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REGIONAL DISTRICT
OF BULKLEY-NECHAKO

AGENDA

MEETING NO. 9

JUNE 24, 2021

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"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

VISION

“A World of Opportunities
Within Our Region”

MISSION

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, June 24, 2021

I respectfully acknowledge that this meeting is being held on the traditional territories of the region's First Nations.

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – June 24, 2021</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
7-20	Board Meeting Minutes – May 27, 2021	Approve
21-26	Committee of the Whole Meeting Minutes - June 10, 2021	Receive
27-29	Connectivity Committee Meeting Minutes -June 10, 2021	Receive
30-31	Natural Resources Committee Meeting Minutes - June 10, 2021	Receive
32-35	Rural/Agriculture Committee Meeting Minutes - June 10, 2021	Receive
	<u>ELECTORAL AREA PLANNING (All Directors)</u>	
	<u>Bylaws for 3rd Reading</u>	
36-45	Deneve Vanderwolf, Planner OCP Amendment and Rezoning Application RZ B-01-21 for 3 rd Reading OCP Amendment Bylaw No.1945, 2021 and Rezoning Bylaw 1946, 2021 Electoral Area “B”	Recommendation
46-57	Maria Sandberg, Planning and Parks Coordinator Rezoning Application RZ A-04-21 3 rd Reading Rezoning Bylaw No.1949, 2021 Electoral Area “A”	Recommendation

Meeting No. 9
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<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING (All Directors)</u>	<u>ACTION</u>
	<u>Bylaws for 3rd Reading and Adoption</u>	
58-67	Deneve Vanderwolf, Planner OCP Amendment and Rezoning Application RZ C-01-21 for 3 rd Reading and Adoption OCP Amendment Bylaw No.1947, 2021 and Rezoning Bylaw 1948, 2021 Electoral Area "C"	Recommendation
	<u>Development Variance Permits</u>	
68-73	Rowan Nagel, GIS/Planning Technician Development Variance Permit DVP F-01-21 (Area F) (receive any written submissions)	Recommendation
74-78	Rowan Nagel, GIS/Planning Technician Development Variance Permit DVP F-02-21 (Area F) (receive any written submissions)	Recommendation
79-83	Deneve Vanderwolf, Planner Development Variance Permit DVP F-03-21 (Area F) (receive any written submissions)	Recommendation
	<u>Other</u>	
84-114	Jason Llewellyn, Director of Planning Rezoning Application RZ A-03-21 Electoral Area "A"	Recommendation
115-116	Maria Sandberg, Planning and Parks Coordinator Repeal of Floodplain Management Bylaw	Recommendation
	<u>DEVELOPMENT SERVICES (All Directors)</u>	
	<u>ALR Applications</u>	
117-130	Jason Llewellyn, Director of Planning Non-Farm Use Application 1231 Electoral Area "A"	Recommendation
131-154	Jason Llewellyn, Director of Planning Non-Farm Use Application 1232 Electoral Area "A"	Recommendation

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES (All Directors)</u>	<u>ACTION</u>
<u>ALR Applications (Cont'd)</u>		
155-168	Deneve Vanderwolf, Planner Non-Adhering Residential Use Application 1233 Electoral Area "G"	Recommendation
169-176	Deneve Vanderwolf, Planner Subdivision Application 1235 Electoral Area "B"	Recommendation
<u>Municipal Referral</u>		
177-187	Deneve Vanderwolf, Planner District of Houston Referral for Official Community Plan (OCP) Amendment Bylaw No. 1152 and Development Amendment Bylaw No. 1153	Recommendation
<u>ADMINISTRATION REPORTS</u>		
188	Wendy Wainwright, Executive Assistant -2021 Virtual UBCM Convention - RDBN Tour/Dinner	Direction
189-191	Wendy Wainwright, Executive Assistant -2021 UBCM Minister Meeting Requests	Recommendation
192-196	Cheryl Anderson, Director of Corporate Services Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021	Recommendation
197	Cheryl Anderson, Director of Corporate Services -Canada's Residential School System	Recommendation
198-201	Nellie Davis, Manager of Regional Economic Development – Grant in Aid Request – Lakes District Family Enhancement Society	Recommendation
202-203	Nellie Davis, Manager of Regional Economic Development – COVID-19 Relief Funds	Recommendation
204-206	Megan D'Arcy & Michelle Roberge, Regional Agriculture Coordinators – Letter of Support -BC Wine Grape Council Grant Application	Recommendation
207	Megan D'Arcy & Michelle Roberge, Regional Agriculture Coordinators – Food Economy and Food Hub Assessment Report and Next Steps	Recommendation

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
208-243	John Illes, Chief Financial Officer – 2020 Statement of Financial Information	Recommendation

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

RECEIPT OF VERBAL REPORTS

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, 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. 8**
VIRTUAL**Thursday, May 27, 2021**

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill – left at 10:30 a.m., returned at 11:30 a.m.
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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Brooke Anderson, Protective Services Student – left at 12:03 p.m.
Nellie Davis, Manager of Regional Economic Development
Alex Eriksen, Director of Environmental Services
Darrell Hill, Bylaw Enforcement Officer – arrived at 10:52 a.m.
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning
Deborah Jones-Middleton, Director of Protective Services
Emma Moore, FireSmart Student – left at 12:03 p.m.
Jacob Newkirk, Planning Student – left at 10:11 a.m.
Tiarri Rushton, Environmental Services Student – left at 10:11 a.m.
Deneve Vanderwolf, Regional Transit/Planner – arrived at 10:13 a.m., left at 11:05 a.m.
Wendy Wainwright, Executive Assistant
Shawna Williams, Economic Development/Agriculture Student – left at 10:11 a.m.

Summer Student Introduction**Protective Services**

Deborah Jones-Middleton, Director of Protective Services introduced Brooke Anderson, Protective Services Student and Emma Moore, FireSmart Student.

Planning

Jason Llewellyn, Director of Planning introduced Jacob Newkirk, Planning Student.

Environmental Services

Alex Eriksen, Director of Environmental Services introduced Tiarri Rushton, Environmental Services Student.

Regional Economic Development

Nellie Davis, Manager of Regional Economic Development introduced Shawna Williams, Economic Development/Agriculture Student.

Chair Thiessen welcomed the RDBN summer students.

CALL TO ORDER

Chair Thiessen called the meeting to order at 10:00 a.m.

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director McGuire
 Seconded by Director Layton

2021-8-1

"That the Board Meeting Agenda of May 27, 2021 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**

Board Meeting Minutes
April 22, 2021 &
Special Board Meeting
Minutes May 13, 2021

Moved by Director Petersen
 Seconded by Director Funk

2021-8-2

"That the Board Meeting Minutes of April 22, 2021 and Special Board Meeting Minutes of May 13, 2021 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting
Minutes

Moved by Director Parker
 Seconded by Director Riis-Christianson

2021-8-3

"That the Board receive the following Committee Meeting Minutes:

- Committee of the Whole Meeting Minutes
 -May 13, 2021
- Natural Resources Committee Meeting Minutes
 -May 13, 2021
- Rural/Agriculture Committee Meeting Minutes
 - May 13, 2021
- Waste Management Committee Meeting minutes
 -May 13, 2021."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**ELECTORAL AREA PLANNING (All Directors)****Bylaw for 3rd Reading & Adoption**

Rezoning Application
RZ A-04-21 1st and 2nd Reading
Rezoning Bylaw No. 1949, 2021
Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Atrill

2021-8-4

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1949, 2021 be given first and second reading this 27th day of May, 2021.

2. That the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 1949, 2021 be waived."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors) (CONT'D)

OCP Amendment and Rezoning Moved by Director Riis-Christianson
Application RZ B-01-21 Seconded by Director Funk
1st & 2nd Reading for OCP
Bylaw 1945, 2021 and Rezoning
Bylaw 1946, 2021

2021-8-5

1. "That the Board consider and approve the consultation identified in the consultation checklist for OCP Amendment Application No. RZ B-01-21 and OCP Amendment Bylaw No. 1945, 2021.
2. That Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021 be given first and second reading this 27th day of May, 2021 and subsequently be taken to Public Hearing.
3. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1946, 2021 be given first and second reading this 27th day of May, 2021 and subsequently be taken to Public Hearing.
4. That the Public Hearing for Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021 and Regional District of Bulkley-Nechako Rezoning Bylaw No. 1946, 2021 be delegated to the Director or Alternate Director for Electoral Area B."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OCP Amendment and Rezoning Moved by Director Greenaway
Application RZ C-01-21 Seconded by Director Petersen
1st & 2nd Reading for OCP
Bylaw 1947, 2021 and Rezoning
Bylaw 1948, 2021

2021-8-6

1. "That the Board consider and approve the consultation identified in the consultation checklist for OCP Amendment Application No. RZ C-01-21 and OCP Amendment Bylaw No. 1947, 2021.
2. That Fort St. James Rural Official Community Plan Amendment Bylaw No. 1947, 2021 be given first and second reading this 27th day of May, 2021 and subsequently be taken to Public Hearing.
3. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1948, 2021 be given first and second reading this 27th day of May, 2021 and subsequently be taken to Public Hearing.
4. That the Public Hearing for Fort St. James Official Community Plan Amendment Bylaw No. 1947, 2021 and Regional District of Bulkley-Nechako Rezoning Bylaw No. 1948, 2021 be delegated to the Director or Alternate Director for Electoral Area C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Board Report

OCP Amendment and
 Rezoning Application
 RZ A-01-21 Request to put
 Application on Hold
 Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Layton

2021-8-7

1. "That the Board consider and approve the consultation identified in the consultation checklist for OCP Amendment Application No. RZ A-01-21 and OCP Amendment Bylaw number TBD.

2. That further consideration of OCP Amendment and Rezoning Application RZ A-01-21 be deferred until the RDBN has had an opportunity to evaluate the application information to be submitted by Telkwa Coal Ltd. as part of their Environmental Assessment Certificate application process for the Tenas Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Advisory Planning Commission
 Member Appointment

Moved by Director Parker
 Seconded by Director Newell

2021-8-8

1. "That the Board remove Mary-Anne Larson from the APC for Electoral Area D.

2. That the Board appoint Carol Gibson, Elijah Newell and Mary Robinson; and remove Vera Boyce, Chris Newell, Jerry Botti, Jeff Schering, and Simone Groth from the APC for Electoral Area G."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

ALR Application

Non-Adhering Residential Use
 Application 1226 Electoral
 Area "A"

Moved by Director Fisher
 Seconded by Director Atrill

2021-8-9

"That Agricultural Land Reserve Non-Adhering Residential Use Application No. 1226 be recommended to the Agricultural Land Commission for approval."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the history of the property, sewer, water, and zoning considerations as well as steps moving forward. Staff will follow-up regarding property tax information.

DEVELOPMENT SERVICES (All Directors) (CONT'D)

ALR Application (Cont'd)

Non-Farm Use Application 1227 Moved by Director Fisher
Electoral Area "A" Seconded by Director McGuire

2021-8-10

"That Agricultural Land Reserve Non-Farm Use Application No. 1227 be recommended to the Agricultural Land Commission for approval with the further recommendation that the Agricultural Land Commission ensure appropriate reclamation once the proposed mine has closed."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crown Land Referral

Cheslatta Land Transfer,
District Lot 491 Electoral
Area "E" Moved by Director Lambert
 Seconded by Director Riis-Christianson

2021-8-11

"That the Board direct staff to inform the Ministry of Indigenous Relations and Reconciliation that the Board has no objection to the proposed land disposition of the East ½ of District Lot 491, Range 4, Coast District."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Endako Weir Project

Moved by Director Riis-Christianson
 Seconded by Director Parker

2021-8-12

"That the Board send the letter attached to the Director of Planning's Endako Weir Project Staff Report to the Upper Fraser Fisheries Conservation Alliance in response to their letter regarding the Endako Weir Project as amended to include the Board's concerns."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Potential erosion and sending a letter to permitting agencies regarding the completion of an erosion study
- Impacts downstream from the Endako Weir Project
- First Nations and Nechako First Nations awareness and consultation
 - o Staff will forward report to the Nechako First Nations
- Upper Fraser Fisheries Conservation Alliance Consultation Process
- Consultation with all communities potentially affected by the Endako Weir Project
- Lakeshore property septic systems.

BYLAW ENFORCEMENT (All Directors)

RDBN Bylaw Ticketing System Moved by Director McGuire
 Seconded by Director Funk

2021-8-13

“That the Board direct staff to work with member municipalities to explore interest in establishing a Bylaw Dispute Adjudication (BDA) system, and report back to the RDBN Board with an implementation strategy and budget implications.”

Opposed: Director Lambert CARRIED
 Director Petersen

(All/Directors/Majority)

Discussion took place regarding:

- Municipal Ticket Information (MTI) system
- Bylaw Dispute Adjudication (BDA) system
- Enforcement
 - o RCMP ability to enforce RDBN ticketing system if implemented
 - o Regulating the use and activities that may occur on RDBN parks and trails
- Capacity
 - o RDBN Bylaw Enforcement Officer.

REGIONAL TRANSIT

2021/2022 Annual Operating Agreement with BC Transit Moved by Director Riis-Christianson
 Seconded by Director McGuire

2021-8-14

“That the Board receive the 2021-2022 Annual Operating Agreement and that the Board approve entering into the Agreement with BC Transit.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding the expiration of the partnership agreement. Staff will provide the Bulkley Nechako Transit partner funding information to the Board.

ENVIRONMENTAL SERVICES REPORT

Purchase of a New Tractor Truck for Eastern Waste Hauling Moved by Director McGuire
 Seconded by Director Storey

2021-8-15

“That the Board approve the purchase of a 2022 Peterbilt 367 SBFA Tandem Axle Tractor Truck for \$209,000 plus applicable taxes.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Committee Meeting Recommendations -May 13, 2021

Moved by Director Petersen
 Seconded by Director Brienen

2021-8-16

“That the Board approve Recommendations 1 and 2 as written:

Committee of the Whole Meeting – May 13, 2021

Recommendation 1:

Re: Chinook Community Foundation NDIT Matching Funds Application

“That the Board support the Grant Application from the Chinook Community Society to Northern Development’s Community Foundation Matching Grant program for \$30,000 with the communities to be identified with the grant application as Area “B” and Area “E”.”

Rural/Agriculture Committee – May 13, 2021

Recommendation 2:

Re: Agriculture Newsletter

“That the Board approve a subscription-based Agriculture Newsletter.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Board Room Technology Upgrade

Moved by Director Atrill
 Seconded by Director Lambert

2021-8-17

“That the Board authorize staff to enter into a contract with PJS Systems Inc for the Board Room Technology Upgrade project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Riis-Christianson removed himself from the meeting at 11:41 a.m. due to a conflict of interest in regard to Lakes District Arts and Culture Fund Request – Lakes District Museum Society due to being employed by the Society.

Lakes District Arts and Culture Fund Request – Lakes District Museum Society

Moved by Director Lambert
 Seconded by Director Funk

2021-8-18

“That the Lakes District Museum Society be given \$5,000 in Lakes District Arts and Culture Fund monies for a Burns Lake Centennial Book Publishing Project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Riis-Christianson returned at 11:42 a.m.

ADMINISTRATION REPORTS (CONT'D)

BC Provincial Nominee
 -Program Entrepreneur
 Immigration-Regional
 Pilot Extension

Moved by Director McGuire
 Seconded by Director Fisher

2021-8-19

“That the Board approve continued participation in the extension of the BC Provincial Nominee Program – Entrepreneur Immigration Regional Pilot.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

COVID-19 Relief Funds

Moved by Director Riis-Christianson
 Seconded by Director McGuire

2021-8-20

“That the Board approve the following COVID-19 Relief Funds Applications as outlined in the Manager of Regional Economic Development’s Supplementary Agenda COVID-19 Relief Funds memorandum:

Electoral Area “A” (Smithers Rural)

- Smithers Multicultural Society – Virtual Festival - \$1,250.00
- Round Lake Community Hall – Hall Insurance - \$3,014.00
- Friends of the Smithers Library – Operational - \$2,500.00
- Smithers Bikes – Virtual GoByBikeBC Active Transportation
 - \$2,500.00
- BV Search and Rescue – Equipment Replacement - \$2,500.00

Electoral Area “B” (Burns Lake Rural)

- Burns Lake Legion – Operating Expenses - \$3,045.09
- Eagle Creek Recreation Commission – Insurance - \$1,317.00

Electoral Area “C” (Fort St. James Rural)

- Fort St. James Curling Club – Hydro - \$6,326.16
- Stuart Lake Seniors Association – Kitchen Improvements for Sanitization - \$3,500.00
- Fort St. James Music Makers – Natural Gas and Hydro Expenses - \$4,436.00
- Stuart Lake Recycling Co-op – Hand washing station
 - \$2,466.45

Electoral Area “D” (Fraser Lake Rural)

- Fraser Lake Public Library – Meeting Expenses - \$150.00
- Fort Fraser Community Hall – Hall Insurance - \$2,920.00
- Fort Fraser Community Recreation Society – Insurance - \$2,371

Electoral Area “F” (Vanderhoof Rural)

- Vanderhoof Children’s Theater – Insurance and Rental
 - \$3,000.00
- Mapes Blackwater Lake Community Club – Insurance
 - \$3,104.00
- Vanderhoof Chamber of Commerce – COVID-19 Safety Supplies - \$2,000.00.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Landfill Closure Reserve

Moved by Director Fisher
 Seconded by Director Brienen

2021-8-21

“That \$350,000 be transferred from the Operational Reserves for Environmental Services to the Landfill Closure Reserve for Environmental Services.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NDIT Application Resolution
Request – Lakes District Airport
Society

Moved by Director Riis-Christianson
 Seconded by Director Funk

2021-8-22

“That the Board supports the Lakes District Airport Society’s application to Northern Development Initiative Trust’s Economic Infrastructure Program for the Baker Airport Automated Refueling Station Project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NDIT Application Resolution
Request – Fort St. James
Snowmobile Club

Moved by Director Greenaway
 Seconded by Director McGuire

2021-8-23

“That the Board supports the application to Northern Development Initiative Trust from the Fort St. James Snowmobile Club for the Fort St. James Snowmobile Clubhouse Phase II Project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax – Area “A”
(Smithers Rural) Smithers-
Telkwa Transfer Station

Moved by Director Fisher
 Seconded by Director Atrill

2021-8-24

1. “That the Board authorize contributing up to \$27,000 of Electoral Area ‘A’ (Smithers Rural) Federal Gas Tax allocation monies to a Solid Waste Infrastructure Project at the Smithers-Telkwa Transfer Station, and further,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. That the Board authorize the withdrawal of up to \$27,000 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax – Area “A”
(Smithers Rural) Village of
Telkwa – Woodland Park Rink

Moved by Director Fisher
 Seconded by Director Atrill

2021-8-25

1. “That the Board authorize contributing up to an additional \$7,140 of Electoral Area ‘A’ (Smithers Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Woodland Park Rink, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Board authorize the withdrawal of up to \$7,140 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax – Area “B”
(Burns Lake Rural) Lakes
District Airport Society
-Automated Refueling Station
Project

Moved by Director Riis-Christianson
 Seconded by Director Lambert

2021-8-26

1. “That the Board authorize contributing up to \$27,117 of Electoral Area ‘B’ (Burns Lake Rural) Federal Gas Tax allocation monies to a Regional Airport Infrastructure Project at the Baker Airport, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Board authorize the withdrawal of up to \$27,117 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Climate Action Revenue
Incentive Program (CARIP)

Moved by Director Fisher
 Seconded by Director Atrill

2021-8-27

“That the Board receive the Chief Financial Officer’s Climate Action Revenue Incentive Program (CARIP) memorandum.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

CAO Helgesen spoke of the Provincial changes to the CARIP and the impacts to local government budgets.

2021 UBCM Resolution
Deadline

Moved by Director Lambert
 Seconded by Director Atrill

2021-8-28

“That the Board receive the Director of Corporate Services 2021 UBCM Resolution Deadline memorandum.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Break for Lunch at 12:03

Reconvened at 12:30

VERBAL REPORTS

Connectivity Meetings

Director Riis-Christianson mentioned that he has begun scheduling teleconference meetings in relation to connectivity grant applications.

Round Lake Hall Annual General Meeting

Director Fisher commented that he attended the Round Lake Hall Annual General Meeting via Zoom. He spoke of the amount of volunteer hours that community groups undertake.

UNBC Agriculture Research Network Project

Director Parker announced that UNBC Alumnus Serena Black's contract was not renewed with UNBC for its Agriculture Research Network Project. He noted that it was a great project and he will provide further information if it becomes available.

Rainbow Sidewalk – Smithers

Director Atrill reported that the Rainbow Sidewalk in Smithers has been installed once again.

Wildfire Mitigation – Phase 2

Director Brienien mentioned that Phase 2 of burning to address wildfire mitigation in Houston will hopefully begin soon.

Highway 16 Upgrades

Director Brienien spoke of upgrades being completed on Highway 16 to include underground hydro from Buckflats. They are widening two intersections and implementing new sewer and water infrastructure. In one years' time the price increase for the project was significant and increased 30%. He mentioned that the project is being completed with Northern Capital Planning Grant funding. He spoke of the importance of informing the Province of the utilization of the NCPG funding to assist communities in addressing their infrastructure deficits.

