 commits to Core Values
- Learning Priorities
  - o Goal - Increase graduation and success rates for all learners
  - o Goal – Support all students to achieve optimal physical and mental wellness
  - o Goal – Increase community involvement for students
- Indigenous Education Priorities
  - o Goal – Increase graduation and success rates for Indigenous learners
  - o Goal - Increase Indigenous culture and the presence of Witsuwit'en language in all schools, particularly Secondary Schools
  - o Goal – Support everyone in SD 54 school community to increase their knowledge of and value for Indigenous worldviews and perspectives
- Operational Priorities
  - o Goal – Promote and support outdoor experiential learning programs
  - o Goal – Provide more updated, flexible and modern learning spaces
  - o Goal – Increase environmental stewardship in District operations
- Facilities available to the wider community
- Choice and Flexibility Priorities
  - o Goal – Promote and support Innovative instruction practices and learning opportunities for students
  - o Goal – Promote and support a broad variety of courses and programs for students
  - o Goal – Provide professional development opportunities that support innovation

Discussion took place regarding:

- Athletics – importance
  - o Funding for buses and drivers
  - o Priority of School District 54
  - o Sport Performance – exploring a new program
    - Having national level elite athletes training at School District 54 facilities
  - o Always exploring options to include athletics in schools
  - o School District 91 recognizes the importance of athletics
  - o Accessibility for students to participate in sports and removing barriers

**DELEGATIONS (CONT'D)**

- Music programs
  - o SD 54 substantial program
    - Based on student enrollment
    - Adapting to COVID-19 regulations
  - o SD 91
    - Strong music program in Vanderhoof
    - Recruitment to make a music program equitable across the region
    - Announced that SD 91 has purchased 100 ukuleles for Grades 2-5
    - Expressed appreciation for individuals in the smaller communities within SD 91 that provide their fine arts expertise
- Strong music community programs that absorb children
- Strong programs within the school are supported by strong programs within the community
- Navigating and negotiating challenging issues
- Walnut Park School in Smithers located close to the historical Indian Town and the burning down of Indian Town
- Superintendent McDiarmid spoke as an indigenous person building bridges has been part of his career work
- Strong Indigenous education department
- Address in a respectful way and honouring the history that has taken place.

Chair Thiessen thanked Messrs. McDiarmid and Monkman for attending the meeting.

**REPORTS****Stuart-Nechako Economic Development Service**

Moved by Director Parker  
Seconded by Director Petersen

**C.W.2021-2-3**

“That staff be directed to repeal Bylaw No. 1460 and that the remaining funds in the service be distributed to the participating areas.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Provincial COVID-19 Relief Funds**

Moved by Director Fisher  
Seconded by Director Lambert

**C.W.2021-2-4**

“That the Board allocate \$218,574 of the COVID Safe Restart Grant to 2021 identified projects and incorporate these amounts into the 2021 budget, and to allocate \$132,047 based on population to each Electoral Area, and the remaining \$132,007 to the Electoral Areas to be allocated later in 2021.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding:

- o COVID Safe Restart Grant monies to support community not for profit organizations
- o Audio visual for the RDBN Board room and grant application
- o Overview of the Rural/Agriculture Committee Meeting discussion regarding the Provincial COVID-19 Relief Funds
- o Per capita allocation to rural areas to provide support
- o Commitment by rural directors to each of their areas.

**REPORTS (CONT'D)**Revised Financial Assistance  
for Emergency Response  
Costs – A Guide for BC First  
Nations and Local Authorities

Moved by Director Storey  
Seconded by Director Lambert

C.W.2021-2-5

1. That the Committee of the Whole recommend the Board direct staff to prepare and submit a response letter regarding the Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities (Financial Guidelines) prior to the comment period deadline of February 28, 2021.

2. And that the Committee of the Whole recommend the RDBN Board direct staff to invite member municipalities to send a letter of support regarding feedback from the RDBN.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Deborah Jones-Middleton, Director of Protective Services provided an overview of the Revised Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities staff report.

The following was discussed:

- Focus on a few key concerns
- Municipal Council meeting timelines and deadlines to provide a letter of support
- Hobby Farms and farm status under Livestock
- EOC Administrative Operating Costs
  - Payroll, overtime and assistance from municipalities at the time of an emergency
  - Chair Thiessen and CAO Helgesen addressing the issue with the Emergency Management BC.

Bylaw Limits on Taxation

Moved by Director Storey  
Seconded by Director Layton

C.W.2021-2-6

“That the Committee of the Whole receive the Chief Financial Officer’s Bylaw Limits on Taxation memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Update – Agricultural Plastic Recycling – Clean Farms Pilot Program      Moved by Director Fisher  
 Seconded by Director Parker

C.W.2021-2-7

“That the Committee of the Whole receive the Director of Environmental Services’ Update – Agricultural Plastic Recycling – Clean Farms Pilot Program memorandum.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place in regard to the Board receiving the Agricultural Waste Characterization Study from Clean Farms in its entirety at a future Board meeting. The RDBN supporting a local (regional) processing project was discussed. The agricultural community has indicated that they will not support trucking the products long distances.

**Committee Terms of Reference (ToR)**

The following was discussed:

- Committee operating procedures
- Connectivity Committee ToR
  - o Committee Mandate
  - o Strategic priorities
    - Support efforts to gain internet that meets the minimum CRTC upload and download internet speed mandate
- Providing a list of Committee members
- Committees working with each member municipality moving forward.

**Break for lunch at 12:00 p.m.****Reconvened at 12:48 p.m.**

- Rural and Agriculture Committees
  - o Separating the Rural/Agriculture Committee
  - o History of the Rural/Agriculture Committee
  - o Agriculture sector impacts in relations to municipalities
  - o Municipalities blending with rural areas
  - o Combining the Rural and Agriculture Committee and Terms of Reference
- Regional Board member expertise on subject matters brought forward at Committee Meetings
- Regional Board member support
- Committee minutes and recommendations come forward to subsequent Board Meetings for approval
- Opportunity for Board members to attend all committee meetings
- Smaller committees and Committee of the Whole structure, select and standing committees
- RDBN Procedure Bylaw
  - o Committee meeting participation
- All RDBN Directors have the option to provide information to the Chair of a Committee to be brought forward
- Natural Resources Committee ToR
- Waste Management Committee ToR
  - o Youth Engagement
    - Non-voting representatives
    - Participating electronically

**REPORTS (CONT'D)**

- Regional Solid Waste Advisory Committee (RSWAC)
  - o RSWAC a component of the Solid Waste Management Plan (SWMP) approved by the Province
  - o Provides the ability for public input
  - o Remuneration for external stakeholders
    - Has to be outlined in the Terms of Reference
- Staff to bring forward to the February 25, 2021 Board Meeting.

Committee Terms of Reference Moved by Director Riis-Christianson  
Seconded by Director McGuire

C.W.2021-2-8

“That the Committee of the Whole receive the Manager of Administrative Services’ Committee Terms of Reference memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes and Prince George  
Timber Supply Area  
Apportionment

Moved by Director Layton  
Seconded by Director Lambert

C.W.2021-2-9

“That the Committee of the Whole receive the Manager of Administrative Services’ Lakes and Prince George Timber Supply Area Apportionment memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Riis-Christianson indicated he has had conversations with stakeholders and they have voiced concerns in regard to the Lakes and Prince George TSA Apportionment. Discussion took place concerning the following:

- o Unintended consequences with the scenarios presented by Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD)
- o Tenures were implemented to prevent boom and bust economies and to create security and community support
- o Rural Directors not included in the consultation process
- o Requesting an extension to FLNRORD response deadline
- o Municipalities and rural directors providing individual letters to FLNRORD
  - Municipal and electoral area perspective
  - Regional District perspective
  - Municipal and electoral area alignment and support
  - Staff can provide assistance if required
- o BC Timber Sales
  - US Lumber Markets
  - Market value
- o Companies with higher portions of timber supply.

**CORRESPONDENCE**

Emergency Management BC Moved by Director McGuire  
-EMBC Update: Emergency Seconded by Director Lambert  
Management Legislation – RDBN

C.W.2021-2-10

“That the Committee of the Whole receive the Correspondence from Emergency Management BC – EMBC Update: Emergency Management Legislation – RDBN.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**IN-CAMERA MOTION**

Moved by Director Layton  
 Seconded by Director McGuire

C.W.2021-2-11

“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 Section 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 Relations/Connectivity), must be closed to the public, therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Lambert  
 Seconded by Director Layton

C.W.2021-2-12

“That the meeting be adjourned at 2:09 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****RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, February 11, 2021**

**PRESENT:** Chair Mark Parker

Directors Mark Fisher  
Tom Greenaway  
Clint Lambert  
Chris Newell – arrived at 9:18 a.m.  
Jerry Petersen  
Michael Riis-Christianson  
Gerry Thiessen – arrived at 9:26 a.m.

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Nellie Davis, Manager of Regional Economic Development  
John Illes, Chief Financial Officer  
Deborah Jones-Middleton, Director of Protective Services – arrived at 9:19 a.m.  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

Others Gladys Atrill, Town of Smithers – arrived at 9:18 a.m.  
Linda McGuire, Village of Granisle  
Bob Motion, District of Fort St. James  
Sarrah Storey, Village of Fraser Lake

**CALL TO ORDER**

Chair Parker called the meeting to order at 9:16 a.m.

**AGENDA**Moved by Director Petersen  
Seconded by Director Greenaway**RDC.2021-2-1**

“That the Rural/Agriculture Committee Agenda for February 11, 2021 be approved as amended that Dog Control be added under New Business.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY****MINUTES****Rural/Agriculture Committee  
Meeting Minutes  
-January 14, 2021**Moved by Director Riis-Christianson  
Seconded by Director Petersen**RDC.2021-2-2**

“That the minutes of the Rural/Agriculture Committee meeting of January 14, 2021 be adopted.”

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

**RURAL REPORTS**Grant in Aid Allocation

Moved by Director Fisher  
Seconded by Director Riis-Christianson

RDC.2021-2-3

“That the Rural/Agriculture Committee recommend that the Board approve the following Grant in Aid allocations:

1. That the Area A - "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be allocated \$4,184.30 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the purchase of Trout Creek.
2. That the Area A - "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be allocated \$3,025.15 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Cycle 16 (Smithers – Telkwa) Commuter Trail
3. That the Areas B and E – “Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020” be allocated \$2,210.87 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with the acquisition of Imerson’s Beach.
4. That the Areas B and E – “Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020” be allocated \$3,817.87 grant in aid monies from Electoral Area “E” (Francois/Ootsa Rural) for costs associated with the acquisition of Hospital Point.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Provincial COVID-19 Relief Funds

Moved by Director Lambert  
Seconded by Director Newell

RDC.2021-2-4

“That the Rural/Agriculture Committee receive the Chief Financial Officer’s Provincial COVID-19 Relief Funds memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Allocating funds to grant in aid
  - o Bound by grant in aid requirements
  - o Electoral Area Directors to contact staff concerning allocation
- COVID-19 impacts to community halls and not for profit societies
- Utilizing funding for community halls and not for profit societies/projects impacted by COVID-19
  - o Staff to provide assistance to groups
- Propose RDBN agreements with some halls
  - Emergency Support Services (ESS) - Reception Centres
  - o Staff will investigate options
- Provincial COVID – 19 Relief Funds criteria and the Province’s consideration of the impacts from COVID-19



**RURAL REPORTS (CONT'D)**

- Bringing forward a resolution to the RDBN Committee of the Whole meeting allocating \$218,574 of the COVID Safe Restart Grant to 2021 identified projects in the 2021 budget, and to allocate \$132,047 based on population to each Electoral Area, and the remaining \$132,007 to the Electoral Areas to be allocated later in 2021
- Potential ideas:
  - o Reuse Sheds – investigate funding and options to reopen
  - o Advisory Planning Commissions (APC's) – workshop to assist groups and electoral area representatives to govern efficiently
  - o Supporting municipal service partners
- Provincial Government's allocation of the COVID-19 Safe Restart Grants for Local Governments
  - o Director Lambert mentioned that Grace McGregor, Electoral Area Representative, UBCM Executive at the 2021 Virtual LGLA Electoral Area Directors Forum spoke of the funding allocation to rural areas and municipalities and that the allocated amount may be different
  - o Staff will look into the matter.

**CORRESPONDENCE**

Forage Management Webinar Series      Moved by Director Lambert  
 Secoded by Director Newell

RDC.2021-2-5      "That the Rural/Agriculture Committee receive the correspondence regarding the Forage Management Webinar Series."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DISCUSSION ITEM****Community Halls**

Chair Parker spoke of the struggle community halls are having in the region due to the impacts from COVID-19. He mentioned that having an inventory of community halls and services they provide would be beneficial. CFO Illes mentioned that Fort Fraser and Braeside Community Halls have service establishment bylaws.

**NEW BUSINESS**

Dog Control in Rural Areas      Director Riis-Christianson brought forward dog control in rural areas for discussion. He mentioned there has been interest and concern from Electoral Area "B" residents in regard to dog/animal control. Director Riis-Christianson noted the difficulty of implementing dog/animal control services. Discussion took place in regard to other RDBN Electoral Area Directors experience concerning animal control. Staff noted that there is a low level for demand for animal control services within the region. Dangerous dog situations are reported and addressed by the RCMP and incidents involving wildlife can be reported to the BC Conservation Officer Service. Monitoring the situation was discussed and having discussion with the RCMP appearing as a Delegation at a future Board meeting.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Lambert

RDC.2021-2-6

“That the meeting be adjourned at 9:55 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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Wendy Wainwright, Executive Assistant



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

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**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** February 25, 2021  
**SUBJECT:** Rezoning A-03-20 1<sup>st</sup> and 2<sup>nd</sup> Reading Report for Rezoning Bylaw 1938, 2021

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**RECOMMENDATION**

1. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1938, 2021” be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1938, 2021” be delegated to the Director or Alternate Director for Electoral Area A.

**VOTING**

All Directors / Majority

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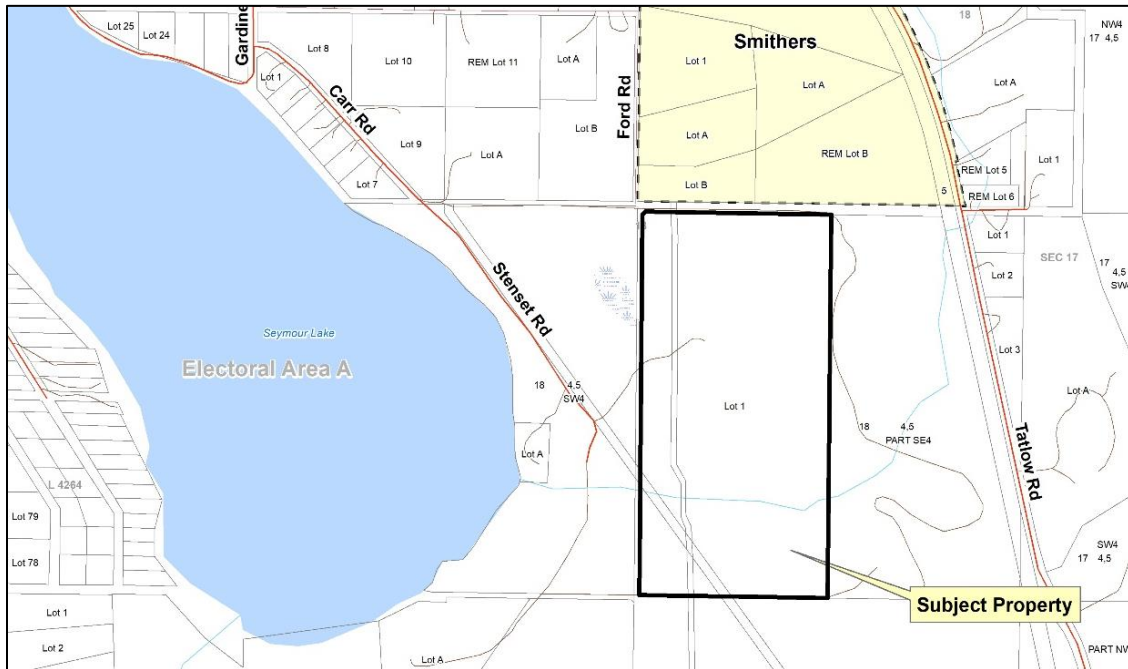
**EXECUTIVE SUMMARY**

The proposed rezoning of the property to the Small Holdings (H1) Zone will allow the subject property to be considered for subdivision by the Ministry of Transportation and Infrastructure. The subject property is identified for Rural Residential development in “Smithers Telkwa Rural Official Community Plan 1704, 2014”.

Concern has been raised regarding the potential for future land use conflict between the proposed new rural residential parcels and industrial lands to the east and northeast (accessed from Tatlow Road). In staff’s opinion the potential for conflict is not adequately significant to justify denial of this application at this stage of the process. Staff recommend that Bylaw No. 1938, 2020 be given 1st and 2nd readings and proceed to a Public Hearing.

**APPLICATION SUMMARY**

<b>Name of Agent/Owner:</b>	Keenan Moore
<b>Electoral Area:</b>	A
<b>Subject Property:</b>	Lot 1 Section 18 Township 4 Range 5 Coast District Plan PRP13452
<b>Property Size:</b>	31.7 ha (76.85 acres)
<b>OCP Designation:</b>	Rural Residential (RR) in "Smithers Telkwa Rural Official Community Plan 1704, 2014"
<b>Zoning:</b>	Large Holding (H2) in "Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020"
<b>ALR:</b>	No
<b>Existing Land Use:</b>	Residential
<b>Location:</b>	2654 Stenset Road, adjacent to the Town of Smithers

**Proposal:**

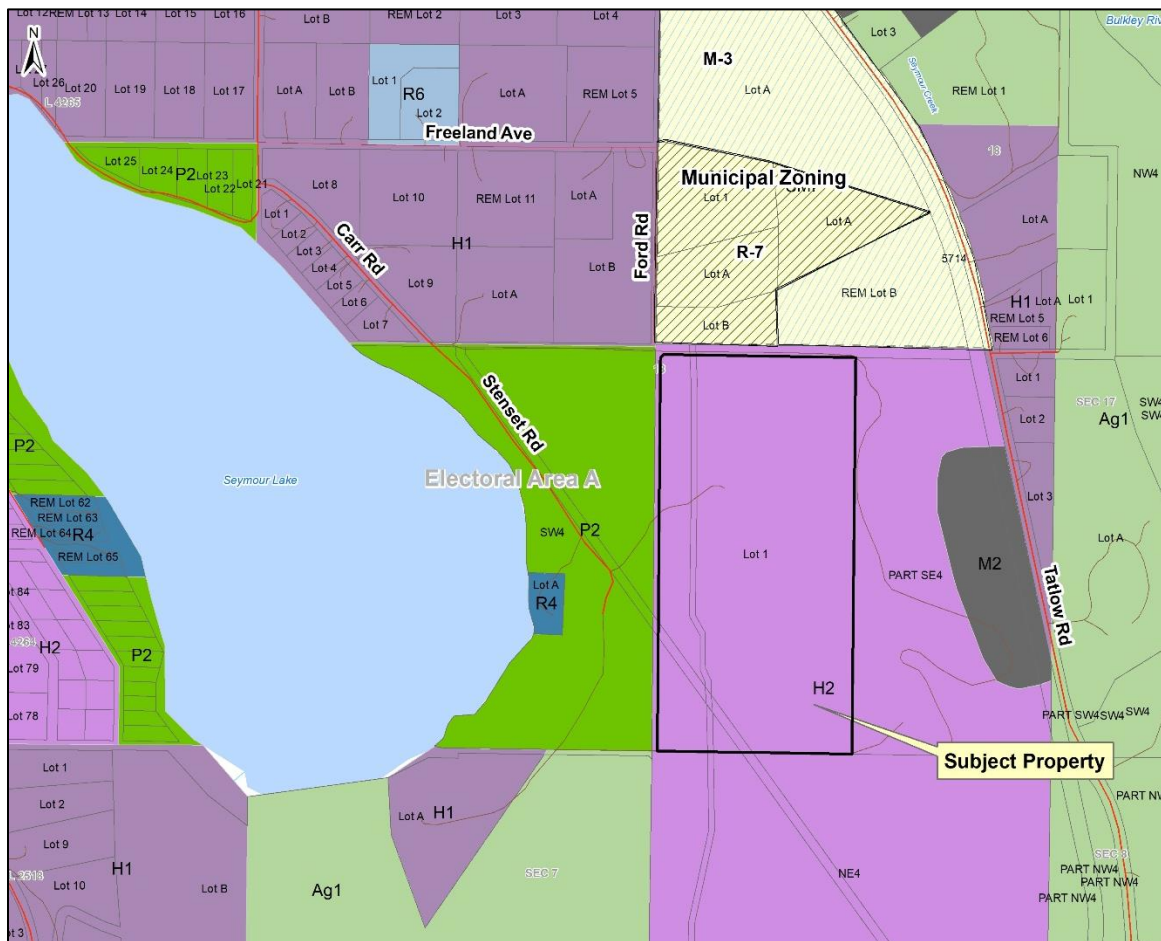
The applicant is proposing to rezone from Large Holdings (H2) to Small Holdings (H1). Under the current zoning the minimum parcel size is 8 ha (19.77 acres), which allows for the potential subdivision of the property into 3 parcels. Rezoning to Small Holdings (H1), with a minimum parcel size of 2 ha (4.94 acres) would allow the potential subdivision of the property into 14 parcels.

## DISCUSSION

### Zoning and Official Community Plan

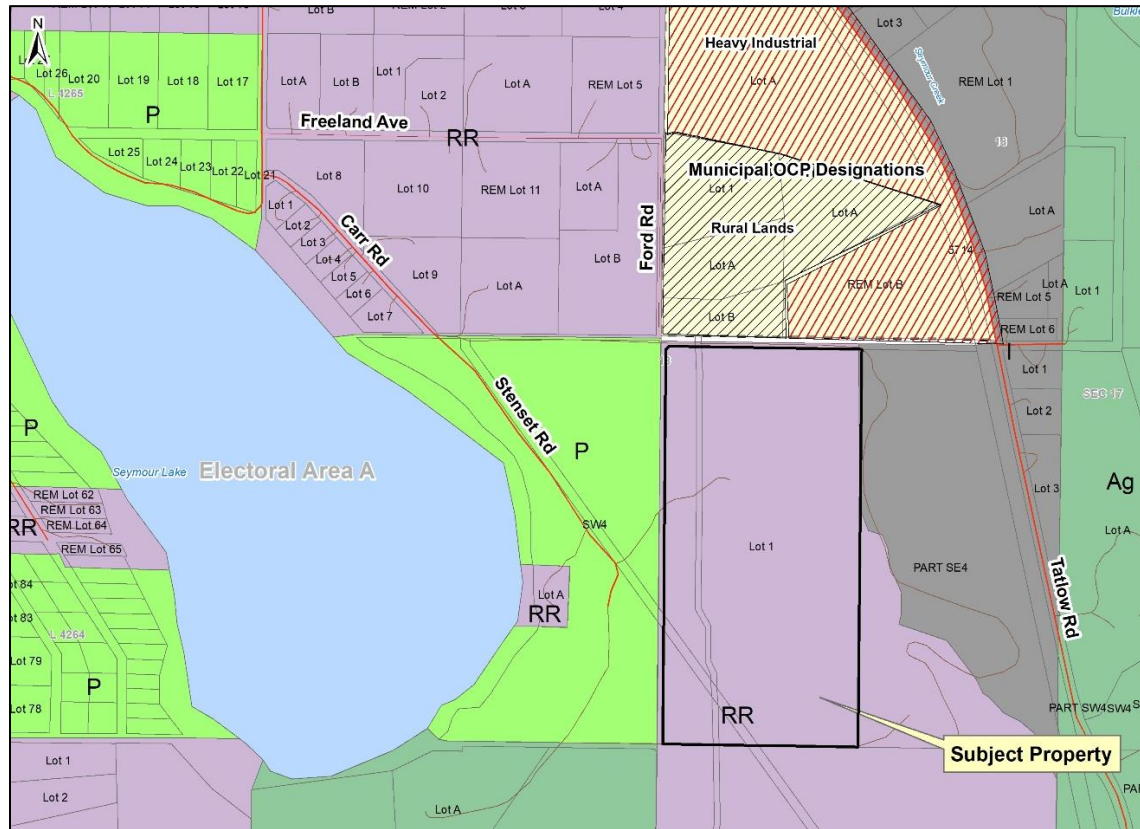
The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan (OCP). The Seymour Lake area has a strong residential character and a wide range of parcel sizes. The majority of parcels in the area were created by the Province prior to the establishment of regional districts in 1967. The 4 rural residential parcels directly north of the subject property, within the Town of Smithers, were subdivided for rural residential use by the Town between 2012 and 2015.

### Zoning Map



The land to the east is at a lower elevation and is accessed by Tatlow Road. This land is accessed through the Town of Smithers and is identified for future industrial use. The entire Tatlow Road area has a strong industrial character.

## OCP Designation Map



The OCP directs that lands designated RR may be considered for rezoning to allow subdivision to a minimum parcel size of 1.6 ha. (4 acres) where:

- (a) There is no known barrier to the development of an on-site water supply and sewage disposal system.
- (b) The development is compatible with adjacent land uses and maintains the rural character of the area.
- (c) Parcels are not located within a floodplain or on other hazard lands.
- (d) The development adequately addresses wildlife and ecological values.
- (e) And, the development will not create an unacceptable conflict between farm and non-farm use.

## Referral Comments

The **Electoral Area “A” Advisory Planning Commission** recommend that the application be supported.

The **Ministry of Transportation and Infrastructure** has not responded to the referral at the time of the writing of this report.

The **Town of Smithers** provided the following referral response.

*The Town of Smithers does not support the rezoning amendment which would potentially allow the existing parcel to be subdivided into up to 14 parcels. Adjacent lands within the Town of Smithers are designated under the Official community Plan either as Heavy Industrial or Rural. The development of properties 2 hectares in size adjacent to Heavy Industrial lands is not supported given that concerns regarding noise and quality of life for residential properties are already being raised in the area.*

The Town of Smithers referral response is attached and includes a list of the uses permitted in their Heavy Industrial Zone.

## Planning Department Comments

The Planning Department has considered the potential for land use conflict between the proposed new rural residential parcels and industrial lands to the east and northeast, accessed from Tatlow Road. There is potential for noise and other impacts from adjacent industrial uses to be present on the subject property. However, it is not anticipated that the level of future industrial development in the Tatlow Road area in close proximity to the subject property will be significant.

The ongoing conflict between rural residents and the Pinnacle Pellet operation is located further to the north, and that noise does not appear to be of concern on the subject property. The undeveloped land directly to the east has limited development potential as a significant portion of the property is wetlands. The OCP designation for this area will be reconsidered as part of the next OCP review process for Electoral Area A.

Staff asked the applicant if they would be willing to register a nuisance easement on title of the subject property to ensure future property owners are aware of the potential industrial development. The applicant advised that they would prefer to not have this charge on title.

The applicant has not proposed a subdivision plan for consideration at this time, and parkland dedication issues have not yet been discussed. These issues would be evaluated as part of the subdivision approval process.

**ATTACHMENTS**

Bylaw 1938, 2021

Town of Smithers Referral Comments





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1938, 2021**

A Bylaw to Amend “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”

---

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” be amended such that the following land is rezoned from the “Large Holdings (H2)” Zone to the “Small Holdings (H1)” Zone.

‘Lot 1 Section 18 Township 4 Range 5 Coast District Plan PRP13452’ as shown on Schedule “A”, which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1938, 2021”.

READ A FIRST TIME this \_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME this \_\_\_ day of \_\_\_\_\_, 2021

PUBLIC HEARING HELD this \_\_\_ day of \_\_\_\_\_, 2021

READ A THIRD TIME this \_\_\_ day of \_\_\_\_\_, 2021

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1938, 2021”

DATED AT BURNS LAKE this \_\_\_ day of \_\_\_\_\_, 2021

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

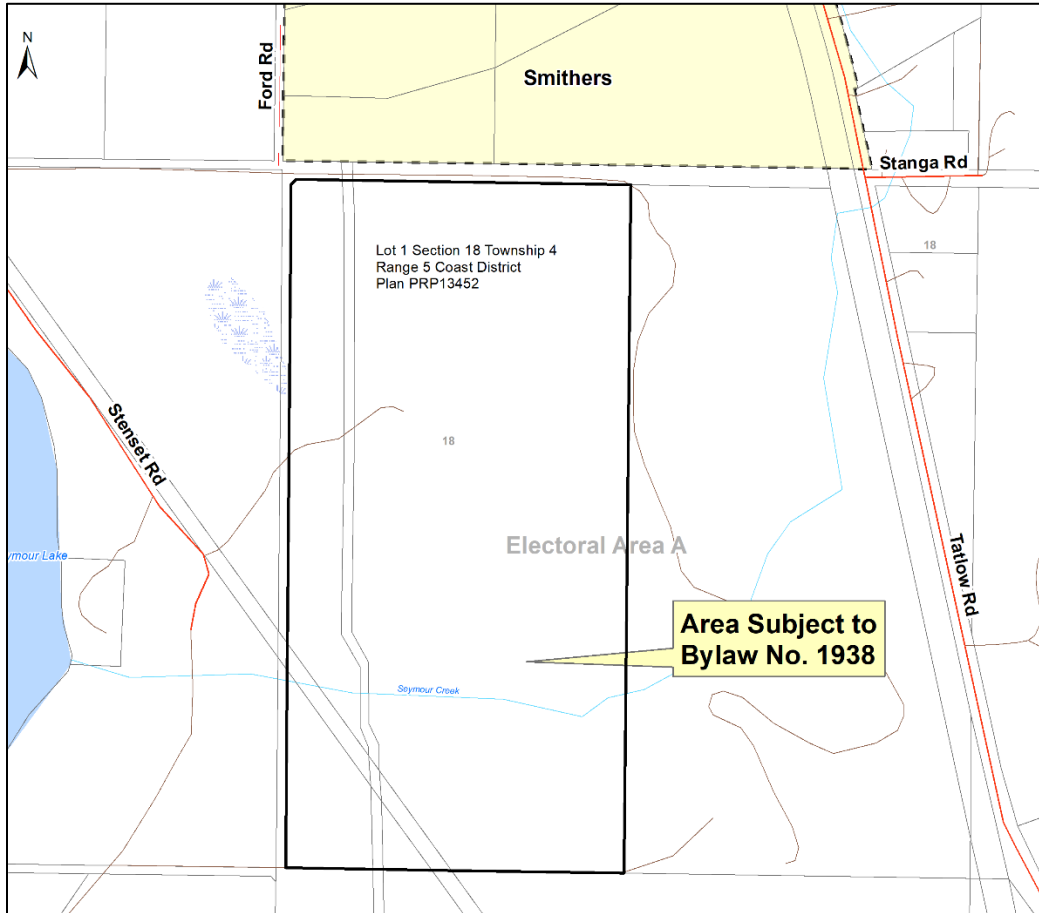
ADOPTED this \_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Chairperson

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

SCHEDULE "A" BYLAW NO. 1938, 2021

Lot 1 Section 18 Township 4 Range 5 Coast District Plan PRP13452, comprising of ±31.7 ha. being rezoned from the "Large Holdings (H2)" Zone to the "Small Holdings (H1)" Zone, as shown.



I hereby certify that this is Schedule "A" of Bylaw No. 1938, 2021

---

Corporate Administrator



## GOVERNMENT AGENCY REFERRAL FORM

### Rezoning Application No. A-03-20

- Approval Recommended for Reasons Outlined Below  
 Interests Unaffected by the Bylaw  
 Approval Recommended Subject to Conditions Below  
 Approval Not Recommended Due to Reasons Outlined Below  
 No Objections

The Town of Smithers does not support the rezoning amendment which would potentially allow the existing parcel to be subdivided into up to 14 parcels. Adjacent lands within the Town of Smithers are designated under the Official Community Plan either as Heavy Industrial or Rural. The development of properties 2 hectares in size adjacent to Heavy Industrial lands is not supported given that concerns regarding noise and quality of life for residential properties are already being raised in the area.

The following uses are currently permitted in the Heavy Industrial Zone and may be developed adjacent to the property:

Permitted Principal Uses

- (a) contractors' yard and storage building;
- (b) distilling, incinerating, tanning or rendering of fish, animal or vegetable products, and the manufacture of paper or rubber;
- (c) works yard;
- (d) industrial service industry including heavy equipment overhaul and repair, welding shop, electrical shop, plumbing and heating shop, blacksmith shop;
- (e) junk yard, wrecking yard, or salvage yard;
- (f) manufacturing, processing, refining, mixing or bulk storing of petroleum, bitumen, coal tar products or derivatives, and corrosive, noxious, highly flammable or explosive materials, chemicals, gases, and fission or fused products;
- (g) operation of sawmills, hammer mills, rolling mills, blast furnaces, foundries, drop forges, brick kilns, flour mills;
- (h) operation of stockyards, the slaughtering of animals or poultry, the manufacturing of fertilizer;
- (i) secondary manufacturing industries including furniture manufacture, mobile home building, wood products manufacturing, textile manufacturing;
- (j) smelting, refining and reducing of minerals or metallic ores;
- (k) transportation uses including truck terminal, railways, freight handling and transit depot;
- (l) asphalt, concrete gravel crushing plant, gravel extraction;
- (m) fuel sales - wood;
- (n) gravel removal.

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Planning Technician

**Regional District of Bulkley-Nechako**  
 37 3<sup>rd</sup> Ave, PO Box 820  
 Burns Lake, BC V0J 1E0  
 250-692-3195



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

---

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** February 25, 2021  
**SUBJECT:** Rezoning F-01-21 1<sup>st</sup> and 2<sup>nd</sup> Reading for Rezoning Bylaw 1939

---

**RECOMMENDATION**

1. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1939, 2021” be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1939, 2021” be delegated to the Director or Alternate Director for Electoral Area F.

**VOTING**

All Directors / Majority

---

**EXECUTIVE SUMMARY**

This application is to allow the storage of recreational vehicles on the subject property. Proposed Rezoning Bylaw 1939 amends “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” by adding Recreational Vehicle Storage as a permitted use on the subject property to the Small Holdings (H1) Zone. The total maximum Gross Floor Area of buildings used for Recreational Vehicle Storage is 1400 square metres.

Staff recommend that Bylaw No. 1939 be given 1<sup>st</sup> and 2<sup>nd</sup> Readings.

**APPLICATION SUMMARY**

**Name of Agent/Owner:** Terrance Neal

**Electoral Area:** F

**Subject Property:** Lot 2 District Lot 1141 Cariboo District Plan 25405

**Property Size:** ±2.26 ha (5.58 acres)

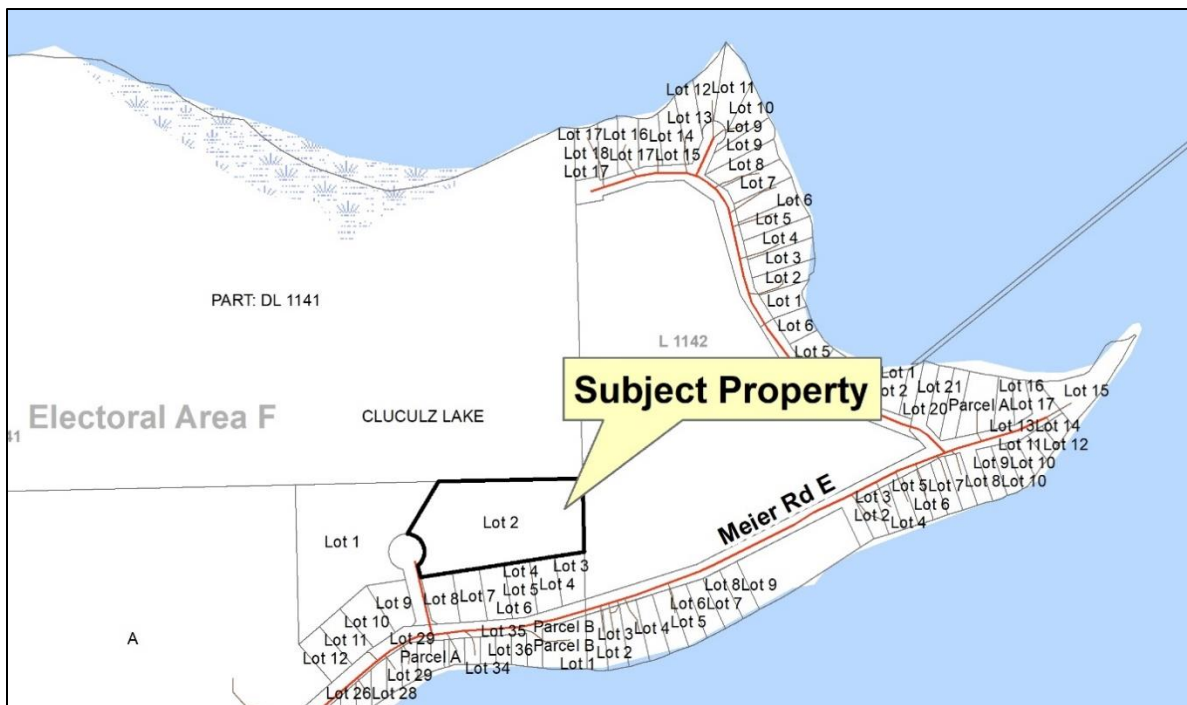
**OCP Designation:** Rural Residential in Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009

**Zoning:** Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020

**ALR Status:** Not in the ALR

**Existing Land Use:** Vacant Land

**Location:** At the end of Roxanne Place in the community of Cluculz Lake approximately 25 km from the District of Vanderhoof



## Proposed Rezoning

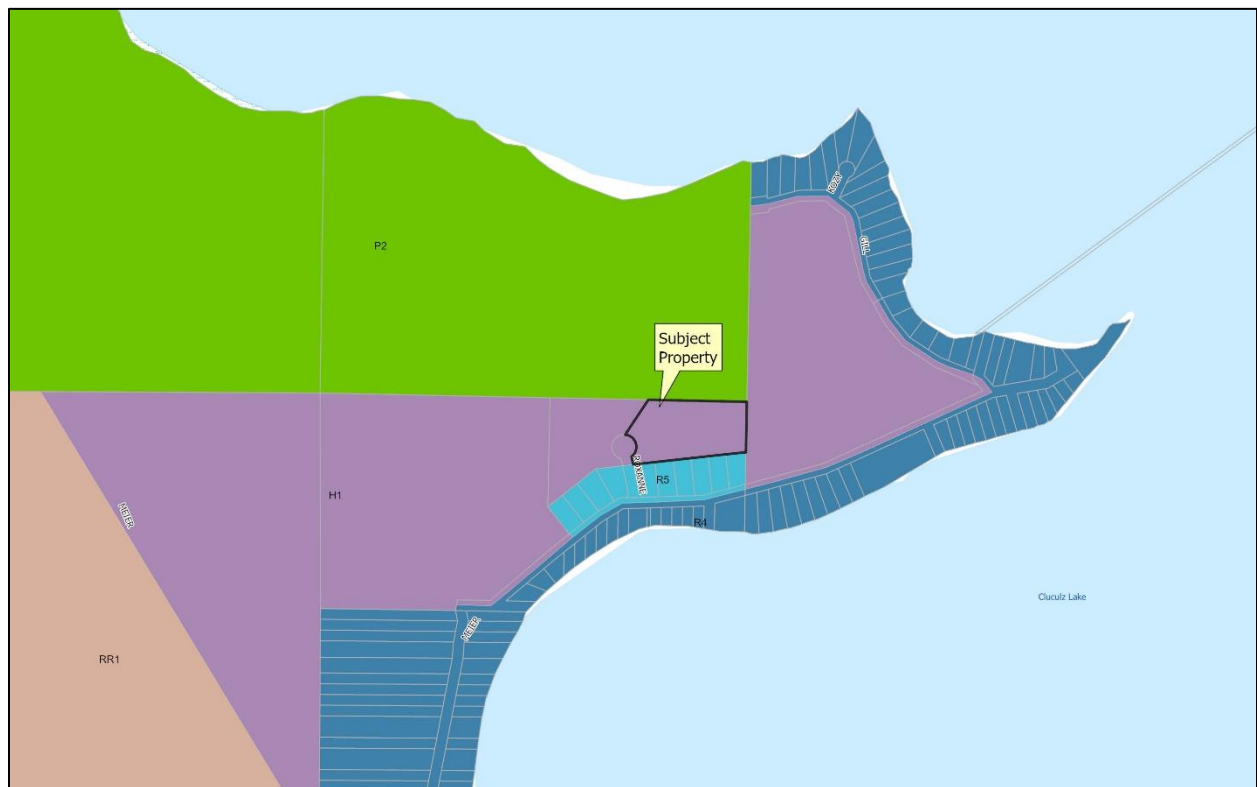
The applicant is proposing to build 4 buildings for the storage of 10 recreational vehicles per building. Each building is proposed to be approximately 330 square metres (3584 sq. ft.) in area. To allow the applicant some flexibility in building size and design the bylaw is written to allow a total maximum Gross Floor Area of buildings used for Recreational Vehicle Storage of 1400 square metres.