Northwest BC Resource Benefits Alliance

Director Brienien commented that the RBA had a meeting with Provincial staff on May 20th. He thanked the Regional Board for the letters of support. The RBA is working to schedule a meeting with Premier Horgan and he noted that the 2022 Local Government Elections are a consideration for the RBA as well as the completion of the LNG Project.

Grant Approval Delays

Director McGuire spoke of the delays in regard to Grant approvals and escalating project costs.

Canada Celebrations -Village of Granisle

Director McGuire commented that the Village of Granisle is planning to move forward with a modified Canada Day celebration following COVID-19 Provincial Guidelines.

Economic Development Officer -Village of Burns Lake

Director Funk announced that the Village of Burns Lake is in the process of hiring a new Economic Development Officer. She mentioned that the Village is looking forward to having an advocate to move forward its Tourism Plan and with the Provincial COVID-19 Restart Plan is hoping there will be more tourists in the community this summer.

Director Funk commented that a Tourism Planning Meeting is scheduled for next week and spoke to building strong partnerships.

VERBAL REPORTS (CONT'D)

<u>Anglican Church Project</u>	Director Funk noted that the Village of Burns Lake is working to complete a restoration project at the Burns Lake Anglican Church but a recent estimate to complete the project has seen a significant increase in relation to the escalating costs of construction for the project.
<u>Burns Lake Vaccination Rate</u>	Director Funk provided an update regarding the current rate of COVID-19 vaccinations for the community of Burns Lake.
<u>National Indigenous Day -Fraser Lake</u>	Director Storey spoke of planning for National Indigenous Day in Fraser Lake on June 21, 2021 based on Provincial COVID-19 protocols.
<u>Canada Day – Fraser Lake</u>	Director Storey announced that the Village of Fraser Lake is also planning an epic fireworks display for its Canada Day celebrations.
<u>UBCM Advocacy Days</u>	Director Storey commented that she is now Past President of NCLGA but remains as a member of UBCM until September 2021 and recently participated in the UBCM Advocacy Days. She spoke with the Honourable Rob Fleming, Minister of Transportation and Infrastructure in regard to the maintenance of Highway 16. Director Storey noted that if the Board has any comments please forward them to her to follow up with Minister Fleming.
<u>Fort St. James Arena</u>	Director Motion mentioned that the District of Fort St. James recently approved a tender for a new ice plant at the Fort Forum Arena.
<u>Cottonwood Park -Fort St. James</u>	Director Motion reported that the District of Fort St. James is installing power to Cottonwood Park campground area.
<u>Prince George Timber Supply Apportionment Announced</u>	Director Motion spoke of the announcement by the Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development regarding the Prince George Timber Supply Apportionment Allocation. He noted the breakdown to the licensees is not yet known.
<u>Cultural Tourism Centre -Vanderhoof</u>	Chair Thiessen mentioned that the District of Vanderhoof received grant funding in 2020 for its Cultural Tourism Centre and they are hoping construction will begin in the near future.
<u>Thank You to Electoral Area "F" (Vanderhoof Rural) -Riverside Park Project</u>	Chair Thiessen expressed his appreciation to Jerry Petersen, Director, Electoral Area "F" (Vanderhoof Rural) for his funding assistance and support of the Riverside Park project. The trail pavement has been completed. He noted that it is a great asset for the community.
<u>COVID-19 Vaccination Clinics</u>	Chair Thiessen provided an update regarding the percentage of residents in Vanderhoof that have received their first COVID-19 vaccination shots and the number of clinics being held in the community.

VERBAL REPORTS (CONT'D)

Meeting with the Honourable
 Josie Osborne, Minister of
 Municipal Affairs

Chair Thiessen spoke of meeting with the Honourable Josie Osborne, Minister of Municipal Affairs regarding non-governmental organizations (NGOs) in the RDBN and west of the Province. He mentioned the different communities having different needs and it showcased the importance of the RBA.

Federation Canadian
 Municipalities (FCM)
 Convention

Chair Thiessen noted that the Federation of Canadian Municipalities (FCM) Convention will take place May 31 to June 4, 2021. It will be streamed virtually at the District of Vanderhoof and the Regional District offices for those wanting to attend.

COVID-19 Provincial
 Restart Plan

Chair Thiessen brought forward the COVID-19 Provincial Restart Plan and the Board meeting in person. The Board will meet in person for its June 10, 2021 Committee Meetings.

Receipt of Verbal
 Reports

Moved by Director Brien
 Seconded by Director Funk

2021-8-29

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Administration Correspondence

Moved by Director Layton
 Seconded by Director McGuire

2021-8-30

"That the Board receive the following Administration Correspondence:

- Union of B.C. Municipalities – Provincial Response to 2020 Resolutions
- Minister of Forests, Lands, Natural Resource Operations and Rural Development – Community Resiliency Investment (CRI) Funding
- Minister of Forests, Lands, Natural Resource Operations and Rural Development – Limited Response Time re: Fraser Basin Council
- Minister of Forests, Lands, Natural Resource Operations and Rural Development – Nechako First nations
- Canadian Forest Products Ltd. – Logging Truck Driving Practices and Safety Concerns

ACTION LISTS

-March and April 2021 Action Lists."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSIENSS

Highway 16 Traffic Safety

Director Lambert brought forward concerns regarding traffic safety on Highway 16. He spoke of the importance of increasing passing lanes on Highway 16 within the RDBN. Chair Thiessen mentioned that he had contacted the RCMP in regard to data concerning traffic safety.

Discussion took place in regard to having representatives from the Bulkley Stikine and Fort George Districts of the Ministry of Transportation and Infrastructure (MoTI) to attend a future RDBN meeting. Director Funk commented that the Village of Burns Lake has requested a safety study of Highway 16.

Maintenance of passing lanes during the winter months was also discussed.

Chair Thiessen spoke of having representatives from the MoTI for a two-hour meeting.

Northern Health's COVID-19 Vaccination Campaign

Director Lambert spoke of Northern Health's COVID-19 Vaccination Campaign.

IN-CAMERA MOTION

Moved by Director Layton
 Seconded by Director Newell

2021-8-31

"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)(l) – discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report], 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 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 Atrill
 Seconded by Director McGuire

2021-8-32

"That the meeting be adjourned at 1:12 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, June 10, 2021**

PRESENT:	Chair	Gerry Thiessen
	Directors	Gladys Atrill Shane Brienen Mark Fisher Dolores Funk Tom Greenaway Clint Lambert – arrived at 11:50 a.m. Brad Layton – via Zoom Linda McGuire Bob Motion Mark Parker Jerry Petersen Michael Riis-Christianson Sarrah Storey – via Zoom
	Director Absent	Chris Newell, Electoral Area “G” (Houston Rural)
	Alternate Director	Andrea Newell, Electoral Area “G” (Houston Rural) – via Zoom
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development – arrived at 11:17 a.m., left at 12:00 p.m. Liliana Dragowska, HRVA Coordinator – arrived at 11:16 a.m., left at 12:00 p.m. John Illes, Chief Financial Officer Deborah Jones-Middleton, Director of Protective Services – arrived at 11:13 a.m., left at 12:00 p.m. Jason Llewellyn, Director of Planning – left at 11:57 a.m., returned at 12:53 p.m. Maria Sandberg, Parks and Trails Coordinator – arrived at 11:00 a.m., left at 11:25 a.m. Wendy Wainwright, Executive Assistant
	Others	David Luggi, Stellat’en First Nation - via Zoom Sandy Mackay, Housing Research & Policy Lead, M’akola Development Services – via Zoom – left at 11:25 a.m. Rory Stever, Engagement Analyst, M’akola Development Services – via Zoom - left at 11:25 a.m. Cyndi Lauze, Vanderhoof – via Zoom – arrived at 11:09 a.m.
	<u>CALL TO ORDER</u>	Chair Thiessen called the meeting to order at 10:58 a.m.

AGENDA

Moved by Director Atrill
 Seconded by Director Greenaway

C.W.2021-6-1

“That the Agenda of the Committee of the Whole meeting of June 10, 2021 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
 Minutes – May 13, 2021

Moved by Director Petersen
 Seconded by Director Funk

C.W.2021-6-2

“That the Committee of the Whole meeting minutes of May 13, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

**M’AKOLA DEVELOPMENT SERVICES – Sandy Mackay, Housing Research & Policy Lead
 RE: Housing Needs Report Project**

Chair Thiessen welcomed Sandy Mackay, Housing Research & Policy Lead, M’akola Development Services

RDBN – Housing Needs

- Introductions
 - o About M’akola Development Services
- Review of Objectives and Deliverables
 - o Goals and Objectives
 - o Key Deliverables
- Data Approach
 - o Data Objective
 - o Limitations
 - o Timeline
- Engagement Approach
 - o Proposed Methods
 - o Timeline
- Next Steps.

Discussion took place regarding:

- Secondary dwellings within the ALR
- Scope of Report to review high level policy analysis
- Quantifiable housing data and matrix measurements
- Municipal housing studies
 - o Incorporating information
- Conducting a Regional Housing study to include member municipalities.

Chair Thiessen thanked Mr. Mackay for attending the meeting.

DELEGATION

DAVID LUGGI, STELLAT'EN FIRST NATION – via Zoom RE: Lejac Residential School

Chair Thiessen welcomed David Luggi, Stelat'en First Nation.

Mr. Luggi spoke of his personal experience in the residential school system and the direct and collateral impacts of the residential school system over the past 100 years.

Mr. Luggi provided a PowerPoint Presentation.

Every Child Matters

- Kamloops Residential School
- Kamloops & Lejac Residential School Survivors
- Stelat'en Members Attended
- Indian Residential Schools in Canada
- Lejac Residential School
 - o Operated 1922-1976
- Looking Ahead
 - o Truth and Reconciliation Commission Call to Action 92 – the Declaration provides the reconciliation framework for a paradigm shift
- “Those who do not remember the past are condemned to repeat it.” George Santayana.

Mr. Luggi spoke of the many real stories that individuals have regarding their experience with the residential school system and the long-term impacts to the indigenous community. The Board recognized the strength and courage it takes in sharing Mr. Luggi's story.

Discussion took place regarding:

- The Catholic Church residential school records
 - o Truth and Reconciliation Commission Recommendation 58
- Resolution/letters of support regarding the release of information
- Carrier Sekani Family Services, Nadleh Whut'en and Stelat'en – Wiping of the Tears Ceremony
 - o June 18-20, 2021
 - o Lejac Residential School Site.

Chair Thiessen thanked Mr. Luggi for his strength and courage in sharing his story.

Break for lunch at 12:00 p.m.

Reconvened at 12:53 p.m.

REPORTS

Annual UBCM Convention-Minister/Ministry Staff Meetings

Discussion took place in regard to requesting the following 2021 Union of BC Municipalities Convention Minister meetings:

- **The Honourable John Horgan, Premier**
 - o Nechako First Nations – Memorandum of Understanding: Health of the Nechako River
 - o RBA
- **The Honourable Lana Popham, Minister of Agriculture, Food and Fisheries**
 - o Slaughter Facilities
 - Class D & E licensed facilities
 - Class A & B licensed facilities
 - Demand for more Class A & B licensed facilities in the RDBN
- **Agricultural Land Commission (ALC)**
 - o New regulations
 - o Timing of new regulation – date of implementation

REPORTS (CONT'D)

- **The Honourable Lisa Beare, Minister of Citizens' Services**
 - o Connectivity
 - o Funding program issues
 - o Connectivity to the household cost prohibitive
 - o Federal residence counts – inaccurate
 - o Installing fibre on BC Hydro Poles vs. fibre in the ground
 - Cost and challenges utilizing BC Hydro Poles
- **The Honourable George Heyman, Minister of Environment and Climate Change Strategy**
 - o ICI (Industrial Commercial Institutional) recycling
 - o Circular economy/waste diversion projects
 - o Recycling in Smithers
- **The Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development**
 - o Economic future of the region
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - o Recovery and innovation
 - o First Nations agreements – Local Government participation e.g Forest Policy
 - o Understand and clarify relationships between First Nations Governments and Local Governments
 - o Manufacturing of wood products - do more with less
 - o Follow-up in regard to First Nations Agreements and the Lakes and Prince George Timber Supply Apportionment
- **The Honourable Adrian Dix, Minister of Health**
 - o BC Ambulance crisis
- **The Honourable Murray Rankin, Minister of Indigenous Relations and Reconciliation**
 - o Economic future of the region
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - o Recovery and innovation
 - o First Nations agreements – Local Government participation e.g Forest Policy
 - o Understand and clarify relationships between First Nations Governments and Local Governments
 - o Northern Development Initiative Trust funding for First Nations Liaison position
- **The Honourable Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation**
 - o Economic future of the region
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - o Recovery and innovation
 - o First Nations agreements – Local Government participation e.g Forest Policy
 - o Understand and clarify relationships between First Nations Governments and Local Governments
- **The Honourable Sheila Malcolmson, Minister of Mental Health and Addictions**
 - o Opioid crisis
 - o Increased homelessness due to mental health and addiction struggles
 - o Long term addiction
 - o Seasonal acceleration in communities of individuals with addictions
- **The Honourable Mike Farnworth, Minister of Public Safety and Solicitor General and Jennifer Rice, Parliamentary Secretary – Emergency Preparedness**
 - o Emergency Services
 - o 9-1-1 Call Levy resolution

REPORTS (CONT'D)

- **The Honourable Rob Fleming, Minister of Transportation, and Infrastructure**
 - o Highway 16 Safety and additional passing lanes
 - o Highway 27 (Fort St. James), Highway 35 (Francois Lake South) and Highway 118 (Granisle) Safety

Request a meeting with the following Ministry Staff:

- o **Ministry of Jobs, Economic Recovery and Innovation, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, Ministry of Indigenous Relations and Reconciliation:**
 - Economic future of the region
 - First Nations agreements – Local Government participation e.g. Forest Policy
 - Local government involvement earlier in First Nations agreement process
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - Recovery and innovation
 - Understand and clarify relationships between First Nations Government and Local Government
 - Northern Development Initiative Trust funding for First Nations Liaison position
 - Nechako First Nations (NFN) – Memorandum of Understanding: Health of Nechako River
- o **BC Hydro**
 - Installing connectivity fibre on BC Hydro poles.

The following was discussed:

- Lack of follow-up from FLNRORD in regard to Lakes and Prince George Timber Supply Apportionment discussions early in 2021
- Indigenous and non-indigenous community engagement and relationships
- Northwest BC Resource Benefits Alliance (RBA)
 - o Staff will follow up in regard to scheduling a meeting at UBCM regarding the RBA
 - o Advocating for the benefits of an agreement between the RBA and Province when opportunities arise
 - o Speaking to the benefits from the Northern Capital Planning Grant Funding
 - o Housing – Meeting June 24th with Minister Osborne and Minister Eby.

Union of B.C. Municipalities-Forging the Path to Responsible Conduct in your Local Government

Discussion took place regarding:

- Local Government Leadership Academy education opportunity
- Developing a Code of Conduct Policy
 - o Board and staff
- Risk management
- Ensure ability to voice opinion
- Provincial legislation
- Code of Conduct Policy
 - o Guidance, recommendations, best practices and tools
- Social Media Policy
- Staff will provide examples of local government Code of Conduct Policies for the Board to review.

REPORTS (CONT'D)

Administration Reports

Moved by Director Layton
 Seconded by Director Lambert

C.W.2021-6-3

"That the following Administration Reports be received:

-Annual UBCM Convention – Minister/Ministry Staff Meetings
 -Annual UBCM Convention – BC Hydro Meeting
 -Forging the Path to Responsible Conduct in Your Local Government."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Canada's Residential School System

Moved by Director Riis-Christianson
 Seconded by Director Fisher

C.W.2021-6-4

"That the Committee direct staff to bring forward to the June 24, 2021 Board Meeting Director Riis-Christianson's draft resolution in regard to Canada's residential school system for consideration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Districts of Bulkley-Nechako, Kitimat-Stikine and Cariboo

Chair Thiessen mentioned that the Regional District of Bulkley-Nechako, Regional District of Kitimat-Stikine and Cariboo Regional District Chairs, Vice Chairs and CAOs met and discussed higher levels of government downloading, and downloading during a provincial emergency, updating Disaster Financial Assistance, inconsistent maintenance on Forest Service Roads, Agriculture support, weeds, Fire Departments and non-service issues, connectivity and First Nations capacity. Chair Thiessen noted the meeting was good and they will work to meet again.

Past Director Thomas Liversidge

Director McGuire thanked the Board for the expressions of condolences in the passing of Village of Granisle Councillor and past RDBN Director Thomas Liversidge. She noted that Granisle recently received grant funding for its senior's housing project which was a project Councillor Liversidge was an advocate.

ADJOURNMENT

Moved by Director Brien
 Seconded by Director Layton

C.W.2021-6-5

"That the meeting be adjourned at 2:05 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REGIONAL DISTRICT OF BULKLEY-NECHAKO**CONNECTIVITY COMMITTEE MEETING****Thursday, June 10, 2021**

PRESENT: Chair Michael Riis-Christianson

Directors Tom Greenaway
Clint Lambert
Mark Parker
Gerry Thiessen

Director Absent Chris Newell, Electoral Area "G" (Houston Rural)

Alternate Director Andrea Newell, Electoral Area "G" (Houston Rural) – via Zoom

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Nellie Davis, Manager of Regional Economic Development
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services
Wendy Wainwright, Executive Assistant

Others Shane Brienen, District of Houston – left at 2:22 p.m.
Mark Fisher, Electoral Area "A" (Smithers Rural)
Dolores Funk, Village of Burns Lake – left at 2:25 p.m.
Linda McGuire, Village of Granisle
Bob Motion, District of Fort St. James
Jerry Petersen, Electoral Area "F" (Vanderhoof Rural)
Sarrah Storey, Village of Fraser Lake

CALL TO ORDER Chair Riis-Christianson called the meeting to order at 2:05 p.m.

AGENDA Moved by Director Lambert
Seconded by Director Parker

BBC.2021-3-1 "That the Connectivity Committee Agenda for June 10, 2021 be approved."

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

MINUTES

Broadband Committee Meeting Minutes
–April 8, 2021 Moved by Director Lambert
Seconded by Director Greenaway

BBC.2021-3-2 "That the Broadband Committee Meeting Minutes of April 8, 2021 be approved."

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

REPORTS

Regional Broadband Infrastructure Service Establishment

Moved by Director Lambert
 Seconded by Director Greenaway

BBC.2021-3-3

“That the Connectivity Committee recommend that the Board approve the Alternative Approval Process (AAP) for elector assent for the Regional Broadband Infrastructure Service Bylaw.”

Further, that the Regional Broadband Infrastructure Service Bylaw be presented to the Board on June 24, 2021 for first and second readings.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

The following was discussed:

- Costs to establish and develop the Regional Broadband Infrastructure Service
- A requirement for the establishment of a service is sustainable funding
- A region-wide service establishment bylaw and service establishment bylaws for each electoral area
- Giving first and second reading to the Bylaw at the June 24th Board meeting
- Village of Granisle
 - o Its own Internet Service Provider (ISP)
 - o Participation in the service
- RDBN and CityWest Partnership Agreement.

RDBN Connectivity Strategy Discussion

Moved by Director Lambert
 Seconded by Director Greenaway

BBC.2021-3-4

“That the Connectivity Committee receive the Manager of Regional Economic Development’s RDBN Connectivity Strategy Discussion memorandum.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding:

- Priority Projects
 - o Electoral Area “C” (Fort St. James Rural)
 - Roberts Road
 - Airport Road
 - o Staff will follow-up with Director Greenaway to ensure all projects are identified
- Scientific process to determine regional and local priorities
 - o Discuss with CityWest and Tannex the best approach to identify projects
- Need for increased cell service in Electoral Area “E” (Francois/Ootsa Lake Rural)
- Grant funding applications
- T.V. Rebroadcasting Services
- Developing a flexible strategy moving forward
- Funding alternative considerations
- Utilizing Federal Gas Tax funding

REPORTS (CONT'D)

Alternative Connectivity Funding

Moved by Director Greenaway
 Seconded by Director Lambert

BBC.2021-3-5

“That the Connectivity Committee receive the Manager of Regional Economic Development’s Alternative Connectivity Funding memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the potential for Local Governments to borrow from MFA or other sources and contribute the funding to a third party (where a partnering agreement exists) for the purpose of financing capital costs for high-speed internet service for areas where high-speed service is not available. Ensuring that funding is returned to the RDBN and the limitations to the RDBN’s borrowing power was also discussed.

Grant Application Advocacy

Moved by Director Lambert
 Seconded by Director Parker

BBC.2021-3-6

“That the Connectivity Committee receive the Manager of Regional Economic Development’s Grant Application Advocacy memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Internet Speed Test Study Update

Moved by Director Parker
 Seconded by Director Lambert

BBC.2021-3-7

“That the Connectivity Committee receive the Manager of Regional Economic Development’s Internet Speed Test Study Update memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
 Seconded by Director Greenaway

BBC.2021-3-8

“That the meeting be adjourned at 2:59 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Michael Riis-Christianson, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NATURAL RESOURCES COMMITTEE MEETING

Thursday, June 10, 2021

PRESENT: Chair Shane Brienen

Directors Gladys Atrill
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert – arrived at 10:50 a.m.
Brad Layton – via Teleconference
Linda McGuire
Bob Motion
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey – via Zoom
Gerry Thiessen

Director Absent Chris Newell, Electoral Area “G” (Houston Rural)

Alternate Director Andrea Newell, Electoral Area “G” (Houston Rural) – via Zoom

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
John Illes, Chief Financial Officer
Deborah Jones Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning – arrived at 10:32 a.m.
Wendy Wainwright, Executive Assistant

Others Sandy Mackay, Housing Research & Policy Lead, M’akola Development Services – via Zoom – arrived at 10:47 a.m.
Tarilee Rauscher, Manager, Stakeholder Relations, BC Oil & Gas Commission – via Zoom
Garth Thoroughgood, Executive Director, Major Projects, BC Oil & Gas Commission – via Zoom

CALL TO ORDER

Chair Brienen called the meeting to order at 10:23 a.m.