## DISCUSSION

### Zoning

The subject property is zoned Small Holdings (H1). Recreational Vehicle Storage is not a permitted use in the H1 zone; therefore, a rezoning application is needed to add Recreational Vehicle Storage as a permitted use on the subject property.

### Zoning Map



### OCP

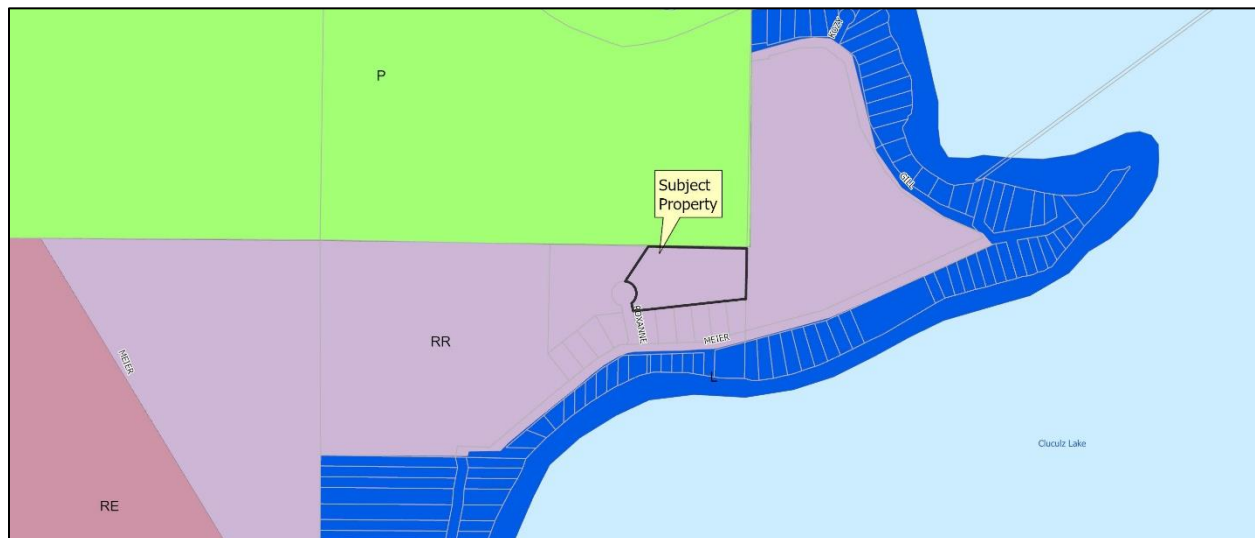
The subject property is located in the community of Cluculz Lake. The Vanderhoof Rural OCP defines specific goals for this community that support small scale commercial activities that serve the local community.

### 2.3.1 Cluculz Lake Goals

Cluculz Lake has the following goals that are in addition to the general plan goals.

1. To provide opportunities for local shopping and services within the community.
2. To improve public access to the Cluculz Lake lakeshore, including waterfront public parks and a public boat launch.
3. To grow and develop in a manner that is responsible to the area's unique and valued natural attributes.
4. To address, in a cooperative manner, the negative environmental impacts associated with older septic systems serving small waterfront residential and recreational lots.
5. To support the addition of a limited amount of new small scale commercial activity where that activity is appropriately located and clearly designed to exclusively serve the local community.

#### OCP Designations Map



#### Land Use

The subject property has been cleared of trees and is vacant. There is a barbed wire fence surrounding the subject property. North of the subject property is crown land identified in the OCP for Park use. There are relatively small rural residential and lakefront properties to the south and east. The applicant owns the abutting parcel to the east.

#### Planning Department Comments

The proposed use is expected to result in a moderate increase in vehicle traffic in the spring and fall. However, the overall impact on the community is expected to be low given the property's location.

**REFERRAL COMMENTS**

Advisory Planning Commission comments will be provided on the Supplemental Agenda.

Ministry of Transportation and Infrastructure and Cluculz Lake Community Association comments were not available at the time of the writing of this report.

**ATTACHMENTS**

Bylaw 1939

Letter from applicant





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO.1939, 2021**

A Bylaw to Amend “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”

---

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” be amended such that the following be added to the list of Permitted Uses for the Small Holdings Zone in Section 14.0.1 Principal Uses:

“Recreational Vehicle Storage in buildings with a total maximum Gross Floor Area of 1400 square metres only on the parcel legally described as Lot 2, District Lot 1141, Cariboo District, Plan 25405.”

This bylaw may be cited as the “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1939, 2021”.

READ A FIRST TIME this \_\_\_ day of \_\_\_\_\_,2021

READ A SECOND TIME this \_\_\_ day of \_\_\_\_\_,2021

PUBLIC HEARING HELD this \_\_\_ day of \_\_\_\_\_,2021

READ A THIRD TIME this \_\_\_ day of \_\_\_\_\_,2021

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1939, 2021”.

DATED AT BURNS LAKE this \_\_\_ day of \_\_\_\_\_,2021

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

ADOPTED this \_\_\_ day of \_\_\_\_\_,2021

\_\_\_\_\_  
Chairperson

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

Terry Neal

December 15, 2020

3355 Meier Road East  
Vanderhoof, B.C.  
VOJ-3A3

**ATTENTION PLANNING DEPARTMENT**

As per our discussion afternoon of December 14, 2020, i am seeking to change the zoning of my Parcel of land described as:

Parcel Identifier: 007-751-443

Legal Description: LOT 2 DISTRICT LOT 1141 CARIBOO DISTRICT PLAN 25405

This land is currently fenced, vacant and was logged approximately 20 years ago. The land is currently zoned (H1) and i am seeking to change the zoning to allow me to construct boat and RV storage buildings. As part of my application package i have included a site plan of land, with proposed and future storage building locations.

The buildings would each house 10 spaces for boats and RVs. The size of 2 proposed and 2 future buildings are 120 feet x 30 feet, giving each building 10 individual spaces of 12 feet x 30 feet.

Construction will be done by a local contractor. Each building will consist of concrete sonotube foundation, wood frame construction and locally engineered trusses.

The storage buildings will have metal roofs and 3 sides of each building will covered in earth tone coloured metal sheeting, leaving 1 120 foot section of each building open for easy access.

I currently own and reside in a lake front home close to the subject parcel on Clucluz Lake. My plan is to build the boat and RV storage buildings, get them rented out, sell our lake shore home and build a new home on this parcel to provide onsite security.

**Reason for Application:**

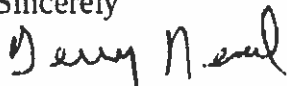
I am proposing to construct 2 RV and boat storage sheds 30 feet x120 feet each consisting of 10 - 12x30 foot spaces for rent and an additional 2 RV and boat storage sheds if demand warrants additional storage space in the future.

In the last number of years, Clucluz Lake has become an extremely popular recreation destination bringing many RVS and large boats to the area. During the fall and winter months many of the owners of these expensive units are searching for covered space to store them. I am proposing to provide that space on a monthly or yearly rental basis. This proposed development is appropriate for this parcel for the following reasons.

- 1) Close to where the boats and RVS are used.
- 2) Located on a dead end road with no other development along its boundaries.
- 3) Storage of boats and RVS is mainly seasonal, increased traffic to area would be minimal.
- 4) Parcel size is large enough to meet structure setback requirements, more than enough room for future expansion while remaining hidden from the road.
- 5) This development would provide a much needed service to meet the needs of boat and RV owners in the Clucluz Lake and surrounding areas.
- 6) This development would be owned and operated by local long time residents of the area.
- 7) This parcel has had an Archaeological Impact Assessment by Archer CRM Partnership under Heritage Inspection Permit 2009 – 0278 and found to contain no artifacts.
- 8) I have informally canvassed a few residents in the immediate area surrounding the parcel of land, receiving positive feedback including 4 sign me up for storage spaces.

Thank-you for your time and consideration of this project.

Sincerely



Terry Neal



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

---

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** February 25, 2021  
**SUBJECT:** Rezoning Application RZ A-02-20  
3<sup>rd</sup> Reading for Rezoning Bylaw No. 1937, 2021

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**RECOMMENDATION**

1. That the Regional District Board receive the Report of the Public Hearing for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021” located on the supplementary agenda.
2. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021” be given 3<sup>rd</sup> reading.

**VOTING**

All / Directors / Majority

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**EXECUTIVE SUMMARY**

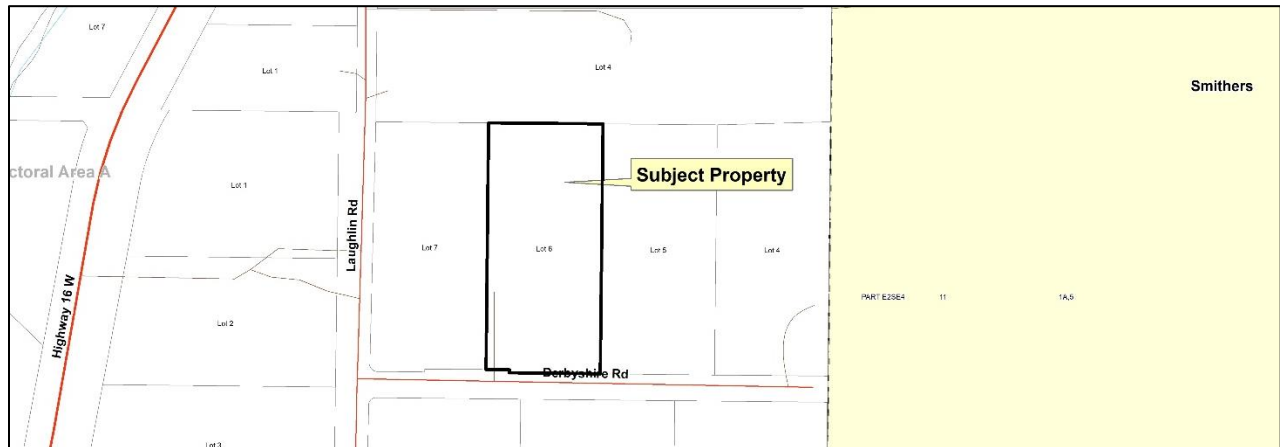
This application proposes to legalize an existing second dwelling located above a garage/shop. Rezoning Bylaw No. 1937, 2021 changes the zoning of the subject property from Small Holdings (H1) to Small Holdings – Additional Dwelling (H1A).

The applicants indicate that they purchased the subject property with the second dwelling in 2018. The applicants have worked with the building inspectors to obtain the necessary building permit for the 2<sup>nd</sup> dwelling; however, this permit cannot be issued until the land is rezoned and the 2<sup>nd</sup> dwelling is an allowed use.

Staff recommend that Rezoning Bylaw No. 1937, 2021 be given 3<sup>rd</sup> Reading.

**APPLICATION SUMMARY**

<b>Name of Agent/Owner:</b>	Floris & Tanya Morkel
<b>Electoral Area:</b>	A
<b>Subject Property:</b>	Lot 6 Section 11 Township 1a Range 5 Coast District Plan EPP15239
<b>Property Size:</b>	±2.5 ha (5 acres)
<b>OCP Designation:</b>	Rural Residential in the “Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014”
<b>Zoning:</b>	Small Holdings (H1) in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”
<b>ALR Status:</b>	Not in the ALR
<b>Existing Land Use:</b>	Residential
<b>Location:</b>	The subject property is located at 5120 Derbyshire Road, approximately 190 m from the Town of Smithers.

**Proposed Rezoning**

The applicant is proposing to rezone the property from Small Holdings (H1) to Small Holdings – Additional Dwelling (H1A) to legalize an existing second dwelling located above the garage.

## DISCUSSION

### OCP and Zoning

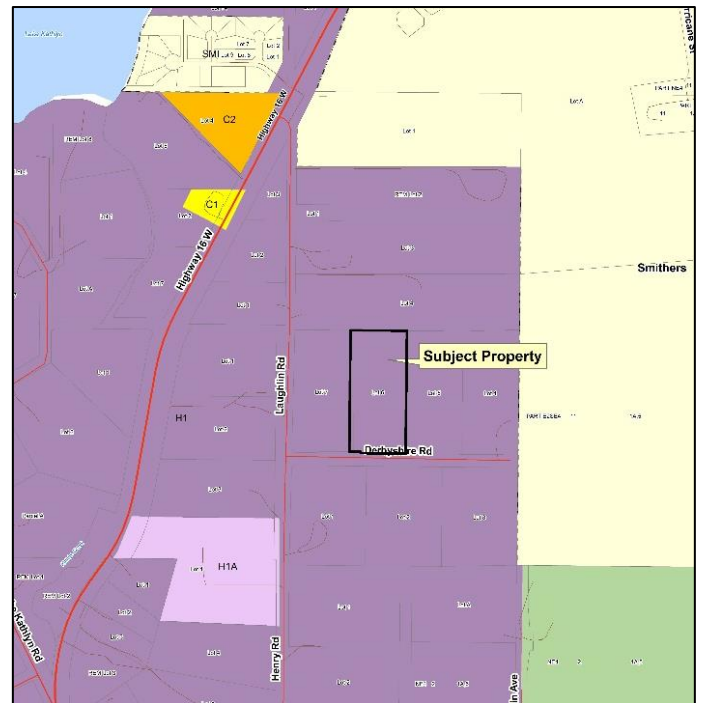
The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area. Section 3.4.2 (7) of the OCP states that rezoning applications to allow a second single family dwelling on a parcel may be considered under the following circumstances:

- (a) The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.
- (b) It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.
- (c) The development is compatible with adjacent land uses and maintains the rural character of the area.
- (d) The parcel is not located within a floodplain or on other hazard lands.
- (e) The development addresses wildlife and ecological values.
- (f) And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited.

### Zoning

The proposed Small Holdings (Additional Dwelling) Zone permits two single family dwelling per parcel. Only one of the dwellings may exceed a gross floor area of 120 m<sup>2</sup> (1,290 ft<sup>2</sup>). The H1A zone has a relatively small parcel size requirement of 2 ha. Limiting the size of the second dwelling reduces the potential visual impact associated with two large houses on the property. In addition, the size restriction also serves to limit the number of bedrooms and therefore control the on-site sewage disposal impacts.

Further subdivision of the property cannot occur under the current or the proposed zoning.



### **Advisory Planning Commission Referral**

The Electoral Area A Advisory Planning Commission recommends that the application be approved.

### **Planning Department Comments**

The area above the garage was built under a building permit in 2013 as office space. The applicants indicate that the area was converted into a dwelling some time prior to their purchase of the property in 2018. A carport and balcony were recently added to the building by the applicant without a building permit. The applicant is currently working with the building inspectors to legalize the carport, balcony, and 2<sup>nd</sup> dwelling. The building permit for the 2<sup>nd</sup> dwelling cannot be issued until the zoning is amended to permit as proposed.

The property owner has provided confirmation that the septic system was designed to accommodate the 2<sup>nd</sup> dwelling.

Planning Department staff have no objections to the proposed rezoning.



### **PUBLIC HEARING**

The Public Hearing for Bylaw No. 1937 was held on February 17, 2021. The report of the Public Hearing will be provided on the supplementary agenda.

### **ATTACHMENTS**

Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1937, 2021**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1A)" Zone.

'Lot 6 Section 11 Township 1a Range 5 Coast District Plan EPP15239' as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021".

READ A FIRST TIME this 28<sup>th</sup> day of January, 2021

READ A SECOND TIME this 28<sup>th</sup> day of January, 2021

PUBLIC HEARING HELD this 17<sup>th</sup> day of February, 2021

READ A THIRD TIME this \_\_\_ day of \_\_\_\_\_, 2021

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1937, 2021"

DATED AT BURNS LAKE this \_\_\_ day of \_\_\_\_\_, 2021

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

Approved pursuant to section 52(3)(a) of the Transportation Act this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2021

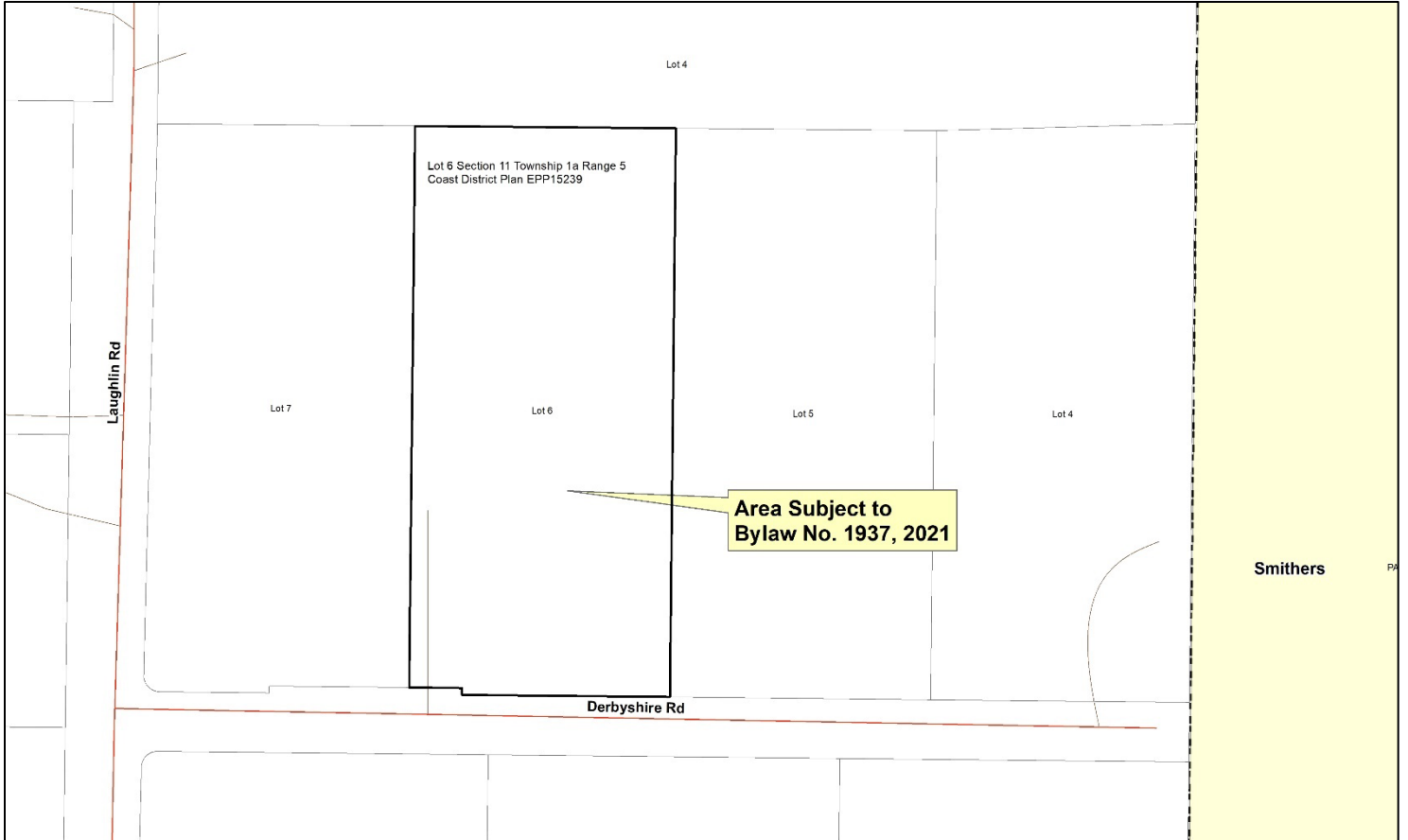
\_\_\_\_\_  
Chairperson

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



SCHEDULE "A" BYLAW NO. 1937, 2021

Lot 6 Section 11 Township 1a Range 5 Coast District Plan EPP15239, comprising of ±2.5 ha. being rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1A)" Zone, as shown.



I hereby certify that this is Schedule "A" of Bylaw No. 1937, 2021

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

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

---

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** February 25, 2021  
**SUBJECT:** Development Variance Permit DVP A-01-21

---

**RECOMMENDATION**

That the Board approve Development Variance Permit DVP A-01-21 for the property located at 294 Prairie Road to vary Section 15.0.4 (1) of “Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020” by reducing the setbacks from parcel lines from 7.5 m to 4 m to allow the construction of 2 small single family dwellings.

**VOTING**

All Directors / Majority

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**DISCUSSION**

The subject property is immediately north of the Prairie Village development area, and is surrounded by Crown Land which is Controlled Recreation Area for the Hudson Bay Mountain Resort near the Town of Smithers. The land is zoned Large Holdings (H2) and has a relatively large setback requirement of 7.5 metres from all parcel lines, in relation to the size of the parcel. The proposed new single family dwelling’s and decks encroach into the setback areas on all parcel lines. Therefore, the applicant is asking to vary the setback for all parcel lines to 4 metres to allow the buildings as proposed.

Staff have no objections to the application and recommend that the permit be issued.

**APPLICATION SUMMARY**

**Name of Agent:** Peter Vandergaag

**Electoral Area:** A

**Subject Property:** 294 Prairie Road, District Lot 8101 Range 5 Coast District

**Property Size:** 0.09 ha (0.22 acres)

**OCP Designation:** Ski Smithers Development Area (SSDA)

**Zoning:** Large Holdings (H2)

**ALR Status:** Not in the ALR

**Existing Land Use:** Single Family Dwelling

**Location:** The subject property is located at 294 Prairie Road, approximately 120 m north of the Prairie Village



**Zoning Map**



**ATTACHMENTS**

DVP A-01-21



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DEVELOPMENT VARIANCE PERMIT NO. A-01-21**

ISSUED TO: Peter Vandergaag  
7870 Lockwood Road  
Telkwa, BC  
V0J 2X1

WITH RESPECT TO THE FOLLOWING LANDS:

294 Prairie Road – District Lot 8101 Range 5 Coast District

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 as follows:
  - Section 15.0.4 (1) is varied by reducing the setback from of any parcel line from 7.5 metres to 4 metres.
2. This variance applies only to the 2 story dwellings shown on the site plan attached as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A, which forms part of this permit.
4. This permit is not a building permit, nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

AUTHORIZING RESOLUTION passed by the Regional District Board  
this \_\_\_ day of \_\_\_\_\_, 2021

PERMIT ISSUED on the \_\_\_ day of \_\_\_\_\_, 2021.

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





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

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**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** February 25, 2021  
**SUBJECT:** ALR Application 1228

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**RECOMMENDATION**

That Agricultural Land Reserve Non-Farm Use Application No. 1228 be forwarded to the Agricultural Land Commission with a recommendation that the application be approved.

**VOTING**

All Directors / Majority

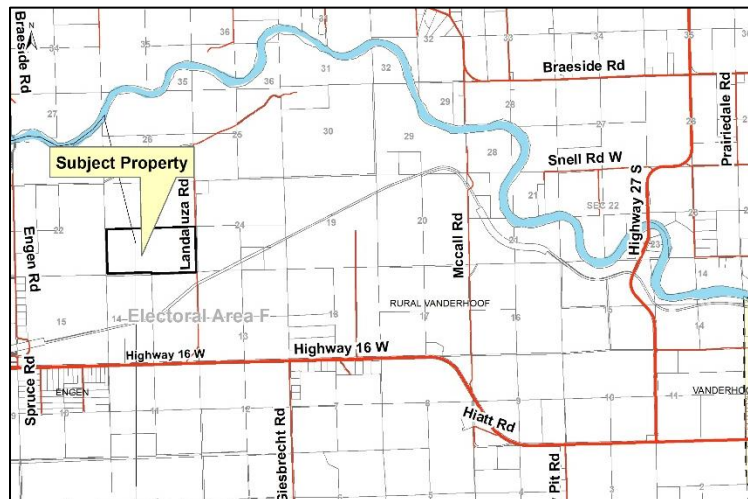
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**EXECUTIVE SUMMARY**

This applicant is requesting Agricultural Land Commission (ALC) approval to subdivide the subject property, located on Landaluza Road approximately 10 km west of the District of Vanderhoof, into 2 parcels. The proposed parcels meet the Ag1 Zone's minimum parcel size of 16 ha (39.5 acres), and are similar to the parcels that exist in the area. Staff recommend that the application be supported.

**APPLICATION SUMMARY**

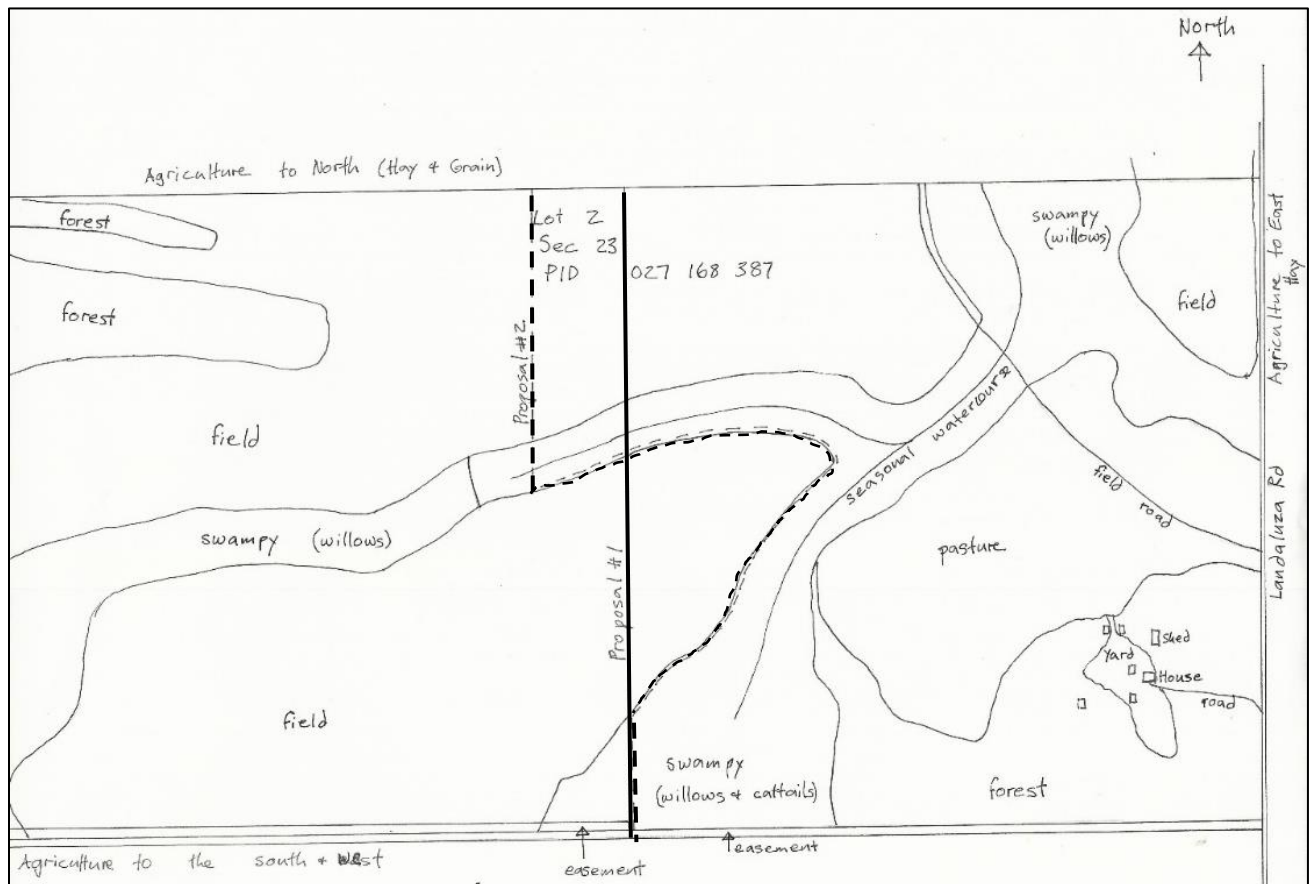
<b>Name of Agent/Owner:</b>	Annerose Georgeson								
<b>Electoral Area:</b>	F								
<b>Subject Property:</b>	Lot 2 Section Lot 23 Township 13 Range 5 Coast District Plan BCP31925								
<b>Property Size:</b>	125 ha (308.88 acres)±								
<b>OCP Designation:</b>	Agricultural (AG) in “Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009”								
<b>Zoning:</b>	Agriculture (AG1) in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”								
<b>Existing Land Use:</b>	Agricultural/Farm								
<b>Location:</b>	The Subject property is located on Landaluza Road, approximately 10 km west of the District of Vanderhoof								
<b>Proposed Subdivision:</b>	<table> <tr> <td>Proposal 1</td> <td>Lot 1-60.41 ha (149.29 acra) ±</td> </tr> <tr> <td></td> <td>Lot 2-63.62 ha (157.23 acres) ±</td> </tr> <tr> <td>Proposal 2</td> <td>Lot 1-59.04 ha (145.91 acres) ±</td> </tr> <tr> <td></td> <td>Lot 2-66 ha (163.20 acres) ±</td> </tr> </table>	Proposal 1	Lot 1-60.41 ha (149.29 acra) ±		Lot 2-63.62 ha (157.23 acres) ±	Proposal 2	Lot 1-59.04 ha (145.91 acres) ±		Lot 2-66 ha (163.20 acres) ±
Proposal 1	Lot 1-60.41 ha (149.29 acra) ±								
	Lot 2-63.62 ha (157.23 acres) ±								
Proposal 2	Lot 1-59.04 ha (145.91 acres) ±								
	Lot 2-66 ha (163.20 acres) ±								

**Proposal**

The applicant is requesting Agricultural Land Commission (ALC) approval to subdivide the subject property. The applicant is proposing 2 subdivision options. Option 1 is a straight-line division of the parcel into two quarter sections. This option is preferred by the applicant. Option 2 is shown below with a dashed line that includes all of the lower hay field into one



parcel. This option reduces the potential negative impact of the subdivision on agriculture but increases the survey cost associated with subdivision.



## DISCUSSION

The proposed size of the proposed parcels is permitted by the Ag1 Zone's minimum parcel size of 16 ha (39.5 acres). Most surrounding parcels are quarter sections and similar in size to the proposed parcels. The applicant indicates that the proposed parcel to the west will be leased to a farmer. The attached application provides more detail.

## REFERRAL COMMENTS

Advisory Planning Commission comments will be provided on the Supplementary Agenda.

Ministry of Agriculture comments were not received at the time of the writing of this report.

## ATTACHMENT

ALR Application Information

## APPENDIX A

### Agricultural Capability based on Canada Land Inventory Mapping

55% of the Subject Property is:

50 % Class 4 limited by Cumulative and minor adverse conditions

50 % Class 6 limited by Soil moisture deficiency

45 % of the Subject Property is:

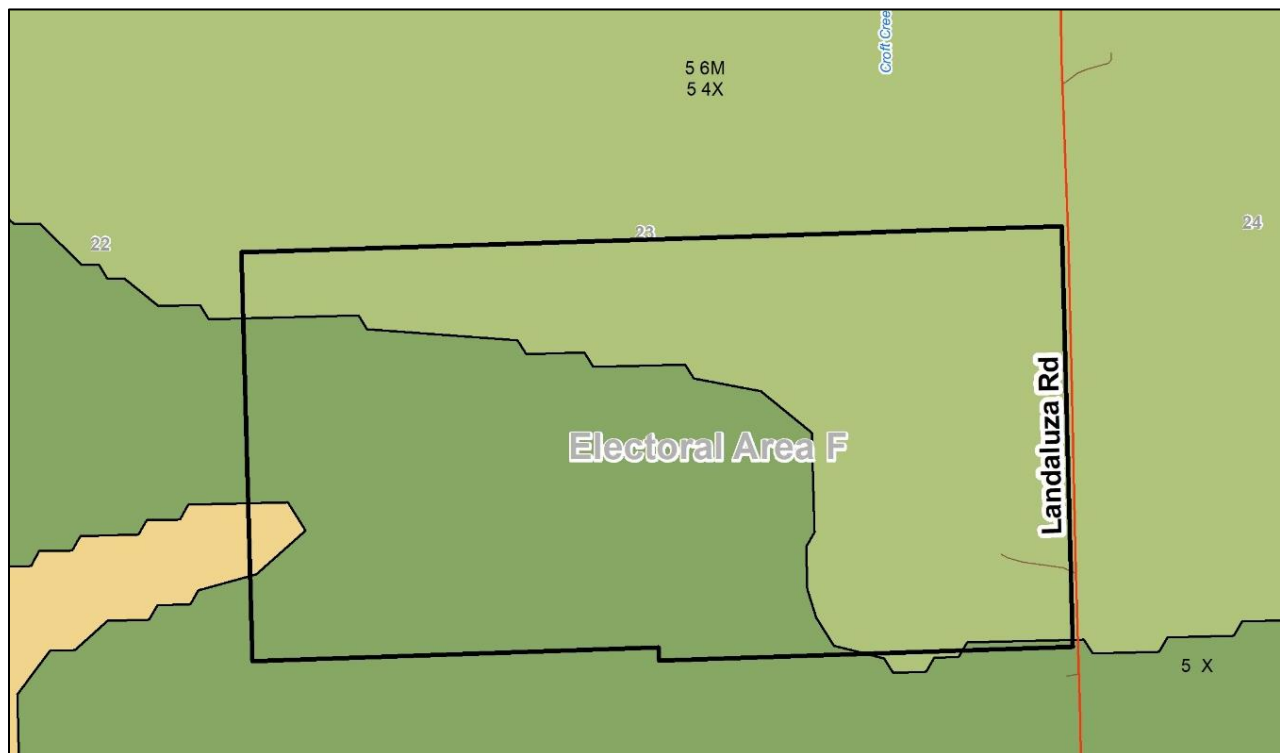
Class 5 limited by Soil moisture deficiency

**Class 4** Land in this class has limitations that require special management practises or severely restrict the range of crops, or both.

**Class 5** Land in this class has limitations that restrict its capability to producing perennial forage crops or other specially Adapted crops.

**Class 6** Land in this class is nonarable but is capable of producing native and or uncultivated perennial forage crops.

### Agricultural Capability Map

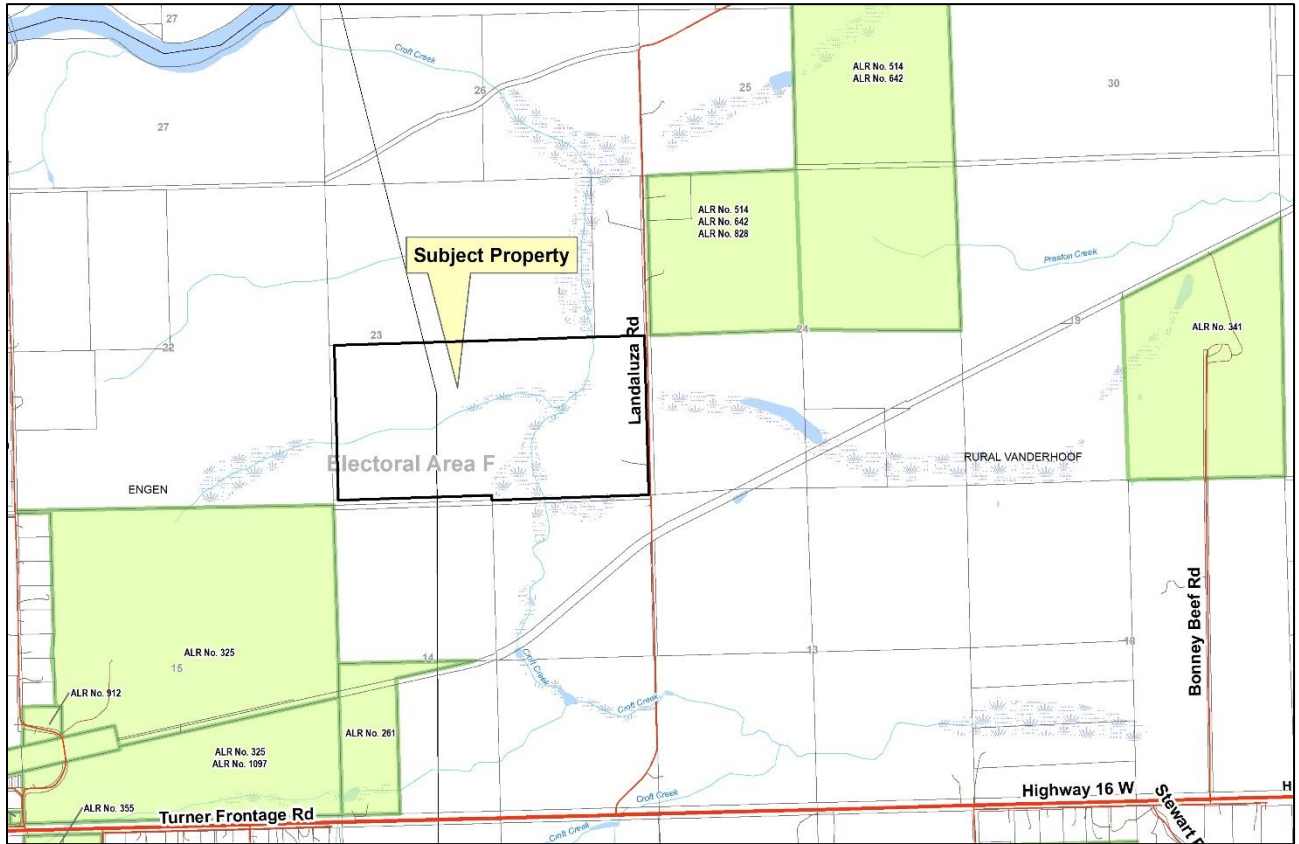


## APPENDIX B:

## Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation
261	SW ¼, Section 14, Township 13, Range 5, Coast District, except GTP r/w Plan 1150 and NTPH Plan 3758 and Plan 6217	Application to place a mobile home on the subject property	Staff-Approval
			Board-Approval
			ALC-Approval
325	Section 15, Township 13, Range 5, Coast District, except GTP, Railway r/w and Highway Plan 3758 and 6958 and r/w Plan 7896	Application to subdivide land into parcels as divided by the railway	Staff-Denial
			Board-Approval
			ALC-Approval
341	Section 19, Township 12, Range 5, Coast District, except, First: Part included on Plan attached to D.D. 1656-I and Secondly: Part Included in Plan 6727	Application to subdivide one parcel of ± 89 ha from the aforementioned property.	Staff-Approval
			Board-Approval
			ALC-Approval
514	E 1/2 Section 25 except Southerly 25 meters and N 1/2 Section 24 except Westerly 20 meters, Township 13, Range 5, Coast District.	Application to subdivide one parcel of 4.54 ha from the 251.6 ha.	Staff-Denial
			Board-Denial
			ALC-Denial
642	East 1/2 Section 25 except Southerly 25 meters and North 1/2 Section 24 except Westerly 20 meters, Township 13, Range 5, Coast District.	Application to subdivide one parcel of four ha from 251.6 ha.	Staff-Denial
			Board-Denial
			ALC-Denial
828	The North 1/2 of Section 24, Township 13, Range 5, Coast District, except thereout a strip of Land being the most westerly 20 metres in parallel width thereof.	Application to subdivide one 5.0 ha lot.	Staff-Approval
			Board-Approval
			ALC-Approval
912	Lot 1, Plan 6958, Section 15, Township 13, Range 5 Coast District	Application to subdivide the property into one lot of 2.29 acres and one lot of 5.02 acres as divided by Engen Road	Staff-Denial
			Board-Denial
			ALC-Denial
1097	Lot A, Section 15, Township 13, Range 5, Coast District, Plan 11172	To subdivide the 69.32 ha parcel into a 1.8 ha lot and a 67.5 ha lot as divided by Engen Rd.	Staff-Approval
			Board-Approval
			ALC-Denial

Surrounding Applications Map



# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 62127

**Application Status:** Under LG Review

**Applicant:** Annerose Georgeson , Maria Elisabeth Dahler , Andreas Dahler , Johannes Dahler , Nicholas Dahler

**Agent:** Annerose Georgeson

**Local Government:** Bulkley-Nechako Regional District

**Local Government Date of Receipt:** 01/10/2021

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Subdivision

**Proposal:** My brother Andreas would like to live on the home site but cannot afford the entire half section.

My siblings and I jointly own this parcel as well as other connecting parcels. Our mother, Maria Dahler is also listed on the title, but she passed away in 2020. We all agree that Andreas should live on the home place.

There are two proposals: Proposal#1 is a straight line division into two quarters. Proposal #2 (dashed line on map1) follows the contour of the south field. Map 2 shows all the parcels that we own.

Andreas plans to continue with farming. He would like the contracting farmer to continue hay production. He would also like to plow up the pasture, reseed it, and have some cattle grazing there. He plans to have chickens in the chicken house.

He also plans to repair the fences and cut up fallen trees for firewood.

There is other access to all the other fields; there is an easement across the south half of Sec26 (the old gravel pit road to Engen) as well as an easement on the south side of this parcel (Lot 2).

## Agent Information

**Agent:** Annerose Georgeson

**Mailing Address:**

**Primary Phone:**

**Mobile Phone:**

**Email:**

## Parcel Information

### Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

**Parcel Identifier:** 027-168-387

**Legal Description:** L 2 SEC L 23 TP 13 R5C PL BCP31925

**Parcel Area:** 124.6 ha

**Civic Address:** 2841 Landaluza Rd Vanderhoof BC

**Date of Purchase:** 09/23/2013

**Applicant:** Annerose Georgeson , Maria Elisabeth Dahler , Andreas Dahler , Johannes Dahler , Nicholas Dahler

**Farm Classification: Yes****Owners**

1. **Name:** Annerose Georgeson  
**Address:**

**Phone:****Cell:****Email:**

2. **Name:** Maria Elisabeth Dahler  
**Address:**

**Phone:****Email:**

3. **Name:** Andreas Dahler  
**Address:**

**Phone:****Cell:**

4. **Name:** Johannes Dahler  
**Address:**

**Phone:****Cell:****Email:**

5. **Name:** Nicholas Dahler  
**Address:**

**Phone:****Email:****Ownership or Interest in Other Lands Within This Community**

1. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 015-634-191  
**Owner with Parcel Interest:** Annerose Georgeson  
**Parcel Area:** 113.2 ha  
**Land Use Type:** Agricultural/Farm  
**Interest Type:** Partial Ownership

**Applicant:** Annerose Georgeson , Maria Elisabeth Dahler , Andreas Dahler , Johannes Dahler , Nicholas Dahler

2. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 015-634-175  
**Owner with Parcel Interest:** Annerose Georgeson  
**Parcel Area:** 64.6 ha  
**Land Use Type:** Agricultural/Farm  
**Interest Type:** Partial Ownership

---

3. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 010-939-806  
**Owner with Parcel Interest:** Annerose Georgeson  
**Parcel Area:** 65.5 ha  
**Land Use Type:** Agricultural/Farm  
**Interest Type:** Partial Ownership

---

4. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 015-732-444  
**Owner with Parcel Interest:** Annerose Georgeson  
**Parcel Area:** 108.4 ha  
**Land Use Type:** Agricultural/Farm  
**Interest Type:** Partial Ownership

---

5. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 015-732-461  
**Owner with Parcel Interest:** Annerose Georgeson  
**Parcel Area:** 57.7 ha  
**Land Use Type:** Agricultural/Farm  
**Interest Type:** Partial Ownership

---

6. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 027-168-379  
**Owner with Parcel Interest:** Annerose Georgeson  
**Parcel Area:** 20.1 ha  
**Land Use Type:** Agricultural/Farm  
**Interest Type:** Full Ownership

---

### **Current Use of Parcels Under Application**

**1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**

*south field 75 acres alfalfa hay  
north field (part) about 80 acres grain  
west field (part) about 10 acres alfalfa hay*

**2. Quantify and describe in detail all agricultural improvements made to the parcel(s).**

*pasture about 20 acres cleared about 40 yrs ago but overgrown  
all fields are fenced 10-40 years ago  
tractor shed  
small outbuildings- chicken house, toolshed, small barn, calf shed  
roads to all fields last maintained graveled and graded 2020*

**3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**

*house and woodshed*

**Applicant:** Annerose Georgeson , Maria Elisabeth Dahler , Andreas Dahler , Johannes Dahler , Nicholas Dahler

*cabin*

## **Adjacent Land Uses**

### **North**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** hay production, canola, single family dwelling

### **East**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** alfalfa hay production

### **South**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** hay production, single family dwelling

### **West**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** hay production, cattle grazing

## **Proposal**

### **1. Enter the total number of lots proposed for your property.**

62.3 ha

62.3 ha

### **2. What is the purpose of the proposal?**

*My brother Andreas would like to live on the home site but cannot afford the entire half section.*

*My siblings and I jointly own this parcel as well as other connecting parcels. Our mother, Maria Dahler is also listed on the title, but she passed away in 2020. We all agree that Andreas should live on the home place.*

*There are two proposals: Proposal#1 is a straight line division into two quarters. Proposal #2 (dashed line on map1) follows the contour of the south field. Map 2 shows all the parcels that we own.*

*Andreas plans to continue with farming. He would like the contracting farmer to continue hay production. He would also like to plow up the pasture, reseed it, and have some cattle grazing there. He plans to have chickens in the chicken house.*

*He also plans to repair the fences and cut up fallen trees for firewood.*

*There is other access to all the other fields; there is an easement across the south half of Sec26 (the old gravel pit road to Engen) as well as an easement on the south side of this parcel (Lot 2).*

### **3. Why do you believe this parcel is suitable for subdivision?**

*Both pieces are large enough to support agriculture.*

*Both proposals leave access to all the fields, but Proposal #2 leaves the entire south field intact.*

### **4. Does the proposal support agriculture in the short or long term? Please explain.**

*This proposal supports agriculture in both the short and long term.*

*In the short term, getting the pasture back to being productive will increase the agricultural land in production. The hay production will continue as before. Repairing fences will help the contracting farmer. Access is not compromised.*

*In the long term agriculture will be improved.*

**Applicant:** Annerose Georgeson , Maria Elisabeth Dahler , Andreas Dahler , Johannes Dahler , Nicholas Dahler



**5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.**

*No*

### **Applicant Attachments**

- Agent Agreement - Annerose Georgeson
- Proposal Sketch - 62127
- Other correspondence or file information - death certificate
- Other correspondence or file information - map of all properties jointly owned
- Certificate of Title - 027-168-387

### **ALC Attachments**

None.

### **Decisions**

None.

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

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**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** February 25, 2021  
**SUBJECT:** Addition to Takla IR7 Reserve Referral

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**RECOMMENDATION**

That the Board direct staff to respond to the referral from the Takla Nation stating that the Regional District is in support of the proposed addition to the Takla Landing Reserve to accommodate future housing needs.

**VOTING**

All Directors / Majority

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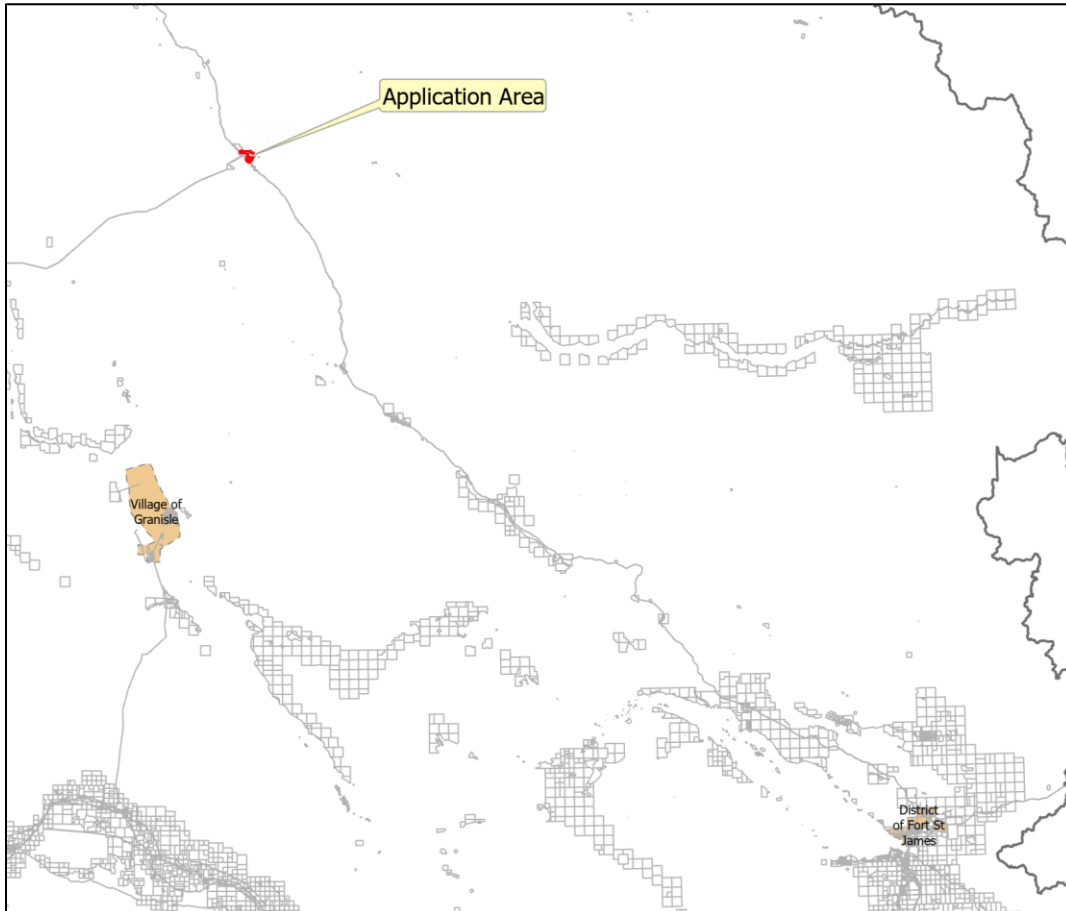
**DISCUSSION**

This referral is regarding the proposed addition of adjacent land to the Takla Landing Reserve (IR7) as discussed in the attached letter from the Takla First Nation.

The land under consideration for inclusion in the reserve is shown as areas A, B, and C on the map on page 2.

**ATTACHMENT(S)**

Letter from Takla Nation





# TAKLA NATION

HEALTH • PROSPERITY • TRADITION

Jason Llewellyn, Director of Planning, RPP MCIP  
Regional District of the Bulkley-Nechako  
37 3<sup>rd</sup> Avenue, PO Box 820  
Burns Lake, British Columbia  
VOJ 1E0

RECEIVED

FEB 04 2021

REGIONAL DISTRICT  
of BULKLEY-NECHAKO

RE: Takla IR7 Reserve Expansion

Dear Mr. Llewellyn,

As you are aware, Takla Nation is seeking to expand our community. Takla Nation's main community is located at Takla Landing which lies 320km north of Prince George, BC. Our community is home to approximately 250 residents and is situated on the eastern shore of Takla Lake. The community is accessible via Fort St. James on a forestry road.

A recently completed Housing Needs Assessment indicates that we will need at least 100 additional houses over the next 20 years to meet the needs of our growing community.

We have built out most of the land on the existing Reserve. The areas that have not been developed on IR7 are generally unsuitable for development, due to steep slopes or poor soil conditions. There is however plenty of suitable Provincial Crown land immediately adjacent to IR7, that would be appropriate to meet our community development needs.

As per the attached map, we wish to expand our Reserve by 156 hectares. Based on a recent high-level assessment (also attached), this area will could accommodate our community development needs well into the future.

We appreciate the support of the Regional District of Bulkley-Nechako in pursuit of our Nation's development goals as we work with Indigenous Services Canada to expand our existing Reserve lands.

Yours truly,

  
Scott Hickling, General Manager Operations

Attachments:

- Context map
- Area orthomosaic
-





# Takla Landing Central West Shore

Land Parcels in Close Proximity to  
Takla Landing

- Legend**
- Takla Nation Territory
  - Reserve Boundary
  - Takla Nation Owned Parcels
  - Railway (Amulet)
  - Major Roads
  - Minor Roads
  - Streams
  - Wetlands
  - Provincial Parks
  - BC Surveyed Parcels
  - Crown Agency
  - Crown Provincial
  - Federal
  - First Nation
  - Municipal
  - None
  - Private
  - Unknown



Date Produced: 2020/03/03  
 Produced by: Michael MacLennan  
 Scale 1 : 10,000



## REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

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**TO:** Chair Thiessen and Board of Directors  
**FROM:** Jason Llewellyn, Director of Planning  
**DATE:** February 25, 2021  
**SUBJECT:** Coastal GasLink Pipeline – Socio-economic Effects Management Plan (SEEMP)

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### RECOMMENDATION

That staff inform Coastal Gaslink that the Regional District of Bulkley-Nechako has no concerns regarding implementation of the Socio-economic Effects Management Plan (SEEMP).

### VOTING

All Directors / Majority

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### DISCUSSION

As a condition of the Province's approval of the Environmental assessment Certificate for the Coastal Gaslink Pipeline project the Province required TC Energy to develop a Socio-economic Effects Management Plan (SEEMP) which outlines how Coastal GasLink will identify and mitigate socio-economic effects on community-level services and infrastructure. The SEEMP includes a schedule for consultation with the RDBN, and other stakeholders, during the construction process. TC Energy must develop semi-annual status reports for submission to the Province which discuss potential negative community impacts and whether their mitigation efforts are successful. The most recent SEEMP Status Report for construction activities from June to November 2020 is attached.

The attached January 19, 2021 letter from TC Energy is asking the RDBN for input on community impacts associated with pipeline construction. This input will inform the next SEEMP status report. This is the opportunity for the RDBN to formally raise any concerns regarding negative community impacts associated with pipeline construction. Staff are not aware of any issues that need to be formally addressed through the SEEMP process.

TC Energy staff are available to meet with the Board on request.

**ATTACHMENTS**

[Coastal GasLink SEEMP Status Report No.4](#)

[Coastal GasLink SEEMP](#)

Letter from TC Energy dated January 19, 2021



January 19<sup>th</sup>, 2021

Mr. Curtis Helgesen  
Chief Administrative Officer  
Regional District of Bulkley-Nechako  
e-mail: [curtis.helgesen@rdbn.bc.ca](mailto:curtis.helgesen@rdbn.bc.ca)

TC Energy Corporation  
450 – 1<sup>st</sup> Street S.W.  
Calgary, AB, Canada T2P 5H1

Tel: 403.831.7594  
Email: [barrett\\_kennedy@tcenergy.com](mailto:barrett_kennedy@tcenergy.com)  
Web: [www.tcenergy.com](http://www.tcenergy.com)

CGL4703-CGP-PR-LTR-4429

Dear Mr. Helgesen.

**RE: Coastal GasLink Socio-economic Effects Management Plan (SEEMP) Engagement, December 2020 – May 2021**

Coastal GasLink is pleased to continue its ongoing commitment to implement our Socio-economic Effects Management Plan (SEEMP) with local and regional governments. As part of our biannual commitment to this condition, we would like to schedule time with your community to discuss observed socio-economic effects of the Project as well as gather feedback on the implementation of the mitigation measures for the upcoming reporting cycle. We invite you to discuss the following socio-economic topics identified in Coastal GasLink's SEEMP:

- Economy
- Emergency, health and social services
- Waste management
- Recreational facilities
- Government and educational services
- Housing
- Transportation

We look forward to continued communication as the Project advances. Please contact Tanner Moulton directly by e-mail at [tanner\\_moulton@tcenergy.com](mailto:tanner_moulton@tcenergy.com) to set up a virtual meeting at your earliest convenience.

Sincerely,



Barrett Kennedy  
Coastal GasLink Socio-economic Advisor

cc. Director of Planning (Jason Llewellyn, [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca))



## REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

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**TO:** Chair and Regional District Board  
**FROM:** Steve Davis, Building Inspector  
**DATE:** February 25, 2021  
**SUBJECT:** Section 57 Notice on Title, 20251 McKenzie Road  
Electoral Area "A"

---

### RECOMMENDATIONS

1. That the Board receive any input provided by the property owner.
2. That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as District Lot 7918, Range 5, Coast District (20251 McKenzie Road).

### VOTING

All Directors / Majority

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### EXECUTIVE SUMMARY

Several dwellings at 20251 McKenzie Road were built without the building permits or inspections required pursuant to "RDBN Building Bylaw No. 1634, 2012".

The Building Inspector recommends that a notice be placed on title of the subject property in accordance with Section 57 of the *Community Charter*. This notice serves to advise interested parties, including potential buyers, of the situation.





## HISTORY

The following is a chronology of events leading to the recommendation for a Section 57 notice on title.

### **March 25, 2020**

A complaint was received from the public regarding the use of the property. This led to the discovery that several buildings that had been built on the subject property without building permits.

### **March 26, 2020**

A Building Inspector contacted the property owner to arrange a site visit. This site visit was deferred to the spring as the property was not accessible.

### **April 28, 2020**

A site inspection was undertaken with the property owner, and the need for building permits was discussed with the property owner. He was given the Building Permit application form.

### **May 13, 2020**

A letter was mailed to the property owners by registered mail (attached) outlining the process to apply to amend zoning and obtain Agricultural Land Commission (ALC) approval to allow the

use of the buildings and obtain a building permit. The property owner was advised to contact the ALC and RDBN Planners to discuss the process.

### **September 28, 2020**

A letter was mailed to the property owners by registered mail (attached) requesting a response to the May 13, 2020 letter.

### **October 28, 2020**

A letter was mailed to the property owner by registered mail (attached) requesting that the required ALC, re-zoning, and building permit applications be submitted.

### **January 6, 2021**

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

## **SECTION 57 REQUIREMENTS**

Section 57 of the *Community Charter* authorizes the RDBN to file a notice on title of a property when the Building Inspector discovers bylaw contraventions that relate to the building or safety of a structure. To place a notice on title the following must occur:

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

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

If the property owner meets the ALC and RDBN zoning requirements, and completes the building permit process, the notice on title can be removed from title.

#### **LAND USE ISSUES**

Staff will continue to work with the property owner to gain compliance with zoning and ALC regulations.



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

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

May 13, 2020

Tammo Ontijd  
20251 McKenzie Rd  
Smithers, BC, V0J 2N7

COPY

**Re: Illegal land use and buildings at 20251 McKenzie Road**

Thank you for meeting with our Building Inspector, Steve Davis, on April 28, 2020. Your property at 20251 McKenzie Rd (District Lot 7918 Range 5 Coast District) is located in the Agricultural Land Reserve (ALR) and is zoned Agricultural (Ag1) in the "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw). It is also located in the Building Inspection Service area.

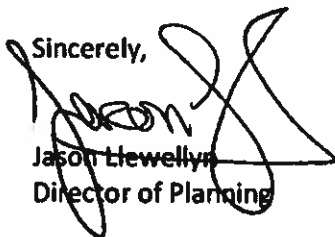
It appears that your property contains a main residence (the original log cabin), a lodge, and three cabins. We understand that the lodge and the cabins are used as tourist accommodation and were constructed without the required building permits pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1634, 2012" (the Building Bylaw).

A tourist accommodations use is not permitted in the Ag1 Zone and may not be permitted in the ALR. You may attempt to legalize the use of the buildings and property by applying to the ALC for approval of a non-farm use in the ALR, and the RDBN to amend the zoning of your property. If the necessary land use approvals are given, the RDBN would be able to consider issuing a building permit to legalize the structures.

I ask that you not use the property or buildings for any use that is not permitted. I also ask that you take immediate steps as necessary to comply with the Building Bylaw. Please note that failure to comply with the above noted regulations may lead to enforcement action by the RDBN and/or other agencies.

You are encouraged to contact me or Maria Sandberg at 250-692-3195 or by e-mail at [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca) to discuss the above issues at your convenience.

Sincerely,



Jason Llewellyn  
Director of Planning

**MUNICIPALITIES:**

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

**ELECTORAL AREAS:**

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

**INQUIRIES@RDBN.BC.CA**

**WWW.RDBN.BC.CA**

**PH: 250-692-3195**

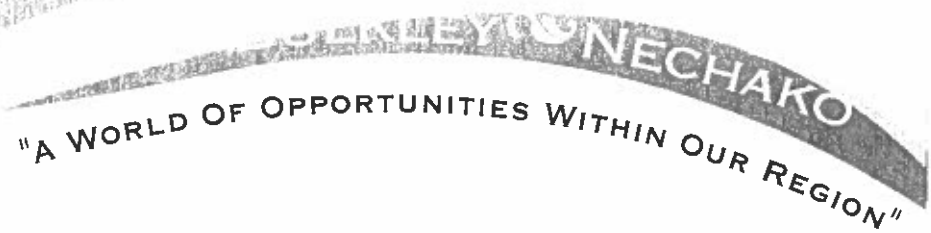
**FX: 250-692-3305**

**TF: 800-320-3339**

754/02742-200



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



Tammo Ontijd  
Adraina Schrijvershof  
20251 McKenzie Rd  
Smithers, BC, V0J 2N7

September 28, 2020

**Re: Illegal land use and buildings at 20251 McKenzie Road – District lot 7918, Range 5, Coast District**

The Regional District has not received any response to our May 13, 2020 letter regarding the illegal buildings and land use on your property. As noted in our May 13, 2020 letter, buildings on your property appear to have been constructed without a building permit pursuant to "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" (the Building Bylaw). Also, the use of the buildings for tourist accommodation is in contravention of "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw). And the use of the land appears to be contrary to Agricultural Land Reserve regulations.

As previously noted in our May 13<sup>th</sup> letter you may attempt to legalize the use of the buildings and property by applying to the ALC for approval of a non-farm use in the ALR, and the RDBN to amend the zoning of your property. If the necessary land use approvals are given, the RDBN would be able to consider issuing a building permit to legalize the structures.

Failure to take immediate action to comply with the above noted regulations or legalize the use and buildings will result in enforcement action by the RDBN and/or other agencies. The initial enforcement action may be the filing of a notice on title pursuant to section 57 of the *Community Charter*.

Please contact me or Maria Sandberg at 250-692-3195 or by e-mail at [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca) to discuss the above issues, and indicate how you intend to proceed.

Sincerely,  
  
Jason Llewellyn  
Director of Planning

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

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

Tammo Ontijd  
Adraina Schrijvershof  
20251 McKenzie Rd  
Smithers, BC, V0J 2N7

COPY

October 28, 2020

**Re: Illegal land use and buildings at 20251 McKenzie Road – District Lot 7918, Range 5, Coast District**

The Regional District has not received any response to our September 28, 2020 or May 13, 2020 letters regarding the illegal buildings and land use on your property. As noted in our May 13, 2020 letter, buildings on your property appear to have been constructed without a building permit pursuant to "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" (the Building Bylaw). The use of the buildings for tourist accommodation is in contravention of "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw). And the use of the land appears to be contrary to Agricultural Land Reserve (ALC) regulations.

We understand that you may be working on a non-farm use application to the Agricultural Land Commission. Please note that you also need to make application to the RDBN Planning Department for building permits, and to rezone the property to allow the use. We encourage you to make applications for building permits and rezoning as soon as possible. The RDBN cannot issue the building permits or finalize any rezoning process until the ALC approvals have been given. However, these applications can be processed concurrently.

Please be encouraged to discuss any of the building, land use, or process issues with RDBN Planning Department staff. Building permit related questions may be directed to Steve Davis or Jason Berlin, and land use and process questions may be directed to Maria Sandberg or me. The ALC should be contacted directly regarding their regulations.

The RDBN may begin enforcement action if we do not see immediate action to resolve the situation. Please contact me or Maria Sandberg at 250-692-3195 or by e-mail at [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca) to discuss the above issues and indicate how you intend to proceed.

Sincerely,

  
Jason Llewellyn  
Director of Planning

MUNICIPALITIES:

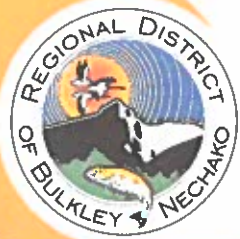
SMITHERS FORT ST. JAMES  
VANDERHOOF FRASER LAKE  
HOUSTON TELKWA  
BURNS LAKE GRANISLE

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

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

**January 6, 2021**

Tammo Ontijd  
20251 McKenzie Rd  
Smithers, BC  
VOJ 2N7

Registered owner of District Lot 7918, Range 5, Coast District (20251 McKenzie Road).

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

Dear Property Owners:

NOTICE IS HEREBY GIVEN that the Board of the Regional District of Bulkley-Nechako will, at its Regular Meeting, tentatively beginning at 10:30 am, on February 25, 2021 in the Board Chambers at the Regional District Offices, at 37 3<sup>rd</sup> Avenue, Burns Lake, BC, consider a request from the Building Inspector to register a notice on the title to District Lot 7918, Range 5, Coast District (20251 McKenzie Road) concerning alleged contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1634-2012*, namely that three new dwellings and a residential addition have been constructed at 20251 Mckenzie Road without the required building permits.

As the registered property owner you have the opportunity to provide comment to the RDBN Board for their consideration at their February 25, 2021 Board meeting regarding the proposed notice on title. You may provide written comment to the Board by mail or email to [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca). Written comment must be received by the Regional District office by 12:00 pm, Wednesday, February 24, 2021. You may also make verbal representations to the RDBN Board at their February 25, 2021 Board meeting by zoom or telephone. Please contact Cheryl Anderson at 1-800-320-3339 or (250) 692-3195 prior to the end of the day on February 24, 2021, to make arrangements to provide input at the meeting.

After hearing the representations of the Building Inspector and the owners, if any, the Regional District Board may pass a resolution directing the Corporate Officer to file a Notice of the Resolution in the Land Title Office indicating that further information concerning the matter may be inspected by interested parties at the RDBN Office.

**MUNICIPALITIES:**

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

**ELECTORAL AREAS:**

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**INQUIRIES@RDBN.BC.CA**

**WWW.RDBN.BC.CA**

**PH: 250-692-3195**

**FX: 250-692-3305**

**TF: 800-320-3339**

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Jason Llewellyn", is written over a faint, circular stamp or watermark.

Jason Llewellyn  
Director of Planning



## REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

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**TO:** Chair and Regional District Board  
**FROM:** Steve Davis, Building Inspector  
**DATE:** February 25, 2021  
**SUBJECT:** Section 57 Notice on Title, 10214 Old Babine Lake Road  
Electoral Area "A"

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### RECOMMENDATIONS

1. That the Board receive any input provided by the property owner.
2. That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as: The South 1/2 of Section 11, Township 2A, Range 5, Coast District, except thereout a strip of land being the most easterly 20 meters in parallel width thereof. (10214 Old Babine Lake Road).

### VOTING

All Directors / Majority

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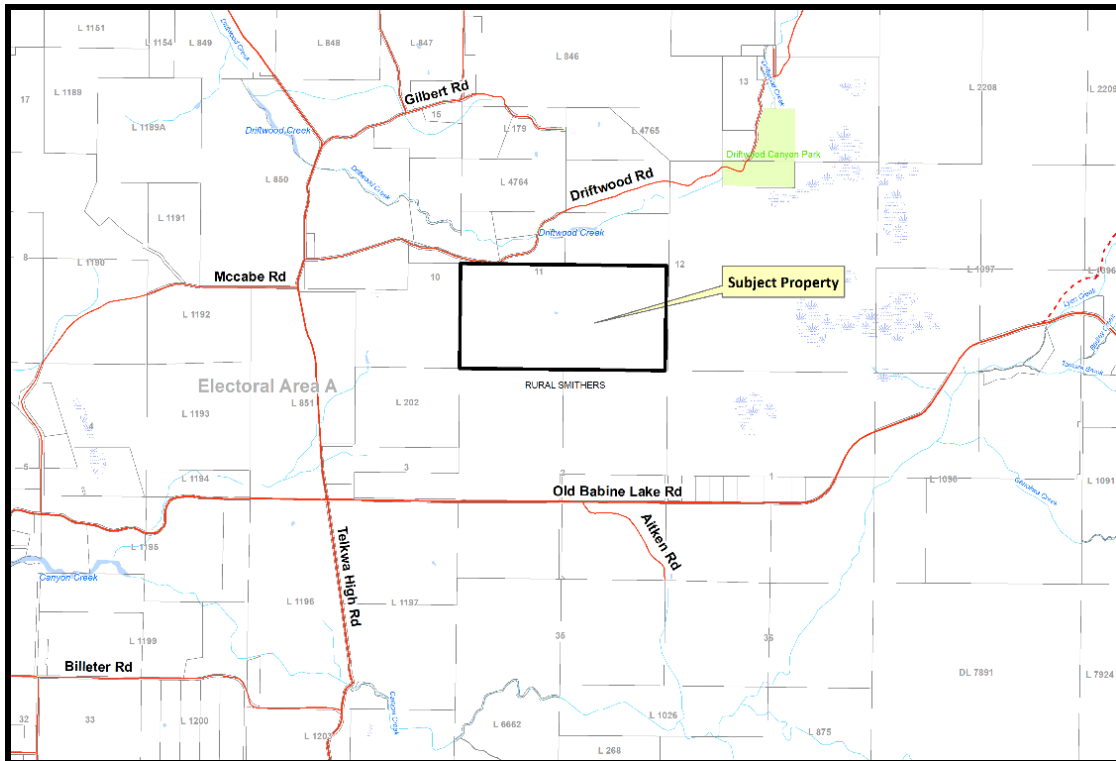
### EXECUTIVE SUMMARY

A building at 10214 Old Babine Lake Road was built without the building permit or inspections required pursuant to "RDBN Building Bylaw No. 1634, 2012".

The Building Inspector recommends that a notice be placed on title of the subject property in accordance with Section 57 of the *Community Charter*. This notice serves to advise interested parties, including potential buyers, of the situation.

## BACKGROUND

The property owner constructed a timber framed carport without a building permit or the required inspections. Since being informed that a building permit is required, no apparent action has been taken by the property owner to obtain the required building permits.



## HISTORY

The following is a chronology of events leading to the recommendation for a Section 57 notice on title.

### January 15, 2020

While doing a building inspection on a new residence at the property, the Building Inspector noticed that a large timber-framed carport had been constructed without a building permit. The property owner was advised that an engineer would be required to approve the structural aspects of the building as it utilized timber frame construction and the foundation was no longer visible.

### January 15, 2020

The Building Inspector sent a letter (attached) to the property owners confirming the need for a building permit. A building permit application form was attached to the letter.

### October 28, 2020

A letter (attached) was sent to the property owners requesting a completed building permit application.

### January 6, 2021

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

## SECTION 57 REQUIREMENTS

Section 57 of the *Community Charter* authorizes the RDBN to file a notice on title of a property when the Building Inspector discovers bylaw contraventions that relate to the building or safety of a structure. To place a notice on title the following must occur:

- The Building Inspector must provide a recommendation in writing to the Corporate Officer that the Regional District Board consider a resolution directing the Corporate Officer to file a notice in the land title office stating that a resolution relating to the non-compliance of the property to the BC Building Code and the Regional District's Building Bylaw has been made, and further information about it may be inspected at the Regional District offices. This report serves as the written recommendation from the Building Inspector to the Corporate Officer.

- The Corporate Officer must give notice to the registered owners of the land to which the recommendation relates that the Board will be considering a recommendation that notice be placed on title pursuant to Section 57 of the *Community Charter*, and subsequently place the matter before the Regional District Board for consideration. This notice has been given to the property owners by the Planning Department on behalf of the Corporate officer.
- Once the Regional District Board has provided the Building Inspector and the owners with an opportunity to be heard, the Board may confirm the recommendations of the Building Inspector by the recommended resolution directing the Corporate Officer to file a notice in the land title office.
- The RDBN must then ensure that public records relating to the resolution and the reason for the resolution are available for public view.

If the property owners complete the building permit process, the notice on title can be removed from title.



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

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

January 15, 2019

John & Anne Vandenberg  
P.O. Box 12  
Telkwa, B.C.  
VOJ 2X0

COPY

Re: 10214 Old Babine Lake Rd.

**Contravention of Section 6.1 of Regional District of Bulkley-Nechako  
Building Bylaw No. 1634, 2012.**

Dear Mr. and Mrs. Vandenberg:

This letter is to remind you of the need to apply for a building permit for the construction of the carport that has been built at 10214 Old Babine Lake Rd. Please find enclosed a copy of the building permit application form. The application can be emailed directly to me at [steve.davis@rdbn.bc.ca](mailto:steve.davis@rdbn.bc.ca) or mailed to the address at the top of this page.

As the existing cabin has not yet been decommissioned, there are two options available to you. One option is to decommission it as a dwelling, which would include removing the stove and any wiring or gas lines for the stove, and no longer using the sleeping quarters. The other option is to make an application to the Agricultural Land Commission to allow the secondary dwelling to remain on the property. This can be done online at the ALC website. The website address is below.

<http://a100.gov.bc.ca/pub/oatsp/list?execution=e1s1>

Please let us know if you have any questions.

Regards,

Steve Davis

Building Inspector / Bylaw Enforcement Officer

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

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

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





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

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

October 28, 2020

John & Anne Vandenberg  
P.O. Box 12  
Telkwa, B.C.  
VOJ 2X0

COPY

**ATTENTION: REGIONAL DISTRICT OF BULKLEY-NECHAKO BUILDING BYLAW NO. 1634, 2012, CONTRAVENTION AT 10214 OLD BABINE LAKE RD**

We not had a reply to our letter from January 15, 2019 (enclosed) regarding the developments on your property known as 10214 Old Babine Lake Rd - The South 1/2 of Section 11, Township 2A, Range 5, Coast District (except hereout a strip of land being the most easterly 20 meters in parallel width thereof). Specifically, the item in contravention is:

- Construction of a carport without the benefit of a building permit.

Please complete a building permit application along with the required documentation and submit it to the RDBN within the next 30 days to prevent further enforcement action. An engineer will be required to sign off on the timber framing and the concealed construction. Please contact the undersigned if you have any questions regarding this matter. You can reach me at [steve.davis@rdbn.bc.ca](mailto:steve.davis@rdbn.bc.ca) or at 250-692-3195.

Regards,

Steve Davis,  
Building Inspector / Bylaw Enforcement Officer

copy: Mark Fisher – Rural Director Electoral Area 'A';  
Jason Llewellyn – Director of Planning.

MUNICIPALITIES:

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

ELECTORAL AREAS:

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BURNS LAKE, BC  
VOJ 1E0

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

January 6, 2021

John & Joanne Vandenberg  
P.O. Box 12  
Telkwa, BC  
VOJ 2X0

Registered owner of The South ½ of Section 11, Township 2A, Range 5, Coast District (except thereout a strip of land being the most easterly 20 meters in parallel width thereof) (10214 Old Babine Lake Road).

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

Dear Property Owners:

NOTICE IS HEREBY GIVEN that the Board of the Regional District of Bulkley-Nechako will, at its Regular Meeting, tentatively beginning at 10:30 am, on February 25, 2021 in the Board Chambers at the Regional District Offices, at 37 3<sup>rd</sup> Avenue, Burns Lake, BC, consider a request from the Building Inspector to register a notice on the title to The South ½ of Section 11, Township 2A, Range 5, Coast District (except thereout a strip of land being the most easterly 20 meters in parallel width thereof) (10214 Old Babine Lake Road) concerning alleged contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1634-2012*, namely that a new carport has been constructed at 10214 Old Babine Lake Road without the required building permits.

As the registered property owners you have the opportunity to provide comment to the RDBN Board for their consideration at their February 25, 2021 Board meeting regarding the proposed notice on title. You may provide written comment to the Board by mail or email to [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca). Written comment must be received by the Regional District office by 12:00 pm, Wednesday, February 24, 2021. You may also make verbal representations to the RDBN Board at their February 25, 2021 Board meeting by zoom or telephone. Please contact Cheryl Anderson at 1-800-320-3339 or (250) 692-3195 prior to the end of the day on February 24, 2021, to make arrangements to provide input at the meeting.

MUNICIPALITIES:

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

ELECTORAL AREAS:

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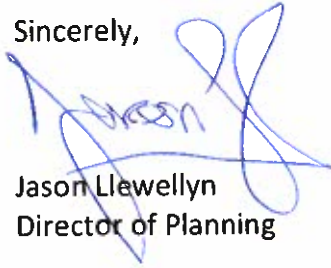
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After hearing the representations of the Building Inspector and the owners, if any, the Regional District Board may pass a resolution directing the Corporate Officer to file a Notice of the Resolution in the Land Title Office indicating that further information concerning the matter may be inspected by interested parties at the RDBN Office.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Jason Llewellyn", with a large, stylized flourish extending from the end of the signature.

Jason Llewellyn  
Director of Planning



## REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

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**TO:** Chair and Regional District Board  
**FROM:** Steve Davis, Building Inspector  
**DATE:** February 25, 2021  
**SUBJECT:** Section 57 Notice on Title, 13054 Highway 16 West  
Electoral Area "D"

---

### RECOMMENDATIONS

1. That the Board receive any input provided by the property owner.
2. That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as: Lot 3, District Lot 3832, Range 5, Coast District, Plan 4613 (13054 Highway 16 West).

### VOTING

All Directors / Majority

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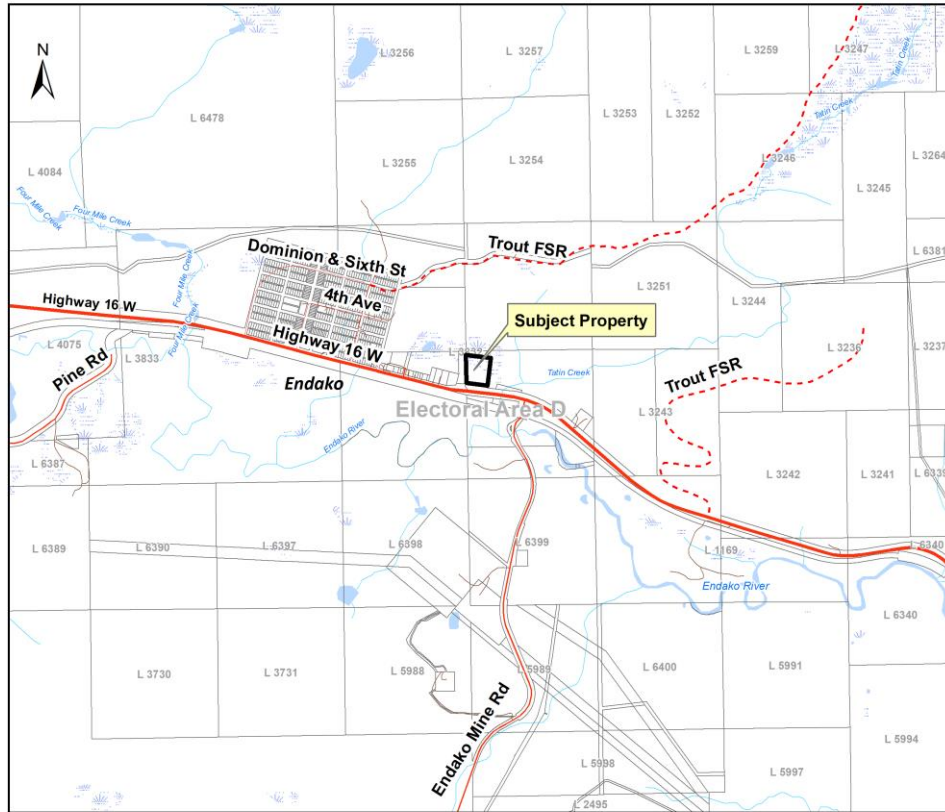
### EXECUTIVE SUMMARY

A dwelling at 13054 Highway 16 West was built without the building permit or inspections required pursuant to "RDBN Building Bylaw No. 1634, 2012".

The Building Inspector recommends that a notice be placed on title of the subject property in accordance with Section 57 of the *Community Charter*. This notice serves to advise interested parties, including potential buyers, of the situation.

**BACKGROUND**

The property owner has constructed a single family dwelling without a building permit. Since being informed that a building permit is required no apparent action has been taken by the property owner to obtain the required building permit.



**HISTORY**

The following is a chronology of events leading to the recommendation for a Section 57 notice on title.