AGENDA

Moved by Director Atrill
Seconded by Director Funk

NRC.2021-3-1

“That the Natural Resources Committee Agenda for June 10, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BC OIL & GAS COMMISSION (via Zoom) – Garth Thoroughgood, Executive Director, Major Projects RE: Update

Chair Brienen welcomed Garth Thoroughgood, Executive Director, Major Projects, BC Oil & Gas Commission (BCOGC).

Mr. Thoroughgood provided a PowerPoint Presentation.

- BCOGC's
 - o Vision
 - o Role
 - o Team
- Project updates
- What does Compliance & Enforcement Do?
- Application Regulations
- Inspections
- Contact.

Discussion took place regarding:

- BCOGC's regulatory authority regarding fish bearing streams
- Inspections
 - o Complaint driven
 - o Regular inspections
 - o Returning to in-field inspections as COVID-19 BC's Restart progresses
 - o Integrity and maintenance
- BCOGC's coordination and collaboration with other provincial ministries
- Late run off – sedimentation
 - o Information sharing between ministries
- Abandonment of pipelines
 - o Bonding by companies to ensure abandonment of pipelines does not impact tax payers
 - o Mr. Thoroughgood will follow-up.

Chair Brienen thanked Mr. Thoroughgood for attending the meeting.

MINUTES

Natural Resources Committee Meeting Minutes Moved by Director Atrill
 Seconded by Director Thiessen

NRC.2021-3-2 "That the Natural Resources Committee Meeting Minutes for May 13, 2021 be approved."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Parker
 Seconded by Director Layton

NRC.2021-3-3 "That the meeting be adjourned at 10:52 a.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Shane Brienen, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, June 10, 2021**

PRESENT: Chair Mark Parker

Directors Mark Fisher
Tom Greenaway
Clint Lambert – arrived at 9:39 a.m., left at 10:05 a.m.
Jerry Petersen
Michael Riis-Christianson
Gerry Thiessen

Director Absent Chris Newell, Electoral Area “G” (Houston Rural)

Alternate Director Andrea Newell, Electoral Area “G” (Houston Rural)

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Megan D’Arcy, Agriculture Coordinator (West) – via Zoom
Nellie Davis, Manager of Regional Economic Development
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning
Michelle Roberge, Agriculture Coordinator (East) – via Zoom
Wendy Wainwright, Executive Assistant

Others Gladys Atrill, Town of Smithers – arrived at 10:18 a.m.
Shane Brienen, District of Houston – arrived at 10:17 a.m.
Dolores Funk, Village of Burns Lake – arrived at 10:18 a.m.
Brad Layton, Village of Telkewa – arrived at 10:00 a.m.
Linda McGuire, Village of Granisle
Bob Motion, District of Fort St. James
Tarilee Rauscher, Manager, Stakeholder Relations, BC Oil & Gas Commission – arrived at 10:15 a.m. via Zoom
Garth Thoroughgood, Executive Director, Major Projects, BC Oil & Gas Commission – arrived at 10:15 a.m. via Zoom

CALL TO ORDER

Chair Parker called the meeting to order at 9:30 a.m.

AGENDAMoved by Director Greenaway
Seconded by Director Fisher**RDC.2021-6-1**

“That the Rural/Agriculture Committee Agenda for June 10, 2021 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural/Agriculture Committee Meeting Minutes
-May 13, 2021

Moved by Director Petersen
 Seconded by Director Riis-Christianson

RDC.2021-6-2

“That the minutes of the Rural/Agriculture Committee meeting of May 13, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Crown Land Referral

Crown Land Referral No. 7410187

Moved by Director Petersen
 Seconded by Director Greenaway

RDC.2021-6-3

“That the Comment Sheet for Crown Land Referral No. 7410187 be provided to the Province.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Municipal Referral

Town of Smithers – Rezoning Amendment No.21-04 (Area A)

Moved by Director Fisher
 Seconded by Director Riis-Christianson

RDC.2021-6-4

“That Staff respond to the Town of Smithers that the RDBN has no comments regarding Rezoning Amendment No. 21-04.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGRICULTURE REPORTS

RDBN Food Economy and Food Hub Assessment Final Report

Discussion:

- Next steps and recommendations when the Report is brought forward to the Board
 - o Agriculture Coordinators undertaking business planning
- Clear outline on how to use the report
- Develop an easy to read version of the Final Report to provide to the public
- Connecting various organizations and groups undertaking food economy and food hub initiatives
 - o Opportunities to support organizations
- Importance of a network in the region.

Slaughter Facilities

Moved by Director Lambert
 Seconded by Director Petersen

RDC.2021-6-5

“That the Rural/Agriculture Committee receive the Regional Agriculture Coordinator’s (West) Slaughter Facilities memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGRICULTURE REPORTS (CONT'D)

Discussion:

- Proposed Provincial changes not significantly improving accessibility to local meat within the RDBN
- Meatcutter education and training
 - o Initiating discussions with the College of New Caledonia in Vanderhoof
 - o Apprenticeships
- Bring forward shortfalls regarding Class D & E Licences with the Minister of Agriculture at the 2021 Virtual UBCM Convention
- Encouraging “buy local” requires adequate slaughter and meat processing abilities
- Increasing processing capabilities within the RDBN
- Class A & B licensed facilities
- Class D and E licensed facilities.

Growing Opportunities
-Agriculture e-Newsletter

Moved by Director Riis-Christianson
 Seconded by Director Petersen

RDC.2021-6-6

“That the Rural/Agriculture Committee receive the Regional Agriculture Coordinator’s (East) Growing Opportunities – Agriculture e-Newsletter memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RURAL REPORTS

COVID-19 Safe Re-start Grant
-Additional Allocation

Moved by Director Greenaway
 Seconded by Director Riis-Christianson

RDC.2021-6-7

“That the Rural/Agriculture Committee recommend that the Board approve an additional allocation of COVID-19 Safe Restart Grant in the amount of \$132,047 to Rural Directors for COVID Relief efforts within their jurisdiction.”

Moved by Director Riis-Christianson
 Seconded by Director Petersen

RDC.2021-6-8

“That the Rural/Agriculture Committee defer the COVID-19 Safe Re-start Grant – Additional Allocation.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Smithers Airport
- COVID-19 friendly workspaces in electoral areas
- RDBN Board room technology upgrade grant funding
 - o Tentative completion date for the RDBN Board room technology upgrade is September, 2021
- Funding areas that have expressed needs
- Flexibility in allocating funding moving forward and timelines for allocation.

RURAL REPORTS

Remuneration for Rural Directors

Moved by Director Greenaway
 Seconded by Director Riis-Christianson

RDC.2021-6-9

“That the Rural/Agriculture Committee receive the Chief Financial Officer’s Remuneration for Rural Directors memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

UBCM Electoral Area Director’s Summer Meeting -June 28, 202 10am-12pm

Chair Parker mentioned that UBCM’s Virtual Electoral Area Director’s Summer Meeting will take place June 28th, 10am – 12pm. Any Directors wanting to register for the free session may do so and if assistance is required to register Directors may contact staff.

ADJOURNMENT

Moved by Director Greenaway
 Seconded by Director Petersen

RDC.2021-6-10

“That the meeting be adjourned at 10:22 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner
DATE: June 24, 2021
SUBJECT: OCP Amendment and Rezoning Application RZ B-01-21
3rd Reading for OCP Amendment Bylaw 1945, 2021 and Rezoning Bylaw 1946,
2021

RECOMMENDATION

1. That the Regional District Board receive the Report of the Public Hearing for “Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021” and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1946, 2021”.
2. That “Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021” be given third reading.
3. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1946, 2021” be given 3rd reading.

VOTING

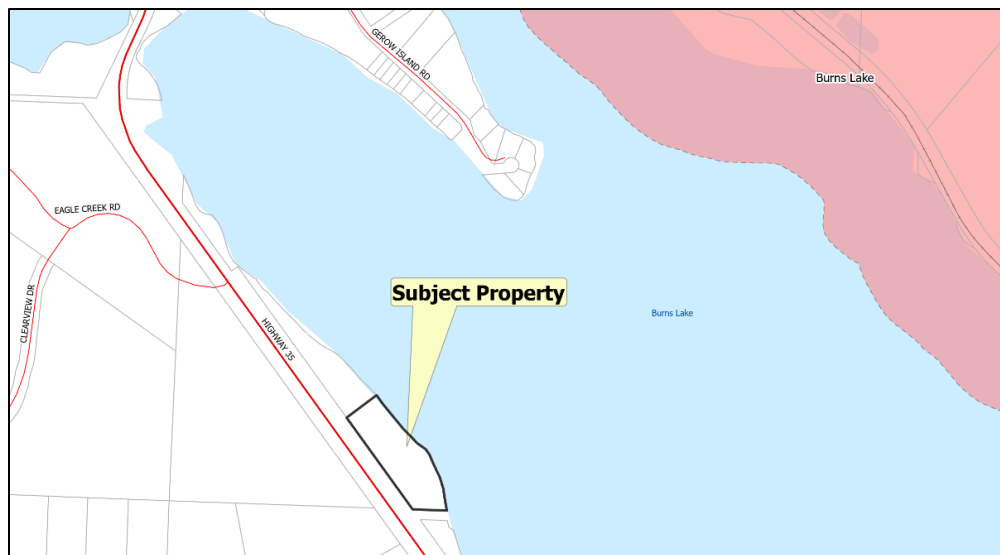
All / Directors / Majority

EXECUTIVE SUMMARY

The proposed OCP amendment and rezoning of the property to the Waterfront Residential II (R4) Zone will allow the subject property to be considered for subdivision into a maximum of 2 parcels by the Ministry of Transportation and Infrastructure. The proposed subdivision fits the character of the area and staff recommend that OCP Amendment Bylaw No. 1945 and Rezoning Bylaw No. 1946 be given 3rd reading.

APPLICATION SUMMARY

Name of Agent/Owner:	Nick Hawes
Electoral Area:	B
Subject Property:	1810 Highway 35, Lot A District Lot 1890 Range 5 Coast District Plan 8730
Property Size:	2.5 ha (5 Acres)
OCP Designation:	Resource Designation (RE) in the Burns Lake Rural and Francois Lake Official Community Plan Bylaw No. 1785, 2017 (OCP)
Zoning:	Large Holdings (H2) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (Zoning Bylaw)
ALR Status:	Not in the ALR
Existing Land Use:	Residential and Lakes District Air Service
Location:	On Highway 35 approximately 1 km from the Village of Burns Lake

**Proposed OCP Amendment and Rezoning**

The applicant wants to subdivide the subject property into 2 parcels to separate the Lakes District Air business from the residential use on the property. The minimum parcel size supported on lands designated Resource, and allowed in the Large Holdings (H2) Zone is 8 ha. Therefore, the applicant proposes to amend the OCP to redesignate the property from Resource (Re) to Lakeshore (L), amend policy to support the proposed infill subdivision, and rezone the parcel from H2 to Waterfront Residential II (R4) to accommodate the proposed subdivision.

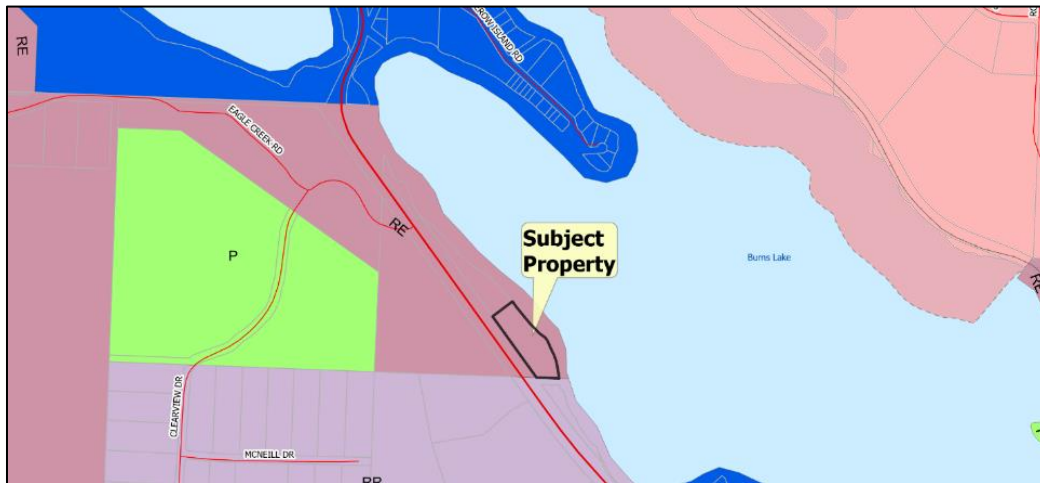
OCP AND ZONING

The application is proposing to amend the OCP to designate the property as Lakeshore, and amend OCP policy to support the infill subdivision. It is proposed that Section 3.5.2(10) of the OCP be amended by adding the following:

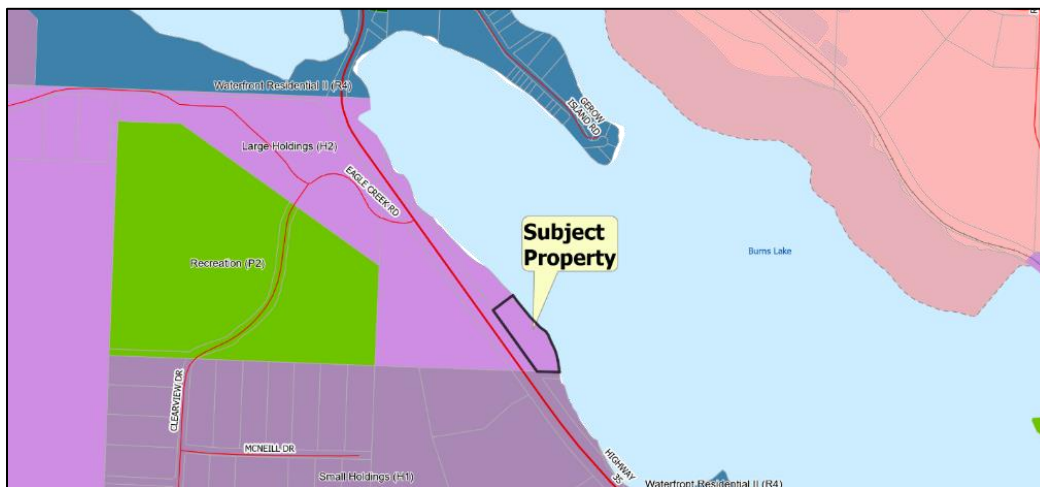
“Applications to permit parcels smaller than 2 hectares (4.94 acres) to a minimum parcel size of 0.8 hectares (2 acres) may be considered where the reduced parcel size will result in an infill subdivision where only one additional parcel is created.”

This will allow the rezoning of the parcel to the R4 Zone.

OCP Map



Zoning Map



REFERRAL COMMENTS

The **Ministry of Transportation and Infrastructure** indicated that they have no comment at this time.

The **Northern Health Authority** have not responded at the time of the writing of this report.

Electoral Area B Advisory Planning Commission have not reviewed the proposed development.

PUBLIC HEARING

The Public Hearing for Bylaws 1945 and 1946, 2021 was held on June 16, 2021. The Public Hearing report will be provided to the Board on the supplementary agenda.

PLANNING DEPARTMENT COMMENT

The Planning Department recommends that OCP Amendment Bylaw No. 1945 and Rezoning Bylaw No. 1946 be given 3rd reading. Rezoning the property from H2 to R4 will not result in increased potential for waterfront development as the existing H2 zone allows two single family dwellings, and the proposed R4 zone allows 2 parcels with one single family dwelling per parcel. Also, the uses in the R4 Zone are more suited to smaller waterfront parcels.

It is noted that the float plane base use is under Federal jurisdiction and is not subject to zoning regulations.

Section 3.5.2(11) of the OCP states:

Applications to permit new waterfront parcels shall not be supported if a lot is serviced by a septic field that is within 100 metres from any lake, unless that septic field is designed by an appropriately qualified engineer or geoscientist to confirm that the proposed septic field will have no detrimental impacts on the adjacent water body. In no case should the setback be less than 30 metres.

Should the proposed bylaws be supported at 3rd readings staff will recommend that adoption be withheld until a covenant is registered on title, or the Provincial Approving Officer confirms they will ensure, that this requirement is met at the time of subdivision.

ATTACHMENTS

OCP Amendment Bylaw 1945, 2021

Rezoning Bylaw 1946, 2021



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1945

A Bylaw to Amend “Burns Lake Rural and
 Francois Lake (North Shore) Official
 Community Plan Bylaw No. 1785, 2017”

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

1. That “Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017” be amended such that the designation of the following land is changed from “Resource” (RE) to “Lakeshore” (L).

‘Lot A District Lot 1890 Range 5 Coast District Plan 8730’ as shown on Schedule “A”, which is incorporated in and forms part of this bylaw.

2. That Section 3.5.2(10) of “Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017” be amended by removing the existing wording and replacing it with the following:

“(10) Applications to permit parcels smaller than 2 hectares (4.94 acres) to a minimum parcel size of 0.8 hectares (2 acres) may be considered where:

- (a) the reduced parcel size will result in an infill subdivision where only one additional parcel is created; or
- (b) the reduced parcel size for certain parcels will result in a parcel layout that provides improved protection of an environmentally unique or sensitive area, and the average size of all parcels created is not smaller than 2 hectares (4.94 acres).

This bylaw may be cited as the “Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021.”

READ A FIRST TIME this 27 day of May, 2021

READ A SECOND TIME this 27 day of May, 2021

PUBLIC HEARING HELD this 16 day of June, 2021

READ A THIRD TIME this ___ day of ___, 2021

I hereby certify that the foregoing is a true and correct copy of "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021"

DATED AT BURNS LAKE this ____ day of _____, 2021

Corporate Administrator

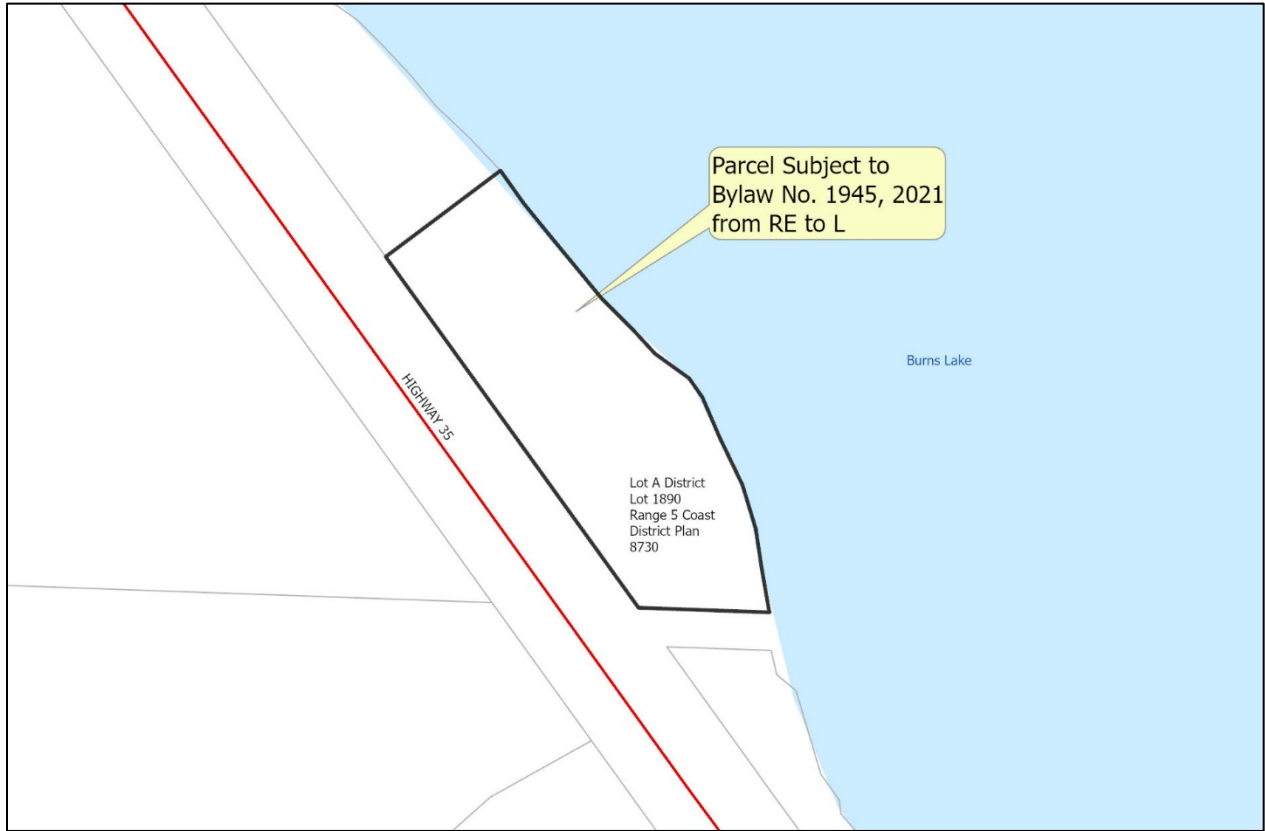
ADOPTED this ____ day of _____, 2021

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1945

'Lot A District Lot 1890 Range 5 Coast District Plan 8730', comprising of ± 2.5 ha. Being redesignated from the "Resource" (RE) to "Lakeshore" (L) as shown.



I hereby certify that this is Schedule "A" of Bylaw No. 1945, 2021

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1946

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 “Waterfront Residential II (R4)” Zone.

‘Lot A District Lot 1890 Range 5 Coast District Plan 8730’ 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. 1946, 2021.”

READ A FIRST TIME this 27 day of May, 2021

READ A SECOND TIME this 27 day of May, 2021

PUBLIC HEARING HELD this 16 day of June, 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. 1946, 2021”

DATED AT BURNS LAKE this ___ day of _____, 2021

Corporate Administrator

<p>Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i> this _____ day of _____, 20____</p> <p>_____</p> <p>for Minister of Transportation & Infrastructure</p>

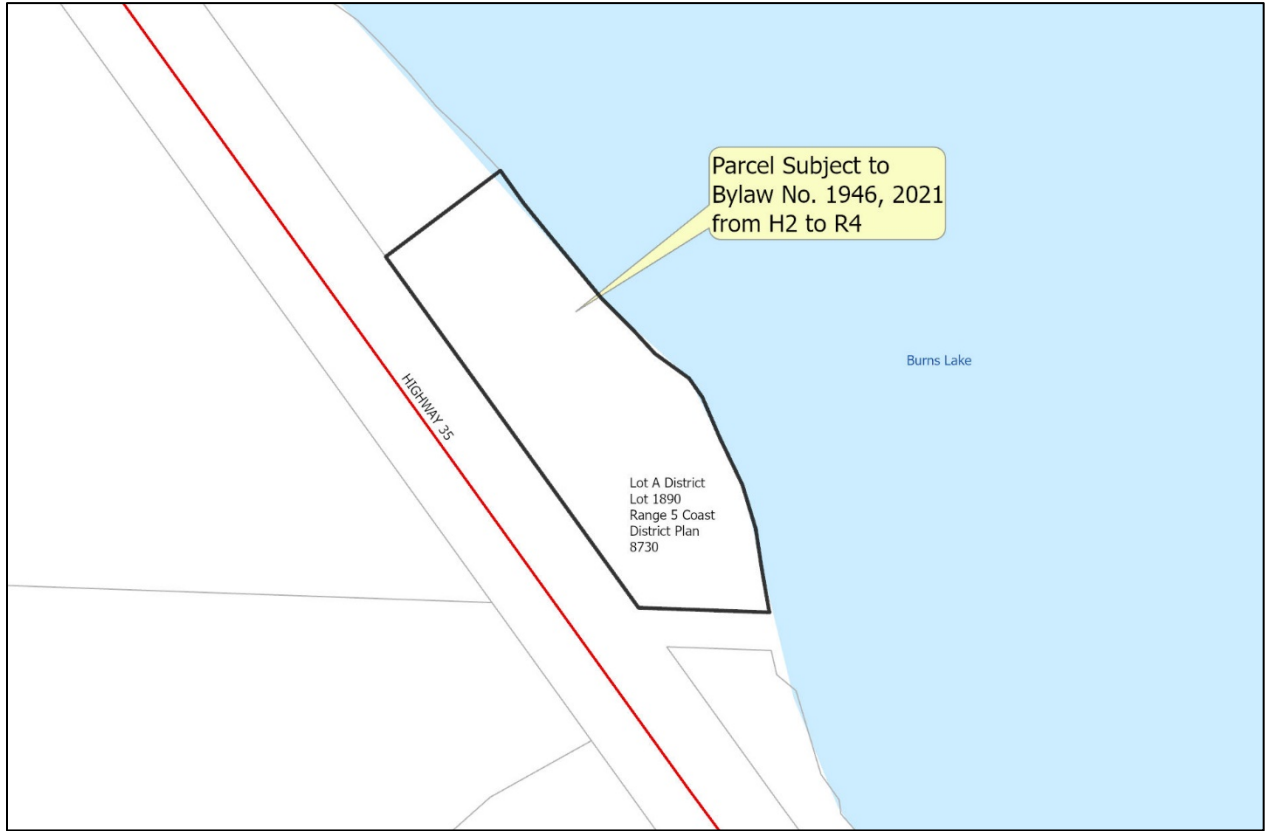
ADOPTED this ____ day of _____, 2021

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1946

'Lot A District Lot 1890 Range 5 Coast District Plan 8730', comprising of ± 2.5 ha. Being rezoned from the "Large Holdings (H2)" Zone to the "Waterfront Residential II (R4)" Zone. as shown.



I hereby certify that this is Schedule "A" of Bylaw No. 1946, 2021.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Maria Sandberg, Planning and Parks Coordinator
DATE: June 24, 2021
SUBJECT: Rezoning Application RZ A-04-21
3rd Reading for Rezoning Bylaw No. 1949, 2021

RECOMMENDATION

That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1949, 2021” be given 3rd reading.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

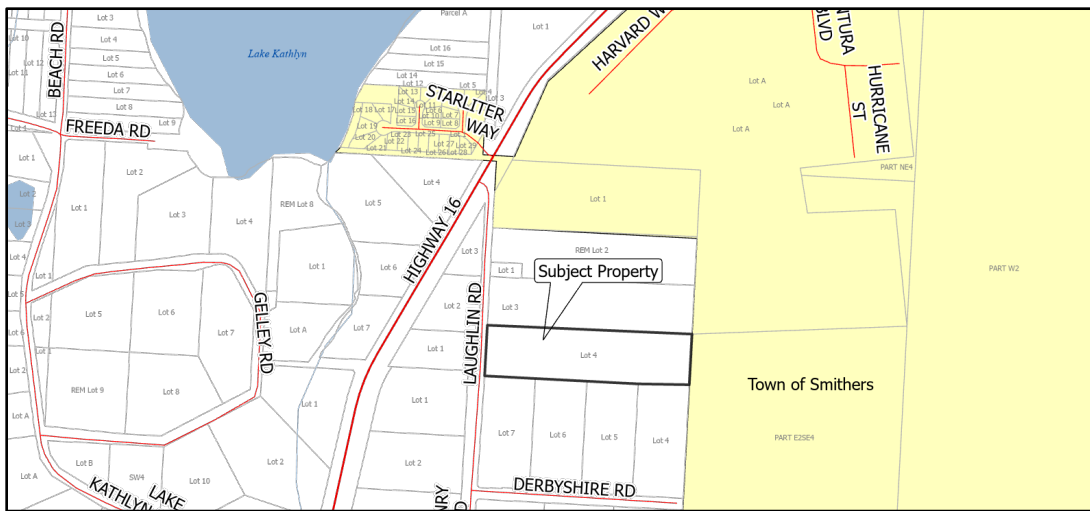
The proposed rezoning of the subject property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone will rectify a Regional District mapping made in 2000 when the land was rezoned from H1 to H1A by a previous property owner.

The 2000 rezoning from H1 to H1A was not correctly mapped in the RDBN’s GIS system resulting in the in the H1A Zone being replaced by the H1 Zone when the new zoning bylaw was adopted in 2020. This application, initiated by staff, will correct this error.

Staff recommend that Rezoning Bylaw No. 1949, 2021 be given 3rd reading.

APPLICATION SUMMARY

Name of Owner:	Flint & Kerry Knibbs
Electoral Area:	A
Subject Property:	Lot 4 Section 11 Township 1A Range 5 Coast District Plan 4130
Property Size:	±3.66 ha (9.04 acres)
OCP Designation:	Rural Residential in the “Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014”
Zoning:	Small Holdings (H1) in “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”
ALR Status:	Not in the ALR
Existing Land Use:	Residential
Location:	The subject property is located at 4944 and 5000 Laughlin Road, adjacent to the Town of Smithers.



Proposed Rezoning

The Regional District is proposing to rezone the property from Small Holdings (H1) to Small Holdings – Additional Dwelling (H1A), with the property owner’s consent.

DISCUSSION

The subject property was rezoned from the Small Holdings (H1) zone to the Small Holdings – Additional Dwelling (H1A) zone in 2000 by a previous property owner. The zoning bylaw mapping was not changed to reflect the new zoning due to an administrative error in 2000. When the new zoning bylaw was adopted in April 2020, the property was rezoned back to the

H1 zone. The error was discovered when the current property owner contacted the Planning Department to start preparing for the construction of a second dwelling.

Waiving of Public Hearing

The Board formally waived the requirement for a Public Hearing for this application at the May 27th, 2021 Board meeting. This was recommended by staff to avoid holding up the property owners unnecessarily and because the property has already gone through the rezoning process in 2000. The *Local Government Act* allows for the waiving of public hearings in relation to zoning bylaw amendments that are consistent with the Official Community Plan. Notice of the waiver of the Public Hearing must still be provided to the public in the same way as a notice of a Public Hearing.

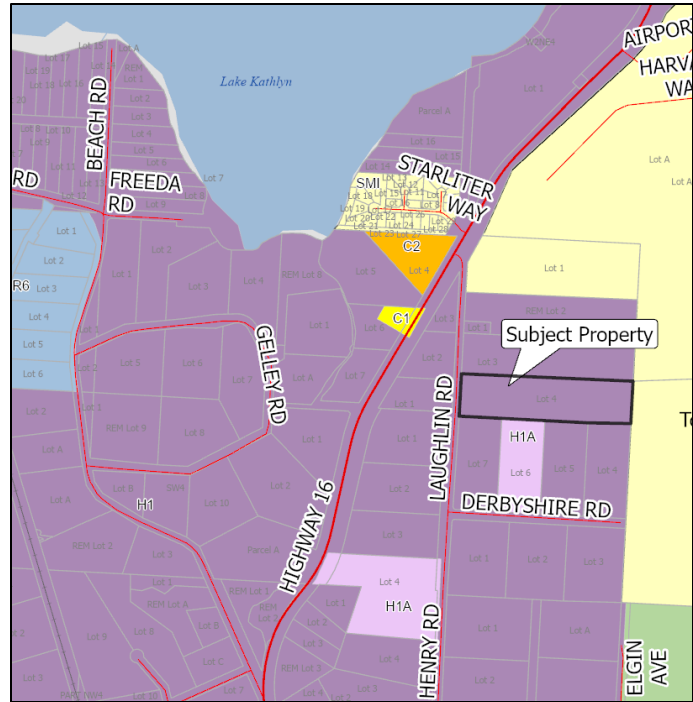
In staff's opinion the proposed zoning bylaw amendment is consistent with the OCP. The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while 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 m² (1,290 ft²). 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.



ATTACHMENTS

Rezoning Bylaw No. 1949, 2021

Staff report for Adoption of Bylaw 1165, 2000



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1949, 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 4 Section 11 Township 1A Range 5 Coast District Plan 4130' 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. 1949, 2021".

READ A FIRST TIME this 27th day of May, 2021

READ A SECOND TIME this 27th day of May, 2021

PUBLIC HEARING WAIVED this 27th day of May, 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. 1949, 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____

for Minister of Transportation & Infrastructure

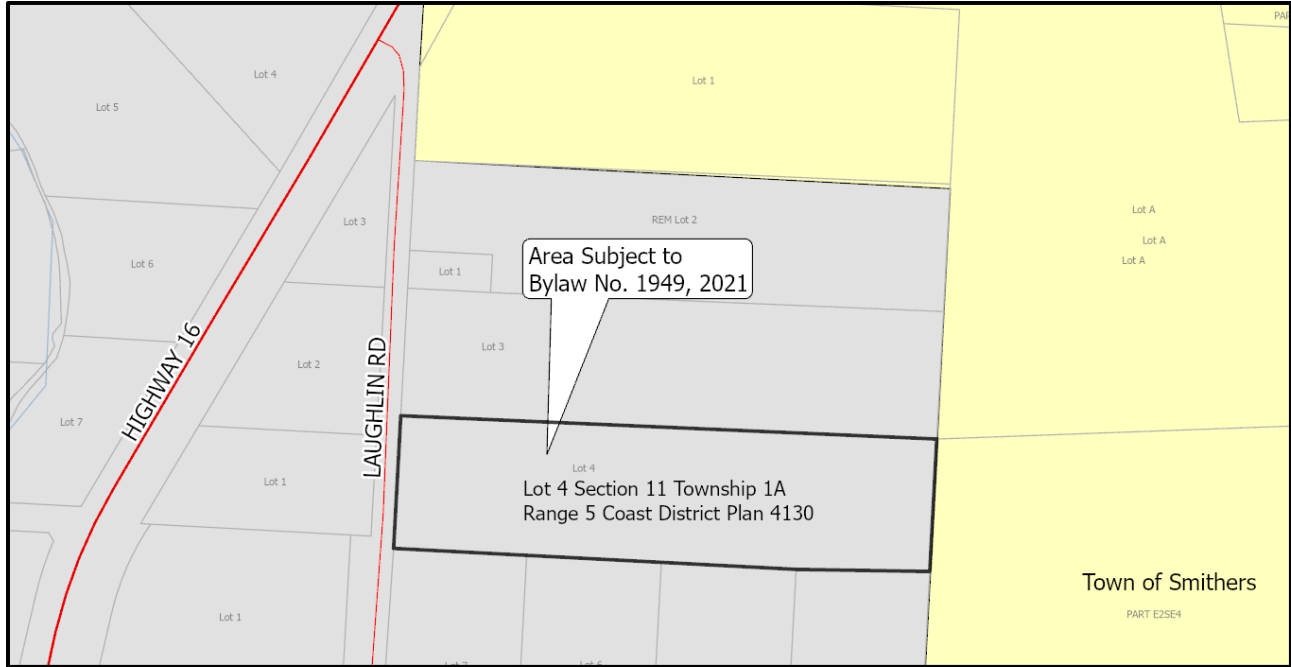
ADOPTED this ___ day of _____, 2021

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1949, 2021

Lot 4 Section 11 Township 1A Range 5 Coast District Plan 4130, comprising of ±3.66 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. 1949, 2021

Corporate Administrator



Bylaw No. 1165 - To Rezone Land

Name of Applicant:	Wanda Watts
Electoral Area:	A
Subject Property:	Lot 4, Plan 4130, Section 11, Township 1A, Range 5, Coast District. The subject property is ± 3.65 ha (± 9.04 acres).
Purchase Date:	1987
Location:	The subject property is located northwest of Smithers and is accessed by Laughlin Road.
Proposal:	<p>To rezone the property from Small Holdings (H1) to Small Holdings Additional Dwelling (H1A).</p> <p>There are currently two dwellings on the property, the main house and an older mobile home. The applicant would like to remove the mobile home and replace it with a small (under 1000 square feet) two bedroom cottage.</p>
O.C.P Designation:	Rural Residential (Ru-R) in the Smithers/Telkwa Rural Official Community Plan.
Zoning:	Small Holdings (H1)
Existing Land Use:	The subject property is currently utilized for residential purposes.
<u>Comments</u>	
Advisory Planning Commission:	The APC met to discuss this application on August 15, 2000. Two members were in favour of the proposal and two were opposed.
Government Agencies:	<p>The Ministry of Transportation and Highways recommends approval subject to access permits for each dwelling being in place (the trailer currently has no permit).</p> <p>The Northwest Health Unit recommended approval subject to the following conditions:</p> <ol style="list-style-type: none"> 1. That the sewage system meet current requirements and setbacks.

2. That the water system meet the requirements of the BC Safe Drinking Water Regulations.

Planning Department:

This bylaw is currently being presented for adoption consideration.

Prior to the adoption of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 the subject property was zoned Rural II. The Rural II zone permitted a maximum of two dwelling units on each parcel over 5 acres. Upon the adoption of Zoning Bylaw No. 700, 1993 the second dwelling became a legal non-conforming use.

A public hearing to discuss this bylaw was held on August 15th, 2000. As the attached minutes indicate there were no concerns expressed.

We note that the provincial agencies have not expressed any objections to the proposal. The Planning Department feels that the comments of the North West Health Unit are particularly important with regard to applications to rezone from H1 to H1A. From our perspective the major concerns related to the approval of a small second dwelling on a parcel are:

1. Can the parcel support the additional sewage generated by a second dwelling; and
2. Will the addition of a second dwelling have a detrimental impact upon the residential character of the neighbourhood, according to neighbouring property-owners?

In this case, the North West Health Unit has not expressed any objections to the proposal. Considering that the applicant is simply proposing to replace an existing mobile home with a small frame built residence, there should not be any significant change in the quantity of sewage generated on the site. There were no concerns raised at the public hearing relating to the impact of an additional dwelling upon the character of the neighbourhood.

Since receiving third reading August 17th the bylaw has been approved by the Ministry of Transportation and Highways under Section 57 (2) of the Highway Act.

Considering that the various government agencies have not expressed any objections and there were no concerns raised at the public hearing, the Planning Department recommends that the bylaw be given final reconsideration and adoption.

Recommendation:

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1165, 2000" be recommended to the Regional District Board for adoption.

Electoral Area Planning - Participants/Directors/Majority



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1165

A Bylaw to amend "Regional District of
Bulkley-Nechako Zoning Bylaw No. 700, 1993"

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

That the "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended as follows:

That a ± 3.65 ha parcel of land described as Lot 4, Plan 4130, Section 11, Township 1A, Range 5, Coast District located northwest of the Town of Smithers on Laughlin Road and shown on Schedule "A" which is incorporated in and forms part of this bylaw, be rezoned from "Small Holdings (H1)" to "Small Holdings (Additional Dwelling) (H1A)".

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1165, 2000".

READ A FIRST TIME this 20th day of April, 2000

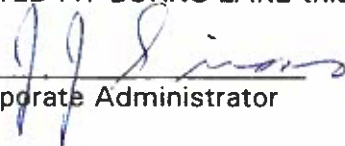
READ A SECOND TIME this 20th day of July, 2000

PUBLIC HEARING held this 15th day of August, 2000

READ A THIRD TIME this 17th day of August, 2000

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1165, 2000".

DATED AT BURNS LAKE this 22nd day of August, 2000


Corporate Administrator

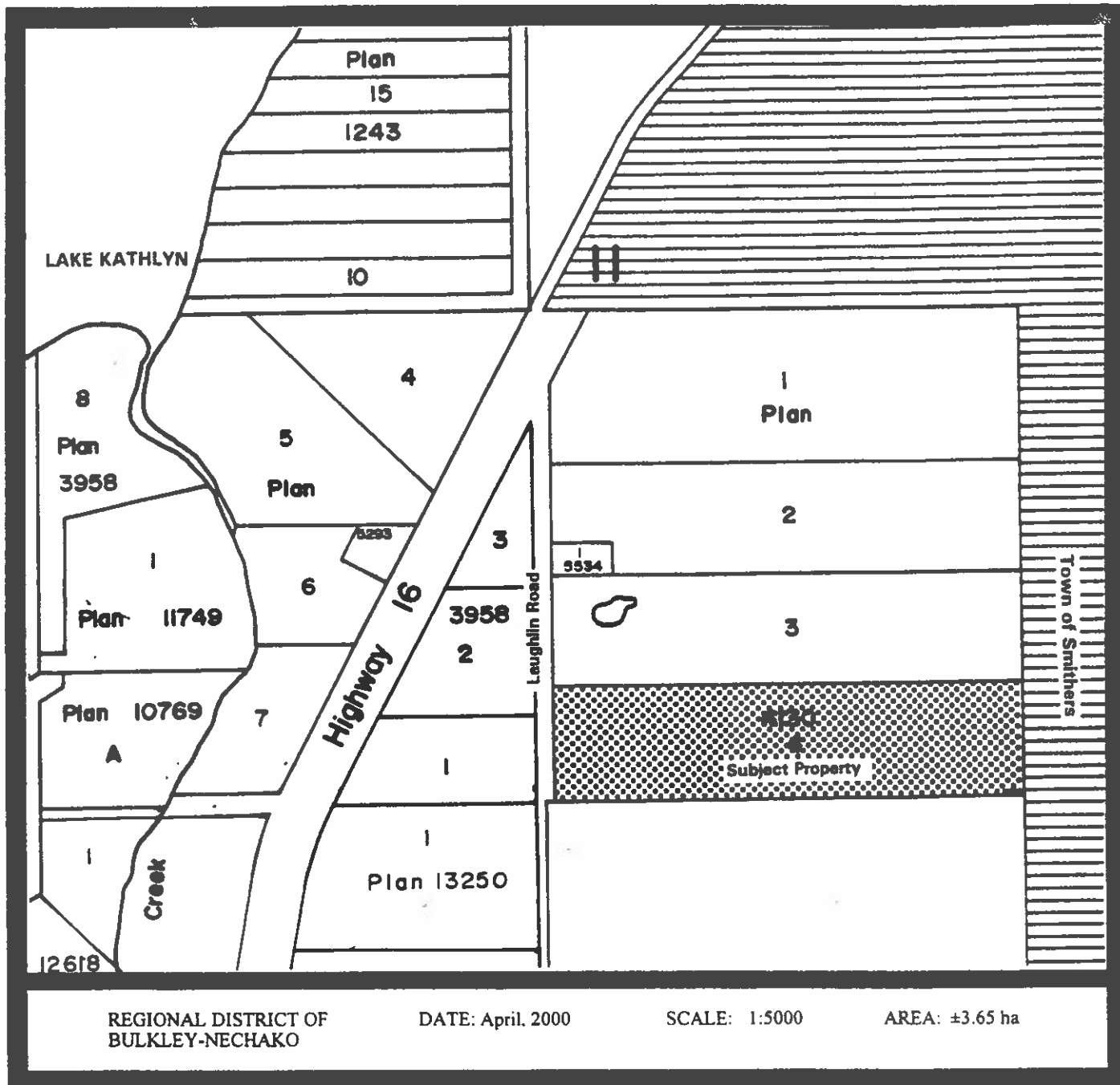
APPROVED UNDER SECTION 57(2) OF THE HIGHWAY ACT this 28th
day of August, 2000


Ministry of Transportation and Highways

RECONSIDERED, FINALLY PASSED AND ADOPTED this day of

Chairperson

Corporate Administrator



SCHEDULE A BYLAW NO. 1165

That Lot 4, Plan 4130, Section 11, Township 1A, Range 5, Coast District, comprising ± 3.65 ha.