**September 19, 2019**

The Building Inspector became aware of a structure built on the property without a building permit. During a site visit the property owner said that the building was to be used for storage purposes and was not a dwelling. A storage building the size of the subject building would not require a building permit. Therefore, no further action was taken at that time.

**September 24, 2020**

During a subsequent site visit the Building Inspector confirmed that the building was constructed as a dwelling. The property owner said he thought the building did not require a building permit because of its size. The Building Inspector confirmed that a dwelling of any size requires a building permit. A building permit application form was given to the property owner, and he was requested to submit a completed application along with the required documentation.

**September 30, 2020**

A stop work notice was placed on the building, and a letter (attached) was hand delivered to the property owner requesting a completed building permit application.

**November 26, 2020**

A letter (attached) was sent by registered mail to the property owners requesting that they apply for a building permit.

**January 6, 2021**

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

## SECTION 57 REQUIREMENTS

Section 57 of the *Community Charter* authorizes the RDBN to file a notice on title of a property when the Building Inspector discovers bylaw contraventions that relate to the building or safety of a structure. To place a notice on title the following must occur:

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

If the property owner completes the building permit process, the notice on title can be removed from title.



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

104

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

September 30, 2020

Deborah Williams  
David Williams  
36-4660-52A Street  
Delta, B.C.  
V4K 2Y6

copy

**ATTENTION:**  
**REGIONAL DISTRICT OF BULKLEY-NECHAKO BUILDING BYLAW NO. 1634, 2012, CONTRAVENTION ON LOT 3, DISTRICT LOT 3832, RANGE 5, COAST DISTRICT, PLAN 4613**

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

- Construction of a residence without a valid building permit.

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

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

Yours truly,

Steve Davis,  
Building Inspector

copy: Mark Parker – Rural Director Electoral Area 'D';  
Jason Llewellyn – Director of Planning.

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

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

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





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

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

Deborah Williams  
David Williams  
36-4660-52A Street  
Delta, B.C.  
V4K 2Y6

COPY

November 26, 2020

**ATTENTION:**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO BUILDING BYLAW NO. 1634, 2012,**  
**CONTRAVENTION ON LOT 3, DISTRICT LOT 3832, RANGE 5, COAST DISTRICT, PLAN**  
**4613**

The Regional District of Bulkley-Nechako has placed a **STOP WORK ORDER** on the new residence at the above address, as per Building Bylaw No. 1634, 2012, Section 19. See attached letter dated September 30, 2020. Due to the lack of response on your part in contacting our office with the information necessary to complete the building permit application as requested, further action will be taken. This may include notice on property title, pursuant to Section 57 of the Community Charter. In order to avoid this action, please contact our office immediately.

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

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

Yours truly,

Steve Davis,  
Building Inspector

copy: Mark Parker – Rural Director Electoral Area 'D';  
Jason Llewellyn – Director of Planning.

**MUNICIPALITIES:**

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

**ELECTORAL AREAS:**

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

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VOJ 1E0

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

January 6, 2021

David & Deborah Williams  
36 – 4660 - 52A Street  
Delta, B.C.  
V4K 2Y6

Registered owners of Lot 3, District Lot 3832, Range 5, Coast District, Plan 4613 (13054 Highway 16 West)

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

Dear Property Owners:

NOTICE IS HEREBY GIVEN that the Board of the Regional District of Bulkley-Nechako will, at its Regular Meeting, tentatively beginning at 10:30 am, on February 25, 2021 in the Board Chambers at the Regional District Offices, at 37 3<sup>rd</sup> Avenue, Burns Lake, BC, consider a request from the Building Inspector to register a notice on the title to Lot 3, District Lot 3832, Range 5, Coast District, Plan 4613 (13054 Highway 16 West) concerning alleged contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1634-2012*, namely that a dwelling has been constructed at 13054 Highway 16 West without the required building permit.

As the registered property owners you have the opportunity to provide comment to the RDBN Board for their consideration at their February 25, 2021 Board meeting regarding the proposed notice on title. You may provide written comment to the Board by mail or email to [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca). Written comment must be received by the Regional District office by 12:00 pm, Wednesday, February 24, 2021. You may also make verbal representations to the RDBN Board at their February 25, 2021 Board meeting by zoom or telephone. Please contact Cheryl Anderson at 1-800-320-3339 or (250) 692-3195 prior to the end of the day on February 24, 2021, to make arrangements to provide input at the meeting.

After hearing the representations of the Building Inspector and the owners, if any, the Regional District Board may pass a resolution directing the Corporate Officer to file a Notice of the Resolution in the Land Title Office indicating that further information concerning the matter may be inspected by interested parties at the RDBN Office.

MUNICIPALITIES:

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

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL  
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INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Jason Llewellyn", is written over the typed name and title.

Jason Llewellyn  
Director of Planning



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM: Wendy Wainwright, Executive Assistant**

**DATE: February 25, 2021**

**SUBJECT: Committee Meeting Recommendations  
– February 11, 2021**

**RECOMMENDATION: (ALL/DIRECTORS/MAJORITY)**

Recommendations 1 to 4 as written.

The following are the recommendations from the February 11, 2021 Committee Meetings for the Regional Board's consideration and approval.

**Committee of the Whole Meeting – February 11, 2021**

**Recommendation 1:**

**Re: Stuart-Nechako Economic Development Service**

"That staff be directed to repeal Bylaw No. 1460 and that the remaining funds in the service be distributed to the participating areas."

**Recommendation 2:**

**Re: Provincial COVID-19 Relief Funds**

"That the Board allocate \$218,574 of the COVID Safe Restart Grants for Local Governments to 2021 identified projects and incorporate these amounts into the 2021 budget, and to allocate \$132,047 based on population to each Electoral Area, and the remaining \$132,007 to the Electoral Areas to be allocated later in 2021."

**Recommendation 3:**

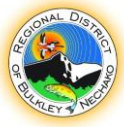
**Re: Revised Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities**

"That the Board direct staff to prepare and submit a response letter regarding the Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities (Financial Guidelines) prior to the comment period deadline of February 28, 2021.

2. And that the Committee of the Whole recommend the RDBN Board direct staff to invite member municipalities to send a letter of support regarding feedback from the RDBN."

**Rural/Agriculture Committee Meeting – February 11, 2021****Recommendation 4:****Re: Grant in Aid Allocation**

1. "That the Area A - "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be allocated \$4,184.30 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the purchase of Trout Creek.
2. That the Area A - "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be allocated \$3,025.15 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Cycle 16 (Smithers – Telkwa) Commuter Trail
3. That the Areas B and E – "Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020" be allocated \$2,210.87 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with the acquisition of Imerson's Beach.
4. That the Areas B and E – "Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020" be allocated \$3,817.87 grant in aid monies from Electoral Area "E" (Francois/Ootsa Rural) for costs associated with the acquisition of Hospital Point."



## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** February 25, 2021  
**Re:** Impacts of Market and Non-Market Changes - 2021

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

Receipt

### Discussion:

#### **Market Changes**

The Regional District had an overall market change of 6.82% (which when weighted tax rate for different classes is 6.76%). This means that tax rates per \$1,000 could fall 6.76% for the Regional District to requisition the same total amounts of funds.

This also means that with the average residential tax rates increasing by 8.43% higher than the overall average, that there will be a flow of the tax rates from industry, commercial and utilities towards residential properties. Unfortunately, as the conversion factors or the tax rate for different classes is set by the Province, rectifying this flow of taxes is extremely difficult.

Residential Tax Factor	1.00
Utility Tax Factor	3.50 (times the residential rate)
Industry Tax Factor	3.40 (times the residential rate)
Commercial Tax Factor	2.45 (times the residential rate)

Similarly for tax moving from non-residential to residential property classes, tax will move from electoral areas and municipalities of lower increases to those of higher increases. Compared to the average taxpayer in the Regional District, taxes should increase for Electoral Areas B, D, and E and remain relatively steady for Electoral Areas A, C, F and G in 2021; taxes should increase slightly for Telkwa, to a greater extent for Smithers and Burns Lake, remain relatively steady for Houston and drop somewhat for Vanderhoof and Granisle, and drop more so for Fraser Lake and Fort St. James.

#### **Non-Market Changes**

The average unweighted non-market change for the Regional District is 2.40%. However, the weighted non-market change is 3.51%. This is significantly higher than



the average amount due to the non-market increase in utilities and business (directly as a result of pipeline and work camp construction.

This will allow the Regional District to increase the tax requisition by 3.51% without impacting current property owners. This amount is approximately \$200,000 (based on major services). Of this potential non-market increase, approximately \$100,000 is due to pipeline activity. Of this pipeline activity \$40,000 is due to the increase taxes paid by work camps and \$60,000 is due to the increase taxes paid for by the pipeline itself.

Based on the current assessed pipeline value of \$18.1 Million and the final estimated conservative pipeline value of \$300.0 Million – 6% of the pipeline is constructed. The estimated tax derived from the pipeline upon its completion will be just over \$1.0 Million per year (using current RDBN rural tax rates). It is important to note that assessments may change due to regulation amendments as the assessments (like agriculture property) are assessed by a process defined in regulation rather than by actual “market” values.

The pipeline assessments are estimated to remain relatively steady for a period of at least 40 years or longer. The pipeline is assessed at the same value as long as it is currently in operation. The camp assessments will be for a period of up to 5 years or for the life of the camp.

### ***2021 Considerations***

The current non-market changes from construction not due to pipeline changes is primarily from single family dwelling construction. Thus the \$100,000 in estimated additional revenue from taxation from this source is expected to be permanent.

The non-market change from pipeline camps is expected to be \$40,000 and is expected to last for up to five years.

The non-market change from pipeline construction is expected to be \$60,000 and is expected to last for an extended period of time and increase each year during construction.

The increase in new dwellings will usually result in the increase in demand for more services. The directors can consider utilizing the \$100,000 to provide new services for Regional District citizens with these funds.

The \$40,000 for camps may be best utilized for a short-term project and the \$60,000 for pipeline taxation is expected to be a long-term taxation increase without the long-term demand for additional services. Such funds can be used for new operations or services, to fund existing operations or services or to create legacy type funds.

**Attachment:** BC Assessment Non-market Change Report

**NMC Roll Comparison by Property Class**  
 2021 Net Hospital Taxable Values  
 Completed Roll run on 05/Dec/2020

**Regional District 02 - Bulkley-Nechako**

[NMC by Jur/EA](#)  
[NMC Detail](#)

Property Class	2020 Cycle 10	2021 Completed	NMC Land	NMC Impr	NMC Total	% Chg Due to NMC	% Chg Due to Market	% Chg
Res Vacant	\$173,613,985	\$187,742,696	\$725,796	\$0	\$725,796	0.42%	7.72%	8.14%
Res Single Family	\$3,031,273,467	\$3,348,948,741	\$6,470,425	\$36,811,597	\$43,282,022	1.43%	9.05%	10.48%
Res ALR	\$137,054,935	\$150,039,509	\$2,592,270	\$0	\$2,592,270	1.89%	7.58%	9.47%
Res Farm	\$146,480,586	\$160,050,859	\$0	\$1,694,238	\$1,694,238	1.16%	8.11%	9.26%
Res Strata	\$42,474,500	\$41,859,100	\$0	\$0	\$0	0.00%	-1.45%	-1.45%
Res Other	\$147,448,690	\$183,867,810	\$2,685,310	\$33,138,110	\$35,823,420	24.30%	0.40%	24.70%
<b>01 - Residential Total</b>	<b>\$3,678,346,163</b>	<b>\$4,072,508,715</b>	<b>\$12,473,801</b>	<b>\$71,643,945</b>	<b>\$84,117,746</b>	<b>2.29%</b>	<b>8.43%</b>	<b>10.72%</b>
02 - Utilities	\$191,150,369	\$212,995,394	-\$4,923	\$17,926,874	\$17,921,951	9.38%	2.05%	11.43%
03 - Supportive Housing	\$0	\$0	\$0	\$0	\$0			
04 - Major Industry	\$206,070,600	\$193,377,200	\$79,200	-\$3,599,000	-\$3,519,800	-1.71%	-4.45%	-6.16%
05 - Light Industry	\$53,520,470	\$54,773,400	\$295,725	-\$1,927,400	-\$1,631,675	-3.05%	5.39%	2.34%
06 - Business And Other	\$382,759,072	\$397,220,670	\$623,412	\$11,910,178	\$12,533,590	3.27%	0.50%	3.78%
07 - Managed Forest Land	\$226,300	\$226,300	\$0	\$0	\$0	0.00%	0.00%	0.00%
08 - Rec/Non Profit	\$11,540,800	\$12,769,200	\$215,500	\$0	\$215,500	1.87%	8.78%	10.64%
09 - Farm	\$31,926,690	\$31,570,141	-\$396,991	\$0	-\$396,991	-1.24%	0.13%	-1.12%
S.644LGA/398VC	\$0	\$0	\$0	\$0	\$0			
<b>Total All Classes</b>	<b>\$4,555,540,464</b>	<b>\$4,975,441,020</b>	<b>\$13,285,724</b>	<b>\$95,954,597</b>	<b>\$109,240,321</b>	<b>2.40%</b>	<b>6.82%</b>	<b>9.22%</b>





## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** February 25, 2021  
**Re:** Budget Update

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

That the minor service budgets be included in the 2021 budget.

That the Board have staff proceed with Scenario 2 and bring back the budget for two readings on March 11<sup>th</sup>.

### **Discussion:**

#### ***Timelines***

Regional Districts must approve their budgets by March 31<sup>st</sup> of each year.

The budget will be brought back for first and second reading on March 11<sup>th</sup> and third reading (as amended if need be) and adoption on March 25<sup>th</sup>. As B. C. Assessment likely will not yet have released the "Revised Assessments" and as the B. C. Government requires that requisitions be based on the revised assessments a budget amendment will need to be done at the Board meeting in April to reflect the minor assessment changes between the "Completed Assessments" released in early January to the "Revised Assessments" released in late March.

#### ***Comparisons to previous years***

With the implementation of new policies, comparisons to previous years are difficult.

With the implementation of the new policy to allocate administration charges to each department, costs for some departments have increased by approximately 6%, the amount of this increase is matched by the same amount of decrease in the administration budget. In addition, the appropriation of the surplus in 2020, makes it seem like some departments are seeing a sudden jump in taxation.

One of the most important items in any budget is the tax each property owner is required to pay. In this memo, taxation is discussed in both terms of tax rate (or \$X.xx



per \$1,000) and as a total tax load (or total amount of tax an average property owner pays).

One of the goals of this budget is to maintain the total amount of tax an average taxpayer pays if they had the same property as in 2020. This means that the tax rate must decrease by the amount of market change for the average property owner. The average market change in the Regional District is 6.82% and non-market change is 2.40% as listed on the Non-Market Change Comparison published by BC Assessment.

The Regional District utilizes weighting factors, set by the province for taxation. If you weight the market change it is 6.76% and the non-market change is 3.51%. The weighted non-market change is larger than in the non-weighted calculation because much of the construction activity was in utilities (pipeline construction) and commercial property development (largely industrial camps).

As the weighting factors cannot be changed the weighted average will be utilized in the analysis.

The important numbers to watch are the total taxation for region-wide services for 2020 as compared to 2021 and similarly for regional rural services. One important comparison between these two numbers is that the regional rural services' requisition is only 5% of the region-wide services requisition and so has a lesser effect (and only on rural taxpayers).

### ***Changes due to the implementation of the new administration charge policy***

Administration costs of \$643,500 will be recovered from various departments in 2021. The region-wide services (such as Environmental Services and Economic Development) will pay \$436,500 towards administration while the regional rural services will pay \$58,500 towards administration. The remaining \$148,500 will be recovered from the minor local services.

Therefore, for a net zero requisition for region-wide services in 2021 as compared to 2020 we should see the requisition decreasing by \$207,000 for administrative charges and by another \$36,000 for a rural administrative charge. This decrease in requisition is the decrease in taxation that the region-wide services should see as a result of the implementation of the administration policy.

The Regional Rural services should see a requisition increase of \$94,500 over the 2020 amount as a result of policy implementation. This includes the \$58,800 for rural services (mostly in the Emergency Preparedness service) and \$36,000 in rural government administration.

### ***Changes due to the appropriation of surplus***



This is the change because of not carrying forward surplus from previous years but rather moving the surplus into an operational reserve.

In 2020 Emergency Preparedness had a carry forward of \$87,000 and Economic Development had a carryover of \$145,000. There will be no carry forward for these departments in 2021.

As operational reserves are still being tallied for the 2020-year end, a detailed report on operational reserves will be brought to the Board in May. At the end of 2019, the operational reserves were at \$473,265.

### ***Impacts from non-market changes***

Based on the 2020 tax requisition of \$5,984,864 for region-wide services and the weighted non-market change of 3.51%, the requisition for major services could be increased by approximately \$200,000 without impacting the average taxpayer's total property tax bill.

Of this potential increase \$100,000 is as a result of pipeline (\$60,000) and camp construction (\$40,000).

For regional rural services the weighted non-market increase is 4.05% of which 83% is pipeline related. Based on last year's tax requisition of \$295,375 an additional \$13,291 could be taxed without the average rural taxpayers having an increased tax bill. This new total is \$307,338. The weighted market change for rural properties is 6.0%

### ***Expected target requisition amounts***

For the region-wide services the requisition in 2020 was 5,984,864. Removing the impact and expected decrease from the new administrative chargeback policy, the tax requisition would be \$5,741,864 before non-market adjustments. Adding the non-market changes into the expected requisition amount (or additional 3.51%), the expected requisition would approximately be \$5,943,000.

If this amount was added to the region-wide requisition, then the tax rate drop for municipalities would be 7.6% or slightly greater than the 6.76% weighted market increase. As residential property increased in value more than other property classes, residential property owner would see about a 0.8% tax increase with commercial and industrial property owners seeing a small decrease in taxes.

For Rural taxpayers the estimated requisition would be the \$295,375 from 2020 plus the additional impact due to the administrative chargeback policy of \$94,500 or \$389,875.

Rural taxes would increase slightly over the previous year in this example with residential tax rates falling by 4.9% but the average rural property owner would see their taxes rising by approximately 1.1%. As the average *residential* property had a 8.15%



market increase (slightly higher than the overall market increase of 6.0%, the tax rate would be higher for the average residential property owner (as compared to commercial or industrial property owners that would see a tax increase lower than 1.1%).

### ***Changes Since the December 2020 Budget Presentation***

The Region Wide Grant in Aid will now be funded from Operational Reserves (money remaining from previous years) reducing taxation by \$25,000.

The Covid Relief Money recommended by the Committee of the Whole has been included in the budget.

Since the first presentation of the draft budget, the estimated COLA increase for 2021 was at 2%. The actual COLA increase for 2021 is 0.8% which results in a decrease of approximately \$45,000. This decrease along with other increases and decreases within the new draft of the budget, and in consideration of non-market revenue associated with the pipeline, is further discussed in the two scenarios presented later down in this report.

There have been slight additions to Development Services and Rural Planning to support 2021 projects. These include advertising, legal, professional costs. The costs associated with 25% of the bylaw enforcement officer is included in these budgets.

Minor changes have been made throughout the budget to reflect changes in budgetary items since December. Generally, the net result of these changes is negligible.

The 911 service has seen a budget increase to deal with the revenue shortfall from the residential 911 phone billing reconciliation. Discussions with Telus are ongoing to resolve this issue.

The requisition changes since the December budget presentation are an increase of approximately \$50,000 for region-wide services and an increase of approximately \$10,000 for regional rural services.

The bulk of all services is the salary and benefit cost of having employees. These costs remain unchanged from the report recently received by the directors.

### ***Scenario One***

Scenario one describes the budget without the additional non-market change added to the region-wide services. The requisition amounts for the region-wide services are at near the expected level of \$5.742 million (an increase of \$35,000). The requisition for regional-rural service is \$442,000 slightly higher than the expected amount of \$390,000 is directly attributed to the appropriation of surplus.



As discussed with the Board previously, an opportunity to address some of the Board's strategic priorities with new revenue associated with the LNG pipeline along with some of the other changes to the budget since first presented will allow the Board to ear-mark this revenue to go towards increasing the Regional District's capacity to address needed improvements to human resources support, communications, and First Nations collaboration within the General Government budget. Scenario 1 of the budget contains a \$100,000 allocation in funding to start to address these initiatives.

In this scenario the average regional district property tax (in dollars) for municipalities would decrease by 3.4% and the average rural tax would drop slightly or remain flat depending on property class.

Tax rates in this scenario would be -10.2% for municipalities and -6.8% for electoral areas.

### ***Scenario Two***

Scenario two describes the scenario one budget with an additional \$165,000 added to the budget (under the finance section and highlighted) to account for non-market change and bringing the total requisition to \$5.942 M. This will result in the average "property owner" paying the same amount of taxes as in 2020.

The additional \$165,000 would further expand the Board's ability to address strategic initiatives as outlined in the Scenario 1 section, in addition to other Board initiatives. If the Board proceeds with Scenario two, a comprehensive plan will be returned to the Board with a staff recommendation prior to utilization of any of these ear-marked funds.

In this scenario the average regional district property tax (in dollars) for municipalities would decrease by 0.8% and the average rural property tax would increase by 1.1%

Tax rates in this scenario would be -7.6% for municipalities and -4.9% for electoral areas.

### ***Budget Highlights***

#### **Environmental Services Revenue**

The environmental services department has both the largest taxation as well as the largest non-taxation revenue both as a percentage in total amount. The amounts received for metal recycling, contaminated waste fees and camp waste were large in 2020 and except for camp waste may be an anomaly. Reviewed results of the income for environmental services will be brought forward in March. Last year camp waste revenue was just over \$150,000 and the budgeted amount for 2021 was increased to match this number. Metal recycling budget revenue is decreased this year as the scrap metal was salvaged late in 2020. The budget amounts return in 2022 (with the hopes of



increased scrap metal spot price). As an exception, the capital and operational surplus has been carried over for Environmental Services by Board motion in December. Over 50% of this year's Environmental Services capital budget is funded through grants (NCPG) and carryover.

The total taxation for 2022 to 2025 varies directly in proportion to the capital projects tentatively scheduled in these future years.

### **Capital Items**

Capital items remain unchanged from the December budget and are attached to this memo for convenience.

### **Minor Service Budgets**

Fort Fraser minor service budgets have been approved by the Fort Fraser Local Commission. These include:

- Fort Fraser Local Community
- Fort Fraser Fire
- Fort Fraser Street Lighting
- Fort Fraser Sewer
- Fort Fraser Water
- Fort Fraser Cemetery
- Fort Fraser Community Hall

Burns Lake Arts and Culture has been recommended for approval by Burns Lake Village Council and Area E director.

The Bulkley Valley Pool budget has been recommended for approval by the Bulkley Valley Pool Advisory Committee.

Electoral Area Economic Development services all have \$0 taxation in 2021 except for Electoral Area B service which is included as an attachment.

Cluculz Lake Somerset Estates Sewer has an increase in parcel tax to help the Regional District investigate the managing of this service.

Lake Kathlyn Weed Harvesting has zero taxation this year as a result of the service currently not operating.

The following minor service budgets are included for review and the grant provided to the providing organization remains unchanged (except where taxation limits impact the grant amount):



- Glacier Gulch Water Diversion
- Southside Fire
- Topley Fire
- Cluculz Lake Fire
- Burns Lake and Area Victim Services
- Smithers and Area Victim Services
- Lakes District Airport
- Fort St. James Seniors Helping Seniors
- Vanderhoof Pool Grant
- Fort St. James Arena Grant
- Burns Lake Arena Grant
- Vanderhoof Recreation and Culture Grant
- Topley Cemetery
- Smithers, Houston, Telkwa Television
- Fraser Lake Television
- Fort St. James Television
- Burns Lake Television
- Fraser Lake Library
- Fort St. James Library
- Braeside Community Hall

Street Lighting Services have all seen an 8.1% increase from the notice given by BC Hydro to aid in the LED streetlight implementation. The services are as follows (except for Fort Fraser Street Lighting listed above):

- Decker Lake Street Lighting
- Endako Street Lighting
- Gerow Island Street Lighting
- Colony Point Street Lighting
- Laidlaw Street Lighting

Some budgets still require information from partnered municipalities or the partnering organization. These include many of the local fire services attached to the municipalities.

#### **Attachments:**

Major Services Budget Summary Scenario 1  
 Major Services Budget Summary Scenario 2  
 Capital Budget Summary (from December 17, 2020)  
 Environmental Services Income Summary for 2021-2025  
 Minor Services Budgets (36)

**RDBN - 2021 Budget**  
**Projected Tax Rates for Regional Services**  
(excludes local services)

**Schedule 1**  
**Scenario One**

Dept	Service	Taxation			Converted Assessments		Tax on a \$200,000 Residential Property					
		2020 Tax	2021 Tax	2021 vs 2020	2020 Completed Roll	2021 Completed Roll	Rural Taxpayers			Municipal Taxpayers		
							2020	2021	2021 vs 2020	2020	2021	2020 vs 2019
<b>Region-Wide Services</b>												
1201	General Govt - Legislative	481,311	255,626	(225,685)	620,972,160	667,991,326	15.50	7.65	(7.85)	15.50	7.65	(7.85)
1202	General Govt - Administration	326,515	378,424	51,909	620,972,160	667,991,326	10.52	11.33	0.81	10.52	11.33	0.81
1203	General Govt - Finance	480,839		(480,839)	620,972,160	667,991,326	15.49	-	(15.49)	15.49	-	(15.49)
	<b>SUBTOTAL GENERAL ADMINISTRATION</b>	<b>1,288,665</b>	<b>634,050</b>	<b>(654,615)</b>	<b>620,972,160</b>	<b>667,991,326</b>	<b>41.50</b>	<b>18.98</b>	<b>(22.52)</b>	<b>41.50</b>	<b>18.98</b>	<b>(22.52)</b>
2500	Regional Economic Development	309,734	429,076	119,341	620,972,160	667,991,326	9.98	12.85	2.87	9.98	12.85	2.87
4101	Electoral Area Planning	309,438	297,932	(11,506)	306,803,482	337,852,721	12.00	10.68	(1.32)	8.00	7.12	(0.88)
4301	Development Services	360,799	404,827	44,028	620,972,160	667,991,326	11.62	12.12	0.50	11.62	12.12	0.50
5000	Environmental Services	3,461,051	3,719,653	258,602	620,972,160	667,991,326	111.47	111.37	(0.10)	111.47	111.37	(0.10)
7501	9-1-1 Service	255,177	292,120	36,944	620,972,160	667,991,326	8.22	8.75	0.53	8.22	8.75	0.53
	<b>Total Region-Wide Services</b>	<b>5,984,864</b>	<b>5,777,657</b>	<b>(207,207)</b>	<b>595,446,021</b>	<b>667,991,326</b>	<b>194.80</b>	<b>174.75</b>	<b>(20.05)</b>	<b>190.79</b>	<b>171.19</b>	<b>(19.61)</b>
<b>Regional Rural Services</b>												
1101	Rural Govt - Legislative	150,473	163,263	12,790	306,803,482	337,852,721	9.81	9.66	(0.14)			
1102	Rural Govt - Administration	21,522	84,151	62,629	306,803,482	337,852,721	1.40	4.98	3.58			
	<b>SUBTOTAL RURAL ADMINISTRATION</b>	<b>171,995</b>	<b>247,414</b>	<b>75,419</b>	<b>306,803,482</b>	<b>337,852,721</b>	<b>11.21</b>	<b>14.65</b>	<b>3.43</b>			
4401	Building Numbering	7,998	5,051	(2,948)	306,803,482	337,852,721	0.52	0.30	(0.22)			
4501	Unsanitary Premises	51,361	21,387	(29,973)	284,773,205	310,928,588	3.61	1.38	(2.23)			
5901	Weed Control	51,464	57,435	5,971	306,803,482	337,852,721	3.35	3.40	0.05			
7601	Emergency Preparedness	281,233	430,213	148,980	306,803,482	337,852,721	18.33	25.47	7.13			
7602	Emergency Response	-	-	-	306,803,482	337,852,721	-	-	-			
7603	Rural Fire Dept Training & Eval & Compliance	14,142	11,275	(2,867)	306,803,482	337,852,721	0.92	0.67	(0.25)			
	<b>SUBTOTAL EMERGENCY SERVICES</b>	<b>295,375</b>	<b>441,488</b>	<b>146,113</b>								
<b>Service Areas</b>												
1103	Rural Grant in Aid	94,298	-	(94,298)	306,803,482	337,852,721	6.15	-	(6.15)			
4201	Building Inspection	236,036	262,946	26,910	194,899,144	212,959,558	24.22	24.69	0.47			
8203	Regional Public Transit	61,834	63,725	1,891	314,168,678	337,852,721				3.94	3.77	(0.16)
	<b>SUBTOTAL SERVICE AREAS</b>	<b>392,168</b>	<b>326,671</b>	<b>(65,497)</b>								
	<b>Total Regional Rural Services</b>	<b>578,193</b>	<b>772,775</b>	<b>194,582</b>			<b>68.32</b>	<b>70.55</b>	<b>2.23</b>			
	<b>Total Service Areas</b>	<b>392,168</b>	<b>326,671</b>	<b>(65,497)</b>								
	<b>Total Combined Services</b>	<b>6,955,225</b>	<b>6,877,103</b>	<b>(78,122)</b>			<b>263.11</b>	<b>245.30</b>	<b>(17.82)</b>	<b>194.73</b>	<b>174.96</b>	<b>(19.77)</b>

Tax Rate \$\$/\$1000 Assessment	<b>1.316</b>	<b>1.226</b>	<b>(0.089)</b>	<b>0.974</b>	<b>0.875</b>	<b>(0.099)</b>
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Tax amount increase for a \$200,000 Residence	<b>-\$ 17.82</b>	<b>-6.8%</b>	<b>-\$ 19.77</b>	<b>-10.2%</b>
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**RDBN - 2021 Budget**  
**Projected Tax Rates for Regional Services**  
 (excludes local services)

**Schedule 1**  
**Scenario Two**

Dept	Service	Taxation			Converted Assessments		Tax on a \$200,000 Residential Property					
		2020 Tax	2021 Tax	2021 vs 2020	2020 Completed Roll	2021 Completed Roll	Rural Taxpayers			Municipal Taxpayers		
							2020	2021	2021 vs 2020	2020	2021	2020 vs 2019
<b>Region-Wide Services</b>												
1201	General Govt - Legislative	481,311	255,626	(225,685)	620,972,160	667,991,326	15.50	7.65	(7.85)	15.50	7.65	(7.85)
1202	General Govt - Administration	326,515	378,424	51,909	620,972,160	667,991,326	10.52	11.33	0.81	10.52	11.33	0.81
1203	General Govt - Finance	480,839	165,000	(315,839)	620,972,160	667,991,326	15.49	4.94	(10.55)	15.49	4.94	(10.55)
	SUBTOTAL GENERAL ADMINISTRATION	1,288,665	799,050	(489,615)	620,972,160	667,991,326	41.50	23.92	(17.58)	41.50	23.92	(17.58)
2500	Regional Economic Development	309,734	429,076	119,341	620,972,160	667,991,326	9.98	12.85	2.87	9.98	12.85	2.87
4101	Electoral Area Planning	309,438	297,932	(11,506)	306,803,482	337,852,721	12.00	10.68	(1.32)	8.00	7.12	(0.88)
4301	Development Services	360,799	404,827	44,028	620,972,160	667,991,326	11.62	12.12	0.50	11.62	12.12	0.50
5000	Environmental Services	3,461,051	3,719,653	258,602	620,972,160	667,991,326	111.47	111.37	(0.10)	111.47	111.37	(0.10)
7501	9-1-1 Service	255,177	292,120	36,944	620,972,160	667,991,326	8.22	8.75	0.53	8.22	8.75	0.53
	<b>Total Region-Wide Services</b>	<b>5,984,864</b>	<b>5,942,657</b>	<b>(42,207)</b>	<b>595,446,021</b>	<b>667,991,326</b>	<b>194.80</b>	<b>179.69</b>	<b>(15.11)</b>	<b>190.79</b>	<b>176.13</b>	<b>(14.67)</b>
<b>Regional Rural Services</b>												
1101	Rural Govt - Legislative	150,473	163,263	12,790	306,803,482	337,852,721	9.81	9.66	(0.14)			
1102	Rural Govt - Administration	21,522	84,151	62,629	306,803,482	337,852,721	1.40	4.98	3.58			
	SUBTOTAL RURAL ADMINISTRATION	171,995	247,414	75,419	306,803,482	337,852,721	11.21	14.65	3.43			
4401	Building Numbering	7,998	5,051	(2,948)	306,803,482	337,852,721	0.52	0.30	(0.22)			
4501	Unsanitary Premises	51,361	21,387	(29,973)	284,773,205	310,928,588	3.61	1.38	(2.23)			
5901	Weed Control	51,464	57,435	5,971	306,803,482	337,852,721	3.35	3.40	0.05			
7601	Emergency Preparedness	281,233	430,213	148,980	306,803,482	337,852,721	18.33	25.47	7.13			
7602	Emergency Response	-	-	-	306,803,482	337,852,721	-	-	-			
7603	Rural Fire Dept Training & Eval & Compliance	14,142	11,275	(2,867)	306,803,482	337,852,721	0.92	0.67	(0.25)			
	SUBTOTAL EMERGENCY SERVICES	295,375	441,488	146,113								
<b>Service Areas</b>												
1103	Rural Grant in Aid	94,298	-	(94,298)	306,803,482	337,852,721	6.15	-	(6.15)			
4201	Building Inspection	236,036	262,946	26,910	194,899,144	212,959,558	24.22	24.69	0.47			
8203	Regional Public Transit	61,834	63,725	1,891	314,168,678	337,852,721				3.94	3.77	(0.16)
	SUBTOTAL SERVICE AREAS	392,168	326,671	(65,497)								
	<b>Total Regional Rural Services</b>	<b>578,193</b>	<b>772,775</b>	<b>194,582</b>			<b>68.32</b>	<b>70.55</b>	<b>2.23</b>			
	<b>Total Service Areas</b>	<b>392,168</b>	<b>326,671</b>	<b>(65,497)</b>								
	<b>Total Combined Services</b>	<b>6,955,225</b>	<b>7,042,103</b>	<b>86,878</b>			<b>263.11</b>	<b>250.24</b>	<b>(12.88)</b>	<b>194.73</b>	<b>179.90</b>	<b>(14.83)</b>

Tax Rate \$\$/\$1000 Assessment	<b>1.316</b>	<b>1.251</b>	<b>(0.064)</b>	<b>0.974</b>	<b>0.899</b>	<b>(0.074)</b>
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Tax amount increase for a \$200,000 Residence	<b>-\$ 12.88</b>	<b>-4.9%</b>	<b>-\$ 14.83</b>	<b>-7.6%</b>
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ENVIRONMENTAL SERVICES  
ADMINISTRATION**

(5101)

	2018	2019	2020	Five Year Financial Plan:				
	Actual	Actual	Budget	<u>2021</u>	2022	2023	2024	2025
<b>REVENUE:</b>								
Taxation + Service Agreement	2,527	12,328	2,000	<b>2,000</b>	2,000	2,000	2,000	2,000
Electoral Areas (all) Taxation Municipalities Taxation (all)								
Converted Hospital Assessments (RevisedRoll)	574,509,358	595,446,021	620,972,160	<b>667,991,326</b>				
Estimated Residential Tax Rate (Cents per \$1,000)	0.55	0.5625	0.5574	<b>0.5568</b>				
<u>Tax Limit \$4,375,000</u>	<b>3,142,752</b>	<b>3,349,452</b>	<b>3,461,051</b>	<b>3,719,653</b>	<b>4,383,470</b>	<b>5,033,134</b>	<b>4,287,496</b>	<b>4,332,988</b>
Investment Income	19,022	8,687	10,000	<b>10,000</b>	10,000	10,000	10,000	10,000
Transfer from Vehicle Reserve	68,101		30,285	<b>30,285</b>				
Transfer From NCPG Reserve			864,500	<b>62,950</b>				
Other Grant Revenue (NCPG)		2,394,843	0					
Other Grant Revenue (COVID RELIEF)				<b>21,624</b>				
Grants in Lieu of Taxes	28,909	31,471	27,000	<b>27,000</b>	27,000	27,000	27,000	27,000
Grant in Lieu of Alcan Taxes	378,737	384,321	357,569	<b>391,392</b>	391,392	391,392	391,392	391,392
Construction, Demolition & Landclearing Waste	209,944	287,424	200,000	<b>150,000</b>	150,000	150,000	150,000	150,000
Camp Waste		4,247	100,000	<b>150,000</b>	150,000	150,000	0	0
Contaminated Soils	3,155	447	145,000	<b>145,000</b>	145,000	145,000	145,000	145,000
Specified Risk Material Waste	185	0	1,000	<b>1,000</b>	1,000	1,000	1,000	1,000
<b>RECYCLING REVENUE</b>								
Metal Recycling	223,594	37,553	200,000	<b>100,000</b>	200,000	200,000	200,000	200,000
Paint & Solvent Recovery	8,380	8,871	8,000	<b>9,000</b>	9,000	9,000	9,000	9,000
Major Appliance Recovery	26,521	26,976	18,000	<b>25,000</b>	25,000	25,000	25,000	25,000
Battery Recovery	13,916	17,463	12,000	<b>13,000</b>	13,000	13,000	13,000	13,000
Recycle BC - Top Up Revenue	13,696	25,851	20,290	<b>32,000</b>	32,000	32,000	32,000	32,000
Recycling Revenue - Houston	1,862	451	5,000	<b>10,000</b>	10,000	10,000	10,000	10,000
Recycling Revenue - Smithers/Telkwa	7,552	17,847	15,000	<b>18,000</b>	18,000	18,000	18,000	18,000
Recycling Revenue - Vanderhoof	7,226	17,364	15,000	<b>20,000</b>	20,000	20,000	20,000	20,000
Recycling Revenue - Fort St. James		5,734	10,000	<b>10,000</b>	10,000	10,000	10,000	10,000
Recycling Revenue - Burns Lake		5,912		<b>15,000</b>				
Miscellaneous Revenue	49,048	76,148	15,000	<b>70,000</b>	70,000	70,000	70,000	70,000
Gain ON sale of TCA	32,751	(15k Carip) 1,660	(15k Carip)					
Transfer from Equity in TCA	687,742	700,000	700,000	<b>700,000</b>	700,000	700,000	700,000	700,000
Prior Year Surplus - Operational				<b>1,000,000</b>				
Prior Year's Surplus - Capital	1,171,797	700,235	693,749	<b>805,607</b>				
<b>TOTAL REVENUE:</b>	<b>6,097,417</b>	<b>8,115,283</b>	<b>6,910,444</b>	<b>7,538,510</b>	<b>6,366,861</b>	<b>7,016,526</b>	<b>6,120,888</b>	<b>6,166,379</b>

## Schedule 16

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**Capital Expenditures - Major Services**

General Government Admin	Vehicle		\$	45,000
Bylaw Enforcement	Vehicle			45,000
Emergency Preparedness	Rural Fire Upgrades			860,800
Environmental Services				
All Sites	Capital Upgrades	65,000		
All Sites	Capital Upgrades	70,000		
Clearview Landfill	Expansion	85,000		
Knockholt Landfill	Expansion	635,000		
Burns Lake Transfer Station	Skidsteer	75,000		
Burns Lake Transfer Station	Construction Project	95,000		
Area D Transfer Station	Construction Project	15,000		
Granisle Recycle Depot	Construction Project	5,000		
Vanderhoof Transfer Station	Construction Project	145,000		
Vanderhoof Recycle Depot	Construction Project	15,000		
Southside Transfer Station	Construction Project	10,000		
Smithers Telkwa Transfer Station	Construction Project	95,000		
Smithers Telkwa Recycle Depot	Construction Project	60,000		
Fort St James Transfer Station	Construction Project	50,000		
Houston Transfer Station	Land Purchase	200,000		
Western Waste Haul	Capital Projects	40,000		
Eastern Waste Haul	Tri-Drive Tractor Unit	230,000		
Woodwaste	Construction Project	105,000		
Design and Engineering	Engineer Plans	70,000		
				<u>2,065,000</u>
Total Capital Expenditures			\$	<u><u>3,015,800</u></u>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
LOCAL COMMUNITY OF FORT FRASER**

**1501**

	2018 Actual	2019 Actual	2020 Budget	Actual 19-Nov	Five Year Financial Plan:					
					<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
400004 Taxation Portion of Electoral Area "D"										
Converted Hospital Assessments (Revised Roll)	1,045,446	1,066,989	1,064,062		<b>1,113,531</b>					
Estimated Residential Tax Rate (Cents per \$1,00)	0.58	0.3285	0.4424		<b>0.0598</b>					
	6,014	3,506	4,708	4,708	<b>666</b>	3,597	3,597	3,597	3,597	3,597
443001 Province of BC - Administration Grant	5,000	5,000	5,000	5,000	<b>5,000</b>	5,000	5,000	5,000	5,000	5,000
499999 Prior Year's Surplus	2,686	6,664	4,222	4,223	<b>8,093</b>					
<b>TOTAL REVENUE:</b> .....	<b>13,700</b>	<b>15,170</b>	<b>13,930</b>	<b>13,931</b>	<b>13,759</b>	<b>8,597</b>	<b>8,597</b>	<b>8,597</b>	<b>8,597</b>	<b>8,597</b>
<b>EXPENDITURE:</b>										
600101 Commissioners Remuneration	3,100	7,080	7,080	3,720	<b>7,080</b>	7,080	7,080	7,080	7,080	7,080
600201 Comissioners Travel		1,900	500	38	<b>400</b>	400	400	400	400	400
601001 Salary for secretary	2,444	2,640	2,640	1,797	<b>0</b>	0	0	0	0	0
601101 Employee Benefits	109	110	270	40	<b>0</b>	0	0	0	0	0
601109 Employer Health Tax		190	190	143	<b>200</b>	138	138	138	138	138
601401 Staff Travel	16	350	350	0	<b>0</b>	0	0	0	0	0
609001 Supplies	112	400	400	0	<b>200</b>	200	200	200	200	200
609011 Meeting Expenses	120			100	<b>100</b>					
610001 Election Expenses (Carry forward)	1,135	2,500	2,500	0	<b>5,000</b>					
Administration Service Charge				0	<b>779</b>	779	779	779	779	779
<b>TOTAL EXPENDITURE:</b> .....	<b>7,036</b>	<b>15,170</b>	<b>13,930</b>	<b>5,838</b>	<b>13,759</b>	<b>8,597</b>	<b>8,597</b>	<b>8,597</b>	<b>8,597</b>	<b>8,597</b>
<b>Revenues minus Expenditures</b>	<b>6,664</b>	<b>-</b>	<b>-</b>	<b>8,093</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT FRASER RURAL FIRE PROTECTION**

7101

		2018	2019	2020	Actual	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	November	Projected	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>												
400001	Taxation & Service Agreement	7,731	7,773	5,000	7,979	7,979	7,500	7,500	7,500	7,500	7,500	7,500
400004	Taxation Portion of Electoral Area "D" Parcel Tax											
	Converted Hospital Assessments (Revised Roll)	2,777,997	2,846,065	2,975,786			3,122,489					
	Estimated Residential Tax Rate (cents per \$1,000)	1.82	1.9198	1.8080			1.7987					
	<u>Bylaw 1742, 2015: Limitation \$56,250</u>	50,458	54,640	53,803	53,803	53,803	56,163	56,192	57,636	57,738	57,841	57,947
	<b>BC Assessment A 756 26 LSA #1</b>											
480001	Miscellaneous Revenue		2,703		0							
490001	Transfer from Equity in TCA	10,801	10,801	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800
	NCPG				0			186,595				
	Transfer from reserve				0			140,000				
	Miscellaneous				0			110,000				
499999	Prior Year's Surplus	3,423	3,067	5,758	5,758	5,758	4,027					
<b>TOTAL REVENUE.....</b>		<b>72,413</b>	<b>78,984</b>	<b>75,361</b>	<b>78,339</b>	<b>78,340</b>	<b>78,490</b>	<b>511,087</b>	<b>75,936</b>	<b>76,038</b>	<b>76,141</b>	<b>76,247</b>
<b>EXPENDITURE:</b>												
601208	Contribution for Rural Fire Chief	17,526	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500
601102	Accident Insurance - Volunteers	677	633	950	855	855	950	950	950	950	950	950
601801	Association Dues	111	246	250	250	250	250	250	250	250	250	250
608001	Property Insurance - Fire Hall	942	1,003	975	1,195	1,195	4,871	4,968	5,068	5,169	5,272	5,378
608002	Liability Insurance (MIA)	1,013	1,132	1,030	1,184	1,184	1,030	1,030	1,030	1,030	1,030	1,030
608003	Vehicle Insurance	1,844	1,927	2,090	764	764	974	974	974	974	974	974
612220	Monthly Grant to Fort Fraser Fire Department	18,200	19,600	19,600	16,333	19,600	19,600	19,600	19,600	19,600	19,600	19,600
780101	Amortization Expense	10,801	10,801	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800
	Fire Truck				0	0		450,250				
781003	Contribute to Capital Reserve	3,500	5,500	18,000	18,000	18,000	17,750	0	15,000	15,000	15,000	15,000
781004	Contribute to Insurance Reserve	113	166	166	166	166	27	27	27	27	27	27
	Administration Fees						738	738	738	738	738	738
799999	Prior year's deficit											
<b>TOTAL EXPENDITURE.....</b>		<b>69,344</b>	<b>73,226</b>	<b>75,361</b>	<b>71,046</b>	<b>74,313</b>	<b>78,490</b>	<b>511,087</b>	<b>75,936</b>	<b>76,038</b>	<b>76,141</b>	<b>76,247</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT FRASER STREET LIGHTING**

**9103**

		2018	2019	2020	Actual	Five Year Financial Plan:					
		Actual	Actual	Budget		<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004	Taxation										
	Converted Hospital Assessments (Revised Roll)	1,045,446	1,066,989	1,064,062		<b>1,113,531</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.699	0.7246	0.6812		<b>0.7576</b>					
	Specified Portion of Electoral Area D <u>"Letters Patent", Land &amp; Improvements, No limit</u>	7,304	7,731	7,248	7,248	<b>8,436</b>	8,744	8,744	8,744	8,744	8,744
460001	Ministry of Highways Cost Recovery	499	516	490	398	<b>490</b>	490	490	490	490	490
499999	Prior Year's Surplus	805	639	806	806	<b>408</b>					
<b>TOTAL REVENUE.....</b>		<b>8,608</b>	<b>8,886</b>	<b>8,544</b>	<b>8,452</b>	<b>9,334</b>	<b>9,234</b>	<b>9,234</b>	<b>9,234</b>	<b>9,234</b>	<b>9,234</b>
<b>EXPENDITURE:</b>											
602001	Utilities - Hydro There are 23 x 150 Watt street lights @ \$20.52/mo and 7 x 100 Watt street lights @ \$17.21/mo.	7,969	8,080	8,444	8,044	<b>8,734</b>	8,734	8,734	8,734	8,734	8,734
779999	Misc. Expense			100		<b>100</b>	-	-	-	-	-
	Administration Service Charge					<b>500</b>	500	500	500	500	500
799999	Prior Year Deficit										
<b>TOTAL EXPENDITURE.....</b>		<b>7,969</b>	<b>8,080</b>	<b>8,544</b>	<b>8,044</b>	<b>9,334</b>	<b>9,234</b>	<b>9,234</b>	<b>9,234</b>	<b>9,234</b>	<b>9,234</b>
<b>Revenues minus Expenditures</b>		<b>639</b>	<b>806</b>	<b>-</b>	<b>408</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT FRASER SEWER SYSTEM 6101**

		2018	2019	2020	Actual	Five Year Financial Plan:					
		Actual	Actual	Budget	November	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400003	Frontage Tax										
	2021 Est. Tax Rate per foot (15,689 feet)				2.89						
	2020 Est. Tax Rate per foot (15,689 feet)				2.89						
	2019 Est. Tax Rate per foot (15,689 feet)				3.13						
	2018 Est. Tax Rate per foot (15,689 feet)				2.51						
	<u>Bylaw 286</u>	39,359	49,045	45,278	45,278	<b>45,412</b>	55,270	55,385	55,511	55,648	55,799
	No Limitation										
	Transfer from Reserve (NCIPG)					<b>60,000</b>					
442101	Other Grant Revenue (2019 IPG \$10 Gas Tax \$10)			20,000	20,000						
450001	Connection Fees	100	100		0						
450002	User Fees (EST 1576 Latest Rates 1770)	25,566	26,003	26,520	26,698	<b>27,050</b>	27,591	28,143	28,706	29,280	29,866
	2021 increase Residential Rate to \$151.47										
	2020 increase Residential Rate to \$148.50										
	2019 increase Residential Rate to \$145.60										
	2018 increase Residential Rate to \$142.80										
490001	Transfer from Equity in TCA			16,000	16,000	<b>16,000</b>	16,000	16,000	16,000	16,000	16,000
499999	Prior Year's Surplus	38,530	22,486	10,843	10,844	<b>43,753</b>					
	40										
<b>TOTAL REVENUE.....</b>		<b>103,555</b>	<b>97,634</b>	<b>118,641</b>	<b>118,820</b>	<b>192,216</b>	<b>98,861</b>	<b>99,528</b>	<b>100,217</b>	<b>100,929</b>	<b>101,664</b>
<b>EXPENDITURE:</b>											
601001	Salaries (split 1/2 of operator with water)	8,066	7,585	14,525	6,168	<b>9,168</b>	9,351	9,538	9,729	9,923	10,122
601101	Benefits (split 1/2 of operator with water)	848	1,137	2,430	629	<b>1,714</b>	1,748	1,783	1,819	1,855	1,892
601301	Staff Education (split 1/2 with water)		904	2,500	0	<b>1,500</b>	1,500	1,500	1,500	1,500	1,500
601401	Staff Travel	715	640	1,000	281	<b>1,000</b>	1,000	1,000	1,000	1,000	1,000
601801	Association Dues	44	30	150	0	<b>150</b>	150	150	150	150	150
602001	Utilities	7,548	9,917	10,750	7,635	<b>10,689</b>	11,117	11,561	12,024	12,505	13,005
603008	R & M System	<b>2021</b> 19,637	17,167	32,000	9,387	<b>32,000</b>	32,000	32,000	32,000	32,000	32,000
	Southside Flushing	5,000			0						
	Sewer Line Repairs	12,000			0						
	Other Repairs and Maintenance	10,000			0						
	Contingency	<u>5,000</u>			0						
		<u>32,000</u>			0						
605301	Environmental Monitoring	983	637	1,000	564	<b>1,000</b>	1,000	1,000	1,000	1,000	1,000
605999	Contingency			10,000	0	<b>10,000</b>					
606001	Communications - (split 1/2 office phone/fax with water)	669	634	700	587	<b>700</b>	700	700	700	700	700
606003	Advertising	67	120	250	93	<b>250</b>	250	250	250	250	250
608001	Property Insurance	28	29	30	18	<b>30</b>	30	30	30	30	30
608002	Liability Insurance	829	926	845	764	<b>845</b>	845	845	845	845	845
608003	Permits/Fees	541	341	325	5	<b>325</b>	325	325	325	325	325
780001	Capital Expenditures - Collection System				0	<b>60,000</b>					
780101	Amortization Expense			16,000	0	<b>16,000</b>	16,000	16,000	16,000	16,000	16,000
781001	Contribute to Capital Reserve	41,000	41,000	26,000	26,000	<b>42,000</b>	18,000	18,000	18,000	18,000	18,000
781004	Contribute to Insurance Reserve	93	136	136	136	<b>83</b>	83	83	83	83	83
	Administration Fees				0	<b>4,762</b>	4,762	4,762	4,762	4,762	4,762
799999	Prior Year's Deficit			-							
<b>TOTAL EXPENDITURE.....</b>		<b>81,068</b>	<b>81,203</b>	<b>118,641</b>	<b>52,266</b>	<b>192,216</b>	<b>98,861</b>	<b>99,528</b>	<b>100,217</b>	<b>100,929</b>	<b>101,664</b>
<b>Revenues minus Expenditures</b>		<b>22,487</b>	<b>16,431</b>	<b>-</b>	<b>66,554</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT FRASER WATER SYSTEM**

**6201**

	2018 Actual	2019 Actual	2020 Budget	Actual November	Five Year Financial Plan: <u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
400003 Frontage Tax										
Est. 2021 Tax Rate per foot (18,445 feet)	3.21									
Est. 2020 Tax Rate per foot (18,445 feet)	3.33									
Est. 2019 Tax Rate per foot (18,445 feet)	2.56									
Est. 2018 Tax Rate per foot (18,445 feet)	2.56									
Est. 2017 Tax Rate per foot (18,445 feet)	3.68									
<a href="#">Service Establishment Bylaw No. 285</a>	67,945	47,275	61,465	61,465	<b>59,243</b>	64,470	64,140	63,809	63,477	63,145
<a href="#">Service Establishment Bylaw No. 1243</a>										
<a href="#">\$78,125 Tax Limit as per Bylaw No. 1789</a>										
<small>Previous bylaws 1593</small>										
420001 Transfer From Capital Reserve	525,000									
Transfer from Gas Tax Reserve			100,000		<b>100,000</b>					
450001 Connection Fees	100	190		10						
450002 User Fees (Est 1575 Latest update 1769)	40,445	40,744	41,557	42,626	<b>42,388</b>	43,236	44,100	44,982	45,882	46,800
2021 increase in residential rate to \$272.91										
2020 increase in residential rate to \$267.55										
2019 increase in residential rate to \$262.32										
2018 increase in residential rate to \$257.18										
2017 increase in residential rate to \$252.14										
490001 Transfer from Equity in TCA	96,400		100,000	100,000	<b>100,000</b>	100,000	100,000	100,000	100,000	100,000
499999 Prior Year's Surplus	46,858	68,447	17,960	17,960	<b>49,556</b>					
<b>TOTAL REVENUE.....</b>	<b>3,528,597</b>	<b>163,465</b>	<b>320,982</b>	<b>222,061</b>	<b>351,187</b>	<b>207,706</b>	<b>208,241</b>	<b>208,792</b>	<b>209,360</b>	<b>209,945</b>
<b>EXPENDITURE:</b>										
601001 Salaries (split 1/2 with sewer)	8,066	7,585	14,525	6,168	<b>9,168</b>	9,351	9,538	9,729	9,923	10,122
601101 Benefits (split 1/2 with sewer)	848	1,137	2,430	629	<b>1,714</b>	1,748	1,783	1,819	1,855	1,892
601201 Overtime										
601301 Staff Education (split 1/2 with sewer)		904	2,500		<b>1,500</b>	2,500	2,500	2,500	2,500	2,500
601401 Staff Travel	715	640	1,000	281	<b>1,000</b>	1,000	1,000	1,000	1,000	1,000
601801 Association Dues	44	30	150		<b>150</b>	150	150	150	150	150
602001 Utilities	4,364	3,663	6,700	4,938	<b>6,913</b>	7,190	7,477	7,776	8,087	8,411
603008 R & M System	<b>2021</b>	29,186	1,202	27,000	<b>20,000</b>	20,000	20,000	20,000	20,000	20,000
Covenant Survey										
Waterline Breaks and Repairs										
Contingency		<u>10,000</u>								
		<u>20,000</u>								
605999 Contingency			10,000		<b>10,000</b>	10,000	10,000	10,000	10,000	10,000
606001 Communications - (control line & 1/2 phone/fax)	1,527	1,419	1,600	1,300	<b>1,600</b>	1,600	1,600	1,600	1,600	1,600
606003 Advertising	99	151	500	123	<b>500</b>	500	500	500	500	500
608001 Property Insurance	963	1,023	1,200	628	<b>1,224</b>	1,249	1,274	1,299	1,325	1,352
608002 Liability Insurance	1,843	2,059	1,875	1,697	<b>1,875</b>	1,875	1,875	1,875	1,875	1,875
608004 Permits, Licenses & Fees	440	240	500	213	<b>500</b>	500	500	500	500	500
609001 Supplies			500	23	<b>500</b>	500	500	500	500	500
609011 Meeting Expenses			200							
780001 Capital Expenditures - Dock Avenue Replacement	3,315,451	296,718	100,000		<b>100,000</b>					
780101 Amortization Expense	96,400		100,000	100,000	<b>100,000</b>	100,000	100,000	100,000	100,000	100,000
781001 Contribute to Capital Reserve		50,000	50,000	50,000	<b>90,000</b>	45,000	45,000	45,000	45,000	45,000
781004 Contribute to Insurance Reserve	206	302	302	302	<b>145</b>	145	145	145	145	145
Administration Service Charge					<b>4,399</b>	4,399	4,399	4,399	4,399	4,399
799999 Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>	<b>3,460,152</b>	<b>367,073</b>	<b>320,982</b>	<b>172,505</b>	<b>351,187</b>	<b>207,706</b>	<b>208,241</b>	<b>208,792</b>	<b>209,360</b>	<b>209,945</b>
Revenues minus Expenditures	<b>68,445</b>	<b>(203,608)</b>	-	<b>49,556</b>	-	-	-	-	-	-



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT FRASER CEMETERY GRANT**

**10401**

		2018	2019	2020	Actual	<b>Five Year Financial Plan:</b>					
		Actual	Actual	Budget	19-Nov	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400001	Taxation & Service Agreement	36	35	35	74	74	40	40	40	40	40
400004	Taxation										
	Portions of Electoral Areas "D" & "F" LSA #6										
	Taxation on Improvements Only										
	Converted Hospital Assessments (Revised Roll)	5,785,084	5,619,053	6,039,699		<b>6,039,699</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.0340	0.0350	0.0325		<b>0.0366</b>					
	<a href="#"><u>By-law No. 712, 1992</u></a>										
	Limitation \$5,000.	1,968	1,964	1,963	1,963	<b>2,211</b>	2,250	2,250	2,250	2,250	2,250
499999	Prior Year's Surplus		1	2	2	<b>0</b>					
<b>TOTAL REVENUE.....</b>		<b>2,004</b>	<b>2,000</b>	<b>2,000</b>	<b>1,965</b>	<b>2,285</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>
<b>EXPENDITURE:</b>											
612201	Annual Grant to Ft Fraser Cemetary Society	2,000	2,000	2,000	2,000	<b>2,000</b>	2,000	2,000	2,000	2,000	2,000
	Administration Service Charge					<b>250</b>	250	250	250	250	250
799999	Prior Year's Deficit	3				<b>35</b>					
<b>TOTAL EXPENDITURE.....</b>		<b>2,003</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,285</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>
<b>Revenues minus Expenditures</b>		<b>1</b>	<b>-</b>	<b>-</b>	<b>(35)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT FRASER COMMUNITY HALL**

**10801**

	2018 Actual	2019 Actual	2020 Budget	2020 Actual	Five Year Financial Plan:					
					<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
400001 Taxation & Service Agreement Payments	48	46	46	93	93	93	93	93	93	93
400004 Taxation										
Portion of Electoral Area "D" LSA #17										
Taxation on Improvements Only										
Converted Hospital Assessments (Revised Roll)	5,432,984	5,619,053	6,039,699		<b>6,503,097</b>					
Estimated Residential Tax Rate (cents per \$1,000)	0.0452	0.0436	0.0406		<b>0.0378</b>					
<u>By-law No. 887-\$2,500 Limitation</u>	2,458	2,452	2,452	2,452	<b>2,455</b>	2,500	2,500	2,500	2,500	2,500
441001 Donations Received										
499999 Surplus from Prior Year		2	2		<b>45</b>					
<b>TOTAL REVENUE</b> .....	<b>2,506</b>	<b>2,500</b>	<b>2,500</b>	<b>2,545</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>
<b>EXPENDITURE:</b>										
612201 Annual Grant to Society	2,500	2,500	2,500	2,500	<b>2,343</b>	2,343	2,343	2,343	2,343	2,343
Administration Service Charge					<b>250</b>	250	250	250	250	250
799999 Prior Year's Deficit	4									
<b>TOTAL EXPENDITURE</b> .....	<b>2,504</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>	<b>2,593</b>
<b>Revenues minus Expenditures</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>45</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
LAKES DISTRICT ARTS AND CULTURE**

**10303**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan:						
						<u>2021</u>	2022	2023	2024	2025	2026	
<b>REVENUE:</b>												
Taxation on Improvements only												
400004	Electoral Areas "B" & "E"					41,401,190						
400005	Village of Burns Lake					16,931,683						
	Converted Hospital Assessments (Revised Roll)		53,032,997	51,224,345		<b>58,332,873</b>						
	Estimated Tax Rate (cents per \$1,000)		0.4576	0.4437		<b>0.4430</b>						
	Total Assessments		516,420,860	524,960,603		<b>616,795,585</b>						
	Tax Rate of Total Assessments		0.4700	0.4329		<b>0.4190</b>						
	<u>Bylaw 1831, 2018: Limitation of \$0.55</u> per \$1,000 of total assessments		242,701	227,279	227,281	227,279	<b>258,428</b>	258,741	259,060	259,385	259,717	260,056
446001	Grants in Lieu of Taxes		2,314	1,500	0	1,500	<b>1,500</b>	1,500	1,500	1,500	1,500	1,500
446002	Grant in Lieu of Alcan Taxes		92,827	86,365	0	86,365	<b>86,940</b>	86,940	86,940	86,940	86,940	86,940
499999	Prior Year's Surplus			35,760	0	35,760	<b>24,000</b>					
TOTAL REVENUE:.....			-	337,842	350,904	350,904	<b>370,868</b>	347,181	347,500	347,825	348,157	348,496
<b>EXPENDITURE:</b>												
606001	Communication - Internet for Library		14,551	15,330	10,968	15,330	<b>15,637</b>	15,949	16,268	16,594	16,926	17,264
608002	Liability Insurance		250	500	500	500	<b>500</b>	500	500	500	500	500
612100	Arts and Culture Grant in Aid			20,000	1,106	2,000	<b>28,000</b>	10,000	10,000	10,000	10,000	10,000
612108	Arts and Culture Capital Grant		2,000	6,000	0	-	<b>10,000</b>	4,000	4,000	4,000	4,000	4,000
612220	Annual Grant to the District Museum		46,954	49,074	36,806	49,074	<b>51,048</b>	51,048	51,048	51,048	51,048	51,048
612221	Annual Grant to the Burns Lake Library		214,651	250,000	187,500	250,000	<b>250,000</b>	250,000	250,000	250,000	250,000	250,000
612222	Annual Grant to the Lakes District Arts Council		7,500	7,500	5,625	7,500	<b>7,500</b>	7,500	7,500	7,500	7,500	7,500
612223	Annual Grant to Lakes District Festival Society			2,500	2,500	2,500	<b>2,500</b>	2,500	2,500	2,500	2,500	2,500
	Contribution to Insurance Reserve						<b>206</b>	206	206	206	206	206
	Administration Service Charge				0	-	<b>5,478</b>	5,478	5,478	5,478	5,478	5,478
799999	Prior Year's Deficit					-	-	-	-	-	-	-
TOTAL EXPENDITURE:.....			-	302,082	350,904	326,904	<b>370,868</b>	347,181	347,500	347,825	348,157	348,496
<b>Revenues minus Expenditures</b>			-	35,760	-	24,000	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BULKLEY VALLEY REGIONAL POOL AND RECREATIC (10101)**

	2018 Actual	2019 Actual	2020 Budget	Five Year Financial Plan:					
				2021	2022	2023	2024	2025	2026
<b>REVENUE:</b>									
Taxation									
400004	Smithers (100%), Telkwa (60%), Electoral Area "A" (60%)								
400005	Smithers (100%), Telkwa (60%), Electoral Area "A" (60%)								
Converted Hospital Assessments - Smithers	101,183,803	105,466,758	111,925,115	<b>120,654,062</b>					
Estimated Residential Tax Rate - Smithers	0.5989	0.5998	0.5759	<b>0.6135</b>					
Converted Hospital Assessments - Telkwa			10,350,451	<b>11,290,606</b>					
Estimated Residential Tax Rate - Telkwa	0.3593	0.3599	0.3455	<b>0.5741</b>					
Converted Hospital Assessments - Area "A"			54,680,906	<b>59,226,025</b>					
Estimated Residential Tax Rate - Area "A"	0.3593	0.3599	0.3455	<b>0.3012</b>					
Total Combined Assessments	1,558,128,570	1,651,006,173	1,802,283,700	<b>1,966,583,103</b>					
Tax Rate on Total Assessments	0.6000	0.5995	0.5654	<b>0.5085</b>		-10.07%			
<u>Bylaw No. 1350, 2005</u>									
Limitation \$0.85 per \$1,000 on total Assessments	934,810	989,806	1,019,085	<b>999,996</b>	1,013,699	1,014,229	1,014,770	1,015,322	1,015,885
410001	Interest Income	2,996	4,570	500	<b>500</b>	500	500	500	500
441001	Donations Received	2,000	3,900						
442101	Other Grant Revenue (Gas Tax)	4,955	3,500		<b>60,000</b>				
446001	Grants in Lieu of Taxes	17,421	18,663	16,000	<b>15,000</b>	15,000	15,000	15,000	15,000
480001	Miscellaneous Revenue (Carbon Tax Rebate)	5,450	4,344	3,635	<b>3,635</b>	3,635	3,635	3,635	3,635
490001	Transfer from Equity in TCA	112,761	104,863	120,000	<b>120,000</b>	120,000	120,000	120,000	120,000
499999	Prior Year's Surplus	48,415	106,132	43,682	<b>49,933</b>				
	Transfer from Operating Reserve				<b>0</b>				
<b>TOTAL REVENUE.....</b>									
	<b>1,128,808</b>	<b>1,235,778</b>	<b>1,202,902</b>	<b>1,249,064</b>	<b>1,152,834</b>	<b>1,153,364</b>	<b>1,153,905</b>	<b>1,154,457</b>	<b>1,155,020</b>
<b>EXPENDITURE:</b>									
601401	Staff Travel	48	193	200	<b>200</b>	200	200	200	200
602001	Utilities (Natural Gas)	46,711	38,339	40,000	<b>40,000</b>	40,000	40,000	40,000	40,000
607001	Legal Expense	650	3,546	4,000	<b>2,000</b>	2,000	2,000	2,000	2,000
608001	Property Insurance	15,396	16,425	16,630	<b>25,999</b>	26,519	27,050	27,591	28,142
608002	Liability Insurance (share of MIA)	8,384	9,367	9,520	<b>9,520</b>	9,520	9,520	9,520	9,520
608004	Permits & Fees	256	503	250	<b>250</b>	250	250	250	250
612220	Monthly Contribution to BVR Pool	528,487	599,000	655,980	<b>655,980</b>	655,980	655,980	655,980	655,980
779999	Miscellaneous Expense	6,991	7,947	5,000	<b>5,000</b>	5,000	5,000	5,000	5,000
780001	Capital Expenditures	34,892	96,436	51,000	<b>103,000</b>	25,000	25,000	25,000	25,000
780101	Amortization Expense	112,761	104,863	120,000	<b>120,000</b>	120,000	120,000	120,000	120,000
781001	Contribution to Capital Reserve	265,780	312,780	224,000	<b>200,000</b>	225,000	225,000	225,000	225,000
781007	Contribution to Operational Reserve			30,000					
781004	Contribution to Insurance Reserve	936	1,372	1,372	<b>582</b>	582	582	582	582
	Contribution to Legal Reserve								
782001	Interest Expense	1,384	1,325	1,200		0	0	0	0
612807	Carbon Emissions Reduction Initiatives			43,750	<b>50,000</b>	6,250	6,250	6,250	6,250
	Administration Service Charge				<b>36,533</b>	36,533	36,533	36,533	36,533
799999	Prior Year's Deficit								
<b>TOTAL EXPENDITURE.....</b>									
	<b>1,022,676</b>	<b>1,192,096</b>	<b>1,202,902</b>	<b>1,249,064</b>	<b>1,152,834</b>	<b>1,153,364</b>	<b>1,153,905</b>	<b>1,154,457</b>	<b>1,155,020</b>
<b>Revenues minus Expenditures</b>									
	106,132	43,682	-	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA "B" ECONOMIC DEVELOPMENT**

**2402**

	2018 Actual	2019 Actual	2020 Budget	Actual November	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
<b>Taxation</b>											
400004 Electoral Area "B"											
Taxation on Improvements Only											
Converted Hospital Assessments - Improvements Only (Revised Roll)	23,090,681	22,856,753				<b>25,306,065</b>					
Estimated Residential Tax Rate on Improvements Only (cents per \$1,000)		0.2764				<b>0.2506</b>					
Total Assessments - Land and Improvements (Revised Roll)	206,449,663	205,690,263				<b>238,443,008</b>					
Estimated Residential Tax Rate on Land and Improvements (cents per \$1,000)	0.01	0.3071				<b>0.2660</b>					
<a href="#">Bylaw 1867 No Limit</a>			63,168	63,168	63,168	<b>63,418</b>	63,418	63,418	63,418	63,418	63,418
499999 Prior Year's Surplus				0							
<b>TOTAL REVENUE</b> .....	<b>-</b>	<b>-</b>	<b>63,168</b>	<b>63,168</b>	<b>63,168</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>
<b>EXPENDITURE:</b>											
612220 Monthly Grants				0							
612240 Grant to Village of Burns Lake (for Info Centre) 0.0%			22,548	22,548	22,548	<b>22,548</b>	22,548	22,548	22,548	22,548	22,548
612241 Grant to Village of Burns Lake (For EDO)			40,369	40,369	40,369	<b>40,369</b>	40,369	40,369	40,369	40,369	40,369
612801 Special Projects			0	0	-	<b>0</b>	0	0	0	0	0
Administration Fees				0	-	<b>500</b>	500	500	500	500	500
799999 Establishment Costs			250	0	250						
<b>TOTAL EXPENDITURE</b> .....	<b>-</b>	<b>-</b>	<b>63,168</b>	<b>62,917</b>	<b>63,168</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>	<b>63,418</b>
<b>Revenues minus Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
CLUCULZ LAKE - SOMERSET ESTATES SEWER**

**6301**

	2018 Actual	2019 Actual	2020 Budget	2020 Actual	Five Year Financial Plan:					
					<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
450001 Connection Fees										
400003 Taxation										
Number of Parcels	88	88	88		<b>88</b>					
Parcel Tax per Parcel			51.14		<b>73.86</b>					
<a href="#">By-law No. 1860 (829) - \$11,250 Limitation</a>		2,600	4,500	4,500	<b>6,500</b>	6,500	6,500	6,500	6,500	6,500
499999 Prior Years Surplus	3,358	2,608	0	5,119	<b>8,969</b>	0	0	0	0	0
<b>TOTAL REVENUE</b> .....	<b>3,358</b>	<b>5,208</b>	<b>4,500</b>	<b>9,619</b>	<b>15,469</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
<b>EXPENDITURE:</b>										
606003 Advertising		89	150	150	<b>150</b>	150	150	150	150	150
Parcel Tax Local Court of Revision Administration Fee					<b>500</b>	500	500	500	500	500
607001 Legal and Administration		0		500	<b>500</b>	500	500	500	500	500
779999 Miscellaneous Expense	3,358	0	4,350	8,969	<b>14,319</b>	5,350	5,350	5,350	5,350	5,350
<b>TOTAL EXPENDITURE</b> .....	<b>3,358</b>	<b>89</b>	<b>4,500</b>	<b>9,619</b>	<b>15,469</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
<b>Revenues minus Expenditures</b>	<b>-</b>	<b>5,119</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
LAKE KATHLYN AQUATIC WEED HARVEST 5902**

	2018 Actual	2019 Actual	2020 Budget	Actual November	Five Year Financial Plan:					
					<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
<b>Taxation</b>										
400003	Parcel Tax									
	Number of Parcels	54	54	54	<b>54</b>					
	Parcel Tax per Parcel	153.19	152.00	153.89	<b>0.00</b>					
400004	Portion of Electoral Area "A" <a href="#">By-law No. 969, 1996 - No limitation</a>									
		8,272	8,191	8,310	8,310	<b>0</b>	8,862	8,862	8,862	8,862
450002	Fees from Watson's Landing	544	544	544	544	<b>0</b>	0	0	0	0
	Other Revenue				0	<b>226</b>				
450001	Payment in lieu of taxes - Town of Smithers	150	150	150	150	<b>0</b>	150	150	150	150
499999	Prior Year's Surplus	9	90		0		-	-	-	-
TOTAL REVENUE.....		<u>8,975</u>	<u>8,975</u>	<u>9,004</u>	<u>9,004</u>	<u>226</u>	<u>9,012</u>	<u>9,012</u>	<u>9,012</u>	<u>9,012</u>
<b>EXPENDITURE:</b>										
606003	Advertising - parcel tax local court of revision	166	189	190	201	<b>212</b>	212	212	212	212
612201	Annual Contribution to Society	8,000	8,800	8,800	8,800	<b>0</b>	8,800	8,800	8,800	8,800
	Administration Fees				0	<b>0</b>	0	0	0	0
799999	Prior Year's Deficit			14	14	<b>14</b>				
TOTAL EXPENDITURE.....		<u>8,166</u>	<u>8,989</u>	<u>9,004</u>	<u>9,015</u>	<u>226</u>	<u>9,012</u>	<u>9,012</u>	<u>9,012</u>	<u>9,012</u>
<b>Revenues minus Expenditures</b>		809	(14)	-	(14)	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY NECHAKO  
GLACIER GULCH WATER DIVERSION**

**5903**

	2018 Actual	2019 Actual	2020 Budget	Actual November	2020 Projection	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400003	Taxation										
	Parcel Tax										
	Number of Parcels	55	55	55		<b>55</b>					
	Parcel Tax per Parcel	48.40	48.00	47.60		<b>49.63</b>					
400004	Portion of Electoral Area "A"										
	<a href="#">By-law No. 1816, 2017 - \$6,250 Limitation</a>										
450002	Fee from Watson's Landing	180	180	180	0	180	<b>180</b>	180	180	180	180
450001	Fees in lieu of taxes - Town of Smithers	25	25	25	0	25	<b>25</b>	25	25	25	25
499999	Prior Year's Surplus	13,485	10,148	5,609	5,609	5,609	<b>3,098</b>				
<b>TOTAL REVENUE.....</b>											
		16,352	13,015	8,432		8,432	<b>6,033</b>	3,300	3,300	3,300	3,300
<b>EXPENDITURE:</b>											
603004	Maintenance/Reconstruction of Water Diversion	6,120	2,217	3,109	0	0	<b>2,600</b>	2,600	2,600	2,600	2,600
606003	Advertising - parcel tax local court of revision	85	189	190	201	201	<b>200</b>	200	200	200	200
607001	Legal				0	0					
781004	Capital/Equipment Reserve		5,000	5,000	5,000	5,000	<b>2,600</b>				
	Prior Years Deficit				0	0	<b>0</b>				
	Administration Service Charge				0	0	<b>500</b>	500	500	500	500
608004	Water Licence			133	0	133	<b>133</b>	0	0	0	0
<b>TOTAL EXPENDITURE.....</b>											
		6,205	7,406	8,432		5,334	<b>6,033</b>	3,300	3,300	3,300	3,300
<b>Revenues minus Expenditures</b>											
		10,147	5,609	-		3,098	-	-	-	-	-



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
SOUTHSIDE RURAL FIRE PROTECTION**

**7102**

	2018 Actual	2019 Actual	2020 Actual Budget Sept	2020 Projected	Five Year Financial Plan:						
					<u>2021</u>	2022	2023	2024	2025	2026	
<b>REVENUE:</b>											
400004	Taxation										
	Portion of Electoral Area "E"										
	Taxation on Improvements Only										
	2,426,521	2,464,389	2,437,117		<b>3,996,637</b>						
	1,672	1,788	1,785		<b>1,419</b>						
	29,419,334	30,507,191	31,744,017		<b>37,213,551</b>						
	1.3790	1.4445	1.3706		<b>1.5240</b>						
	<u>By-law No. 1741,2015 - Greater of \$38,298 &amp; 1.44/1,000</u>										
	40,568	44,066	43,507	43,507	43,507	<b>56,714</b>	56,714	56,714	56,714	56,714	
	<b>BC Assessment C 755 26 LSA #11</b>										
449005	Grants (NKDF)										
420001	Withdrawal from Capital Reserve										
		9,500	40,000	20,000	<b>40,000</b>						
490001	Transfer from Equity in TCA										
	17,946	17,946	18,000	0	18,000	<b>18,000</b>	18,000	18,000	18,000	18,000	
499999	Prior Year's Surplus										
	315	394	233	232	232						
<b>TOTAL REVENUE</b> .....	<b>58,829</b>	<b>78,262</b>	<b>222,436</b>	<b>63,739</b>	<b>414,495</b>	<b>74,714</b>	<b>74,714</b>	<b>74,714</b>	<b>74,714</b>	<b>74,714</b>	
<b>EXPENDITURE:</b>											
601208	Contribution for Rural Fire Chief										
	6,800	21,500	12,000	0	12,000	<b>17,800</b>	17,800	17,800	17,800	17,800	
601102	Accident Insurance										
	579	634	900	868	868	<b>900</b>	900	900	900	900	
601801	Association Dues										
	111	246	250	250	250	<b>250</b>	250	250	250	250	
608002	Liability Insurance (MIA)										
	1,013	1,132	1,030	1,184	1,184	<b>1,030</b>	1,030	1,030	1,030	1,030	
	Property Insurance										
				3,021	3,021	<b>5,881</b>	<b>5,881</b>	<b>5,881</b>	<b>5,881</b>	<b>5,881</b>	
608003	Vehicle Insurance										
	3,968	4,145	4,490	2,883	2,883	<b>2,374</b>	2,374	2,374	2,374	2,374	
612220	Monthly Grant to Southside Volunteer Fire Dept										
	23,904	24,904	24,904	22,829	24,904	<b>27,600</b>	27,600	27,600	27,600	27,600	
779999	Misc. Expense										
		6,356		0	0						
780001	Capital Expenditures										
780101	Amortization Expense										
	17,946	17,946	18,000	0	18,000	<b>18,000</b>	18,000	18,000	18,000	18,000	
781004	Contribute to Insurance Reserve										
	114	166	166	166	166	<b>41</b>	41	41	41	41	
	Administration Fees										
						<b>838</b>	838	838	838	838	
799999	Prior year's deficit										
<b>TOTAL EXPENDITURE</b> .....	<b>58,435</b>	<b>78,029</b>	<b>222,436</b>	<b>378,724</b>	<b>410,799</b>	<b>74,714</b>	<b>74,714</b>	<b>74,714</b>	<b>74,714</b>	<b>74,714</b>	
<b>Revenues minus Expenditures</b>	<b>394</b>	<b>233</b>	<b>-</b>	<b>-</b>	<b>3,696</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
TOPLEY RURAL FIRE PROTECTION**

**7103**

	2018 Actual	2019 Actual	2020 Budget	Actual November	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004 Taxation Portion of Electoral Area "G and Portion of Area B" SRVA #35											
Converted Hospital Assessments (Revised Roll)	3,700,703	4,147,820	4,291,240			<b>4,356,780</b>					
Estimated Residential Tax Rate (cents per \$1,000)	1.93	1.7331	1.6732			<b>2.0649</b>					
<b>BC ASSESSMENT I 755 26 SRVA #35</b>											
<u>By-law No. 1743, 2015 - \$72,000</u>	71,597	71,887	71,802	71,802	71,802	<b>89,963</b>	89,963	89,963	89,963	89,963	89,963
<b>Bylaw No. 1924, \$90,000</b>											
490001 Transfer from Equity in TCA	21,389	21,389	23,000	0	23,000	<b>23,000</b>	23,000	23,000	23,000	23,000	23,000
499999 Prior Year's Surplus	243		715	715	715						
<b>TOTAL REVENUE</b> .....	<b>93,229</b>	<b>96,276</b>	<b>95,517</b>		<b>95,517</b>	<b>112,963</b>	112,963	112,963	112,963	112,963	112,963
<b>EXPENDITURE:</b>											
601208 Contribution for Rural Fire Chief	13,782	21,500	20,500	0	20,500	<b>21,500</b>	21,500	21,500	21,500	21,500	21,500
601102 Accident Insurance WCB/TOS	1,215	1,160	1,215	1,056	1,215	<b>1,215</b>	1,215	1,215	1,215	1,215	1,215
601801 Association Dues (Fire Chiefs)	111	246	250	250	250	<b>250</b>	250	250	250	250	250
608001 Property Insurance	687	353	345	1,255	1,255	<b>1,691</b>	1,691	1,691	1,691	1,691	1,691
608002 Liability Insurance (MIA)	1,013	1,132	1,030	1,184	1,184	<b>1,030</b>	1,030	1,030	1,030	1,030	1,030
608003 Vehicle Insurance	3,305	2,989	4,120	2,287	4,120	<b>2,995</b>	2,995	2,995	2,995	2,995	2,995
612220 Monthly Grant to Topley Volunteer Fire Dept	26,150	27,150	27,150	24,888	27,150	<b>34,140</b>	34,140	34,140	34,140	34,140	34,140
780101 Amortization Expense	21,389	21,389	23,000	0	23,000	<b>23,000</b>	23,000	23,000	23,000	23,000	23,000
781003 Contribution to Capital Reserve	8,000	1,500		0	0	<b>4,200</b>	4,200	4,200	4,200	4,200	4,200
<b>Contribution to Operational Reserve</b>				0	0	<b>4,200</b>	4,200	4,200	4,200	4,200	4,200
781004 Contribute to Insurance Reserve	71	166	166	166	166	<b>58</b>	58	58	58	58	58
				0	0						
Debt Repayment Interest & Principal (Issue No ___ Until 2041)				0	0						
783001 Interest Expense MFA	7,693	7,693	7,693	7,824	7,824	<b>7,693</b>	7,693	7,693	7,693	7,693	7,693
784001 Sinking Fund Payments MFA	10,048	10,048	10,048	10,048	10,048	<b>10,048</b>	10,048	10,048	10,048	10,048	10,048
785001 Debenture Issue Costs			-	0	0	<b>-</b>					
Administration Service Charge				0	0	<b>942</b>	942	942	942	942	942
799999 Prior year's deficit		235		0	0						
<b>TOTAL EXPENDITURE</b> .....	<b>93,464</b>	<b>95,561</b>	<b>95,517</b>		<b>96,712</b>	<b>112,963</b>	112,963	112,963	112,963	112,963	112,963
<b>Revenues minus Expenditures</b>	<b>(235)</b>	<b>715</b>	<b>-</b>		<b>(1,195)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
CLUCULZ LAKE FIRE**