Being rezoned from Small Holdings (H1) to Small Holdings (Additional Dwellings) (H1A)

I hereby certify that this is Schedule A of Bylaw No. 1165, 2000.

[Handwritten Signature]

 Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
PUBLIC HEARING MINUTES
August 15, 2000**

Minutes of the Public Hearing held at 6:30 p.m. on August 15, 2000 in the Town of Smithers Council Chambers, 3836 - 4th Avenue, Smithers, B.C. to discuss proposed Bylaw No. 1165.

Present: Harold Kerr, Chairperson
Mark Andison, Director of Planning
Wanda Watts

CALL TO ORDER

The meeting was called to order at 6:31 P.M.

BUSINESS

Chairperson Kerr introduced the Public Hearing and described the proposal.

Chairperson Kerr called for comments three times.

There were no comments.

ADJOURNMENT

Chairperson Kerr adjourned at 6:35 P.M.



Harold Kerr, Chairperson



Mark Andison, Recording Secretary



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner
DATE: June 24, 2021
SUBJECT: OCP Amendment and Rezoning Application RZ C-01-21
3rd Reading and Adoption for OCP Amendment Bylaw 1947, 2021 and Rezoning
Bylaw 1948, 2021

RECOMMENDATION

1. That the Regional District Board receive the Report of the Public Hearing for “Fort St. James Rural Official Community Plan Amendment Bylaw No. 1947, 2021” and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1948, 2021”.
2. That “Fort St. James Rural Official Community Plan Amendment Bylaw No. 1947, 2021” be given third reading and adoption.
3. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1948, 2021” be given third reading and adoption.

VOTING

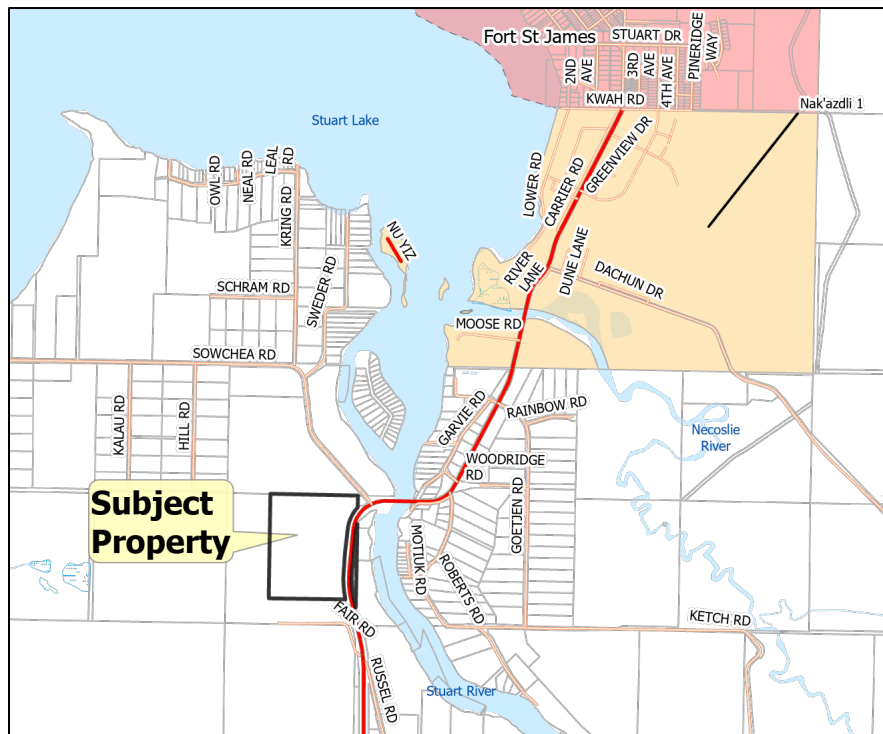
All / Directors / Majority

EXECUTIVE SUMMARY

The proposed OCP amendment and rezoning of the property to the Large Holdings (H2) and Small Holding (H1) Zone will allow the subject property to be considered for subdivision into a maximum of 4 parcels by the Ministry of Transportation and Infrastructure. This subdivision fits the character of the area. Staff recommend that OCP Amendment Bylaw No. 1947 and Rezoning Bylaw No. 1948 be given 3rd reading and adoption.

APPLICATION SUMMARY

Name of Agent/Owner:	Civil North Consulting Ltd
Electoral Area:	C
Subject Property:	District Lot 549 Range 5 Coat District Except Plans 6231 and 5879
Property Size:	±34.26 ha (84.66 acres)
OCP Designation:	Resource (RE) in the Fort St. James Rural Official Community Plan Bylaw No. 1578, 2010
Zoning:	Rural Resource (RR1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020
ALR Status:	Not in the ALR
Existing Land Use:	Vacant, Forested
Location:	Located on Highway 27 approximately 3 km south of the District of Fort St. James



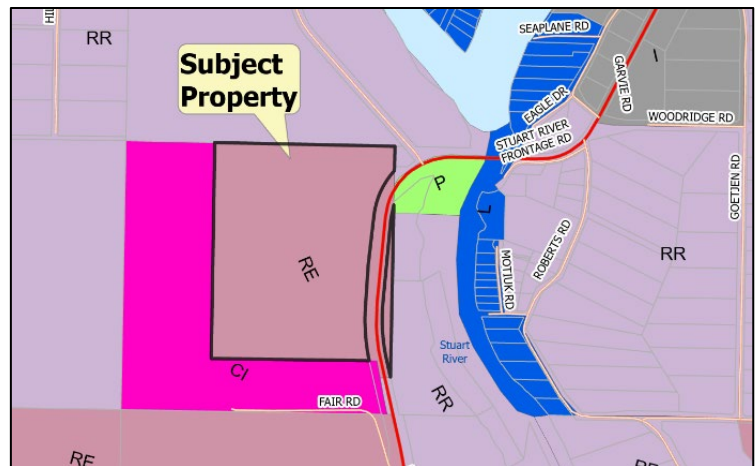
Proposed Official Community Plan (OCP) and Rezoning Amendment

The applicant is proposing to amend the OCP from the Resource (RE) designation to the Rural Residential (RR) designation and rezone the subject property from Rural Resource (RR1) to Large Holdings (H2) and Small Holdings (H1). This will allow the property to be subdivided into 4 lots.

DISCUSSION

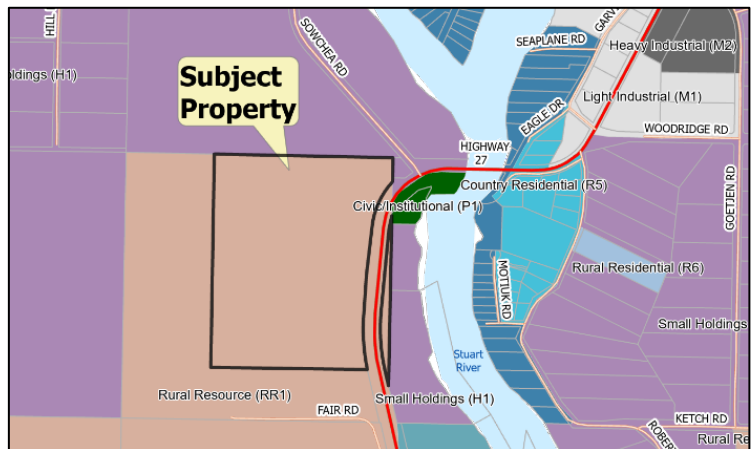
OCP

The subject property is designated Resource (RE) St. James Rural Official Community Plan Bylaw No. 1578, 2010. The RE designation is characterised by a lack of settlement and by extensive resource management potential. The minimum parcel size in the RE designation is 8 ha; therefore, a OCP amendment to the Rural Residential (RR) designation is required.



Zoning

The subject property is zoned Rural Resource (RR1). The minimum parcel size that can be created by subdivision is 28 ha; therefore, the applicant wants to rezone to the H2 zones and subdivide the parcel into three ± 11 ha lots. However, the application is being considered on the basis of 4 parcels which the H2 Zone would allow.



Access to Parcels East of Highway 27

It is noted that a small portion of the subject property is on the east side of the highway right of way. It is recommended that this sliver of land be zoned H1 to match the zoning of the 3 abutting parcels on the east side of the highway. This will accommodate the potential future consolidation of these lands.

The property owner has agreed to offer to register an access easement through his land to each of the landowners, at their cost. Staff have received confirmation from the MoTI that this will

be addressed at the time of subdivision. The idea of making this sliver of land part of the highway right of way at the time of subdivision was raised with the applicant. He indicated a desire to include the land east of the highway in one of the proposed new parcels to maximize his options, including the placement of advertising signage on the land.

REFFERAL COMMENTS

Ministry of Transportation and Infrastructure comments are below:

- No storm drainage shall be directed to MoTI drainage system. This includes but is not limited to collection and run-off of the internal road system.
- MoTI setback requirements to be followed as per Section 12 of the Provincial Undertakings Regulation.
- Should the Applicant be granted approval they must apply to MoTI for an Access Permit. The property owner shall submit the attached H0020 Provincial Public Highway Permit Application Form to DA.FortGeorge@gov.bc.ca for Ministry review and approval.
- This parcel is in the process of subdividing with MoTI. The proposed zoning boundaries are consistent with the current proposed subdivision layout; however, the proposed subdivision layout is not guaranteed as it is dependant on review and approval by the Provincial Approving Officer. The applicant may wish to confirm the subdivision layout prior to completing the rezoning as any change to the proposed subdivision layout may require adjustments to the zoning boundaries.
- Through the subdivision process MoTI ensures that all lots involved in the subdivision and surrounding lots have legal access. We are in the process of reviewing the subdivision, but do not have a list of conditions for final approval yet, the condition list will address access.
- At this point in our review it doesn't appear that the Ministry requires additional road width for Hwy 39.

Northern Health Authority have not responded at the time of the writing of this report.

Electoral Area C Advisory Planning Commission supports rezoning application RZ C-01-21 subject to the narrow strip of land on the East side of Highway 27 becoming road right of way or being provided to abutting property owners, or access being assured by easement.

PUBLIC HEARING

The Public Hearing for Bylaws 1947 and 1948, 2021 was held on June 15, 2021. The Public Hearing report will be provided to the Board on the supplementary agenda.

PLANNING DEPARTMENT COMMENT

The Planning Department recommends that OCP Amendment Bylaw No. 1947 and Rezoning Bylaw No. 1948 be given 3rd reading and adoption. Rezoning the property from RR1 to H2 and H1, and the creation of up to 4 parcels, is not expected to have any notable negative impact on the area. Planning Department staff are confident that the MoTI subdivision approval process will adequately address any traffic safety and access issues that may exist.

ATTACHMENTS

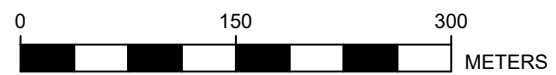
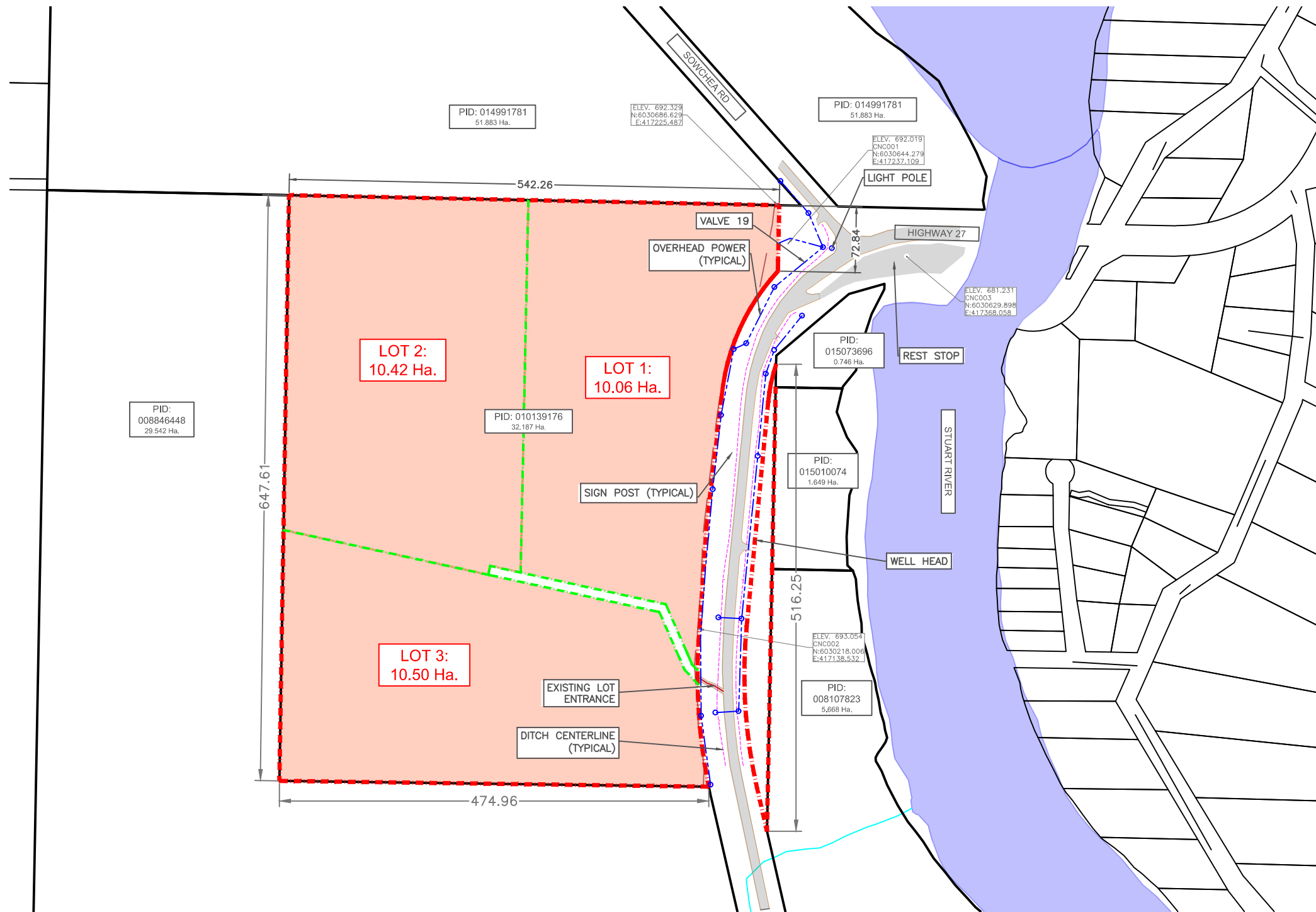
Draft Site Plan

OCP Amendment Bylaw 1947, 2021

Rezoning Bylaw 1948, 2021

PROPERTY INFORMATION:

1. LEGAL ADDRESS
 LOT 549, RANGE 5
 EXCEPT PLAN 5879 6231
 LAND TITLE: CA7539205
2. TOTAL AREA = 31.26 Ha.
3. EXISTING ZONING: RR-1 RURAL-SMALL HOLDINGS
4. PROPOSED ZONING: H1
5. BASED ON IMAPBC CADASTRE AND TOPOGRAPHIC SURVEY COMPLETED ON DECEMBER 1, 2020. SURVEY COMPLETED WITH RTK GPS IS UTM COORDINATE SYSTEM.



PROFESSIONAL SEAL:

CLIENT:

CANYON TREE FARMS INC.

CIVIL NORTH CONSULTING LTD.

NO.	DATE	REVISION	DRN	QC	APPR
0	20-12-14	ISSUED FOR REVIEW	DD	ND	DD

CANYON TREE FARMS INC.
 FORT ST. JAMES SUBDIVISION
 3 LOT

PRELIMINARY LAYOUT

DRAWN BY DD	SHEET SIZE 11X17
CHECKED BY ND	SCALE 1:5000
APPROVED BY DD	DATE 20-12-14
PROJECT NUMBER 20-047	PAGE 1 OF 1
	REV 0



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1947

A Bylaw to Amend “Fort St. James Rural Official
Community Plan Bylaw No. 1578, 2010”

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

That “Fort St. James Rural Official Community Plan Bylaw No. 1578, 2010” be amended
such that the following land is changed from “Resource (RE)” to “Rural Residential (RR)”

‘District Lot 549 Range 5 Coat District Except Plans 6231 and 5879’ as shown on
Schedule “A”, which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the “Fort St. James Rural Official Community Plan Bylaw
Amendment Bylaw No. 1947, 2021.”

READ A FIRST TIME this 27 day of May, 2021

READ A SECOND TIME this 27 day of May, 2021

PUBLIC HEARING HELD this 15 day of June, 2021

READ A THIRD TIME this ___ day of ____, 2021

I hereby certify that the foregoing is a true and correct copy of “Fort St. James Rural Official
Community Plan Bylaw Amendment Bylaw No. 1947, 2021”

DATED AT BURNS LAKE this ___ day of _____, 2021

Corporate Administrator

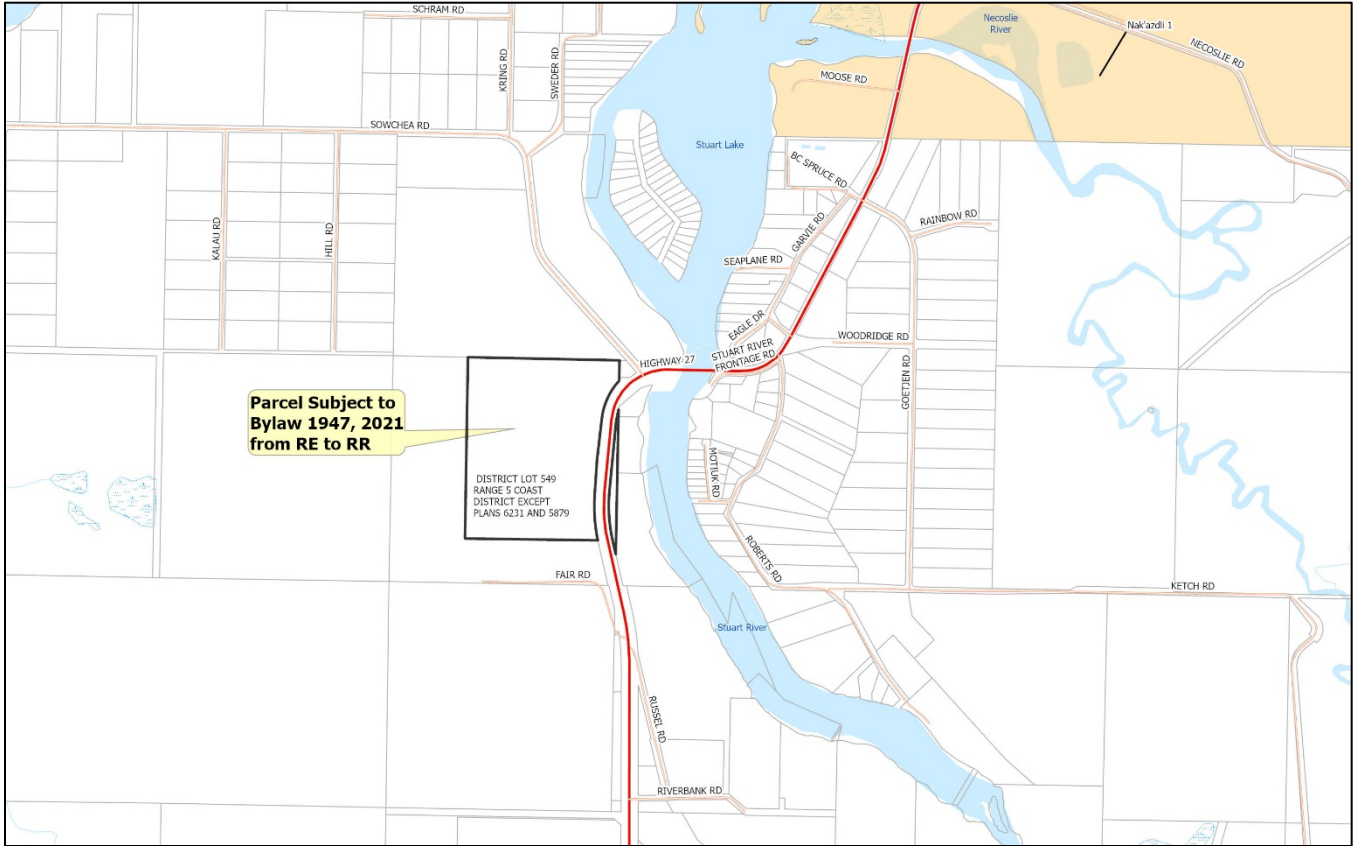
ADOPTED this ___ day of _____, 2021

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1947

'District Lot 549 Range 5 Coast District Except Plans 6231 and 5879', comprising of ± 34.26 ha. Being redesignated from the "Resource (RE)" to "Rural Residential (RR)" as shown.