**7301**

		2018	2019	2020	Actual	2020	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	Sept	Forecast	Projected	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>													
400004	Taxation												
	Portion of Electoral Area "F"												
	Converted Hospital Assessments (Revised Roll)	18,512,988	20,587,364	22,247,746				<b>23,957,241</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.1013	0.1138	0.1053				<b>0.0978</b>					
	<b>BC ASESSMENT Q 756 26 LSA #25</b>		5,313										
	<b>By-law No. 1863, 2019 \$23,437 Limitation</b>	18,750		23,437	23,437	23,437	23,437	<b>23,426</b>	23,425	23,425	23,425	23,425	23,425
						0	0						
442101	Grants (NCPG withdraw or receipt)			<b>623,068</b>	0	0	<b>31,008</b>						
	Transfer from Reserve (NCPG)				0	0	0	<b>592,060</b>					
	Miscellaneous				0	0	0	<b>200,000</b>					
	NKDF Grant				0	0	0	<b>40,000</b>					
			28,750		0	0	0						
499999	Surplus				0	0	0						
<b>TOTAL REVENUE.....</b>		<b>18,750</b>	<b>646,505</b>	<b>646,505</b>	<b>23,437</b>	<b>23,437</b>	<b>54,445</b>	<b>855,486</b>	<b>23,425</b>	<b>23,425</b>	<b>23,425</b>	<b>23,425</b>	<b>23,425</b>
			10,000										
<b>EXPENDITURE:</b>													
			873										
601209	Contribution for Regional Fire Chief			4,687	0	4,687	4,687	<b>3,940</b>	3,450	3,450	3,450	3,450	31,450
601102	Accident Insurance - WCB/TOS	796		700	1,128	1,128	1,197	<b>700</b>	700	700	700	700	700
601801	Association Dues	111		250	250	250	250	<b>250</b>	250	250	250	250	250
612220	Grant to Cluculz Lake Emergency Response Team	17,901		17,631		17,631	17,631	<b>17,800</b>	17,800	17,800	17,800	17,800	17,800
	Study (NCPG)			40,000	0	0	31,008						
	Property Insurance				0	0	0	<b>0</b>					
	Liability Insurance				0	0	0	<b>250</b>	250	250	250	250	250
	Contribution to Insurance Reserve		100		0	0	0	<b>475</b>	475	475	475	475	475
780001	Capital Project/Truck/Hall			583,068	0	0	0	<b>823,000</b>					
	Administration Service Charges				0	0	0	<b>8,574</b>	500	500	500	500	500
799999	Prior year's deficit	42		169	169	0	169	<b>497</b>					
			(169)		0	0	0						
<b>TOTAL EXPENDITURE.....</b>		<b>18,850</b>	<b>804</b>	<b>646,505</b>	<b>23,696</b>	<b>23,696</b>	<b>54,942</b>	<b>855,486</b>	<b>23,425</b>	<b>23,425</b>	<b>23,425</b>	<b>23,425</b>	<b>51,425</b>
<b>Revenues minus Expenditures</b>		<b>(100)</b>	<b>(804)</b>	<b>-</b>	<b>(259)</b>	<b>(259)</b>	<b>(497)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(28,000)</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BURNS LAKE & AREA VICTIM SERVICES**

**7701**

	2018 Actual	2019 Actual	2020 Budget	Actual November	2020 Projection	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
Taxation on Improvements only											
Taxes apportioned 60% VBL, 20% Area "B" and 20% Area "E"											
400004						41,401,190					
400005						16,931,683					
<b>Converted Hospital Assessments (Revised Roll)</b>											
	51,084,886	53,032,997	51,224,345			<b>58,332,873</b>					
<b>Estimated Tax Rate (cents per \$1,000)</b>											
	VBL	0.0357	0.0450	0.0505		<b>0.0484</b>					
	Area B	0.0074	0.0096	0.0108		<b>0.0461</b>					
	Area E	0.0112	0.0147	0.0164		<b>0.0725</b>					
<a href="#">Bylaw 1682, 2013</a>											
Tax Limit \$20,000											
	8,254	11,106	12,444	12,444	12,444	<b>12,809</b>	12,809	12,809	12,809	12,809	12,809
					0						
446001	178	228	0	0	0	<b>0</b>	0	0	0	0	0
446002	2,344	3,004	2,795	0	2,795	<b>3,366</b>	3,366	3,366	3,366	3,366	3,366
499999	7,172	2,273	936	936	936						
<b>TOTAL REVENUE.....</b>	<b>17,948</b>	<b>16,611</b>	<b>16,175</b>		<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>
<b>EXPENDITURE:</b>											
611001					0						
612240	15,675	15,675	15,675	15,675	15,675	<b>15,675</b>	15,675	15,675	15,675	15,675	15,675
605999			500	0	500	<b>0</b>	0	0	0	0	0
				0	0	<b>500</b>	500	500	500	500	500
799999				0							
<b>TOTAL EXPENDITURE.....</b>	<b>15,675</b>	<b>15,675</b>	<b>16,175</b>		<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>	<b>16,175</b>
<b>Revenues minus Expenditures</b>	<b>2,273</b>	<b>936</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
Smithers Victim Services**

**7702**

	2018 Actual	2019 Actual	2020 Budget	Actual November	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
Taxation on Land and Improvements											
400004 Electoral Area "A"						98,710,042					
400005 Town of Smithers and Village of Telkwa						139,471,738					
Converted Hospital Assessments (Revised Roll)	185,967,874	204,741,761	220,310,709			<b>238,181,780</b>					
Estimated Tax Rate (cents per \$1,000)											
Telkwa	0.0190	0.0173	0.0164			<b>0.0155</b>					
Smithers	0.0190	0.0173	0.0164			<b>0.0155</b>					
Area A	0.0190	0.0173	0.0164			<b>0.0155</b>					
<a href="#">Bylaw 1776, 2016</a>											
Tax Limit \$45,000											
	35,349	35,349	36,026	36,026	36,026	<b>37,028</b>	37,028	37,028	37,028	37,028	37,028
446001 Grants in Lieu of Taxes	534	534	500	0	500	<b>500</b>	500	500	500	500	500
499999 Prior Year's Surplus	1,625	1,625	447	447	447						
<b>TOTAL REVENUE.....</b>	<b>37,508</b>	<b>37,508</b>	<b>36,973</b>		<b>36,973</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>
<b>EXPENDITURE:</b>											
611001 Repayment of Alternative Approval Costs											
612240 Annual Grant to Nothern Society for Domestic Peace	35,973	35,973	36,973	36,973	36,973	<b>36,973</b>	36,973	36,973	36,973	36,973	36,973
Administration Service Charge				0	0	<b>555</b>	555	555	555	555	555
799999 Prior Year's Deficit			0	0	0						
<b>TOTAL EXPENDITURE.....</b>	<b>35,973</b>	<b>35,973</b>	<b>36,973</b>		<b>36,973</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>	<b>37,528</b>
<b>Revenues minus Expenditures</b>	<b>1,535</b>	<b>1,535</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY NECHAKO  
LAKES DISTRICT AIRPORT**

**8101**

		2018	2019	2020	Actual	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	November	Projected	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>												
400004	Taxation on Improv. Only						41,401,190					
400005	Electoral Areas "B" & "E"						16,931,683					
	Village of Burns Lake											
	Converted Hospital Assessments (Revised Roll)	51,084,886	53,032,997	51,224,345			<b>58,332,873</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.2135	0.2074	0.1878			<b>0.1345</b>					
	<u>Limitation = \$190,000 per Bylaw No. 1751, 2015</u>	109,056	109,965	96,218	96,218	96,218	<b>78,437</b>	78,437	78,437	78,437	78,437	78,437
420001	Withdrawal from Capital Reserve				0	0						
430003	Debenture Debt				0	0						
442101	Grants				0	0						
441001	Donations and other Grants				0	0						
446001	Grants in Lieu of Taxes	1,063	1,048	500	0	500	<b>500</b>	500	500	500	500	500
446002	Grant in lieu of Alcan Taxes	44,762	44,065	40,998	0	40,998	<b>29,800</b>	29,800	29,800	29,800	29,800	29,800
499999	Prior Year's Surplus	8,521	12,062	13,834	13,834	13,834						
<b>TOTAL REVENUE.....</b>		<b>163,402</b>	<b>167,140</b>	<b>151,550</b>		<b>151,550</b>	<b>108,738</b>	108,738	108,738	108,738	108,738	108,738
<b>EXPENDITURE:</b>												
612220	Monthly Grant to LD Airport Society	80,000	82,500	82,500	75,625	82,500	<b>82,500</b>	82,500	82,500	82,500	82,500	82,500
784001	Principal Payments on 5 year loan (2017-2021)	33,525	33,525	67,050	0	67,050						
783001	Interest Payments	2,815	2,281	2,000		2,000						
781001	Contribution to Capital Reserve	35,000	35,000			0	<b>25,000</b>	25,000	25,000	25,000	25,000	25,000
	Administration Service Charge						<b>1,238</b>	1,238	1,238	1,238	1,238	1,238
779999	Miscellaneous Expense											
799999	Prior year's deficit											
<b>TOTAL EXPENDITURE.....</b>		<b>151,340</b>	<b>153,306</b>	<b>151,550</b>		<b>151,550</b>	<b>108,738</b>	108,738	108,738	108,738	108,738	108,738
<b>Revenues minus Expenditures</b>		<b>12,062</b>	<b>13,834</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**Fort St. James Seniors Transportation**

**(8202)**

	2018 Actual	2019 Actual	2020 Budget	Actual November	2020 Projected	<b>Five Year Financial Plan:</b>			2024	2025	2026
						<u>2021</u>	2022	2023			
<b>REVENUE:</b>											
400004	Taxation - Land and Improvements District of Fort St. James and a Portion of Electoral Area "C"										
	53,781,078	54,044,251	55,051,095			<b>54,615,219</b>					
	0.0800	0.0774	0.0752			<b>0.0784</b>					
	<u>By-law No.1750</u>	<u>Tax limit \$43,000</u>									
	43,000	41,800	41,396	41,396	41,396	<b>42,845</b>	42,845	42,845	42,845	42,845	42,845
					0						
446001	1,194	810	800	0	800	<b>800</b>	800	800	800	800	800
499999	700	1,194	804	804	804						
<b>TOTAL REVENUE</b> .....	-	<b>44,894</b>	<b>43,804</b>	<b>43,000</b>	<b>43,000</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>
<b>EXPENDITURE:</b>											
612201	43,700	43,000	43,000	43,000	43,000	<b>43,000</b>	43,000	43,000	43,000	43,000	43,000
				0		<b>645</b>	645	645	645	645	645
799999				0							
<b>TOTAL EXPENDITURE</b> .....	<b>43,700</b>	<b>43,000</b>	<b>43,000</b>	<b>43,000</b>	<b>43,000</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>	<b>43,645</b>
	1,194	804			-	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
VANDERHOOF POOL**

**10102**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan:					2026
						2021	2022	2023	2024	2025	
<b>REVENUE:</b>											
400004 Taxation Electoral Area "F"											
Taxation on Improvements Only											
Converted Hospital Assessments (Revised Roll)	31,866,717	35,954,055	37,282,840			<b>43,899,458</b>					
Est Residential Tax Rate (cents per \$1,000) Improvements Only	0.58	0.8478	0.8702			<b>0.7139</b>					
Total Assessments (Land & Improvements)	401,686,101	488,784,429	511,365,860			<b>552,827,241</b>					
Tax Rate on Total Assessments	0.46	0.62	0.6344			<b>0.5669</b>					
<a href="#">By-law No. 1644 - Tax limit \$0.74 per \$1,000 or \$256,000 of lar</a>	185,203	304,812	324,420			324,420	313,413	314,145	319,390	324,741	330,199
446001 Grants in Lieu of Taxes				0		0					
499999 Surplus		0	0			0					
<b>TOTAL REVENUE</b> .....	<b>185,203</b>	<b>304,812</b>	<b>324,420</b>		<b>324,420</b>	<b>313,413</b>	<b>314,145</b>	<b>319,390</b>	<b>324,741</b>	<b>330,199</b>	<b>335,766</b>
<b>EXPENDITURE:</b>											
<b>Converted Hospital Assessment (Completed Roll)</b>											
District of Vanderhoof	68,400,439	71,435,054	75,048,783		75,048,783	<b>79,144,068</b>					
Area "F"	31,866,717	35,954,055	37,445,625		37,445,625	<b>43,899,458</b>					
Total	100,267,156	107,389,109	112,494,408		112,494,408	<b>123,043,526</b>					
Rural Share	<b>31.8%</b>	<b>33.5%</b>	<b>33.3%</b>		<b>33.3%</b>	<b>35.7%</b>	<b>35.7%</b>	<b>35.7%</b>	<b>35.7%</b>	<b>35.7%</b>	<b>35.7%</b>
Projected Operating Budget	296,000	674,392	674,392		674,392	<b>720,620</b>	735,032	749,733	764,728	780,022	795,623
Capital (Debenture Payments until )	206,147	226,147	206,148		206,148	<b>206,148</b>	206,148	206,148	206,148	206,148	206,148
Contribution to Reserve		50,000	50,000		50,000	<b>50,000</b>	50,000	50,000	50,000	50,000	50,000
Operating Contingency	-	-	-		-	-	-	-	-	-	-
Less: Surplus (Deficit from previous year)	-	(129,719)	(979)		(979)	<b>(152,721)</b>	(152,721)	(152,721)	(152,721)	(152,721)	(152,721)
Total	502,147	820,820	929,561		929,561	<b>824,047</b>	838,459	853,160	868,155	883,449	899,050
Rural share	159,591	274,812	309,420		309,420	<b>294,003</b>	299,145	304,390	309,740	315,197	320,763
611001 Repayment of Referendum Costs	10,612										
612201 Annual Grant to District of Vanderhoof	159,591	274,812	309,420	309,420	309,420	<b>294,003</b>	299,145	304,390	309,740	315,197	320,763
781001 Contribution to Capital Reserve	15,000	30,000	15,000	15,000	15,000	<b>15,000</b>	15,000	15,000	15,001	15,002	15,003
Administration Service Charge				0		<b>4,410</b>					
799999 Prior Year's Deficit				0		-					
<b>TOTAL EXPENDITURE</b> .....	<b>185,203</b>	<b>304,812</b>	<b>324,420</b>		<b>324,420</b>	<b>313,413</b>	<b>314,145</b>	<b>319,390</b>	<b>324,741</b>	<b>330,199</b>	<b>335,766</b>
<b>Revenues minus Expenditures</b>	-	-	-		(0)	-	-	-	-	-	-



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT ST. JAMES ARENA GRANT**

**10201**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004	Taxation										
	Portion of Electoral Area C LSA #24										
	Converted Hospital Assessments (Revised Roll)	19,595,241	19,760,812	19,881,511		<b>21,052,161</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.1914	0.1898	0.1886		<b>0.1808</b>					
	Total Assessments	178,119,251	179,590,417	180,454,576		<b>191,527,247</b>					
	Tax Rate on Total Assessments	0.2105	0.2088	0.2078		<b>0.1987</b>					
	<b>BC ASSESSMENT P 756 26 LSA 24</b>										
	Limitation: \$0.120/\$1,000 for Operating Costs plus	37,500	37,500	37,500		<b>38,063</b>	37,500	37,500	37,500	37,500	37,500
	<a href="#">\$0.120/\$1,000 for Capital Costs per Bylaw No. 1819, 2018</a>					0					
						0					
446001	Grants in Lieu				0	0					
499999	Surplus from Prior Year		0	0	0	0					
<b>TOTAL REVENUE.....</b>		<b>37,500</b>	<b>37,500</b>	<b>37,500</b>		<b>37,500</b>	<b>38,063</b>	<b>37,500</b>	<b>37,500</b>	<b>37,500</b>	<b>37,500</b>
<b>EXPENDITURE:</b>											
	Annual Grant to District of Fort St. James										
612201	For operation of arena	18,750	18,750	18,750	0	18,750	<b>18,750</b>	18,750	18,750	18,750	18,750
	For capital improvements at arena	18,750	18,750	18,750		18,750	<b>18,750</b>	18,750	18,750	18,750	18,750
	Administration Service Charge						<b>563</b>				
799999	Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>		<b>37,500</b>	<b>37,500</b>	<b>37,500</b>		<b>37,500</b>	<b>38,063</b>	<b>37,500</b>	<b>37,500</b>	<b>37,500</b>	<b>37,500</b>
<b>Revenues minus Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BURNS LAKE ARENA**

**10202**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004											
400005											
	Taxation on Improvements Only										
	Electoral Area B & Portion of E,										
	Village of Burns Lake										
						<b>27,146,225</b>					
						<b>15,245,348</b>					
	Converted Hospital Assessments (Revised Roll)	37,766,934	39,332,051	39,566,786		<b>42,391,573</b>					
	Estimated Residential Tax Rate - General	0.4303	0.5745	0.4859		<b>0.4730</b>					
	Estimated Residential Tax Rate - Debt & Cap Res.	0.2138	0.0402	0.0000		<b>0.0000</b>					
	Total Assessments	338,775,731	358,825,282	362,875,852		<b>362,875,852</b>					
	Tax Rate on Total Assessments - Operating Costs	0.4966	0.4648	0.5298		<b>0.5525</b>					
	<u>Bylaw 1609, 2012 Limitation \$0.77 per \$1,000 land &amp; improvements</u>										
	Plus \$75,000 for debt repayment & capital until year 2019	243,250	241,794	192,253	192,281	192,253	<b>200,500</b>	197,500	197,500	197,500	197,500
						0					
420001	Transfer from capital reserve	60,000	14,500	137	0	137					
441001	Donations Received				0	0					
446001	Grants in Lieu of Taxes	3,206	3,106	2,500	0	2,500	<b>2,500</b>	2,500	2,500	2,500	2,500
480001	Miscellaneous Revenue		4,642		0	0					
499999	Prior Year's Surplus	150	706	5,247	5,247	5,247	<b>0</b>				
						0					
<b>TOTAL REVENUE.....</b>		<b>306,606</b>	<b>264,748</b>	<b>200,137</b>		<b>200,137</b>	<b>203,000</b>	200,000	200,000	200,000	200,000
<b>EXPENDITURE:</b>											
612201	Annual Grant to the Village of Burns Lake - Operating	162,500	225,971	200,000	200,000	200,000	<b>200,000</b>	200,000	200,000	200,000	200,000
612202	Annual Grant to the Village of Burns Lake - Capital Zamboni for 201	120,000	14,500	137	137	137					
781001	Contribute to Capital Reserve	4,371			0	0					
	Debt Repayment (Issue 71 until 2014 & 2019)				0	0					
783001	Interest expense	12,400	12,400		0	0					
784001	Principal	6,630	6,630		0	0					
	Administration Service Charge				0	0	<b>3,000</b>				
799999	Prior Year's Deficit				0	0					
						0					
<b>TOTAL EXPENDITURE.....</b>		<b>305,901</b>	<b>259,501</b>	<b>200,137</b>		<b>200,137</b>	<b>203,000</b>	200,000	200,000	200,000	200,000
<b>Revenues minus Expenditures</b>		<b>705</b>	<b>5,247</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
VANDERHOOF RECREATION AND CULTURE**

**10302**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004	Taxation										
	Portion of Electoral Area "F" SRV#28										
	Taxation on Improvements Only										
	Converted Hospital Assessments (Revised Roll)	24,348,319	26,483,593	27,898,362		<b>32,607,038</b>					
	Est Residential Tax Rate (cents per \$1,000) Improvements Only	0.3942	0.3624	0.3441		<b>0.2988</b>					
	Total Assessments (Land & Improvements)	274,025,927	290,255,444	302,506,799		<b>327,314,494</b>					
	Tax Rate on Total Assessments	0.3503	0.3307	0.3173		<b>0.2976</b>					
	<b>BC ASSESSMENT R 756 26 SRVA #28</b>										
	<a href="#">Bylaw 1195, 2001: Limitation Greater of \$50,000</a>	95,985	95,985	95,985	95,985	95,985	<b>97,425</b>	97,425	97,425	97,425	97,425
	and \$0.4752 per \$1,000 of total assessments (land and improvements)										
499999	Prior Year's Surplus				0						
<b>TOTAL REVENUE:</b> .....		<b>95,985</b>	<b>95,985</b>	<b>95,985</b>		<b>95,985</b>	<b>97,425</b>	97,425	97,425	97,425	97,425
<b>EXPENDITURE:</b>											
612201	Annual Grant to the District of Vanderhoof	95,985	95,985	95,985	95,985	95,985	<b>95,985</b>	95,985	95,985	95,985	95,985
	Administration Service Charge						<b>1,440</b>	1,440	1,440	1,440	1,440
799999	Prior Year's Deficit										
<b>TOTAL EXPENDITURE:</b> .....		<b>95,985</b>	<b>95,985</b>	<b>95,985</b>		<b>95,985</b>	<b>97,425</b>	97,425	97,425	97,425	97,425
<b>Revenues minus Expenditures</b>		-	-	-		-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
TOPLEY CEMETERY GRANT**

**10402**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004 Taxation											
Portion of Electoral Areas "B" & "G"											
Taxation on Improvements Only											
Converted Hospital Assessments (Revised Roll)	2,482,715	2,666,082	2,749,397			<b>2,893,568</b>					
Estimated Residential Tax Rate (cents per \$1,000)	0.0604	0.0563	0.0546			<b>0.0605</b>					
<u>By-law No. 805 - \$2,500 limitation</u>	1,500	1,500	1,500	1,500	1,500	<b>1,750</b>	1,750	1,750	1,750	1,750	1,750
499999 Prior Year's Surplus			0								
<b>TOTAL REVENUE</b> .....	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>
<b>EXPENDITURE:</b>											
612201 Annual Grant to Topley Cemetery Society	1,500	1,500	1,500	1,500	1,500	<b>1,500</b>	1,500	1,500	1,500	1,500	1,500
Administration Service Charge						<b>250</b>	250	250	250	250	250
799999 Prior Years Deficit											
<b>TOTAL EXPENDITURE</b> .....	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>
<b>Revenues minus Expenditures</b>	-	-	-	-	-	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
SMITHERS, TELKWA, HOUSTON  
TELEVISION REBROADCASTING**

**10501**

		2018	2019	2020	Actual	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	Sept	Actual	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>												
Taxation - (Municipalities Converted Assessments -Rural Improvements Only)												
400004	Portions of Electoral Areas "A" & "G"											
400005	Houston, Smithers, Telkwa &											
	Municipal Converted Assessments	151,600,437	158,122,698	169,039,914			<b>180,411,098</b>					
	Estimated Municipal Residential Tax Rate	0.0234	0.0221	0.0204			<b>0.0334</b>					
	Rural Converted Assessments	75,392,412	81,963,010	88,557,160			<b>96,007,708</b>					
	Estimated Rural Residential Tax Rate	0.0318	0.0298	0.0280			<b>0.0628</b>					
	<a href="#">Bylaw 1818 EST 2018</a>											
	Limitation 62,500	59,421	59,304	59,331	59,332	59,332	<b>60,299</b>	60,300	60,300	60,300	60,300	60,300
						0						
446001	Grants in Lieu of Taxes	680	688	600	0	600	<b>600</b>	600	600	600	600	600
					0	0						
499999	Prior Year's Surplus		77	69	69	69	<b>1</b>					
						0						
<b>TOTAL REVENUE.....</b>		<b>60,101</b>	<b>60,069</b>	<b>60,000</b>		<b>60,001</b>	<b>60,900</b>	60,900	60,900	60,900	60,900	60,900
<b>EXPENDITURE:</b>												
612201	Monthly Grant to Rebroadcasting Society	60,000	60,000	60,000	45,000	60,000	<b>60,000</b>	60,000	60,000	60,000	60,000	60,000
					0	0						
611001	Repayment of Feasibility Study Costs				0	0						
					0	0						
	Administration Service Charge				0		<b>900</b>	900	900	900	900	900
					0	0						
799999	Prior Year's Deficit	24			0	0						
					0	0						
<b>TOTAL EXPENDITURE.....</b>		<b>60,024</b>	<b>60,000</b>	<b>60,000</b>		<b>60,000</b>	<b>60,900</b>	60,900	60,900	60,900	60,900	60,900
<b>Revenues minus Expenditures</b>		<b>77</b>	<b>69</b>	<b>-</b>		<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FRASER LAKE AND AREA  
TELEVISION REBROADCASTING**

**10502**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	Five Year Financial Plan: <u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400001	Taxation & Service Agreement	335	374	380	505	505	380	380	380	380	380
400004	Taxation Electoral Area "D"										
400005	Village of Fraser Lake										
	Converted Hospital Assessments (Revised Roll)	44,017,538	44,521,057	45,355,285			<b>49,302,186</b>				
	Estimated Residential Tax Rate (cents per \$1,000)	0.0787	0.0923	0.1141			<b>0.0870</b>				
	<u>Bylaw 1855</u>										
	Limitation \$ 83,750	34,623	41,072	51,768	0	51,768	<b>42,897</b>	50,301	50,301	50,301	50,301
446001	Grants in Lieu of Taxes	78	90		0	0					
446002	Grants in Lieu of Alcan Taxes	26,306	31,519	29,325	0	29,325	<b>34,325</b>	34,325	34,325	34,325	34,325
499999	Prior Year's Surplus	12,756	7,098	4,778	4,778	9,556	<b>7,404</b>				
	TOTAL REVENUE.....	74,098	80,153	86,250		91,154	<b>85,006</b>	85,006	85,006	85,006	85,006
<b>EXPENDITURE:</b>											
612220	Monthly Grant to Fraser Lake and District	67,000	75,375	83,750	62,813	83,750	<b>83,750</b>	83,750	83,750	83,750	83,750
605999	Contingency			2,500	0	0	<b>0</b>	0	0	0	0
	Administration Service Charge				0		<b>1,256</b>	1,256	1,256	1,256	1,256
799999	Prior Year's Deficit				0	0					
	TOTAL EXPENDITURE.....	67,000	75,375	86,250		83,750	<b>85,006</b>	85,006	85,006	85,006	85,006
	<b>Revenues minus Expenditures</b>	7,098	4,778	-		7,404	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT ST. JAMES AND AREA  
TELEVISION REBROADCASTING**

**10503**

	2018 Actual	2019 Actual	2020 Budget	August	2020 Actual	Five Year Financial Plan:						
						<u>2021</u>	2022	2023	2024	2025	2026	
<b>REVENUE:</b>												
400004	Taxation											
400005	Portion of Electoral Area "C" LSA #9 District of Ft. St. James											
	Converted Hospital Assessments (Revised Roll)	50,922,405	51,255,385	51,407,226		<b>51,017,193</b>						
	Estimated Residential Tax Rate (cents per \$1,000)	0.32	0.3196	0		<b>0.3216</b>						
	<b>Bylaw No 1765, 2016 - Limitation \$164,062</b>	161,262	163,801	164,062	164,063	164,063	<b>164,062</b>	164,062	164,062	164,062	164,062	164,062
446001	Grants in Lieu of Taxes	3,097	3,353	2,800	0	2,800	<b>2,801</b>	2,802	2,802	2,802	2,802	2,802
499999	Prior Year's Surplus	552	899	553	553	553	<b>1</b>					
<b>TOTAL REVENUE.....</b>												
		<b>164,911</b>	<b>168,053</b>	<b>167,415</b>		<b>167,416</b>	<b>166,864</b>	166,864	166,864	166,864	166,864	166,864
<b>EXPENDITURE:</b>												
612220	Monthly Grant to Fort St. James Television Society	164,012	167,500	167,415	125,561	167,415	<b>164,398</b>	164,398	164,398	164,398	164,398	164,398
	Administration Service Charge						<b>2,466</b>	2,466	2,466	2,466	2,466	2,466
799999	Prior Year's Deficit											
<b>TOTAL EXPENDITURE.....</b>												
		<b>164,012</b>	<b>167,500</b>	<b>167,415</b>		<b>167,415</b>	<b>166,864</b>	166,864	166,864	166,864	166,864	166,864
<b>Revenues minus Expenditures</b>												
		899	553	-		1	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BURNS LAKE AND AREA  
TELEVISION REBROADCASTING**

**10504**

		2018	2019	2020	Actual	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	September	Forecast	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>												
Taxation on Improvements only												
400004	Electoral Areas "B" & "E"						41,401,190					
400005	Village of Burns Lake						16,931,683					
	Converted Hospital Assessments (Revised Roll)	51,084,886	53,032,997	51,224,345			<b>58,332,873</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.0663	0.0632	0.0559			<b>0.0421</b>					
	Total Assessments	491,070,100	516,420,860	524,960,603			<b>616,795,585</b>					
	Tax Rate on Total Assessments	0.0690	0.0649	0.0546			<b>0.0398</b>					
	<u>Bylaw 982, 1997: Limitation - Greater of \$30,000 and</u> \$0.115/\$1,000 in net taxable assessments.	33,892	33,508	28,652	8,531	28,652	<b>24,552</b>	24,552	24,552	24,552	24,552	24,552
446001	Grants in Lieu of Taxes	330	319	190	0	190	<b>190</b>	190	190	190	190	190
446002	Grant in Lieu of Alcan Taxes	14,200	13,528	12,586		12,586	<b>8,258</b>	8,258	8,258	8,258	8,258	8,258
499999	Prior Year's Surplus	7,795	1,217	1,072	1,072	1,072	<b>0</b>					
<b>TOTAL REVENUE:</b> .....		<b>56,217</b>	<b>48,572</b>	<b>42,500</b>		<b>42,500</b>	<b>33,000</b>	33,000	33,000	33,000	33,000	33,000
<b>EXPENDITURE:</b>												
612220	Monthly Grant to Burns Lake Rebroadcasting Society	30,000	32,500	32,500	24,375	32,500	<b>32,500</b>	32,500	32,500	32,500	32,500	32,500
611001	Repayment of Feasibility Study Costs				0							
781001	Contribution to Capital Reserve	25,000	15,000	10,000	10,000	10,000	<b>0</b>					
	Administration Service Charge				0		<b>500</b>	500	500	500	500	500
799999	Prior Year's Deficit				0							
<b>TOTAL EXPENDITURE:</b> .....		<b>55,000</b>	<b>47,500</b>	<b>42,500</b>		<b>42,500</b>	<b>33,000</b>	33,000	33,000	33,000	33,000	33,000
<b>Revenues minus Expenditures</b>		<b>1,217</b>	<b>1,072</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FRASER LAKE LIBRARY**

**10602**

		2018	2019	2020	Actual	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	Sept	Projected	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>												
400001	Taxation & Service Agreement	65	76	60	191	60	<b>60</b>	60	60	60	60	60
Taxation												
400004	Electoral Area "D"											
Taxation on Improvements Only												
Converted Hospital Assessments (Revised Roll)		16,640,293	17,104,159	17,927,196			<b>19,791,098</b>					
Estimated Tax Rate (cents per \$1,000)		0.0608	0.0721	0.0832			<b>0.0954</b>					
Total Assessments (Converted Assessments)		207,101,373	205,267,744	209,215,915			<b>240,592,857</b>					
Tax Rate on Total Assessments		0.0488	0.0601	0.0713			<b>0.0785</b>					
 <u>By-law No. 1349, 2005: Limitation the greater of:</u>												
\$0.16 per \$1,000 Total Land & Improvements or \$15,000		10,113	10,113	14,918	14,918	14,918	<b>18,885</b>	19,218	19,218	19,218	19,218	19,218
446001	Grants In Lieu of Taxes				0	0						
446002	Grant in Lieu of Alcan Taxes	13,495	13,495	17,250	0	17,250	<b>17,500</b>	17,500	17,500	17,500	17,500	17,500
499999	Surplus	4,235	4,235	4,506	4,506	4,506	<b>333</b>					
TOTAL REVENUE.....		<u>27,908</u>	<u>27,919</u>	<u>36,734</u>	<u>19,615</u>	<u>36,734</u>	<b>36,778</b>	36,778	36,778	36,778	36,778	36,778
<b>EXPENDITURE:</b>												
612220	Monthly Grant to the Fraser Lake Public Library Association	24,156	24,156	36,234	27,176	36,234	<b>36,234</b>	36,234	36,234	36,234	36,234	36,234
605999	Contingency			500	0	167	<b>0</b>	0	0	0	0	0
	Administration Service Charge				0		<b>544</b>	544	544	544	544	544
799999	Prior Year's Deficit				0	0	<b>0</b>					
TOTAL EXPENDITURE.....		<u>24,156</u>	<u>24,156</u>	<u>36,734</u>		<u>36,401</u>	<b>36,778</b>	36,778	36,778	36,778	36,778	36,778
<b>Revenues minus Expenditures</b>		3,752	3,763	-		333	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
FORT SAINT JAMES LIBRARY**

**10603**

			2018	2019	2020	Actual	2020	2020	Five Year Financial Plan:						
			Actual	Actual	Budget	Sept	Forecast	Projected	<u>2021</u>	2022	2023	2024	2025	2026	
<b>REVENUE:</b>															
400004	10603	400004 106 Taxation													
Electoral Area "C "															
Converted Hospital Assessments (Revised Roll)			67,836,987	63,967,656	62,821,555										<b>63,381,871</b>
Estimated Residential Tax Rate (cents per \$1,000)			0.02050	0.02669	0.02722										<b>0.02712</b>
<u>Bylaw 1856 (1691), 2019: Limitation \$17,187</u>			13,683	17,075	17,098	17,098		17,098	<b>17,187</b>	17,138	17,138	17,138	17,138	17,138	
446001	10603	446001 106C Grants in Lieu of Taxes	63	90	50	0	50	50	<b>50</b>	50	50	50	50	50	
499999	10603	499999 106C Prior Year's Surplus	67	63	40	40		40							
TOTAL REVENUE:.....			<u>13,813</u>	<u>17,228</u>	<u>17,188</u>	<u>17,188</u>	<u>50</u>	<u>17,188</u>	<u>17,237</u>	<u>17,188</u>	<u>17,188</u>	<u>17,188</u>	<u>17,188</u>	<u>17,188</u>	
<b>EXPENDITURE:</b>															
612220	10603	612220 106C Monthly Grant to the Fort St. James Library	13,750	17,188	17,188	12,891	4,296	17,188	<b>16,737</b>	17,188	17,188	17,188	17,188	17,188	
	10603	#VALUE! Administration Service Charge				0			<b>500</b>						
799999	10603	799999 106C Prior Year's Deficit				0									
TOTAL EXPENDITURE:.....			<u>13,750</u>	<u>17,188</u>	<u>17,188</u>		<u>4,296</u>	<u>17,188</u>	<u>17,237</u>	<u>17,188</u>	<u>17,188</u>	<u>17,188</u>	<u>17,188</u>	<u>17,188</u>	
<b>Revenues minus Expenditures</b>			63	40	-	17,188	(4,246)	1	-	-	-	-	-	-	

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BRAESIDE COMMUNITY HALL**

**10802**

	2018 Actual	2019 Actual	2020 Budget	Actual Sept	2020 Projected	<b>Five Year Financial Plan:</b>					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004	Taxation Portion of Electoral Area "F" Taxation on Improvements Only										
	1,836,018	2,214,295	2,203,410			<b>2,362,877</b>					
	0.2723	0.2258	0.2269			<b>0.2116</b>					
	<u>By-law No. 1808 - \$5,000 Limitation</u>	5,000	5,000	5,000	5,000	5,000	<b>5,000</b>	5,000	5,000	5,000	5,000
441001	Donations Received										
499999	Surplus from Prior Year										
		0	0	0	0	0					
TOTAL REVENUE.....	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u><b>5,000</b></u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>EXPENDITURE:</b>											
611001	Repayment of Alternative Approval Costs										
612201	Annual Grant to Society										
	1,080			0	0						
	3,920	5,000	5,000	5,000	5,000	<b>4,750</b>	4,750	4,750	4,750	4,750	4,750
				0	0	<b>250</b>	250	250	250	250	250
799999	Prior Year's Deficit										
				0	0						
TOTAL EXPENDITURE.....	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>		<u>5,000</u>	<u><b>5,000</b></u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>Revenues minus Expenditures</b>	(0)	(0)	-		-	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DECKER LAKE STREET LIGHTING**

**9101**

		2018 Actual	2019 Actual	2020 Budget	2020 Projected	<b>Five Year Financial Plan:</b>					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400003	Taxation										
	Specified portion of Electoral Area B										
	Parcel Tax										
	Number of Parcels	58	58	58		<b>58</b>					
	Parcel Tax per Parcel	162.33	171.65	169.96		<b>180.20</b>					
	<u>Bylaw 123, 1976 No limitation</u>	9,415	9,956	9,858	9,858	<b>10,452</b>	11,066	11,066	11,066	11,066	11,066
					-						
450001	School District # 91				350	<b>350</b>	350	350	350	350	350
	Charge for 2 lights on School's driveway	350	350	350							
499999	Prior Year's Surplus	326	275	476	475	<b>614</b>					
					-						
<b>TOTAL REVENUE.....</b>		<b>10,091</b>	<b>10,581</b>	<b>10,684</b>	<b>10,683</b>	<b>11,416</b>	11,416	11,416	11,416	11,416	11,416
<b>EXPENDITURE</b>											
602001	Utilities - Hydro	9,666	9,797	10,384	9,752	<b>10,591</b>	10,591	10,591	10,591	10,591	10,591
	35 x 150 Watt Street Lights @ \$18.61mo										
					-						
					-						
606003	Advertising	150	308	300	317	<b>325</b>	325	325	325	325	325
	Parcel Tax Local Court of Revision										
	Administration Service Charge					<b>500</b>	500	500	500	500	500
799999	Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>		<b>9,816</b>	<b>10,105</b>	<b>10,684</b>	<b>10,069</b>	<b>11,416</b>	11,416	11,416	11,416	11,416	11,416
<b>Revenues minus Expenditures</b>		<b>275</b>	<b>476</b>	<b>-</b>	<b>614</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ENDAKO STREET LIGHTING**

**9102**

		2018 Actual	2019 Actual	2020 Budget	2020 Projected	Five Year Financial Plan:					
						<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004	Taxation										
	Specified Portion of Electoral Area D										
	Converted Hospital Assessments (Revised Roll)	175,906	179,547	177,324		<b>221,492</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	1.7944	1.8453	1.8665		<b>1.6446</b>					
	<u>Bylaw 130, 1976 No limitation</u>	3,157	3,313	3,310	3,310	<b>3,643</b>	3,823	3,823	3,823	3,823	3,823
					0						
460001	Ministry of Highways Cost Recovery	321	330	320	265	<b>320</b>	320	320	320	320	320
499999	Prior Year's Surplus	221	148	190	190	<b>180</b>					
<b>TOTAL REVENUE.....</b>		<b>3,699</b>	<b>3,791</b>	<b>3,820</b>	<b>3,765</b>	<b>4,143</b>	4,143	4,143	4,143	4,143	4,143
<b>EXPENDITURE:</b>											
	Utilities - Hydro										
	There are 7 x 150 Watt street lights @ \$18.61/mo and 7 x 100 Watt street lights @ \$15.61/mo.	3,551	3,601	3,820	3,585	<b>3,893</b>	3,893	3,893	3,893	3,893	3,893
	Administration Service Charge					<b>250</b>	250	250	250	250	250
799999	Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>		<b>3,551</b>	<b>3,601</b>	<b>3,820</b>	<b>3,585</b>	<b>4,143</b>	4,143	4,143	4,143	4,143	4,143
<b>Revenues minus Expenditures</b>		148	190	-	180	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
GEROW ISLAND STREET LIGHTING**

**9104**

		2018	2019	2020	2020	Five Year Financial Plan:					
		Actual	Actual	Budget	Projected	<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>											
400004	Taxation										
	Specified Portion Electoral Area "B"										
	Converted Hospital Assessments (Revised Roll)	786,432	760,847	764,594		<b>956,156</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.5157	0.5720	0.5549		<b>0.4747</b>					
	<a href="#">Bylaw 456, 1985 No Limitation</a>	4,055	4,352	4,243	4,243	<b>4,539</b>	4,539	4,539	4,539	4,539	4,539
499999	Prior Year's Surplus	121	33	186	186	<b>250</b>					
TOTAL REVENUE.....		<u>4,176</u>	<u>4,385</u>	<u>4,429</u>	<u>4,429</u>	<u><b>4,789</b></u>	<u>4,539</u>	<u>4,539</u>	<u>4,539</u>	<u>4,539</u>	<u>4,539</u>
<b>EXPENDITURE:</b>											
	Utilities - Hydro										
602001	There are 15 x 150 Watt street lights @ \$19.73	4,143	4,199	4,429	4,179	<b>4,539</b>	4,539	4,539	4,539	4,539	4,539
	Administration Service Charge					<b>250</b>					
799999	Prior Year's Deficit				0						
TOTAL EXPENDITURE.....		<u>4,143</u>	<u>4,199</u>	<u>4,429</u>	<u>4,179</u>	<u><b>4,789</b></u>	<u>4,539</u>	<u>4,539</u>	<u>4,539</u>	<u>4,539</u>	<u>4,539</u>
<b>Revenues minus Expenditures</b>		33	186	-	250	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
COLONY POINT STREET LIGHTING**

**9106**

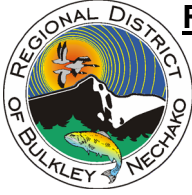
	2018 Actual	2019 Actual	2020 Budget	2020 Projected	Five Year Financial Plan:					
					<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
400004	Taxation - Land and Improvements Portion Electoral Area 'C'									
	Converted Assessments (Revised Roll)	1,267,850	1,232,050	1,278,820	<b>1,346,660</b>					
	Estimated Residential Tax Rate (cents per \$1,000)	0.3063	0.2351	0.1856	<b>0.2367</b>					
	Total Assessments (Revised Roll)	12,678,500	12,320,500	12,788,200	<b>13,466,600</b>					
	Tax Rate on Total Assessments	0.3063	0.2351	0.1856	<b>0.2367</b>					
	<b>BC ASSESSMENT U 756 26 SRVA #33</b>									
	<a href="#">Bylaw 1792, 2017 Tax Limit \$0.36/\$1,000</a> on Total Assessments	3,884	2,896	2,374	2,374	<b>3,188</b>	3,502	3,502	3,502	3,502
480001	Miscellaneous Revenue									
499999	Prior Year's Surplus		838	726	726	<b>314</b>				
TOTAL REVENUE.....		<u>3,884</u>	<u>3,734</u>	<u>3,100</u>	<u>3,100</u>	<u><b>3,502</b></u>	<u>3,502</u>	<u>3,502</u>	<u>3,502</u>	<u>3,502</u>
<b>EXPENDITURE:</b>										
602001	Utilities - Hydro There are 10 x 150 Watt street lights @ \$18.61/mo	2,762	3,008	3,100	2,786	<b>3,252</b>	3,252	3,252	3,252	3,252
	Administration Service Charge					<b>250</b>	250	250	250	250
799999	Prior Year's Deficit	284								
TOTAL EXPENDITURE.....		<u>3,046</u>	<u>3,008</u>	<u>3,100</u>	<u>2,786</u>	<u><b>3,502</b></u>	<u>3,502</u>	<u>3,502</u>	<u>3,502</u>	<u>3,502</u>
<b>Revenues minus Expenditures</b>		838	726	-	314	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
LAIDLAW STREET LIGHTING SERVICE**

**9107**

	2018 Actual	2019 Actual	2020 Budget	2020 Actual	Five Year Financial Plan:					
					<u>2021</u>	2022	2023	2024	2025	2026
<b>REVENUE:</b>										
400004	Taxation - Land and Improvements Specified Portion of Electoral Area "A"									
	5,048,400	824,300	848,190		<b>926,800</b>					
	0.0296	0.1771	0.0705		<b>0.0905</b>					
	<u>Bylaw 1809 - 2017 Tax Limit \$1,500</u>									
	1,496	1,460	598	598	<b>839</b>	887	887	887	887	887
	on Total Assessments									
480001	Miscellaneous Revenue									
499999	Prior Year's Surplus									
			286	286	<b>48</b>					
TOTAL REVENUE.....	<u>1,496</u>	<u>1,460</u>	<u>884</u>	<u>884</u>	<u><b>887</b></u>	<u>887</u>	<u>887</u>	<u>887</u>	<u>887</u>	<u>887</u>
<b>EXPENDITURE:</b>										
611001	Repayment of Alternative Approval Costs									
	700	552								
602001	Utilities - Hydro									
	829	589	884	836	<b>637</b>	637	637	637	637	637
	There are 3 x 150 Watt street lights @ \$19.73/mo									
	Contingency									
					<b>0</b>	0	0	0	0	0
	Administration Service Charge									
				0	<b>250</b>	250	250	250	250	250
799999	Prior Year's Deficit									
		33		0						
TOTAL EXPENDITURE.....	<u>1,529</u>	<u>1,174</u>	<u>884</u>	<u>836</u>	<u><b>887</b></u>	<u>887</u>	<u>887</u>	<u>887</u>	<u>887</u>	<u>887</u>
<b>Revenues minus Expenditures</b>	(33)	286	-	48	-	-	-	-	-	-





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

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

**DATE:** February 25, 2021

**SUBJECT:** North Central Local Government Association (NCLGA)  
- Appointment of Regional Representative and Alternate Representative

---

**RECOMMENDATION:** (All/Directors/Majority)

That the Board appoint Director \_\_\_\_\_ as its regional representative to the NCLGA Executive for 2021/22.

That the Board appoint Director \_\_\_\_\_ as the alternate representative to the NCLGA Executive for 2021/22.

**BACKGROUND**

Attached is the Terms of Reference for the NCLGA Board. Regional Representatives must be appointed by the Board. In addition, the NCLGA recently endorsed a policy for alternate regional representatives. The submission deadline is March 19, 2021.

## **Terms of Reference for Positions on the North Central Local Government Association Board**

### **General responsibilities for all Executive positions:**

- Members of the NCLGA Executive are expected to consider the concerns of the entire NCLGA area when participating at the NCLGA table or representing the NCLGA at events and workshops.
- All Executive members will be expected to attend 4 – 6 meetings throughout the year. Most meetings are held in Prince George, but it may be necessary for meetings to be held virtually (current practice during COVID-19). Executive members will confirm attendance or express regrets for all scheduled meetings.
- Each Executive member will sit on at least one optional NCLGA committee – Finance, Governance, Health Care, or AGM. The Resolutions Committee and Planning & Priorities Committee are Committees of the Whole. Most committee meetings will be held by phone, online, or in person in conjunction with a quarterly board meeting. However, the Health Care Committee meets monthly and the AGM Committee meets as needed in the months leading up to NCLGA's AGM & Convention.
- Executive members will be aware of and follow NCLGA policies and bylaws.
- Executive members will be required to use email and the internet for internal board communications.

**Regional Representative(s):** In addition to the general requirements of Executive members, Regional Representative(s) on the NCLG Board are also responsible for the following:

- Provide a conduit between members (municipal councils and regional district boards) and the NCLGA Board by reporting out to members within their region and bringing the concerns and perspectives of these members to their Regional District Board table and the NCLGA Board table.
- With the approval of the President, may be asked to speak on behalf of the Association to the members, media, public, or other levels of government.

### **Note about Regional Representatives:**

NCLGA bylaws were revised in 2011. Under the revised bylaw, Regional Representatives shall be **appointed** by their respective Regional District or Regional Municipality. NCLGA requests that the names of these appointees be submitted by **March 19, 2021** to [admin@nclga.ca](mailto:admin@nclga.ca).



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

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

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

**DATE:** February 25, 2021

**SUBJECT:** RDBN Appointments – 2021

---

### **RECOMMENDATION**

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

### **BACKGROUND**

Attached are the Chair’s appointments to the various committees/associations for 2021.

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

**RDBN BOARD**

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

**NATURAL RESOURCES COMMITTEE (Six Directors)**

**Chairperson: Dolores Funk  
RDBN Chair – Ex-Officio**

**WASTE MANAGEMENT COMMITTEE (Six Directors)**

**Chairperson: Mark Fisher  
RDBN Chair – Ex-Officio**

**REGIONAL SOLID WASTE ADVISORY COMMITTEE**

**Chairperson: Mark Fisher  
Rural Directors (2):  
Municipal Directors (2):**

**RURAL/AGRICULTURE COMMITTEE (Rural Directors)**

**Chairperson: Mark Parker  
RDBN Chair – Ex-Officio**

**REGIONAL TRANSIT COMMITTEE**

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

**CONNECTIVITY COMMITTEE (Five Directors)**

**Chairperson: Michael Riis-Christianson  
RDBN Chair – Ex-Officio**

**NORTHWEST BC RESOURCE BENEFITS ALLIANCE**

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

**NORTHERN BC TOURISM ASSOCIATION**

**Michael Riis-Christianson**

**MUNICIPAL FINANCE AUTHORITY**

**Gerry Thiessen**

**Alternate: Mark Parker**

**MUNICIPAL INSURANCE ASSOCIATION**

**Michael Riis-Christianson**

**Alternate: Tom Greenaway**

**FRASER BASIN COUNCIL**

**Clint Lambert**

**NECHAKO WATERSHED ROUNDTABLE**

**Clint Lambert**

**PRINCE GEORGE TREATY ADVISORY COMMITTEE**

**Tom Greenaway**

**NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION**

**PARCEL TAX ROLL REVIEW PANEL (5)**

**Clint Lambert**

**Tom Greenaway**

**Jerry Petersen**

**Mark Parker**

**Mark Fisher**

**Gerry Thiessen (ex-officio member)**

**NORTHERN DEVELOPMENT INITIATIVE**

**Prince George RAC**

**Mark Parker**  
**Jerry Petersen, Alternate**

**Northwest RAC**

**Mark Fisher**  
**Clint Lambert, Alternate**



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

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

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

**DATE: February 25, 2021**

**SUBJECT: Refuse Disposal Service Amendment Bylaw No. 1909, 2020**

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

That "Refuse Disposal Service Amendment Bylaw No. 1909, 2020" be adopted this 25<sup>th</sup> day of February, 2021.

**BACKGROUND**

Attached is "Refuse Disposal Service Amendment Bylaw No. 1909, 2020" which was given three readings by the Board on October 22, 2020.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1909****A bylaw to amend the tax requisition limit from \$3,500,000 per annum to \$4,375,000 per annum for the Refuse Disposal Local Service**

---

**WHEREAS** the Regional District of Bulkley-Nechako has enacted Refuse Disposal Local Service Establishment Bylaw No. 638, 1990 and established a local Service for Garbage Disposal with all Municipal and Electoral Areas of the Regional District as participants;

**AND WHEREAS** the Regional Board wishes to increase the tax limit for the service from THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000) per annum to FOUR MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$4,375,000) per annum;

**AND WHEREAS** under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

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

1. Section 5 of Refuse Disposal Local Service Establishment Bylaw No. 638 is hereby repealed and the following substituted therefore:
  6. The maximum amount of taxation that may be requisitioned for the cost of this service shall be FOUR MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$4,375,000) per annum.
2. This bylaw may be cited as "Refuse Disposal Service Amendment Bylaw No. 1909, 2020."

READ A FIRST TIME this 22<sup>nd</sup> day of October, 2020

READ A SECOND TIME this 22<sup>nd</sup> day of October, 2020

READ A THIRD TIME this 22<sup>nd</sup> day of October, 2020



ADOPTED this day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Chairperson

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

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1909 as adopted.

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



## Regional District of Bulkley-Nechako Memo

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

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

**DATE:** February 25, 2021

**SUBJECT:** Parks and Trails Service Establishment Bylaws

---

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

That "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be adopted this 25<sup>th</sup> day of February, 2021."

That "Houston, Granisle, Electoral Area G Parks and Trails Service Establishment Bylaw No. 1928, 2020" be adopted this 25<sup>th</sup> day of February, 2021."

That "Burns Lake, Electoral Area "B", Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020" be adopted this 25<sup>th</sup> day of February, 2021."

That "Fort St. James and Electoral Area C Parks and Trails Service Establishment Bylaw No. 1930, 2020" be adopted this 25<sup>th</sup> day of February, 2021."

### **BACKGROUND**

Attached are the Parks and Trails Service Establishment Bylaws that were given three readings on December 10, 2020. They have subsequently been approved by the Ministry of Municipal Affairs. The Board may now adopt the bylaws.



**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**

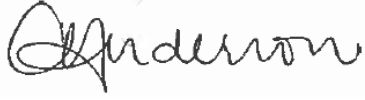
This Bylaw may be cited for all purposes as "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020."

READ A FIRST TIME this 10<sup>th</sup> day of December, 2020

READ A SECOND TIME this 10<sup>th</sup> day of December, 2020

READ A THIRD TIME this 10<sup>th</sup> day of December, 2020

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

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of     ,     .

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 10<sup>th</sup> day of December, 2020

READ A SECOND TIME this 10<sup>th</sup> day of December, 2020

READ A THIRD TIME this 10<sup>th</sup> day of December, 2020

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

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this      day of      ,      .

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 10<sup>th</sup> day of December, 2020

READ A SECOND TIME this 10<sup>th</sup> day of December, 2020

READ A THIRD TIME this 10<sup>th</sup> day of December, 2020

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

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of     ,     .

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 10<sup>th</sup> day of December, 2020

READ A SECOND TIME this 10<sup>th</sup> day of December, 2020

READ A THIRD TIME this 10<sup>th</sup> day of December, 2020

I hereby certify that the foregoing is a true and correct copy of " Fort St. James and Electoral Area C Parks and Trails Service Establishment Bylaw No. 1930, 2020" at third reading.



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

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this      day of      ,      .

ADOPTED THIS      day of      , 2021.

\_\_\_\_\_  
Chair

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



## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** February 25, 2021  
**Re:** Stuart-Nechako Economic Development Service

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

That Stuart-Nechako Economic Development Service Establishment Repeal Bylaw No. 1940, 2021 be given three readings this 25<sup>th</sup> day of February, 2021 and further, that the surplus in this service be distributed as follows:

Fraser Lake	\$	731
Vanderhoof	\$	2,807
Fort St James	\$	1,089
C	\$	878
D	\$	913
F	\$	<u>2,274</u>
	\$	8,692

### Discussion:

Bylaw No.1460 was created in 2008 for the purpose of providing funds to the Stuart Nechako Regional Economic Development Society.

The Society no longer provides any services to the Regional District and the bylaw may be repealed. If a similar society were to provide a service, the Electoral Area Directors can choose to participate by providing funds from their Electoral Area Economic Development Services. Each Electoral Area in the Regional District has an established economic development service.

At the February Committee of the Whole meeting, the committee recommended that the Board approve the above recommendation.

**Attachment: Bylaw No. 1940**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1940****Being a bylaw to repeal “Stuart-Nechako Economic Development Service Establishment Bylaw No. 1460, 2008”**

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**WHEREAS** “Stuart-Nechako Economic Development Service Establishment Bylaw No. 1460, 2008” was established for the purpose of economic development in the Service Area and for the Regional Board to make grants to the Stuart Nechako Regional Economic Development Society;

**AND WHEREAS** the Regional District of Bulkley-Nechako has established new services for the purpose of economic development;

**AND WHEREAS** pursuant to Section 349(1)(b) of the *Local Government Act*, the participants have consented, in writing, to the adoption of this Bylaw;

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

1. This Bylaw may be cited as “Stuart-Nechako Economic Development Service Establishment Repeal Bylaw No. 1940, 2021.”
2. Bylaw No. 1460 cited as “Stuart-Nechako Economic Development Service Establishment Bylaw No. 1460, 2008” and all bylaws enacted in amendment thereto are hereby repealed.

Certified a true and correct copy of “Stuart-Nechako Economic Development Service Establishment Repeal Bylaw No. 1940, 2021.”

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Corporate Administrator



READ A FIRST TIME this    day of                    , 2021

READ A SECOND TIME this    day of                    , 2021

READ A THIRD TIME this    day of                    , 2021

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this    day of                    ,  
2021

ADOPTED this    day of                    , 2021

\_\_\_\_\_  
Chairperson

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

I hereby certify that the foregoing is a true copy of Bylaw No. 1940 as adopted.

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



## Regional District of Bulkley-Nechako Memo

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

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

**DATE:** February 25, 2021

**SUBJECT: RDBN Terms of Reference and Committee Operating Guidelines**

### **RECOMMENDATION**

**(all/directors/majority)**

That the RDBN Terms of Reference for the various committees be approved, and further

That the Committee Operating Guidelines be accepted.

### **BACKGROUND**

Attached are the various Committee Terms of Reference and the Committee Operating Guidelines for the Board's consideration.

#### Attachments

1. Committee of the Whole TOR
2. Rural/Agriculture Committee TOR
3. Connectivity Committee TOR
4. Agriculture Committee TOR
5. Natural Resources Committee TOR
6. Waste Management Committee TOR
7. Regional Solid Waste Advisory Committee TOR

# Regional District of Bulkley-Nechako

## Committee of the Whole

### Terms of Reference

#### 1. Committee Mandate

The general mandate of the Committee of the Whole is to examine and provide advice to the Board on various matters of regional interest.

#### 2. Scope of Work

The Committee of the Whole shall:

- a) Provide an opportunity for all Board members to discuss and explore matters to much greater depth than can be accomplished in a regularly scheduled meeting of the Board such as, but not limited to:
  1. Budget deliberations;
  2. Policy changes;
  3. Service delivery;
  4. Matters relating to Board governance;
  5. Strategic Planning;
  6. Any other matter as determined by a Committee Chair in consultation with the Board Chair that would be better considered at a Committee of the Whole Meeting;
- b) Receive delegations from the public and presentations from staff related to items requiring more in depth explanation and discussion.

#### 3. Authority

The Committee is a Standing Committee of the RDBN established by the Board under section 218 (2) of the *Local Government Act*. Bylaw 1832, Part 19 outlines the requirements for standing committees.

#### 4. Membership

- a) The Committee of the Whole shall be comprised of all RDBN Directors;
- b) The Chair of the RDBN shall be the Chair of the Committee of the Whole.

#### 5. Tenure

This committee is a standing committee and as such will be deemed to be continuous subject to direction from the Chair of the Board.

#### 6. Meetings

- a) The Committee shall meet as required in order to adequately address the Scope of Work in a timely manner;
- b) Meetings will be held at the call of the Committee Chair;

- c) All meetings must be open to the public unless strictly allowed to be closed under the *Local Government Act* or the *Community Charter*;
- d) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

## **7. Quorum**

Quorum of the Committee is the majority of all its members – eight (8) voting members.

## **8. Voting**

All members of the Committee, including the chair, have a vote. If the votes of the members present at the time of the vote are equal for and against a motion, the motion is defeated. For the purposes of counting the vote, any member who abstains from voting (except for a stated conflict of interest) has their vote counted in the affirmative.

## **9. Minutes**

- a) Meeting minutes must be taken;
- b) The Chief Administrative Officer shall appoint a staff member to take minutes. The minutes must be received by the Board of the RDBN.

## **10. Reporting to the Board**

- a) Recommendations of the Committee must be approved by the Committee prior to presentation to the Board.

## **11. Representative Authority**

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN;
- b) The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

## **12. Staff Support**

- a) The Manager of Administrative Services shall be the staff champion;
- b) Other RDBN staff shall be available from time to time upon request through the Chief Administrative Officer to provide technical and periodic administrative support.

## **13. Financial Resources**

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

# Regional District of Bulkley-Nechako Rural/Agriculture Committee Terms of Reference

## 1. Committee Vision

**To consider matters relating to activities and RDBN services that effect electoral areas only;  
and**

**To advance, promote and strengthen the growth and long-term viability of agriculture in the RDBN.**

## 2. Committee Mandate

The general mandate of the Rural/Agriculture Committee will include:

- a) Providing a forum for discussing topics specific to electoral area topics/issues and service delivery;
- b) Advocating to senior levels of government regarding issues of importance to electoral areas.
- c) Providing advice to the Regional Board on matters relating to or influencing agriculture in the region;
- d) Providing direction and support to the Agriculture Function of the Economic Development Department;
- e) Encouraging and enhancing the sustainability and vitality of agriculture in the region;
- f) Supporting the implementation, periodic review, and amendments of the RDBN's Food and Agriculture Plan;
- g) Providing a forum for focusing on the concerns of agriculture in the region.

## 3. Scope of Work

The Committee shall:

- a) Discuss/address topics specific to electoral area topics/issues and service delivery;
- b) Advocate to senior levels of government regarding issues of importance to electoral areas;
- c) Oversee the administration of the Emergency Program Service;
- d) Make recommendation to the Board regarding services in the electoral areas including, but not limited to:
  - i. Electoral Area Administration
  - ii. Electoral Area Planning
  - iii. Building inspection
  - iv. Bylaw enforcement
  - v. Grants-in-aid
  - vi. Rural Fire protection
  - vii. Emergency preparedness
  - viii. Local economic development
  - ix. Gas Tax Funding
  - x. Street Lighting
  - xi. Invasive Plant Control

- a) Advocate on behalf of the agricultural community;
- b) Consider, inquire and make recommendations to the board on:
  - a. Raising awareness of agriculture and promoting food security;
  - b. Enhancing an understanding of agriculture's role in the local and/or regional economy;
  - c. Assisting the Board in achieving the goals and objectives of the RDBN Food and Agriculture Plan.
- c) Provide advice in the development and implementation of reports and action plans to enhance agriculture in the RDBN;
- d) Identify specific projects to enhance agriculture within the RDBN;
- e) Promote public awareness of agriculture and its role and economic value in the region.

#### 4. Authority

The Committee is a Standing Committee of the RDBN established by the Board under section 218 (2) of the **Local Government Act**. Bylaw 1832, Part 19 outlines the requirements for standing committees.

#### 5. Membership

- a) The Rural/Agriculture Committee shall be comprised of the Directors of Electoral Areas "A", "B", "C", "D", "E", "F", and "G";
- b) The Chair of the RDBN shall appoint a Chair of the Committee;
- c) The Chair of the RDBN Board is an ex-officio member of the Committee.
- d) RDBN Municipal Directors may attend to provide input into agricultural matters as non-voting members.

#### 6. Tenure

This committee is a standing committee and as such will be deemed to be continuous subject to direction from the Chair of the Board.

#### 7. Meetings

- a) The Committee shall meet as required in order to adequately address the Scope of Work in a timely manner;
- b) Meetings will be held at the call of the Committee Chair;
- c) All meetings must be open to the public unless strictly allowed to be closed under the **Local Government Act** or the **Community Charter**;
- d) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

#### 8. Quorum

Quorum of the Committee is the majority of all its members –four (4) voting members.

#### 9. Voting

All members of the Committee, including the chair, have a vote. If the votes of the members present at the time of the vote are equal for and against a motion, the motion is defeated. For

the purposes of counting the vote, any member who abstains from voting (except for a stated conflict of interest) has their vote counted in the affirmative.

#### **10. Minutes**

- a) Meeting minutes must be taken;
- b) The Chief Administrative Officer shall appoint a staff member to take minutes. The minutes must be received by the Board of the RDBN.

#### **11. Reporting to the Board**

- a) The Chair or designate shall report to the Board on behalf of the Committee at a minimum once every three (3) months, and shall provide other reports to the Board, as needed from time to time;
- b) Recommendations of the Committee must be approved by the Committee prior to presentation to the Board.

#### **12. Representative Authority**

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN;
- b) The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

#### **13. Staff Support**

- a) The Chief Administrative Officer shall be the staff champion;
- b) Other RDBN staff shall be available from time to time upon request through the Chief Administrative Officer to provide technical and periodic administrative support.

#### **14. Financial Resources**

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

# Regional District of Bulkley-Nechako Connectivity Committee Terms of Reference

## 1. Committee Vision

**That all citizens in the Regional District of Bulkley-Nechako (RDBN) will have access to cellular service and affordable, reliable high speed internet and cellular telephone service that meets or exceeds national standards.**

## 2. Committee Mandate

The purpose of the Committee is to develop and implement the RDBN's Connectivity Strategy. The Committee will report back regularly and work collaboratively with the RDBN Board to implement the RDBN's approved Broadband Connectivity Strategy.

## 3. Scope of Work

The Committee shall:

- a) Consider, inquire and make recommendations to the Board on connectivity;
- b) Provide advice in the development and implementation of policies, procedures, bylaws, reports and action plans to enhance connectivity;
- c) Provide advice on a systematic and coordinated approach to bring connectivity to all locations within the Regional District;
- d) Identify specific projects to connectivity within the RDBN;
- e) Recommend to the Board informal or formal partnerships that would enhance the success of connectivity related projects;
- f) Prepare grant applications for connectivity projects for the Board's review and submission; and
- g) Complete community consultation on the development and implementation connectivity plans and projects.

## 4. Authority

The Committee is a select committee of the RDBN established by the Board under section 218 (1) of the **Local Government Act** to consider, inquire and make recommendations to the Board concerning connectivity. Bylaw 1832, Part 19 outlines the requirements for select committees.

## 5. Membership

- a) Members shall be appointed by Board;
- b) The Committee shall consist of five (5) voting members from the Board of the RDBN;
- c) The Chair of the RDBN shall appoint a Chair of the Committee;
- d) The Chair of the RDBN Board is an ex-officio member of the Committee.



## 6. Tenure

This select committee shall be disbanded upon the completion of the tasks outlined in this Terms of Reference at the direction of the RDBN Board.

## 7. Meetings

- a) The Committee shall meet as required in order to adequately address the Scope of Work in a timely manner;
- b) Meeting will be held at the call of the Committee Chair.
- c) All meetings must be open to the public unless strictly allowed to be closed under the ***Local Government Act*** or the ***Community Charter***;
- d) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

## 8. Quorum

Quorum of the Committee is the majority of all its members –three (3) voting members.

## 9. Voting

All members of the Committee, including the chair, have a vote. If the votes of the members present at the time of the vote are equal for and against a motion, the motion is defeated. For the purposes of counting the vote, any member who abstains from voting (except for a stated conflict of interest) has their vote counted in the affirmative.

## 10. Minutes

- a) Meeting minutes must be taken;
- b) The Chief Administrative Officer shall appoint a staff member to take minutes. The minutes must be received by the Board of the RDBN.

## 11. Reporting to the Board

- a) The Chair or designate shall report to the Board on behalf of the Committee at a minimum once every three (3) months, and shall provide other reports to the Board, as needed from time to time;
- b) Recommendations of the Committee must be adopted by the Committee prior to presentation to the Board.

## 12. Representative Authority

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN;
- b) The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

**13. Staff Support**

- a) The Manager of Regional Economic Development shall be the staff champion;
- b) Other RDBN staff shall be available from time to time upon request through the Chief Administrative Officer to provide technical and periodic administrative support.

**14. Financial Resources**

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

# Regional District of Bulkley-Nechako

## Natural Resources Committee

### Terms of Reference

#### 1. Committee Vision

**The Natural Resources Committee will stay abreast of natural resource activity including, but not limited to forestry, mining, natural gas, and environmental impacts in the region and act as a conduit between industry and other levels of government.**

#### 2. Committee Mandate

The purpose of the Committee is to have a dedicated body that will focus on natural resources within the RDBN and build relationships with first nations, industry, bureaucrats and other levels of government to ensure the ongoing success of resource related activities and that those activities are reflective of the goals and desires of the region as a whole.

#### 3. Scope of Work

The Committee shall:

- a) Consider, inquire, and make recommendations to the Board on natural resource related matters that impact the RDBN;
- b) Identify and connect with key stakeholders on an as-needed basis to ensure the RDBN stays current in its understandings and provide updates to the Board;
- c) Identify areas of weakness and/or threats to the various industries, determine advocacy opportunities and work towards solutions;
- d) Act as the RDBNs point of contact for resource related initiatives;
- e) Represent the RDBN at resource-focused events and report back to the Board;
- f) Build regional capacity for diversification of the resource industries.

#### 4. Authority

The Committee is a Standing Committee of the RDBN established by the Board under section 218 (2) of the **Local Government Act**. Bylaw 1832, Part 19 outlines the requirements for standing committees.

#### 5. Membership

- a) Members shall be appointed by the Chair of the Board;
- b) The Committee shall consist of six (6) voting members from the Board of the RDBN;
- c) The Chair of the RDBN shall appoint a chair of the Committee;
- d) The Chair of the RDBN Board is an ex-officio member of the Committee.

## 6. Tenure

This committee is a standing committee and as such will be deemed to be continuous subject to direction from the Chair of the Board.

## 7. Meetings

- a) The Committee shall meet as required in order to adequately address the Scope of Work in a timely manner;
- b) Meetings will be held at the call of the Committee Chair;
- c) All meetings must be open to the public unless strictly allowed to be closed under the ***Local Government Act*** or the ***Community Charter***;
- d) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

## 8. Quorum

Quorum of the Committee is the majority of all its members – four (4) voting members.

## 9. Voting

All members of the Committee, including the chair, have a vote. If the votes of the members present at the time of the vote are equal for and against a motion, the motion is defeated. For the purposes of counting the vote, any member who abstains from voting (except for a stated conflict of interest) has their vote counted in the affirmative.

## 10. Minutes

- a) Meeting minutes must be taken;
- b) The Chief Administrative Officer shall appoint a staff member to take minutes. The minutes must be received by the Board of the RDBN.

## 11. Reporting to the Board

- a) The Chair or designate shall report to the Board on behalf of the Committee at a minimum once every three (3) months, and shall provide other reports to the Board, as needed from time to time;
- b) Recommendations of the Committee must be approved by the Committee prior to presentation to the Board.

## 12. Representative Authority

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN;
- b) The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

**13. Staff Support**

- a) The Manager of Administrative Services shall be the staff champion;
- b) Other RDBN staff shall be available from time to time upon request through the Chief Administrative Officer to provide technical and periodic administrative support.

**14. Financial Resources**

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

# Regional District of Bulkley-Nechako Waste Management Committee Terms of Reference

## 1. Committee Mandate

The purpose of the Committee is to oversee and make recommendations to the Board regarding solid waste management matters.

## 2. Scope of Work

The Committee shall:

- a) Make recommendations to the Board regarding solid waste and environmental monitoring and compliance;
- b) Act as a liaison between the Regional Solid Waste Advisory Committee(RSWAC) and the Regional Board;
- c) Pursue matters referred by the RSWAC and ensure the effective exchange of information with the Regional Board;
- d) Provide political oversight on delivery of the solid waste function and monitor implementation of the Solid Waste Management Plan (SWMP);
- e) Identify challenges and opportunities with respect to solid waste and ensure that the solid waste services meet the community needs;
- f) Conduct an annual youth forum.

## 3. Authority

The Committee is a standing committee of the RDBN established by the Board under section 218 (2) of the *Local Government Act*. Bylaw 1832, Part 19 outlines the requirements for select committees.

## 4. Membership

- a) The Waste Management Committee shall be comprised of 6 (six) Directors with representation from the entire region;
- b) The Committee shall include up to 3 (three) youth as non-voting members. These positions will be advertised annually. An application and interview process will be required. Interviews will be conducted by the Chair of the Committee and 2 (two) committee members;
- c) The Chair of the RDBN shall appoint the Chair and Committee members;
- d) The Chair of the RDBN Board is an ex-officio member of the Committee.

## 5. Tenure

This committee is a standing committee and as such will be deemed to be continuous subject to direction from the Chair of the Board.

## 6. Meetings

- a) The Committee shall meet as required in order to adequately address the Scope of Work in a timely manner;
- b) Meetings will be held at the call of the Committee Chair;
- c) All meetings must be open to the public unless strictly allowed to be closed under the ***Local Government Act*** or the ***Community Charter***;
- d) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

## 7. Quorum

Quorum of the Committee shall be 4 (four) voting members.

## 8. Voting

All RDBN Board members of the Committee, including the chair, have a vote. If the votes of the members present at the time of the vote are equal for and against a motion, the motion is defeated. For the purposes of counting the vote, any member who abstains from voting (except for a stated conflict of interest) has their vote counted in the affirmative.

## 9. Minutes

- a) Meeting minutes must be taken;
- b) The Chief Administrative Officer shall appoint a staff member to take minutes. The minutes must be received by the Board of the RDBN.

## 10. Reporting to the Board

- a) The Chair or designate shall report to the Board on behalf of the Committee at a minimum once every three (3) months, and shall provide other reports to the Board, as needed from time to time;
- b) Recommendations of the Committee must be approved by the Committee prior to presentation to the Board.

## 11. Representative Authority

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN;
- b) The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

**12. Staff Support**

- a) The Director of Environmental Services shall be the staff champion;
- b) Other RDBN staff shall be available from time to time upon request through the Chief Administrative Officer to provide technical and periodic administrative support.

**13. Financial Resources**

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

**14. Travel Reimbursement**

Appropriate travel costs will be reimbursed for non-RDBN Board members.



# Regional District of Bulkley-Nechako Regional Solid Waste Advisory Committee Terms of Reference

## 1. Committee Mandate

The purpose of the Committee is to monitor and make recommendations to the Waste Management Committee on the implementation of the Solid Waste Management Plan (SWMP).

## 2. Scope of Work

The Committee shall:

- a) Act as advisors to the Waste Management Committee;
- b) Monitor the progress made on the SWMP to date;
- c) Keep apprised of key topics and trends in the solid waste and recycling sectors and their impact on the region;
- d) Prioritize and make recommendations to the Waste Management Committee on the implementation of projects and initiatives in the region.
- e) Represent a balance of community interests;
- f) Participate on smaller ad-hoc committees dealing with specific issues or tasks as required;
- g) Contribute to programs and policies that are in the best interests of all residents of the RDBN, balancing both community and industry needs and technical requirements.

## 3. Authority

The Committee is a select committee of the RDBN established by the Board under section 218 (1) of the *Local Government Act* to consider, inquire and make recommendations to the Board via the Waste Management Committee concerning the Solid Waste Management Plan. Bylaw 1832, Part 19 outlines the requirements for select committees.

## 4. Membership

- a) The committee shall consist of no more than 15 members representing a diversity of backgrounds, interests, and geographical location. The committee will combine technical, political and community representation and will involve the RDBN, municipal and First Nations governments from the Bulkley-Nechako region. Membership should include representation as follows:
  - Minimum two (2) representatives from RDBN member municipalities;
  - Minimum two (2) representatives from RDBN electoral areas;
  - Minimum three (3) representatives from First Nations within the RDBN;
  - Public (rural and municipal);
  - Public Sector/Institutions (eg. Province, School District, Hospital);
  - Waste Management Service Providers;
  - Agricultural Sector;
  - Province.

- b) The Chair of the Waste Management Committee shall be the Chair of the Regional Solid Waste Advisory Committee;
- c) Members shall be approved by the RDBN Board of Directors.

## **5. Tenure**

This select committee shall be disbanded upon the completion of the tasks outlined in this Terms of Reference at the direction of the RDBN Board.

## **6. Meetings**

- a) The Committee shall meet a minimum of two times per year or as required in order to adequately address the Scope of Work;
- b) Meetings will be held at the call of the Committee Chair;
- c) All meetings must be open to the public;
- d) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

## **7. Quorum**

Quorum of the Committee shall be a minimum of 50% plus one.

## **8. Voting**

All members of the Committee, including the chair, have a vote. If the votes of the members present at the time of the vote are equal for and against a motion, the motion is defeated. For the purposes of counting the vote, any member who abstains from voting (except for a stated conflict of interest) has their vote counted in the affirmative.

## **9. Minutes**

- a) Meeting minutes must be taken;
- b) The Chief Administrative Officer shall appoint a staff member to take minutes. The minutes must be received by the Board of the RDBN.

## **10. Reporting to the Board**

- a) The Chair or designate shall report to the Waste Management Committee at a minimum once every six (6) months, and shall provide other reports to the Board, as needed from time to time;
- b) Recommendations of the Committee must be approved by the Committee prior to presentation to the Waste Management Committee.

## **11. Representative Authority**

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN;
- b) The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

**12. Staff Support**

- a) The Director of Environmental Services shall be the staff champion;
- b) Other RDBN staff shall be available from time to time upon request through the Chief Administrative Officer to provide technical and periodic administrative support.

**13. Financial Resources**

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

**14. Travel Reimbursement**

Appropriate travel costs will be reimbursed for non-RDBN Board members.



## Committee Operating Guidelines

### Terms of Reference

Terms of Reference for each Committee have been established.

### RDBN Procedure Bylaw

The committees are subject to the same rules and conditions of the Board, set out in the RDBN Procedure Bylaw.

### Appointment Process

Under Section 218(2) of the *Local Government Act*, the Chairperson may establish standing committees. Appointments to each committee, inclusive of the Chair, will be made by the RDBN Chairperson annually in December.

Under Section 218(1) of the *Local Government Act*, the Board may appoint a select committee. Select Committees will be evaluated and reviewed annually in December.

### Committee Meeting Attendance

Voting members are only those Directors appointed to the Committee. As per the *RDBN Procedure Bylaw*, a Director who has not been appointed to the Committee and attends a meeting of that Committee may not vote but may be allowed to take part in discussions with permission of the majority of the votes of the members present.

### Chairperson Role

The Chair will be the liaison between the Committee, staff, and other committees. The Chairperson's roles will include:

- a. Providing leadership to the Committee;
- b. Presiding at all meetings of the Committee;
- c. Working with the staff champion to develop agendas for meetings;
- d. Acting as the official representative of the Committee, as needed;
- e. Reporting the work of the Committee to the RDBN Board of Directors.

### Committee Member Role

Each committee member has the following duties and responsibilities:

- a. Preparing for and attend committee meetings;

- b. Contributing to the direction and work of the Committee to the best of his/her ability;
- c. Assisting the Committee in making recommendations to the Board that align with the RDBN's strategic direction, financial plans, goals, and objectives.

### **Staff Champion Role**

Each committee will be assigned a staff champion by the Chief Administrative Officer and will be the Committee Chair's primary point of contact. The staff champion's roles will include:

- a. Assisting the Chair/Committee in any appropriate manner to carry out the Committee's mandate;
- b. Arranging monthly meetings prior to the agenda deadline to discuss/determine agenda content;
- c. Reaching out to the committee members for input on the agenda;
- d. Coordinating committee delegations with the Corporate Officer;
- e. Providing agenda items to the Corporate Officer for compilation and distribution.

### **Committee Minutes/Resolutions**

All committee minutes will be brought forward to the next RDBN Board meeting for approval of the RDBN Board.

All committee resolutions will be provided to the RDBN Board in a report for the Board's considerations.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM: Wendy Wainwright, Executive Assistant**

**DATE: February 25, 2021**

**SUBJECT: Fraser Basin Council RE: Consultation Process:  
Investigations in Support of Flood Strategy Development in BC**

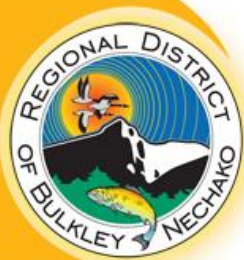
**RECOMMENDATION: (all/directors/majority)**

“That the Board direct staff to send the February 25, 2021 letter to Fraser Basin Council regarding Consultation Process: Investigations in Support of Flood Strategy Development in BC and the February 25, 2021 letter to the Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development regarding Limited Response Time for Input.”