I hereby certify that this is Schedule "A" of Bylaw No. 1947, 2021

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1948

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 "Rural Resource (RR1)" Zone to the "Large Holdings (H2)" and "Small Holdings (H1) Zone.

'District Lot 549 Range 5 Coat District Except Plans 6231 and 5879' 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. 1948, 2021."

READ A FIRST TIME this 27 day of May, 2021

READ A SECOND TIME this 27 day of May, 2021

PUBLIC HEARING HELD this 15 day of June, 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. 1948, 2021"

DATED AT BURNS LAKE this ___ day of _____, 2021

Corporate Administrator

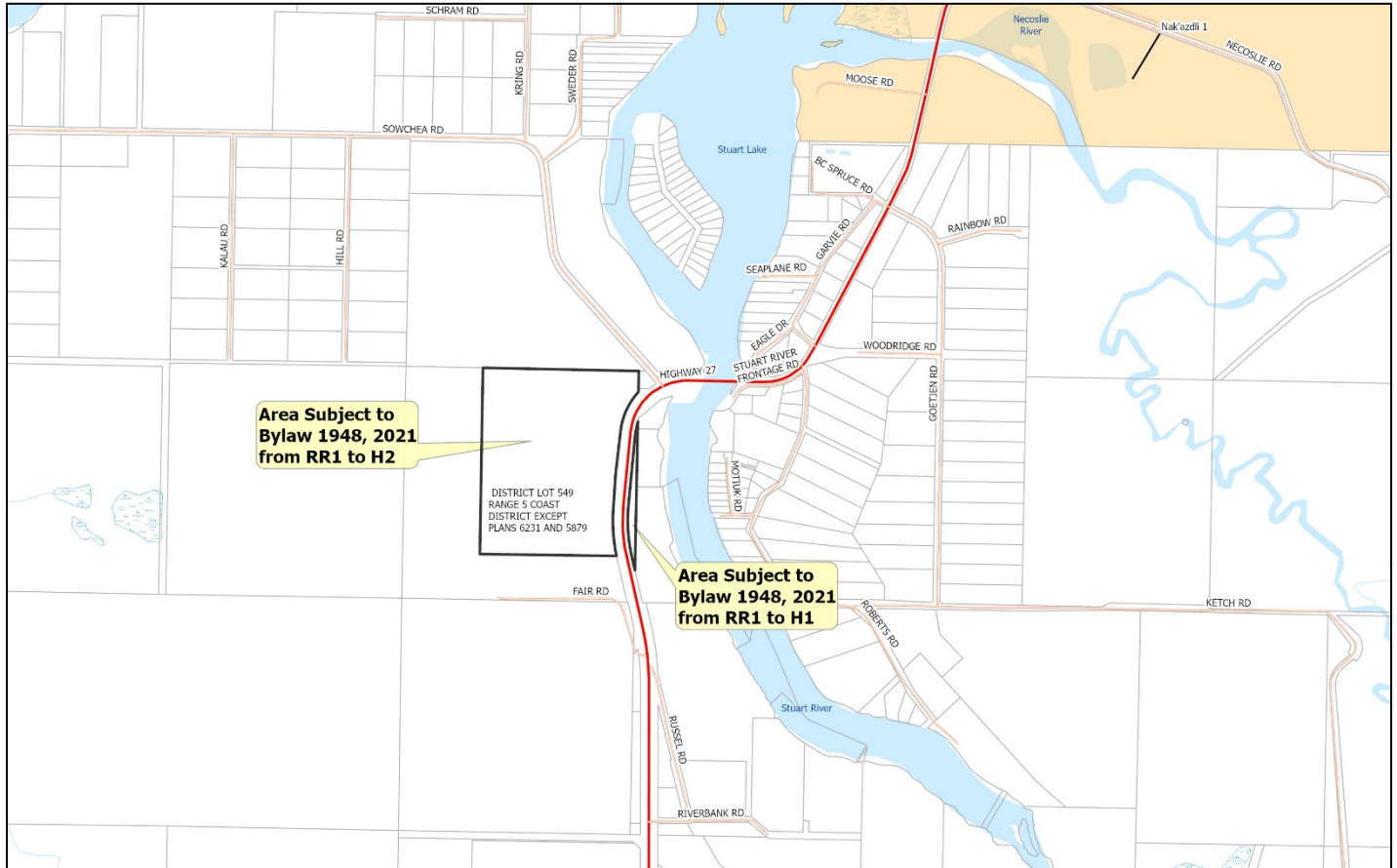
ADOPTED this ___ day of _____, 2021

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1948

'District Lot 549 Range 5 Coast District Except Plans 6231 and 5879', comprising of ± 34.26 ha. Being rezoned from the "Rural Resource (RR1)" Zone to the "Large Holdings (H2))" Zone. as shown.



I hereby certify that this is Schedule "A" of Bylaw No. 1948, 2021.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Rowan Nagel, Planning/GIS Technician
DATE: June 24, 2021
SUBJECT: Development Variance Permit Application No. F-01-21 (Edgson)

RECOMMENDATION

That the Board approve Development Variance Permit F-01-21 for the property located at 3726 Kozy Place to vary Section 3.0.8 1. d) of “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” by reducing the setback from a natural boundary from 15 metres to 3.5 metres to legalize an existing storage shed.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

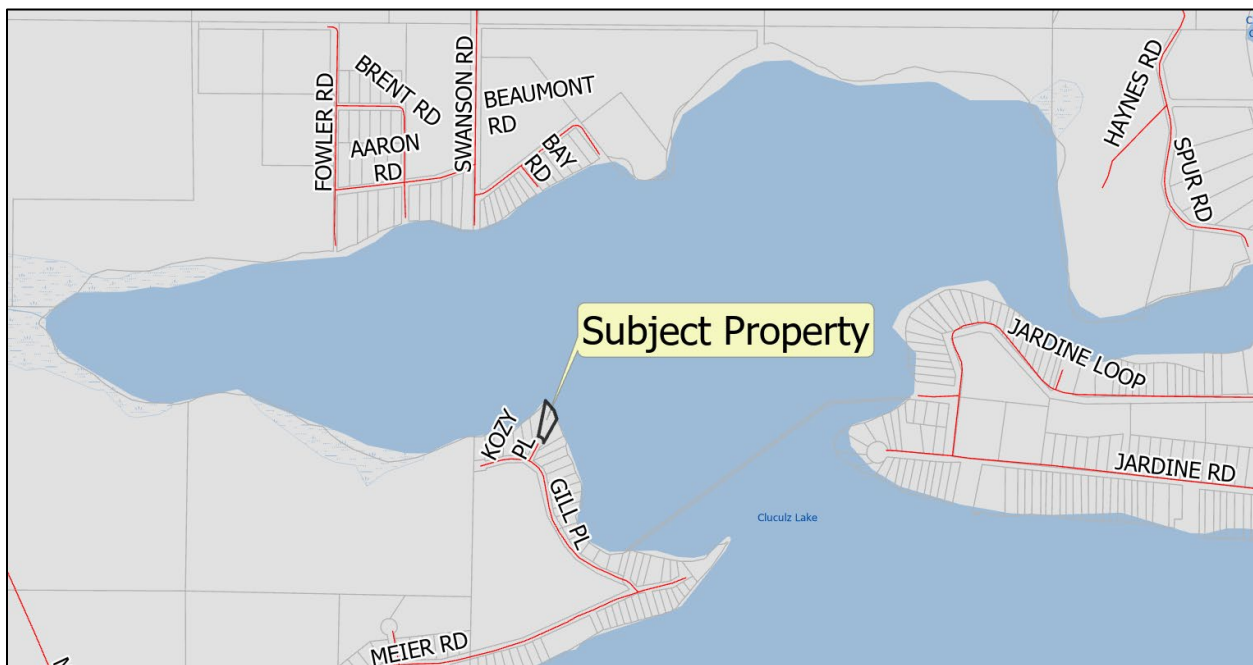
This application proposes to reduce the setback requirement from the Natural Boundary to legalize a 44.26 square metre storage building which has been built 3.5 meters from the natural boundary of Cluculz Lake without a building permit.

Staff have no objection to the reduced setback.



APPLICATION SUMMARY

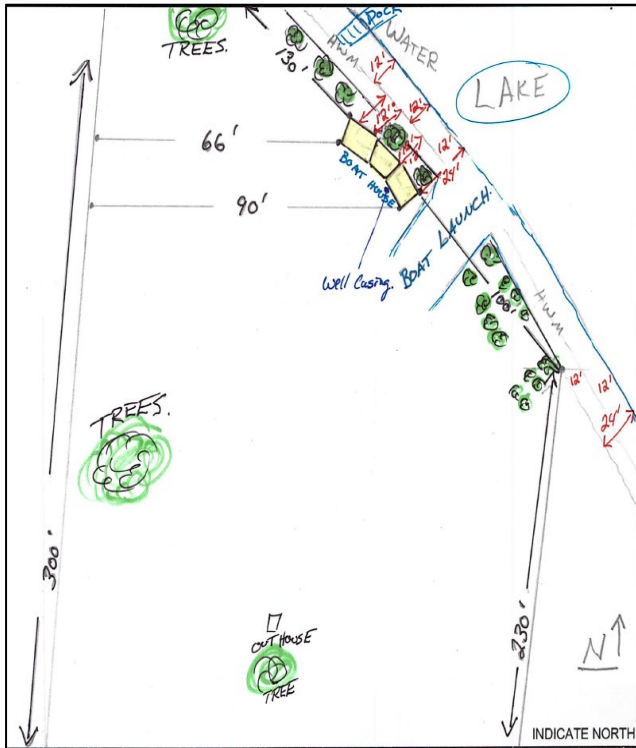
Name of Applicants:	Mark and Brittney Edgson
Electoral Area:	F
Subject Property:	Lot 11, District Lot 1142, Cariboo District Plan 23140. The subject property is 0.73 acres.
OCP Designation:	Lakeshore (L) in the Vanderhoof Rural OCP Bylaw No. 1578, 2010.
Zoning:	Waterfront Residential II (R4) under RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw).
ALR Status:	Not in the ALR.
Existing Land Use:	Private Recreation
Location:	The subject property is located at 3726 Kozy Place, on Cluculz Lake.



Proposal

There is no dwelling on the subject property. However, the Zoning Bylaw allows a building with a total floor area of 55 square metres or less used exclusively for storage on the property without a dwelling. The 44.26 square metre storage building is permitted subject to compliance setback regulations and the RDBN's Building Bylaw. Therefore, an application for a Development Variance Permit to vary the Zoning Bylaw by reducing the Natural Boundary Setback from 15 metres (49.21 ft.) to 3.5 metres (11.5 ft.) has been made to legalize the structure and allow the issuance of a building permit.

Site Plan and Ortho Photo



PLANNING DEPARTMENT COMMENTS

Building History

In 2020 the RDBN was contacted by the property owner, who inquired about building a gazebo-type shelter on the property. During a site visit in the spring of 2021 staff discovered that the subject building had been constructed without a building permit. The property owner indicated that the building was a boat house that was not subject to setback requirements and was under the size of building that requires a building permit. Staff informed the property owner that the building does not meet the definition of a boat house, that setbacks do apply, and that a building permit is required for any building over 25 square metres.

Land Use

The subject property is located on Cluculz Lake in an area of small lot waterfront parcels. The property owner states their intent is to use the parcel for recreation purposes using a camping vehicle. The storage building will contain recreation related equipment.

Building Inspection

As noted, the building was constructed without a building permit. The applicant is currently working with the Building Inspectors to obtain the required building permit should this variance be approved. It appears that the land is naturally elevated above the Flood Construction Level

under the Floodplain Management Bylaw. This will be confirmed to the satisfaction of a Building Inspector at the time of Building Permit issuance.

Public Consultation

All property owners within 100 meters of the subject property have been provided notice of the application and were given an opportunity to comment on this application in writing. Written submissions will be made available at the board meeting on June 24, 2021 when the Board considers this application.

ATTACHMENT

DVP F-01-21



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

ISSUED TO: Mark & Brittney Edgson
7720 St. Dennis Place
Prince George, BC
V2N 4K2

WITH RESPECT TO THE FOLLOWING LANDS:

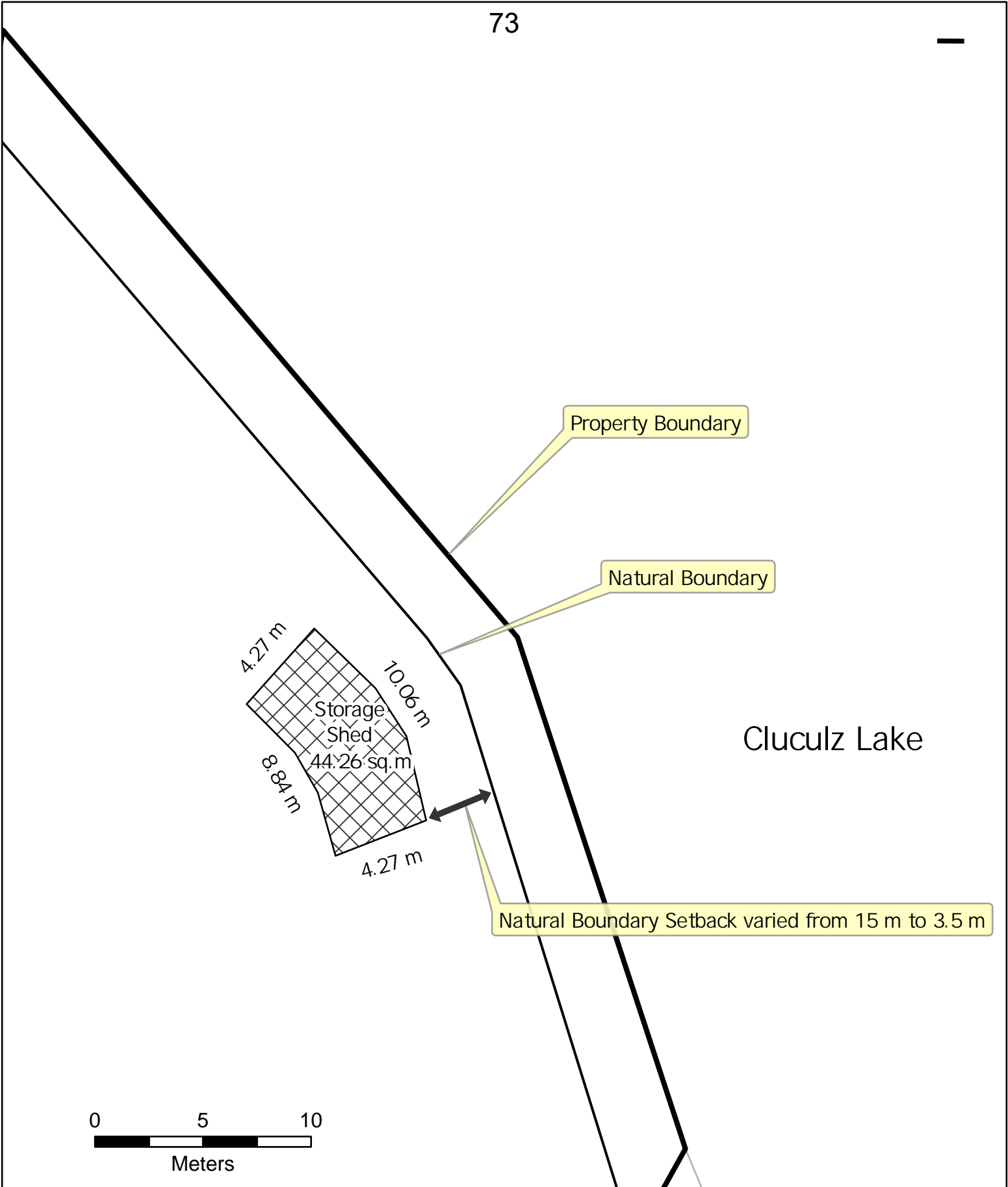
3726 Kozy Place – Lot 11 District Lot 1142 Cariboo District Plan 23140

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 as follows:
 - Section 3.0.8 1. d) is varied by reducing the setback from a natural boundary from 15 metres to 3.5 metres
2. This variance applies only to the 1 story storage building 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

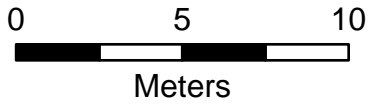


Property Boundary

Natural Boundary

Cluculz Lake

Natural Boundary Setback varied from 15 m to 3.5 m



08/06/21 1:28 PM
User: rowan.nagel

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DVP F-01-21: Schedule A

 Property Line



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO Chair Thiessen and Board of Directors
FROM: Rowan Nagel, Planning/GIS Technician
DATE: June 24, 2021
SUBJECT: Development Variance Permit Application No. F-02-21 (Zielinski)

RECOMMENDATION

That the Board approve Development Variance Permit F-02-21 for the property located at 49825 Tapping Road to vary Section 8.0.7 1. b) of “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” by reducing the setback from a side parcel line from 2 metres to 1.2 metres to legalize a storage building under construction.

VOTING

All / Directors / Majority

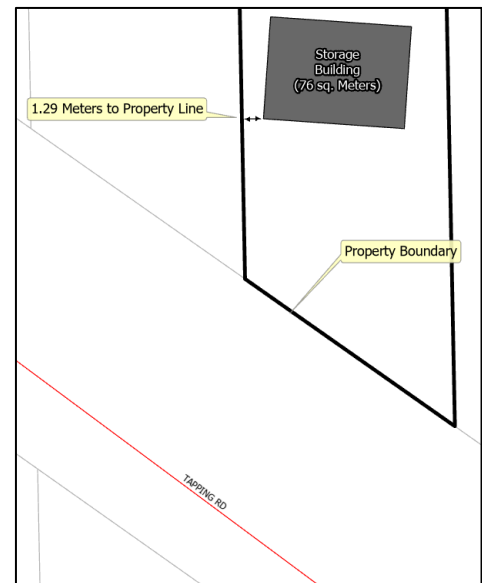
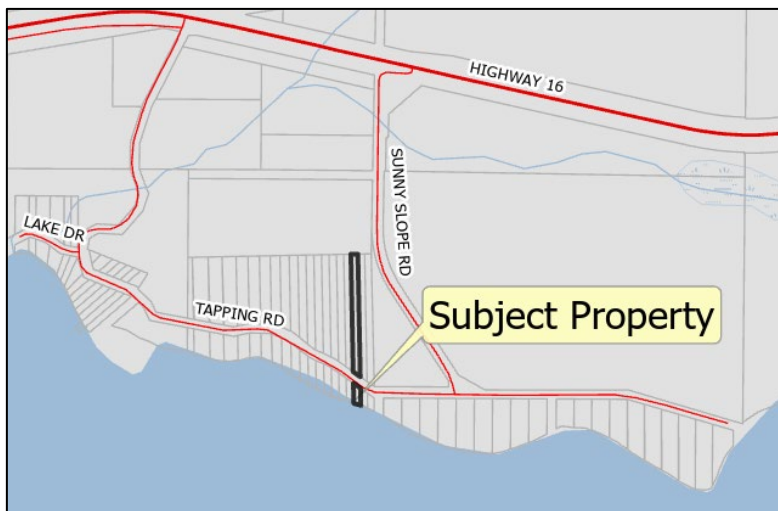
EXECUTIVE SUMMARY

This application proposes to reduce the setback requirement from a side parcel line to allow the continued construction of a storage building. The structure was issued a building permit based on a building location which met the 2 meters setback requirements. Unfortunately, the building was improperly located with a setback of 1.29 meters from the property line.

Staff have no objections to the reduced setback on this narrow parcel and recommend that the permit be issued.

APPLICATION SUMMARY

Name of Applicants:	Mark and Rosemary Zielinski
Electoral Area:	F
Subject Property:	Lot 17, Plan PGP 4499, District Lot 1719 Cariboo Land District. The subject property is 1.14 acres.
OCP Designation:	Lakeshore (L) in the Vanderhoof Rural OCP Bylaw No. 1578, 2010.
Zoning:	Waterfront Residential II (R4) under RDBN Zoning Bylaw No. 1800, 2020.
ALR Status:	Not in the ALR.
Existing Land Use:	Residential.
Location:	The subject property is located at 49825 Tapping Road, on Cluculz Lake.



Proposal

This application, for a Development Variance Permit to vary the Zoning Bylaw by reducing the Side Parcel Line setback from 2 metres to 1.2 metres, has been made to legalize the structure which was accidentally built too close to the property line.

PLANNING DEPARTMENT COMMENTS**Land Use**

The subject property is located on Cluculz Lake in an area of waterfront parcels. The stated use for this building is storage, and the owners have a home on the property across Tapping Rd.

Building Inspection

The structure has a building permit and was within the setback on the initial site plan. However, after construction began it was noticed that one corner extended into the 2-meter setback. There are no Building Bylaw concerns with the setback reduction.

Public Consultation

All property owners within 100 meters of the subject property have been provided notice of the application and were given an opportunity to comment on this application in writing. Written submissions will be made available at the board meeting on June 24, 2021 when the board considers this application.

ATTACHMENT

DVP F-02-21



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. F-02-21**

ISSUED TO: Mark & Rosemary Zielinski
1278 Albatross Ave
Kitimat, BC
V2N 4K2

WITH RESPECT TO THE FOLLOWING LANDS:

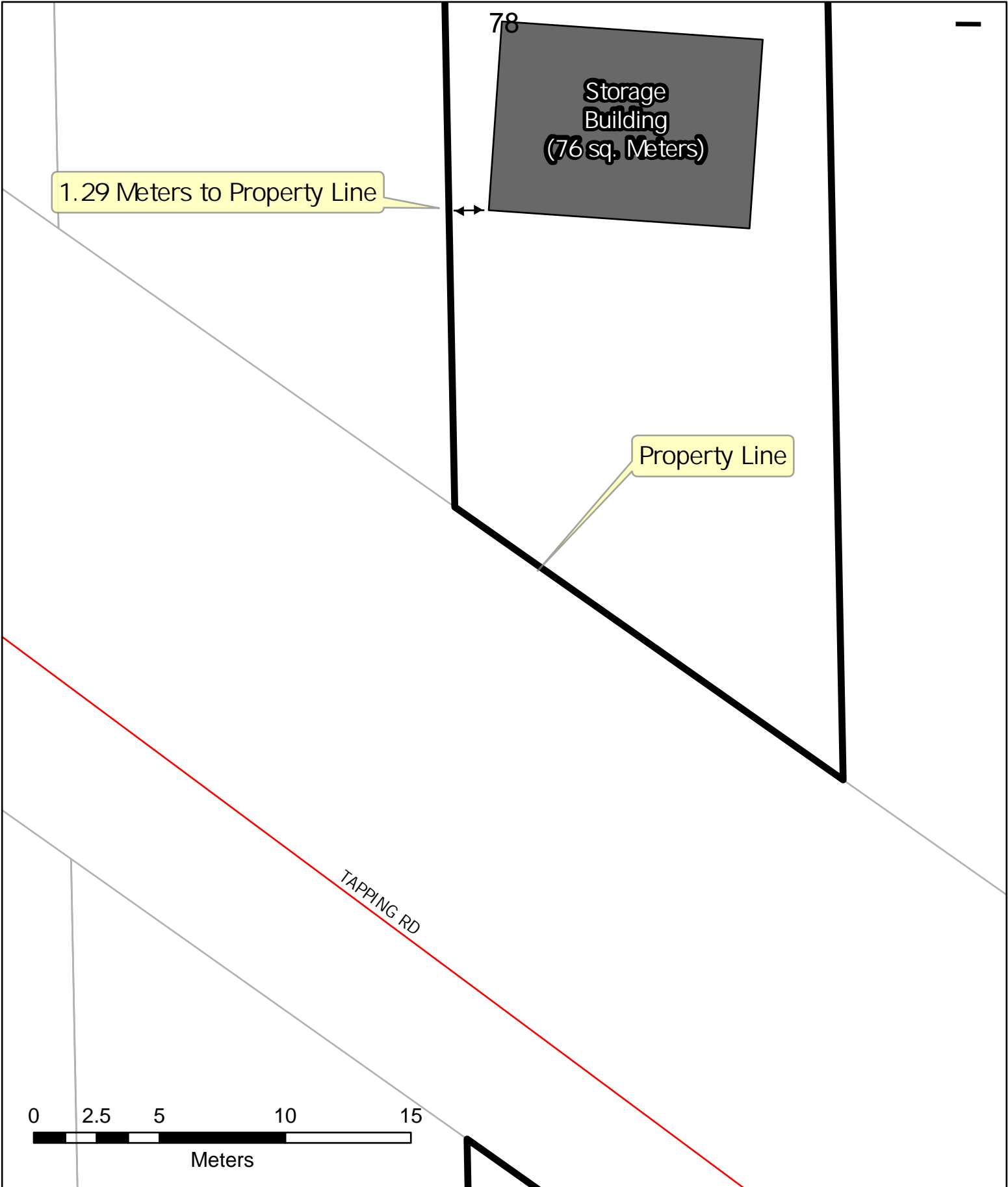
49825 Tapping Road – Lot 17, Plan PGP 4499, District Lot 1719 Cariboo Land District

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 as follows:
 - Section 8.0.7 1.b) is varied by reducing the setback from a side parcel line from 2 metres to 1.2 metres
2. This variance applies only to the 1 story storage building 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



08/06/21 3:22 PM
User: rowan.nagel

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The Regional District of Bulkley-Nechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.
Please be advised that the data represented here will be maintained on an ongoing basis, and as such, changes frequently.

DVP F-02-21: Schedule A



Property Line

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

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner 1
DATE: June 24, 2021
SUBJECT: Development Variance Permit DVP F-03-21

RECOMMENDATION

That the Board approve Development Variance Permit DVP F-03-21 for the properties located at 3385 and 3333 Lund Road to vary Section 25.1.5.1 b) of “Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020” by reducing the setbacks from a parcel line from 2 metres to 0 metres for the existing Community Hall and Proposed Fire Hall.

VOTING

All / Directors / Majority

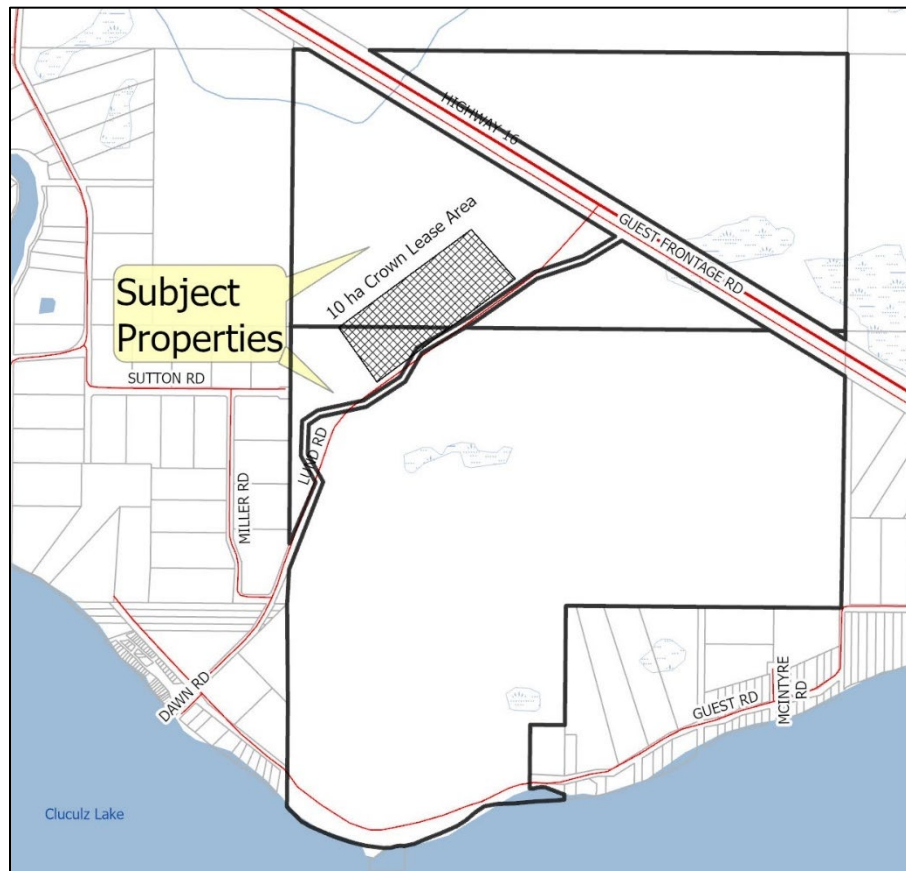
EXECUTIVE SUMMARY

This Development Variance Permit is for the existing Cluculz Lake Community Hall the proposed Cluculz Lake Fire Hall located on Lund Road in the community of Cluculz Lake. Both buildings are located on a 10 ha. crown lease held by the Cluculz Lake Community Association (see the following map).

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

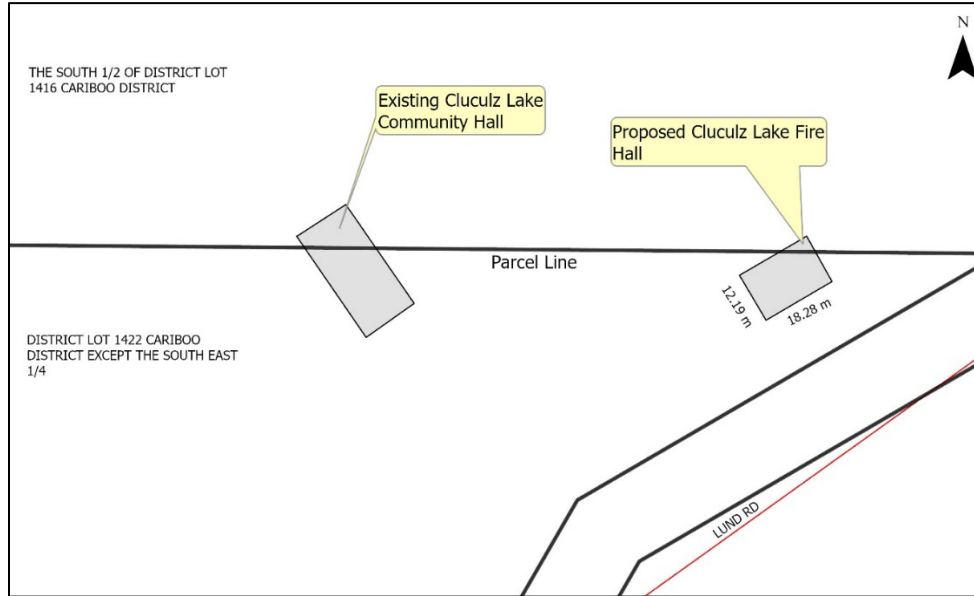
APPLICATION SUMMARY

- Name of Agent:** Regional District of Buckley-Nechako
- Electoral Area:** F
- Subject Properties:** **Lot 1** 'District Lot 1422 Cariboo District Except the South East ¼'
Lot 2 'The South 1/2 of District Lot 1416 Cariboo District'
- Property Size:** **Lot 1** 179 ha
Lot 2 131 ha
- Crown Lease size:** 10 ha
- OCP Designation:** Resource (RE), Rural Residential (RR), Parks and Recreation (P), and Civic Institutional (CI) in Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009
- Zoning:** Rural Resource (RR1), Small Holdings (H1), Special Civic/Institutional (P1A), Recreation (P2), Waterfront Residential II (R4) in Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2021
- ALR Status:** Not in the ALR
- Existing Land Use:** Community Hall and Fire Hall
- Location:** The subject property is located at 3385 and 3333 Lund Road in the community of Cluculz Lake



DISCUSSION

This Development Permit is required as both the existing Cluculz Lake Community Hall and the proposed Cluculz Lake Fire Hall are built on the parcel line.

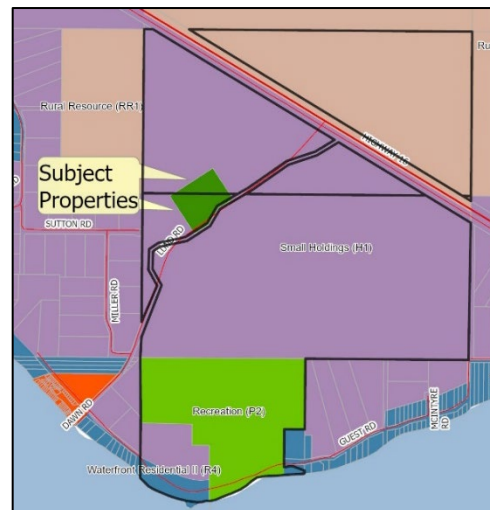
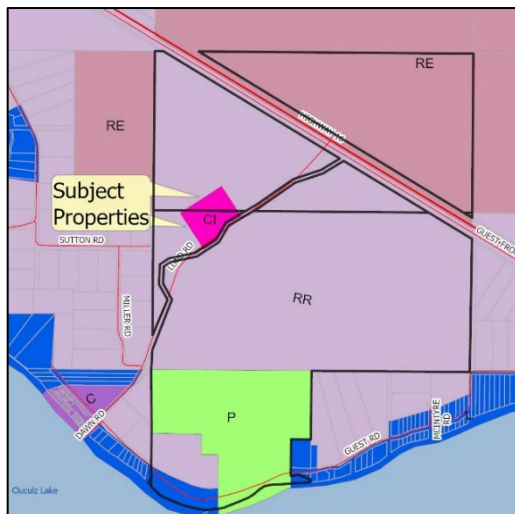


Official Community Plan and Zoning

The Cluculz Lake Community Hall and the proposed Cluculz Lake Fire Hall are located in the area designated Civic Institutional and Zoned Special Civic/Institutional (P1A).

OCP Map

Zoning Map



ATTACHMENTS

DVP F-03-21



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. F-03-21**

ISSUED TO: Cluculz Lake Community Association
3385 Lund Road
Vanderhoof, BC
V0J 3A3

WITH RESPECT TO THE FOLLOWING LANDS:

'District Lot 1422 Cariboo District Except the South East $\frac{1}{4}$ ' and 'The South $\frac{1}{2}$ of District Lot 1416 Cariboo District'

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 as follows:
 - Section 25.1.5 1. b) is varied by reducing the setback from 2 metres to 0 metres.
2. This variance applies to the existing Cluculz Lake Community Hall and the proposed Cluculz Lake Fire Hall 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 in substantial compliance with 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

83



THE SOUTH 1/2 OF DISTRICT LOT
1416 CARIBOO DISTRICT

Existing Cluculz Lake
Community Hall

Proposed Cluculz Lake Fire
Hall

Parcel Line

12.19 m
18.28 m

DISTRICT LOT 1422 CARIBOO
DISTRICT EXCEPT THE SOUTH EAST
1/4

LUND RD

0



*DISCLAIMER: The Regional District of Bulkley-Nechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the sources of such maps or other information. The Regional District of Bulkley-Nechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein. Please be advised that the data represented here will be maintained on an ongoing basis, and as such, changes frequently.

Schedule A DVP F-03-21

Created
2021-06-08 11:41 AM
User:
DVP F-03-21 Site Plan



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: June 24, 2021
SUBJECT: Rezoning Application RZ A-03-21

RECOMMENDATION

1. That Rezoning Application RZ A-03-21 be denied.
2. That the Board approve the renewal of Temporary Use Permit TUP A-01-19, and direct staff to issue the permit once the property owner has received non-farm use approval from the ALC.

VOTING

All / Directors / Majority

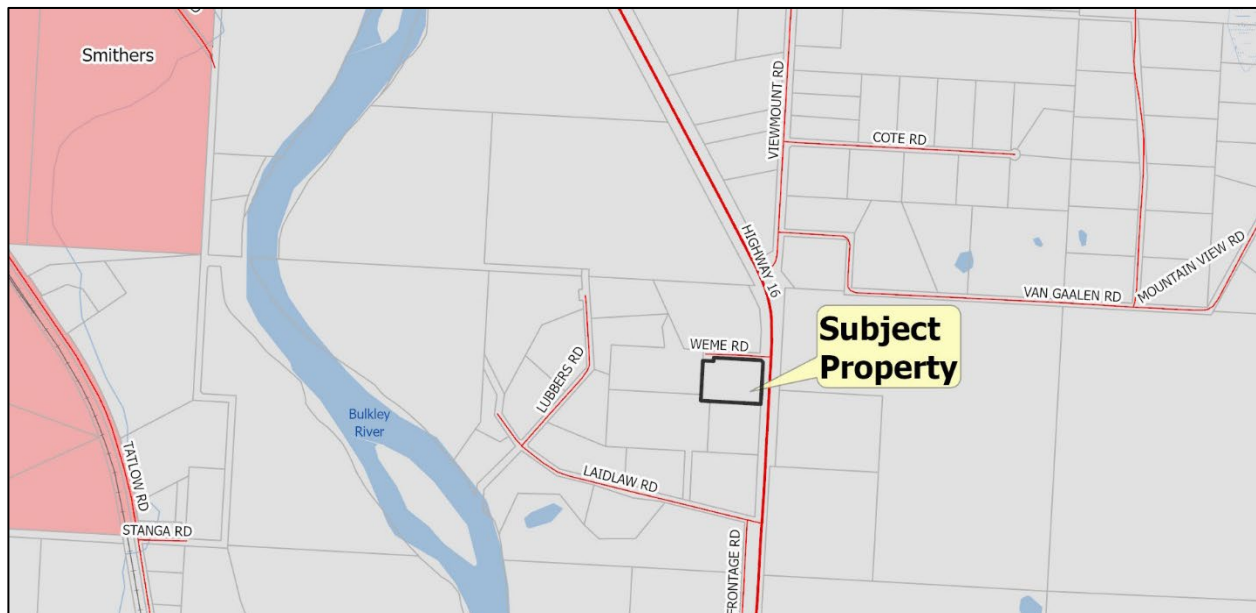
EXECUTIVE SUMMARY

The purpose of this rezoning application is to allow the long-term operation of a metal fabrication business on a property zoned Small Holdings (H1). The Planning Department does not support a long-term light industrial use on the subject property in this rural residential / agricultural area. In staff's opinion this is not the best long-term use of the property.

The Planning Department supports allowing the use to continue for a limited duration through issuance of the TUP which contains operational conditions and restrictions to minimize the business' scale and impact on the community. TUP A-01-19 was issued in 2019 and can be renewed for three years.

APPLICATION SUMMARY

Name of Agent/Owner:	Lane John Perry
Electoral Area:	A
Subject Property:	1490 Weme Road, Lot 2 Section 17 Township 4 Range 5 Coast District Plan 11401
Property Size:	± 2 ha (5 acres)
OCP Designation:	Agricultural (AG) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
Zoning:	Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020
ALR:	Yes
Existing Land Use:	Residential / Existing Metal Fabrication Business
Location:	Weme Road approximately 2 km east of the Town of Smithers



Proposal

The purpose of this rezoning application is to allow the long-term operation of a metal fabrication business (Skeena Blower & Sheet Metal Ltd.) in the Small Holdings (H1) Zone. The business includes the fabrication and assembly of sheet metal products. There is a residence and 2 large shops that house the business.

The business has previously been approved through the issuance of temporary use permits by the RDBN and non-farm use approval from the Agricultural Land Commission (ALC). Both approvals expire in July 2021.

OFFICIAL COMMUNITY PLAN AND ZONING

The subject property is designated Agriculture (AG) under the Smithers Telkwa Rural Official Community Plan. The intent of the designation is to preserve and encourage the utilization of land for agricultural purposes.

Section 3.1.2(7) of the OCP states that:

(7) Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.

(a) There is limited agricultural potential within the proposed area.

(b) Soil conditions are not suitable for agriculture.

(c) Neighbouring uses will not be compromised.

(d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.

(e) The application is in the best interest of the community.

(f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.

(g) And, traffic management issues will be considered and addressed appropriately.

The property is zoned Small Holdings (H1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020. The existing metal fabrication business is not permitted under the current zoning.

PREVIOUS APPLICATIONS

2014 Rezoning Application

According to Planning Department records the property owner operated the sheet metal fabrication business illegally on the property beginning in 2008. In response to enforcement action the property owner made application to rezone the property in 2014. Staff recommended that the application be denied, and that legal action be initiated to stop the illegal use. The Board denied rezoning application RZ A-07-14 and encouraged the property owner to apply for a Temporary Use Permit for the proposed use.

2015 Temporary Use Permit (TUP)

The property owner applied for a TUP for the metal fabrication business for a term of 3 years. The Board approved the TUP for a term of 1 year, with the following conditions:

- a. Limit the hours of operation from 7 A.M. to 6 P.M. daily.*
- b. Limit the number of employees working on-site at any time to a maximum of five.*
- c. Only use the area designated as "Storage Area" on Schedule A, which is attached to this permit, for outside storage of finished products and materials.*
- d. Undertake all manufacturing and assembly work inside a building.*

The Board also directed staff to contact area residents and inform them of the permit terms and invite area residents to contact staff if there are any concerns of non-conformance of Temporary Use Permit A-02-15. Staff did not receive any complaints from the surrounding property owners and in 2016 the TUP was renewed for an additional 3 years.

Prior to the issuance of the permit in 2016 staff observed that the property owner was out of compliance with Temporary Use Permit A-02-15 by storing materials outside of the designated storage area. At that time, the owner stated that he misunderstood the permit area and agreed to comply with the conditions of the permit in the future.