**BACKGROUND**

The Fraser Basin Council and the Ministry of Forests, Lands, Natural Resource operations and Rural Development (FLNRORD) requested the RDBN’s participation in its process regarding investigations in support of Flood Strategy Development in British Columbia and has provided very limited response time to an opportunity to provide input of 4 business days. Staff has written a letter to the Fraser Basin Council in regard to the limited response time, as well as a letter to the Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development expressing concerns in regard to the limited response time for input.

The RDBN views the limited response time for input as a common theme across all portfolios.



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

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

February 25, 2021

Fraser Basin Council  
1<sup>st</sup> Floor, 470 Granville Street  
Vancouver, BC V6C 1V5

Attention: Frances Woo, Program Manager, Flood Strategies  
[fwoo@fraserbasin.bc.ca](mailto:fwoo@fraserbasin.bc.ca)

**RE: Consultation Process: Investigations in Support of Flood Strategy Development in BC**

The Regional District of Bulkley-Nechako (RDBN) Board of Directors would like to thank you for the Invitation in July 2020 to participate in the Fraser Basin Council (FBC) and Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) process regarding investigations in support of Flood Strategy Development in British Columbia. However, it has been extremely challenging for the Board and staff to provide meaningful, fulsome input with extremely short response timelines to the two surveys that have been provided.

The most recent example was an e-mail received from the firm assisting FBC, BGC Engineering Inc., on the evening of January 11, 2021 with an expected response to the survey before January 18, 2021. A timeline of four (4) business days does not allow for the Board and staff to have significant input into the process. The first survey in July 2020 provided 14 business days to reply. The RDBN at a minimum requires six weeks for staff to gather information and provide a report to the Board in order to provide a comprehensive response. It is imperative for the RDBN to have the opportunity to provide meaningful input into the process in order to prepare and manage flooding concerns for its residents throughout the entire region.

The RDBN would like to inquire if there have been workshops, interviews and the opportunity for First Nations across the region to be engaged in this process as outlined in your July 6, 2020 e-mail. First Nations communities in the region have significant knowledge and understanding of the water courses in the region and it is important to ensure their engagement throughout the process.

**MUNICIPALITIES:**

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

**ELECTORAL AREAS:**

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

The information provided indicates that the process will provide recommendations to the Provincial Government, local governments and First Nations to improve flood management programs and strategies; therefore, with that being recognized, the RDBN requires adequate time to participate in the process.

We look forward to continuing to participate in a comprehensive dialogue to understand the issues, challenges and opportunities relating to flood management in BC as outlined in the initiative.

Sincerely,

Gerry Thiessen  
Chair

cc: The Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development  
The Honourable Josie Osborne, Minister of Municipal Affairs  
The Honourable Nathan Cullen, Minister of State for Lands and Natural Resource Operations





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

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

February 25, 2021

The Honourable Katrine Conroy  
Minister of Forests, Lands, Natural Resource Operations and Rural Development  
PO Box 9049 Stn Prov Govt  
Victoria, B.C.  
V8W 9E2

[FLNR.Minister@gov.bc.ca](mailto:FLNR.Minister@gov.bc.ca)

Dear Minister Conroy,

**RE: Limited Response Time for Input**

The Regional District of Bulkley-Nechako (RDBN) Board of Directors would like to congratulate you on your appointment as Minister of Forests, Lands, Natural Resource Operations and Rural Development.

We would like to bring forward a matter for your consideration regarding limited response time for input on matters brought forward to local governments. The Provincial Government from time to time, provides Local Government and stakeholders with various correspondence wherein feedback is being requested within a specified timeframe. The limited response time and deadlines being provided does not allow Local Governments to provide meaningful input due to the frequency of Local Government meeting dates.

A recent example is the request to participate in the Fraser Basin Council (FBC) and Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) process regarding investigations in support of Flood Strategy Development in British Columbia. As outlined in the attached letter to FBC the one opportunity to provide input had a response time of four (4) business days. The RDBN at minimum requires six weeks for staff to gather information and provide a report to the Board in order to respond in a meaningful and effective manner.

**MUNICIPALITIES:**

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

**ELECTORAL AREAS:**

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

Improving flood management programs and strategies is an important initiative for the region and requires fulsome engagement with all local governments.

The RDBN thanks you for considering our request for adequate response time regarding shared responsibilities within the RDBN and we look forward to continuing to participate in comprehensive dialogue to understand the challenges and opportunities relating to all issues and concerns in the region.

Sincerely,

Gerry Thiessen  
Chair

Enclosure: February 25, 2021 letter to the Fraser Basin Council RE: Consultation Process:  
Investigations in Support of Flood Strategy Development in BC

cc: The Honourable Josie Osborne, Minister of Municipal Affairs  
The Honourable Nathan Cullen, Minister of State for Lands and Natural Resource Operations



## Regional District of Bulkley-Nechako Board Meeting

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** February 25, 2021  
**Re:** Chinook Comfor Limited Appointment of Directors and AGM

---

### **Recommendation:**

That the Board of the Regional District, a shareholder of Chinook Comfor Limited, appoint Mr. Miles Fuller and Ms. Cindy Shelford to the Chinook Comfor Limited Board of Directors.

And that the Director for Electoral Area E and Electoral Area B be designated proxies to attend the Annual General Meetings of Chinook Comfor Limited and Chinook Comfor Limited Partnership.

### **Discussion:**

The Regional District owns 894 Class A Voting Shares of Chinook Comfor Limited the general partner in the Chinook Comfor Limited Partnership. As part of the Shareholder agreement the Regional District is entitled to appoint two directors to the company.

The next AGM is on March 9, 2021. To have representation at the AGM, the Regional District is required to appoint a proxy. As the Chinook Community Forest is in Electoral Areas B and E, it is recommended that the Electoral Area Directors for area B and E be appointed as proxies.

Miles Fuller and Cindy Shelford were appointed by the Board for a two-year term as directors of Chinook Comfor Limited and their positions will continue until the annual general meeting following the one on March 9<sup>th</sup>.

The Regional District will advertise for the opportunity for others that may be interested in representing the Regional District on the Board before the next AGM.



## Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and the Board of Directors  
 From: Jordanna Evans, Economic Development Assistant  
 Date: February 25, 2021  
 Regarding: **Back Country Horsemen Society of BC Northwest Chapter  
 NDIT Application – Recreation Infrastructure**

---

### **Recommendation:**

That the Board supports the Back Country Horsemen Society of BC – Northwest Chapter’s application to Northern Development Initiative Trust – Recreation Infrastructure stream for their Coalmine Camp Upgrades and Trail Development project.

### **Background:**

The Back Country Horsemen Society of BC – Northwest Chapter (BCHSBC NWC) is submitting an application to Northern Development Initiative Trust’s (Northern Development) Recreation Infrastructure stream. A RDBN Board resolution is required in order for the Northern Development Board to approve the application.

BCHSBC NWC is requesting \$27,717 to improve their amenities at Coalmine Camp, the main site of the BCHSBC NWC, as well as develop 6.26 km of back country trails. This project is aimed at increasing the society’s capacity to host events, accommodate the growth in users, increase membership, and further develop their trail networking system that is used year-round by equestrians, hikers, cross country skiers, and snowshoe enthusiasts. The project includes the following:

#### Coalmine Camp Upgrades:

- Siding for the current cabin and tool shed
- Installation of shower
- Six additional campsites and six additional horse shelters
- Driveway Improvements

#### Trail Development:

- Development of five new trails, for a total of 6.26 km new trail development

<b>Funding Organization</b>	<b>Amount</b>	<b>Status</b>
BCHSBC NWC (cash)	\$523	Confirmed
BCHSBC NWC (in-kind)	\$17,926	Confirmed
Northern Development	\$27,717	Pending
<b>Total</b>	<b>\$46,166</b>	

A copy of the application will be available at the meeting should the Board wish to view the request in greater detail.



## Regional District of Bulkley-Nechako Memorandum

To: Chair and Board of Directors  
 From: Nellie Davis, Manager of Regional Economic Development  
 Date: February 25, 2021  
 Regarding: **Federal Gas Tax – Area “A” (Smithers Rural)**  
**Bulkley Valley Aquatic Center – Main Boiler and Water Fountains**

---

### **Recommendation:**

- 1) That the Board authorize contributing up to \$63,553 of Electoral Area ‘A’ (Smithers Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Bulkley Valley Aquatic Center, and further,  
**(All/Directors/Majority)**
- 2) That the Board authorize the withdrawal of up to \$63,553 from the Federal Gas Tax Reserve Fund.  
**(Participants/Weighted/Majority)**

### **Background:**

The following upgrades have been proposed for the Bulkley Valley Aquatic Center in 2021.

- 1) Replace existing 750k BTU unit with two 400k BTU units running in cascade mode. This will improve gas consumption by approximately 50% over the existing system. This project has a budget of \$51,553.
- 2) Three water-bottle filling fountains to replace existing units (currently not in service due to COVID-19 restrictions) This project has an estimated budget of \$12,000.

Total uncommitted Gas Tax Funds remaining in Electoral Area ‘A’ allocation is \$836,492.95.

Director Mark Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$63,553 from Area ‘A’ for this Recreation Infrastructure project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.



## Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and the Board of Directors  
 From: Nellie Davis, Manager of Regional Economic Development  
 Date: February 25, 2021  
 Regarding: **Bulkley Valley Cross Country Ski Club**  
**NDIT Application - Recreation Infrastructure Program**

---

### **Recommendation:**

That the Board supports the application to Northern Development Initiative Trust from the Bulkley Valley Cross Country Ski Club for the Construction of Track-setter Garage Project.

### **Background:**

The Bulkley Valley Cross Country Ski Club has submitted an application to NDIT's Recreation Infrastructure Program for the construction of a heated track-setter garage. A Board resolution is required for Northern Development to approve the application.

The new building will replace an old, leaky, un-heatable machine shed that was constructed on railway ties. The goal is to complete the new garage within one year. The project supports the Club's Management Plan and will ensure longevity of the primary track-setter, the Club's most valuable asset.

The \$98,000 Project includes:

- Lay Slab Foundation (complete as part of Phase 1)
- Construction of the heated garage. (Phase 2)

<b>Funding Organization</b>	<b>Amount</b>	<b>Status</b>
Bulkley Valley Cross Country Ski Club (cash)	\$27,000	Confirmed
Bulkley Valley Cross Country Ski Club (in-kind)	\$3,000	Confirmed
Northern Development	\$68,000	Pending
<b>Total</b>	<b>\$98,000</b>	

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.



## Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and the Board of Directors  
From: Nellie Davis, Manager of Regional Economic Development  
Date: February 25, 2021  
Regarding: **RDBN NDIT Application – Northern Healthy Communities Fund**

---

### **Recommendation:**

That the Board supports the Regional District of Bulkley-Nechako's application to Northern Development Initiative Trust - Northern Healthy Communities Fund for the First Nations Engagement Capacity Building Pilot Project.

### **Background:**

RDBN Staff are working on an application to the Province of BC and Northern Development Initiative Trust's (NDIT) Partner program, Northern Healthy Communities Fund, to support a Pilot Project staff position dedicated to increasing meaningful local government engagement with neighbor First Nations. An RDBN Board resolution is required for Northern Development to approve the application.

This grant funding program is a result of the \$25 million allocation to NDIT as part of the March 2020 Northern Capital Planning Grant allocation from the Province of BC. The RDBN has discussed this funding envelope with NDIT, the Ministry of Indigenous Relations and Reconciliation and the Ministry of Municipal Affairs to promote the importance of building first nations capacity within the RDBN to collaborate with our FN neighbors.

The application is for the annual salary and mandatory employment related costs to support the position, and the project budget will include an RDBN contribution towards ineligible costs and related overhead expenses to support the position. We hope that the success of the Pilot Project will demonstrate that the position is warranted and new funding streams, such as a successful RBA Agreement, will be available for the Board to allocate towards this initiative in the future.

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.



**REGIONAL DISTRICT OF BULKLEY NECHAKO  
STAFF REPORT**

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**TO:** Chair Thiessen and the Board of Directors  
**FROM:** Jason Blackwell, Regional Fire Chief  
**DATE:** February 25, 2021  
**SUBJECT:** Round Lake Rural Fire Protection Agreement – January 1, 2021 to December 31, 2025

---

**RECOMMENDATION:**

That the Board authorize the Board Chair and the Chief Administrative Officer to sign the Round Lake Rural Fire Protection Agreement for a 5-year term.

**VOTING:** All/Directors/Majority

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**EXECUTIVE SUMMARY**

The agreement between the Regional District and the Village of Telkwa to provide fire services to the Round Lake Rural Fire Protection Area expired on December 31, 2020. Staff have drafted a new 5-year agreement from January 1, 2021 to December 31, 2025.

The agreement is consistent with the previous agreement, except for the 'Buy-In Fee' clause which has been removed, as it was paid in full in 2020, and an addition of reporting the total calls provided in the Round Lake Rural Fire Service Area for the prior year by January 15<sup>th</sup> of each year.

Written by,

A handwritten signature in cursive script, appearing to read 'J Blackwell', written over a horizontal line.

Jason Blackwell  
Regional Fire Chief

Approved by,

A handwritten signature in cursive script, appearing to read 'D Jones-Middleton', written over a horizontal line.

Deborah Jones-Middleton  
Director of Protective Services



THIS AGREEMENT IS DATED THE \_\_\_\_ DAY OF 2021

**BETWEEN:**

**THE REGIONAL DISTRICT OF BULKLEY-NECHAKO,**

P.O. BOX 820,

Burns Lake, British Columbia, VOJ 1E0

(hereinafter referred to as "Regional District")

**OF THE FIRST**

**PART AND:**

**THE VILLAGE OF TELKWA,**

Box 220

Telkwa British Columbia, VOJ 2X0

(hereinafter referred to as "Village")

**OF THE SECOND PART**

**WHEREAS** a Regional District may, by by-law establish and operate a local service under the provisions of Part 24 of the *Local Government Act*;

**AND WHEREAS** the Regional District has established by Bylaw No. 1722, a service within a portion of Electoral Area "A" (Smithers Rural) known as the "Round Lake Rural Fire Protection Service";

**AND WHEREAS** to facilitate the provision of fire protection services in the Round Lake Fire Protection Service Area a dry hydrant will be required in the Service Area:

**AND WHEREAS** the parties wish to develop an integrated fire protection service, to include the Round Lake Rural Fire Protection Service Area under the direction and management of the Village of Telkwa Fire Department;

**AND WHEREAS** the parties wish to enter into a contractual agreement to provide for a fire protection service in the Service Area;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the premises and of mutual covenants and agreements herein contained, the parties hereto covenant and agree each with the other as follows:

**1. Service Provision**

The Village of Telkwa undertakes to provide fire protection service to structures and dwellings for and to the residents of the "Round Lake Rural Fire Protection Service Area" shown on Schedule "A" to "Round Lake Rural Fire Protection Service Establishment By-law No. 1722 (the Service Area) in the same manner and to the same extent as is provided to the residents of the Village of Telkwa, except as provided in this Agreement and taking into account that differing supplies of water may exist, such as fire hydrants within the Village.

**2. Annual Fee for Service**

The Regional District, on behalf of the Service Area, undertakes to pay the Village an annual sum (to be paid on August 1st. in each year) in compensation for the provision of the said service during the lifetime of this Agreement as hereinafter determined.

- a) The formula for the calculation of the annual amount due under this Agreement, shall be as follows:
  - i) Determine the converted hospital assessment on land and improvements within the Village of Telkwa, the Telkwa Rural Fire Protection Service Area, the Round Lake Rural Fire Protection Service Area and all three areas together; ii) Calculate the percentage of the converted hospital assessment within the Village of Telkwa, the existing rural service area and the Round Lake Rural Fire Protection Service Area respectively; iii) Apply these percentages to the net annual operating costs of the fire protection service to determine the proportionate contribution of the Village, the Telkwa Rural Fire Protection Service Area and the Round Lake Rural Fire Protection Service Area.
- b) The maximum amount the Service Area shall contribute to the fire protection service shall not exceed ONE DOLLAR AND EIGHTY CENTS (\$1.80) per ONE THOUSAND DOLLARS (\$1,000) of the net taxable value of land and improvements in the Service Area. Renegotiation of the bylaw is required should the maximum amount be reached during the life of this Agreement.
- c) The Regional District and Village will use the latest and/or adjusted assessment information provided by the British Columbia Assessment Authority in determining the converted hospital assessment on improvements.

### **3. Annual Budget**

The Electoral Area "A" Director of the Regional District shall be involved in the preparation of the Village's Fire Department Annual Budget, the net operating costs of which shall be furnished to the Regional District in time to be included in the Regional District's Annual Budget for that year, no later than March 1st.

### **4. Record of Fires**

The Fire Department is to keep a record of fires within the Village and the Telkwa Rural Fire Protection Area and the Round Lake Rural Fire Protection Service Area for the benefit and information of both the Village and the Regional District. The Village will provide the previous year's responses to the Regional District by January 15<sup>th</sup> each year.

### **5. Other Agreements**

The Village shall ensure that any agreement between the Village and the Ministry of Forests, Lands, and Natural Resource Operations with respect to the control and extinguishment of fires shall apply to the "Round Lake Rural Fire Protection Local Service Area".

### **6. Indemnities**

The Village shall indemnify and save harmless the Regional District from all liability arising out of the provision by the Village of the fire protection service

contemplated by this agreement arising from or contributed to by the negligence of the Village, its officers, employees, agents, or contractors.

The Regional District shall indemnify and save harmless the Village from all liability arising from the provision by the Village of the fire protection service contemplated by this agreement arising out of or contributed to by the negligence of the Regional District, its officers, employees, agents, or contractors.

## **7. Force Majeure**

- a) "Force Majeure" means any event or circumstance not within the reasonable control of the party claiming Force Majeure and includes:
  - i) acts of God, including wind, ice and other storms, lightning, floods, earthquakes, volcanic eruptions, and landslides;
  - ii) strikes, lockouts and other industrial disturbances; iii) epidemics, war (whether declared), blockades, acts or public enemies, acts of sabotage, civil insurrection, riots and civil disobedience; and
  - iv) explosions, fires, or mechanical breakdowns.
- b) If at any time any party hereto is unable to fulfill an obligation under this Agreement due to an event of Force Majeure, that party shall be relieved from its obligation for the duration of such event of Force Majeure, provided that the party claiming the benefit of this section shall within twenty-four (24) hours of the occurrence of the event that party claims is an event of Force Majeure provide to the other parties a notice in writing specifying:
  - i) the event that the party claims is an event of Force Majeure; ii) the circumstances which that party claims prevents it from performance of its obligations under this Agreement.
- c) The Provisions of this section shall not relieve a party of its obligation to continue to take all reasonable steps within that party's control to fulfill its obligations under this Agreement, or to resume the carrying out of its obligations hereunder at the earliest opportunity, or to mitigate the extent of the loss or damage it may suffer or incur due to the event of Force Majeure.

## **8. Term of Agreement**

The procedures outlined in this Agreement shall apply to each succeeding year during the term of this Agreement. The term of this Agreement shall be five years commencing on January 1, 2021 and terminating on December 31, 2025.

## **9. Early Termination**

- a) If, at the discretion of the Village of Telkwa in consultation with the Electoral Area "A" Director of the Regional District, it is determined that the Village of Telkwa Fire Department can no longer provide adequate fire protection to the Service Area due to a lack of appropriate volunteer firefighters or equipment, the Village may terminate this agreement to take effect at the end of any calendar year with 12 months written notice.

- b) If this Agreement is terminated early, all payments from the Regional District to the Village will terminate.

IN WITNESS THEREOF the said parties hereto have hereunto affixed their Seals the day and year first above written.

SIGNED, SEALED AND DELIVERED

on this \_\_\_\_ day of \_\_\_\_\_, 2021 by  
the Regional District of Bulkley-Nechako

\_\_\_\_\_

Gerry Thiessen  
Chair

"SEAL"

\_\_\_\_\_

Curtis Helgesen  
Chief Administrative Officer

on this \_\_\_\_ day of \_\_\_\_\_, 2021 by the  
Village of Telkwa

\_\_\_\_\_

Brad Layton Mayor

"SEAL"

\_\_\_\_\_

Debbie Joujan  
Chief Administrative Officer

**TO:** Chair Thiessen and the Board of Directors  
**FROM:** Haley Jeffrey, Emergency Services Manager  
**DATE:** February 28, 2021  
**SUBJECT:** Union of BC Municipalities Community Emergency Preparedness Fund – Emergency Operations Centre

---

**RECOMMENDATION:**

“That the Board supports the submission of a regional application to Union of BC Municipalities Community Emergency Preparedness Fund Emergency Operations Centre for the 2021 funding.

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, and commits to any associated ineligible costs and cost overruns.”

**VOTING:** All/Directors/Majority

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**Executive Summary:**

The application deadline for Union of BC Municipalities’ (UBCM) Community Emergency Preparedness Fund’s (CEPF) Emergency Operations Centre (EOC) intake is March 26, 2021. Up to \$25,000.00 is available per local government to build local emergency response capacity through purchase of equipment, supplies, training, and exercises.

This grant funding provides an opportunity for the RDBN to improve technical capacity within the EOC. The proposed purchases will provide strategies for EOC communications and will increase computers available for EOC use.

The grant application requires a resolution from the local government indicating support for the activities in the proposed project.

Written by:

Reviewed by:



Haley Jeffrey  
 Emergency Services Manager



Deborah Jones-Middleton  
 Director of Protective Services

**DISCUSSION**

The maximum amount that the RDBN can apply for is \$25,000.00 and staff are currently receiving quotes on the equipment listed below to finalize the budget. Applying for this grant funding will help ensure that the EOC has the necessary equipment needed to efficiently respond and provide up-to-date communications to the public and affected residents during an emergency. The application will include the following equipment to a maximum of \$25,000:

➤ Virtual Information Setup

In 2017, the Cariboo Regional District engaged in Public communication by reporting live from their EOC. An information Officer provided daily updates to the communities that were impacted and general information about the Emergency Operations Centre. This was extremely well received by the residents and has been brought forward as best practice in the post event after action feedback. The equipment necessary to implement this project would also be mutually beneficial for other departments within the RDBN who may want to utilize the equipment outside of an emergency response.

➤ Interactive Whiteboard for meeting room 202

COVID-19 has highlighted the need to accommodate virtual meetings. Having the technology that has the capacity to support virtual meetings is critical to effective communication. Staff would like to purchase and install a smaller interactive whiteboard in meeting room 202 so that this technology can be used for emergency event meetings. This would also benefit other meetings outside of an emergency event should utilizing room 202 be more appropriate than the Board Room.

➤ Laptops

For business continuity and security purposes it is important that external staff only have access to the EOC Drive on the RDBN server by purchasing extra computers for use during an EOC activation. With this grant funding opportunity, the RDBN could obtain more computers to ensure that EOC staff have computers designated for EOC use only. In a situation where a backup computer is required for staff, these computers could be activated and utilized temporarily.

➤ iPads

During an EOC activation, members of the public often visit the RDBN Administration building to obtain information or apply for Evacuation Zone Entry Permits (EZEP). Due to the COVID-19 pandemic, to ensure community and staff safety, the iPads can be used to interact with EOC staff in a safe way or to complete an EZEP application. These iPads can also be used for Rapid Damage Assessments (RDA) or by other departments for regular operations.

**TO:** Chair Thiessen and the Board of Directors  
**FROM:** Haley Jeffrey, Emergency Services Manager  
**DATE:** February 25, 2021  
**SUBJECT:** Union of BC Municipalities Community Emergency Preparedness Fund – Emergency Support Services Application

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**RECOMMENDATION:**

“That the Board supports the submission of a regional application to Union of BC Municipalities Community Emergency Preparedness Fund Emergency Support Services for the 2021 funding on behalf of the RDBN, District of Fort St James, Village of Burns Lake, Village of Granisle, and District of Houston.

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, and commits to any associated ineligible costs and cost overruns.”

**VOTING:** All/Directors/Majority

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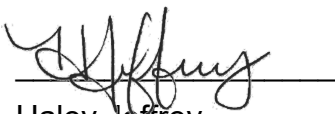
**EXECUTIVE SUMMARY**

The application deadline for Union of BC Municipalities’ (UBCM) Community Emergency Preparedness Fund’s Emergency Social Services (ESS) program was January 29, 2021. Up to \$25,000 is available per local government to build local emergency response capacity to provide ESS through volunteer recruitment, retention and training, and the purchase of ESS equipment. The total amount included in this regional application is \$120,969.12.

This grant funding provides an opportunity for collaboration between local governments in the creation of a regional application to better support the member municipality ESS teams. The RDBN has received confirmation from the District of Fort St. James, Village of Burns Lake, District of Houston, and the Village of Granisle, of their interest in participating in the regional application.

The grant application 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 management of this project.

Written by,



Haley Jeffrey  
 Emergency Services Manager

Approved,



Deborah Jones-Middleton  
 Director of Protective Services

## DISCUSSION

Under the Local Authority Emergency Management Regulation responsibility to “coordinate the provision of food, clothing, shelter, transportation, and medical services to victims of emergencies and disasters, whether that provision is made from within or outside of the local authority...” is the responsibility of the local government. The RDBN has addressed this issue by entering into agreements with each of the member municipalities to provide ESS to our residents in an emergency. In support of the agreements the RDBN has offered to make a regional application to support the ESS teams to ensure they can take advantage of grants that can contribute to this volunteer-based organization and ensure they have what they require to respond to emergency events, recruit, train volunteers, and to obtain community ESS suppliers. Utilizing a collaborative approach will result in elimination of duplicate research on the products that are needed and may result in savings on overall cost through bulk purchasing.

We have been told by UBCM that this is the last intake for this funding stream.

The proposed project consists of purchasing equipment and items needed to ensure the involved ESS teams are fully prepared to conduct team recruitment, volunteer training, and respond to emergency events and disasters. If approved, the items to be purchased by community are:

### ➤ **Burns Lake ESS**

- cordless handheld disinfectant sprayers be used to disinfect Reception Centres and equipment to help ensure the safety of ESS volunteers and evacuees;
- volunteer ‘Go Bags’ ensure ESS responders are ready to go in the event of a response;
- power bars for powering the computers during a response;
- laminator for making event specific signage for Reception Centres;

### ➤ **Houston ESS**

- inverter generator to supply back-up power to Reception Centre lights and computers during a response;
- storage shelving and totes to organize ESS supplies and equipment, making it easier to inventory and remain prepared for responding to an emergency;
- information displays will allow for up-to-date event specific information such as mapping, weather forecasts, information bulletins, and enhance team training sessions;

### ➤ **Granisle ESS**

- propane heater used as a back-up heat source for a response which may occur during the winter;
- amateur radios are the an emergency communication back-up for EOCs, having dedicated radios will ensure the ESS Reception Centres will be able to communicate with the EOC if there is a communication failure;
- team jackets and shirts to be supplied to ESS volunteers for use during events and responses as uniforms to help identify volunteers;
- public information events funding to raise awareness about the ESS program and how people can get involved and how the program supports residents in an emergency requiring evacuation;

### ➤ **Fort St. James ESS**

- cell phones to be utilized for communication during ESS responses, providing an internet hotspot when responding in a location without private internet, and as a dedicated ESS Team Leader on-call contact number;
- Reception Centre internet connection installation for the Fort St. James designated Reception Centre Facility to fully support a modernized ESS response;

### ➤ **RDBN**

- computer storage and charging carts for each ESS team to provide a manageable storage area for the computers required for ESS response, while keeping the computers charged, and automatically updated, ready to be deployed at all times;



➤ **Items requested by more than one team:**

- iPads and stands to support the new ERA tool for evacuated residents, who are comfortable filling out their own information, to self-register reducing the time it takes volunteers to process referrals for food and lodging, etc.;
- small cargo trailers to be used to store equipment and move equipment between communities in the region when required;
- tents to be used for setting up and outdoor Reception Centre if an indoor facility is not available, or supporting residents registering with their pets, and for community events for volunteer recruitment and public information booths;
- updated signage including sandwich boards and banner signage for display at Reception Centres, volunteer recruitment events, and public information events;
- surgical style face masks to be used in an event that happens during a pandemic;
- Other supplies being purchased in this project include face shields, folding tables and chairs, ice cleats, laptop sleeves, and blankets.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM:** Wendy Wainwright, Executive Assistant

**DATE:** February 25, 2021

**SUBJECT:** Items to be brought forward to the public agenda from In-Camera Meeting

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**Recommendation**

**(All/Directors/Majority)**

Receive.

**Background**

As per the Regional Board recommendation, the following motion is being brought forward from the In-Camera meeting of January 28, 2021:

**Recommendation 1:**

**RE: Letter to Minister of Forests, Lands, Natural Resource Operations and Rural Development**

“That the Board write a letter to the Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development concerning consultation regarding the Lakes and Prince George Timber Supply Area Apportionment.”



# Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** Sashka Macievich, Financial Controller  
**Date:** February 25, 2021  
**Re:** Investment Summary

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## Recommendation (All/Directors/Majority):

That the Board receive the investment report for savings held outside the general operating account for the year ending December 31, 2020.

## Discussion:

The current investment policy requires the Board to review and receive the investments held by the Regional District once each year. The investments at December 31, 2020 are as follows:

GIC Issuer	Purchase Date	Purchase Value	Interest Rate	Estimated Accrued Interest	Maturity Date
<b>Credential Securities (BVCU)</b>					
Coast Capital Savings	Sep 21, 2019	\$1,540,521.10	2.40%	\$ 47,572.97	Sep 20, 2021
<b>Raymond James</b>					
Coast Capital Savings	Aug 31, 2019	\$2,094,663.51	2.54%	\$ 71,269.39*	Mar 01, 2021
Blueshore Savings	Mar 30, 2020	\$2,500,000.00	1.80%	\$ 34,027.40	Mar 30, 2021
FirstOntario Savings	Oct 16, 2020	\$1,024,567.12	1.25%	\$ 2,666.68	Oct 17, 2022
DUCA Savings	Nov 05, 2020	\$1,037,410.28	1.40%	\$ 2,228.30	Nov 07, 2022
<b>Canaccord Genuity</b>					
Coast Capital Savings	July 30, 2020	\$1,046,609.90	1.25%	\$ 5,519.79	Jan 31, 2022
Coast Capital Savings	Dec 21, 2020	<u>\$1,058,606.85</u>	1.15%	<u>\$ 333.53</u>	Dec 21, 2021
GIC Subtotal		\$10,302,378.76		\$163,628.06	

\*Includes \$53,350.22 interest received in 2020.

MFA High Interest Savings Accounts as of December 31, 2020 (No accrued Interest)

CIBC	\$2,882,143.05	0.90%
NBA	<u>\$3,840,390.28</u>	1.00%
High Interest Subtotal	\$6,722,533.33	
CIBC Chequing	\$1,001,493.11	0.55%
Total Investments	<u>\$18,026,405.20</u>	



## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** Sashka Macievich, Financial Controller  
**Date:** February 25, 2021  
**Re:** Reserve Fund Summary

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

That the Board receive the following report for funds held in reserve for designated capital and operating expenditures at December 31, 2020.

### Discussion:

Capital and Operating Reserve Fund Balances at December 31, 2020 are as follows:

Northern Capital Planning Grant Reserve	\$ 4,935,243
Federal Gas Tax Reserve	5,235,712
Administration Building Capital Reserve	149,978
Administration Equipment Capital Reserve	40,388
Operations Reserve	473,265
Insurance Reserve	70,428
Rural Elections Reserve	47,759
Legal Reserve	2,015
911 Capital Reserve	622,501
Emergency Services Capital	64,492
Map Plotter Capital Reserve	29,164
Shared Passenger Vehicle Capital Reserve	85,621
Env Services Vehicle	24,525
Building Inspection Vehicle Capital Reserve	22,401
Landfill Closure & Post Closure Reserve	219,780
Landfill Phase Development Reserve	179,116
Southside Rural Fire Protection - Capital Repairs & Maintenance Reserve	6,074
Fort St. James Rural Fire Protection Equipment Capital Reserve	65,619
Fort Fraser Rural Fire Protection Equipment Capital Reserve	120,930
Telkwa Rural Fire Protection Equipment Capital Reserve	59,922
Vanderhoof Rural Fire Protection Equipment Capital Reserve	39,019
Round Lake Fire Equipment Capital Reserve	1,559
Topley Rural Fire Protection Equipment Capital Reserve	10,018
Smithers Rural Fire Protection Equipment Capital Reserve	170,058
Luck Bay Rural Fire Protection Equipment Capital Reserve	51,296
Fort Fraser Sewer Capital Reserve	272,558
Fort Fraser Water Capital Reserve	115,606
Lakes District Airport Capital Reserve	86,567
Glacier Gulch Equipment Capital Reserve	12,614
Bulkley Valley Pool Capital Reserve	2,019,906
Vanderhoof Pool Capital Reserve	61,943
Burns Lake Rebroadcasting Capital Reserve	51,971
	<u>\$ 15,348,046</u>



**REGIONAL DISTRICT OF BULKLEY-  
NECHAKO**

**R E P O R T**

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

**FROM:** Director Riis-Christianson

**DATE:** February 16, 2021

**RE:** BC Natural Resources Forum

I attended the above-noted: VIRTUAL CONFERENCE

On January 26-28, 2021 In VIRTUAL REALITY

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

1. Economic Recovery – A Cross-sector Perspective
2. Responsible Mining, Resilient Communities: BC As a World Leader
3. Resilience & Agility: Adjusting to Challenges Today to be Stronger Tomorrow
4. The Road Ahead: The Vision for Share Prosperity
5. Forestry: Deep Roots, Strong Communities
6. The Future of Indigenous-Led Major Projects
7. Today, Tomorrow, Together: Inclusion of Women in the Resource Sector
8. Positive Energy: Powering Canada's Economic Recovery

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

In the past, this event has offered great networking opportunities. With this year's forum again held virtually, those opportunities were limited.

There was still some interesting information to be had this year, though. I enjoyed the sessions on mining again, but note that industry representatives are still predicting a return of high copper prices (which would have a direct impact on many of our communities). At least one speaker suggested that as the world weans itself off fossil fuels, there will be increased demand for systems and technology that stores electrical energy. This, in turn, will increase the demand for copper, because copper is necessary to move electricity. It would not, according to the speaker, be surprising to see copper prices rise to \$6/pound.

It bears noting, of course, that many industry representatives have in recent years predicted a rise in copper for exactly this reason. While demand for electric cars is increasing, we haven't seen much change in the price of this metal for some time.

Another session I really enjoyed was *The Road Ahead: The Vision for Shared Prosperity*, which dealt with reconciliation and its possible impact on the natural resource sector. Chief Harvey McLeod of the Upper Nicola Band offered many inciteful comments on this topic. His personal perspective was enlightening.

Kim Baird of Kim Baird Strategic Consulting was also a member of *The Road Ahead* panel. She noted that no one really knows what the concept of “free, prior, and informed consent” means, because it’s evolving. While the court system can (and will) help define this concept, she stressed that governments should not let the legal system be the sole determinant. Governments that establish relationships with First Nations and through those relationships develop a shared definition of “free, prior, and informed consent” will be the most successful.

Seamus O’Regan, federal minister of natural resources, also gave an interesting keynote address. He suggested that Canadian industries can best protect their competitive advantages by embracing the push to renewable energies. I am not sure he made a compelling argument to the oil and gas industry.



**Action Recommended by Director:**

None

**Follow-up required by:**

None

**RECOMMENDATIONS:**

Receive.



The conference session on transit was also interesting. Improving transit options for rural residents remains a priority for the province.

**Action Recommended by Director:**

None

**Follow-up required by:**

None

**RECOMMENDATIONS:**

Receive.



Begin forwarded message:

**From:** "PSSG Correspondence PSSG:EX" <[PSSG.Correspondence@gov.bc.ca](mailto:PSSG.Correspondence@gov.bc.ca)>  
**Date:** February 5, 2021 at 12:16:10 PM PST  
**To:** Gerry Thiessen <[mayor@district.vanderhoof.ca](mailto:mayor@district.vanderhoof.ca)>  
**Subject:** EXTERNAL - 613515

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

His Worship Gerry Thiessen  
Chair, Regional District of Bulkley-Nechako  
Email: [mayor@district.vanderhoof.ca](mailto:mayor@district.vanderhoof.ca)

Dear Mayor Thiessen:

Thank you for your letter sent on December 14, 2020, concerning the revised Financial Assistance for Emergency Response Costs: A Guide for BC First Nations and Local Authorities document sent to local authorities and First Nations in November.

Emergency Management BC appreciates that the revised guidelines have generated valuable feedback from the BC emergency management community. The goal of the revised guidelines is to strengthen the collective relationship between BC First Nations, local authorities and EMBC through greater clarity. Recognizing the need for additional time for First Nation and local communities to work through any implications on existing processes and practices and seek clarification, EMBC will continue to receive feedback until the end of February 2021. The updated guidelines will be posted on EMBC website by the end of April 2021, with the guidelines becoming effective in November 2021.

I appreciate being made aware of your concerns.

Sincerely,

Mike Farnworth  
Minister of Public Safety  
and Solicitor General

pc: Deborah Jones-Middleton, Director of Protective Services, RDBN

January 28, 2021

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

**Attention: Chair Gerry Thiessen**

**Subject: 2021 Economic Development Capacity Building  
Northern Development Project Number 7204 30**

Thank you for your application to the 2021 Economic Development Capacity Building program. Northern Development is pleased to advise you that your application has been approved up to \$50,000 to support wages for the Manager, Regional Economic Development position.

Funding under this program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is due by February 28, 2022. Reporting materials can be found on Northern Development's website at [www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/](http://www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/).

The Northern Development Board wants to see the Regional District of Bulkley-Nechako reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,



Joel McKay  
Chief Executive Officer

c: Curtis Helgesen, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Nellie Davis, Manager, Regional Economic Development, Regional District of Bulkley-Nechako

January 27, 2021

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

**Attention: Chair Gerry Thiessen**

**Subject: 2021 Grant Writing Support  
Northern Development Project Number 7206 20**

The Northern Development Initiative Trust board appreciates your interest and application to the 2021 Grant Writing Support program. The purpose of this funding is to provide grant writing support for priority community projects and to provide assistance to non-profits and First Nations located in or near your community. We are pleased to advise you that your application has been approved for a rebate grant up to \$8,000 toward a community grant writing position during the 2021 calendar year. Northern Development is flexible as to when you contract or hire these services during 2021.

The Regional District of Bulkley-Nechako must submit a completed Grant Writing Support program reporting form which can be found on Northern Development's website at [www.northerndevelopment.bc.ca/funding-programs/capacity-building/grant-writing-support/](http://www.northerndevelopment.bc.ca/funding-programs/capacity-building/grant-writing-support/). This report must verify a minimum of \$10,500 in wages or contract payments, a minimum of 400 hours spent on grant writing services, and a minimum of \$200,000 of grant applications during the approved calendar year. The minimum requirements must be met in order to receive the full \$8,000 rebate. Complete reporting is due by February 28, 2022.

The Northern Development Board wants to see the Regional District of Bulkley-Nechako reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,

Joel McKay  
Chief Executive Officer

c: Curtis Helgesen, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Nellie Davis, Manager, Regional Economic Development, Regional District of Bulkley-Nechako

January 25, 2021

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

**Attention: Gerry Thiessen  
Chair**

**Subject: 2021 Business Façade Improvement Program  
Northern Development Project Number 7064 50**

Northern Development Initiative Trust was created by the Province to be a catalyst for central and northern B.C. to grow a strong diversified economy by stimulating sustainable economic growth through strategic and leveraged investments.

I am pleased to advise you that the Regional District of Bulkley-Nechako's Business Façade Improvement application for the 2021 year has been approved up to \$20,000 from the Northwest Regional Development Account on January 22, 2021.

Funding under this program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is due by January 31, 2022. Reporting materials can be found on Northern Development's website at [www.northerndevlopment.bc.ca/funding-programs/community-development/business-facade-improvement/](http://www.northerndevlopment.bc.ca/funding-programs/community-development/business-facade-improvement/).

We wish you every success with your project. We are excited to see how your Business Façade Improvement projects will stimulate economic growth and strengthen our region.

Sincerely,

Joel McKay  
Chief Executive Officer

c: Curtis Helgesen, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Nellie Davis, Regional Economic Development Coordinator, Regional District of Bulkley-Nechako