2019 TUP

The property owner applied for another TUP for the metal fabrication business for a term of 3 years. During a site visit it was observed that the applicant was again storing materials outside of the designated storage area. This material was subsequently moved to the 'storage area' identified on the permit. The Board approved the TUP with the additional condition that the property owner provide the Board with security in the amount of \$5,000 to be used by the RDBN to relocate any materials stored outside the TUP use area. The term of the TUP was set to expire when the ALC's non-farm use permission expires in July 23, 2021. This permit may be renewed for up to 3 years.

The staff report from the 2019 TUP application is attached for information as it included comments from the Ministry of Agriculture, MoTI, and the RDBN's Agriculture Coordinator.

2014 Non-Farm Use Application

In 2014 a Non-Farm Use application was approved by the ALC with the following conditions:

1. *For the reasons given above, the Panel approves the Application to continue using 0.5 ha of the Property for non-farm uses; more specifically, for the manufacturing of sheet metal products to be installed in sawmills and wood manufacturing facilities.*
2. *The approved Application is subject to the following conditions:*
 - a. *the non-farm use being in substantial compliance with the plan submitted with the Application;*
 - b. *expansion of the facility will require a new non-farm use application;*
 - c. *the non-farm use is approved for six (6) years as recommended by the RDBN;*
 - d. *approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable; and*
 - e. *the Applicant providing written confirmation that he agrees to the Commission rescinding Resolution #633/87 which allowed the construction of a church on the Property on application by a former owner of the Property.*

REFERRAL COMMENTS

The Ministry Transportation and Infrastructure has not provided comment at the time of writing this report.

The Area A Advisory Planning Commission comments will be provided on the supplementary agenda.

The applicants have also submitted an ALC application to allow the non-farm use.

PLANNING DEPARTMENT COMMENTS

The Planning Department remains hesitant to support a long-term light industrial use on the subject property in this rural residential / agricultural area of 5-10-acre parcels. In staff's opinion this is not the best use of the property long term.

The Planning Department remains willing to support the authorization of the use by TUP. The existing TUP A-10-19 can be renewed for an additional 3 years by Board resolution. The operational conditions and restrictions appear adequate to minimize the impact of the use on the area. After three years another TUP can be considered. However, it is recommended that the property owner use this time to find a more appropriate location for a light industrial business.

Process to Support the Rezoning

Should the Board wish to consider supporting Application RZ A-07-14 the Board can direct staff to prepare the necessary bylaw for the Board's consideration. Staff can also be directed to work with the applicant to develop a covenant to be registered on title which contains operational conditions and restrictions to minimize the scale and impact of the use.

ATTACHMENTS

1. Submitted Rezoning Application
2. Email Correspondence from Applicant
3. Letter of Support from Neighbour
4. 2019 staff report
5. TUP A-01-19



Application Form

Official Community Plan (OCP) / Zoning Bylaw Amendment

Applicants are advised to consult with Planning Staff before submitting an application.

1. **APPLICANT** If you are an agent applying on behalf of the property owner, fill out the applicant and property owner sections. If you are the property owner and the applicant only fill out the applicant section.

Applicant:

Name Lane John Perry

Signature _____

Mailing Address: Perry & Company - Barristers & Solicitors
3875 Broadway Avenue / PO Box 790
Smithers, BC V0J 2N0

Phone: _____
 (Home) _____
 (Cell) _____

E-mail: lane@perryco.ca

Property Owner(s):

Name(s) John Whitfield Dodds

Signature(s) *John W Dodds*

Mailing Address: PO Box 3547
Smithers, BC
V0J 2N0

Phone: _____
 (Home) _____

E-mail: _____

2. AGENT AUTHORIZATION

If the applicant is not the sole registered owner of the subject property, All owners of the subject property must sign the application below, or provide a signed letter, authorizing the applicant to act as agent on their behalf in regard to the application.

As owner(s) of the land described in this application, I/we authorize (please print) _____ to act as Applicant, and as our agent in regard to this application.

John Whitfield Dodds	<i>John Dodds</i>	March 23, 2021
Owner Name (print)	Signature	Date
_____	_____	_____
Owner Name (print)	Signature	Date
_____	_____	_____
Owner Name (print)	Signature	Date

3. PROPERTY INFORMATION

Legal Description(s) of the land which is the subject of this Application (subject property):
LOT 2 SECTION 17 TOWNSHIP 4 RANGE 5 COAST DISTRICT PLAN 11401

Civic Address (House No., Street Name):
1490 Weme Road, Smithers, BC

Size of Property: 5 Acres (Hectares/Acres)

Existing Land Use:
(Describe the uses that currently occur on the land under application. List each building and the use of that building.)

See Schedule "3".

4. REQUESTED AMENDMENT

Proposed
Amendment to
Zoning Bylaw:

Proposed
Amendment to
OCP:

Have Subject Property rezoned as Commercial Designation
Have Subject Property rezoned as Industrial Designation

Reason for Application:

(Describe the reason for the application. If the application is to allow a proposed new land use or development, describe that use and / or development. Also discuss why you consider the proposed use and / or development to be appropriate for the land under application. Attach separate pages to the application, or a letter as necessary.

See Schedule "3".

5. APPLICATION FEES

An application fee as set out in Schedule A to the Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1898, 2020 must accompany this application. An application is not considered complete and cannot be processed until the required application fee and information has been received by the Regional District.

Fees can be paid by cheque, interact debit card, or cash.

- Cheques should be made to the Regional District of Bulkley-Nechako and delivered to the attention of the Planning Department by mail to Box 820, Burns Lake, BC, V0J 1E0; or at the RDBN office, 37-3rd Ave, Burns Lake, BC.
- Interact debit card or cash payments can be made at the RDBN office, 37 3rd Avenue, Burns Lake, BC.

The following fees are required: Check the box that applies to your application

- | | |
|--|---------|
| <input type="checkbox"/> Official Community Plan (OCP) Amendment | \$1,000 |
| <input type="checkbox"/> Zoning Bylaw Amendment | \$1,000 |
| <input type="checkbox"/> Combined OCP and Zoning Bylaw Amendment | \$1,500 |

*Please note that the fee for an application to legalize an existing bylaw contravention is increased by an additional 50%.

6. SIGN NOTIFICATION REQUIREMENTS

Certain applications require that a sign be posted on the property to advise the community of the application. The sign can be provided by the property owner, or it can be rented from the Regional District of Bulkley-Nechako office (37-3rd Ave, Burns Lake) for a fee of \$25 plus a security deposit of \$75. The \$100 fee and deposit can be included with your application fee.

Do you wish to pay the signage fee now?

Yes

No

7. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Personal information requested on this form is collected under the *Freedom of Information and Protection of Privacy Act* section 26(c) and will be used for the purpose of processing your application. Any information relating to the use and development of the land provided to the RDBN for consideration and in support of the application may be made available for review by any member of the public. If you have any questions about the collection and use of this information, please contact the RDBN Information and Privacy Coordinator at 1-800-320-3339.

8. SITE DISCLOSURE STATEMENT

A Site Disclosure Statement is required when applying to rezone a property. Please fill out Schedule 1 attached to this application.

9. DECLARATION

I, the undersigned, hereby declare that the attached information, provided with respect to this application is a true statement of facts, and authorize RDBN staff to conduct site inspections of the subject property for the purpose of confirming information submitted as part of this application, and for the purpose of processing this application.

Lane John Perry

Owner/Agent Signature

Date

*To ensure your application is complete and that all items have been included with your application, see page 3 of the Official Community Plan & Zoning Amendment brochure for the application checklist.

SCHEDULE “3”

This Schedule “3” is in support of amending the current zoning for the following lands and premises with a legal description as follows:

PID: 004-304-365

Lot 2 Section 17 Township 4 Range 5 Coast District Plan 11401

(the “**Property**”)

The Property has a civic address of 1490 Weme Road, which is located just outside of Smithers, BC. Mr. Dodds’ principal residence and two shops are located at the Property. Skeena Blower & Sheet Metal Ltd. (“**Skeena**”) is a company that is duly incorporated in British Columbia, and operates solely out of the shops on the Property.

Skeena primarily operates out of two buildings on the Property. One building is 40 x 40; the other is 27 x 35. Skeena’s hours of operation are Monday to Friday from 8:00am until 4:00pm. The outside storage area used by Skeena is held in three shipping containers and some small storage on approximately two acres. Skeena only has two employees. Bandstra Transportation ships Skeena’s products to their purchasers or the purchasers will pick up the products themselves on their own trailers.

This schedule contains within it reasons to amend the current zoning for the Lands pursuant to the Official Community Plan (the “**OCP**”). The Property are currently designated as “Agricultural” under the “Smithers Telkwa Rural Office Community Plan Bylaw No. 1704, 2014 SCHEDULE “B” – LAND USE DESIGNATIONS.”

The Purpose of the OCP

This application to have the Property rezoned is made with respect and reference to the OCP. We acknowledge that the Plan endeavours to reflect the rural community’s aspirations with respect to the character, function and form of the Plan area.

Plan Vision and Goals

The future of Electoral Area A is envisioned as a safe, friendly, diverse, socially and economically vibrant, and ecologically healthy area. However, the residents of Electoral Area A are reported to understand that development and growth must occur in a manner that is not detrimental to the future viability of agriculture, the area’s diverse natural habitat, the world class recreational opportunities, and the character of the rural communities.

This application is guided by a belief that the Lands can be rezoned and the OCP can remain true to its visions its following visions: The Property, being rezoned, would maintain all of the following visions:

- a) for the agricultural,
- b) for the quality of life,
- c) for the environment,
- d) for the economy, and

e) for sustainability and climate change,

a. Vision for Agriculture

The agricultural component on the Property is currently, and forever has been, nothing.

The available land on the Property that would be free to use for agricultural purposes is only approximately two acres. The remaining three acres is used for Mr. Dodds' principal residence and his two shops. According to BC Assessment, Mr. Dodd's residence has a first-floor square footage of 2,080. Mr. Dodds' house was built in 1991. It is a larger house with a large turnaround driveway in front of the house. Quite simply, there is an insufficient amount of space on a small five-acre parcel to take advantage of agricultural endeavours on the Property.

However, it must be noted that Skeena contributes to agriculture. Skeena builds the fan component of specialized hay-drying equipment, called "the AG Maximizer Hay Dryer". This hay-dryer increases the quality and marketability of hay that may otherwise be critically diminished on account of the moisture content in the hay.

The hay-dryers are sold by Agri Green Enterprises Ltd. out of Vanderhoof, British Columbia. This portion of Skeena's business is estimated to be constitute 30% of Skeena's overall business. So although the Dodds and Skeena are not toiling in their fields to reap some sort of agriculture, they are clearly contributing to those who do such by increasing the value in the hay being sold, which, by corollary, increases the profits to the farmers.

b. Vision for Quality of Life

Mr. Dodds acknowledges the quality of life has been a concern in the past for his neighbours. Since becoming aware of this concern, he has diligently ensured that the noise is kept to an absolute minimum and the hours of operation are at times when his work would be least disruptive as possible to his neighbours. Mr. Dodds will continue this consideration owed and paid towards his neighbours so his livelihood does not detract from their quality of life.

c. Vision for the Environment

Mr. Dodds acknowledges and respects the value of the area's lakes, rivers, natural areas, and wildlife habitat. He sees these values as being critical components to resident's quality of life and the local economy.

d. Vision for the Economy

Mr. Dodds' labour through Skeena benefits the local economy in at least two profound ways. First, Skeena produces industrial fans that assist local sawmills to organize and collect dust, thereby reducing the risk of fires in mills. If a mill burns down, many people in this region will lose their jobs. Mr. Dodds, by minimizing the risk of fires in mills, casually contributes to the economy.

Second, Mr. Dodds assists agricultural produces in this region by building the hay-drying fans. As mentioned above, this dramatically increases the profitability of the hay for the farmers. In a wet year, farmers who are able to utilize the hay-drying equipment will not have to suffer from reduced profits from selling damp or moldy hay. There is also the added benefit of not risking a barn burning down from a moldy hay bale being stored wet, allowing the opportunity for the bale to spontaneously combust.

The fact that Mr. Dodds and Skeena assist in keeping these people employed and profitable through his carefully designed fan systems is a factor that connects Skeena with the vision for the economy in this region.

Prior to engaging Skeena, the Hay-Dryer manufacturer from Vanderhoof had the fans built and imported from Montana. It is more cost-efficient for Agri-Green to have Skeena manufacture the fans and keep shipping costs low. Building balanced and symmetrical curved, large fans is a highly specialized affair and requires skill and expertise. Skeena provides this. The fans are an intricate part of the hay-dryer unit, and force the heated air into the hay bales.

e. Vision for Sustainability and Climate Change.

Mr. Dodds has an appreciation for being sustainable. He also would not like to be a contributor to climate change, and understands the commitment to ensuring that he continues to have a reduced environmental footprint. Skeena is a small business, and Mr. Dodds intends to keep his contributions to sustainability large while keeping his contributions to climate change small.

Objectives & Policies of the OCP

In making this application, Mr. Dodds' acknowledges the following four objectives of agriculture designation:

- (1) To protect and preserve farm land and soil having agricultural capability.
- (2) To encourage the expansion and full utilization of land for agricultural purposes.
- (3) To support the objectives of the Provincial Agricultural Land Commission.
- (4) To encourage a diversity of agricultural uses and opportunities, as well as innovative agricultural practices.

Further, Mr. Dodds acknowledges that Policy Item #7 conditionally prohibits non-farm use of agricultural land. Non-farm uses of land within the Agricultural Land Reserve may only be considered in the following circumstances:

- (a) There is limited agricultural potential within the proposed area.
- (b) Soil conditions are not suitable for agriculture.

- (c) Neighbouring uses will not be compromised.
- (d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.
- (e) The application is in the best interest of the community.
- (f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.
- (g) And, traffic management issues will be considered and addressed appropriately.

As this is the framework for the basis for our application, I will discuss each of these items and apply them to the reality of the circumstances as is pertinent to Mr. Dodds and Skeena.

- (a) There is limited agricultural potential within the proposed area.

Given the small scale of the available land within the Property, it is immediately clear that the agricultural potential for the land is small. The size of the available land within the Property that could be used for agricultural purposes is approximately two acres.

It is understood that “agriculture” can come in many forms, some spacious and vast while others are condensed and concentrated. However, this land, even before Mr. Dodds’ house was built in 1991, was not used for agriculture. It is simply too small, and spending the time and money to acquire equipment and machinery for such a small area within the Property would likely bring a net loss each year.

On February 3, 2016, Mr. Colin Fry, the Chief Tribunal Officer of the Agricultural Land Commission, in ALC File 54707, decided upon an application to have property that was designated as agricultural land be removed from the agricultural land reserve for light industrial uses. The subject property of this decision was 2.1 hectares. When weighing the factors in priority, Mr. Fry wrote as follows:

Weighing the factors in priority

- [17] The Panel believes that the Property has limited sustainability for agriculture because of its small size (2.1 ha) and current residential use.
- [18] The Panel believes that the exclusion of the Property and its use for industrial purposes would have [*sic*] no impact on agriculture.
- [19] The Panel gave consideration to economic, social and cultural values and regional community planning objectives as required by s. 4.3. in this case, the Panel finds that the Application supports community planning objectives.

[Emphasis mine.]

It is understood that this decision is dated to 2016 and the legislation and processes may have changed. This decision is referenced to highlight the similar circumstances in which Mr. Dodds finds himself to that of the applicant here. Both had their respective properties within the agricultural land reserve, both had their residences on the property, and both operate small or light industrial operations on their property. Size has been a factor before, and it is submitted that it should still be a factor today.

(b) Soil conditions are not suitable for agriculture.

The soil conditions on the Property are not suitable for agriculture. The area is too small, it has never been developed to be suitable for agriculture, and would require significant time, attention and effort to get it close to being suitable for agriculture.

(c) Neighbouring uses will not be compromised.

The neighbouring lands to the Property are as follows:

- North of the Property is a rural residence;
- East of the Property is Highway 16 and some bush and a field;
- South of the Property is a former goat farm, various chattels, old vehicles, uninhabited; and
- West of the Property is a rural residence.

Mr. Dodds has had concerns about the noise coming from his shop on the Property from a neighbour. However, Mr. Dodds has undertaken strident efforts to ensure that the neighbours will not be affected by his business being conducted on the Property. He works inside the shop, and keeps the shop doors closed when working on projects that tend to create more noise than usual.

Mr. Dodds will continue these efforts to reduce or eliminate any reasonable grounds for concern from the lands that neighbour the Property.

(d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.

There is no proposed development.

(e) The application is in the best interest of the community.

This application is in the best interests of the community. If Mr. Dodds is permitted to continue to operate Skeena on the Property, many people will be better off. Skeena is not purporting to be the sole factor to keep mills operating and farmers profiting, but Skeena does purport that it contributes to both.

Skeena has contracted with lumber mills in the Northern British Columbia region. The purpose of these mills contracting with Skeena is to reduce the potential hazards associated with excess sawdust collection. If left unaccounted for, there is a genuine and serious risk that the sawdust could be a fire hazard. Many people and families depend on mills to operate. If a mill ceases operation, this affects foresters, machine operators, truck drivers, camp attendants, camp cooks, first aid attendants, mill employees, and all of their respective families.

The list of people who rely on the constant production of mills is long. The roots of the forest industry are deeply embedded within Northern British Columbia. Skeena contributes to the safe operation of mills, which ensures the many families that rely on the timber industry have sufficient money for their needs.

There are only two or three companies in British Columbia who are capable of doing the sawmill related work the Dodds family does. One is in the Okanagan; the other is in the lower mainland. Diameters of pipe sizes of ducting, elevators and locations of blowers have to be custom-designed and engineered for each mill-sight, each with material sizes factored in.

This application is made with consideration and respect paid to the best interests of the community.

- (f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.

There is no proposed development.

- (g) Traffic management issues will be considered and addressed appropriately.

The traffic associated with Skeena occurs infrequently. Weme Road, where the Property is located, is a quiet, short, and dead-end road with very little traffic. There can be no reasonable concerns regarding the traffic leaving the Property and entering onto Weme Road. Fans are transported to Vanderhoof by pick-up truck and trailer. Perhaps only one or two trucks go to the Property each month.

At the junction of Weme Road and Highway 16, there will sometimes be semitrucks and trailers used to haul Skeena's products to their customers. These trucks are driven by professional drivers, and they are responsible for the safe operation of the trucks. Skeena is unable, as the manufacturer, to offer any guarantees or warranties regarding the safe transportation of the products manufactured by Skeena. However, if the circumstances were to change, Skeena would respond to the circumstances accordingly and ensure that traffic management issues were addressed in a manner which respects all road-users and their safety.



PERRY & COMPANY

BARRISTERS AND SOLICITORS NOTARIES PUBLIC

* John L. Perry, LL.B.
 * Sean E. Rowell, B.A., LL.B.
 Lane J. Perry (Articled Student)
 L. W. Perry (1921 - 2010)

* Dale E. Perry, B.A., LL.B.
 Brooke E. Haberstock, B.A., J.D.
 Morven A. Burch (Articled Student)

* Law Corporation

April 20, 2021

Regional District of Bulkley Nechako
 PO Box 920
 Burns Lake, BC V0J 1E0

Attn: Ms. Maria Sandberg and Mr. Jason Llewellyn

Dear Madam and Sir:

RE: John Whitfield Dodds – Application for Text Amendment

I enclose a current search of the subject property, an application to permit Skeena Blower & Sheet Metal Ltd. (“Skeena”) to continue their business on their farm, some recent photos of the property, and a statutory declaration signed by Skeena’s neighbour, Brent Weme, who supports this application.

Mr. Dodds’ operations still continues to service sawmills from Terrace to Prince George areas. Mr. Dodds also fabricates hay-drying equipment for Agri Green Enterprises Ltd., which enable farmers to enhance their hay for sale. This enhancement of the hay increases the value and profits for farmers. It thereby provides motivation and incentive to keep farmers farming.

Nothing has really changed in the nature of Mr. Dodds’ operation. His son, Cameron Dodds, continues to work for John. In most respects, the operation is the same as it was in 2019, except now he has expanded his business to directly service agricultural dealers, and farmers are benefitting from the products produced by Mr. Dodds or his son through Skeena Blower.

All of the above information should be outlined to your satisfaction in the application package enclosed.

Please give me a call if you require further information about this application.

Yours truly,

PERRY & COMPANY

Per:

Lane J. Perry
Articled Student

LJP

Enclosures

3875 Broadway Avenue
 P.O. Box 790, Smithers, B.C. V0J 2N0

Telephone: 250 847-4341
 Fax: 250 847-5634

From: [Lane Perry](#)
To: [Deneve Vanderwolf](#)
Subject: [EXTERNAL]: Clarification on Application
Date: June 1, 2021 10:25:30 AM

Good morning Deneve,

Per our phone call this morning, I would like to make a change to my application to what was requested. At Part 4: Requested Amendment, I proposed to have the subject property rezoned as a commercial designation and/or as an industrial designation. Instead, I would like to do a site-specific amendment to the small holdings zone. I am not looking to do an OCP amendment at this time.

Thank you for bringing this to my attention. Your assistance is greatly appreciated.

Best,

Lane J. Perry

Perry & Company Barristers and solicitors
Box 790, Smithers, BC V0J 2N0
Ph: 250-847-4341
Fax: 250-847-5634 / lane@perryco.ca

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CANADA
 PROVINCE
 OF
 BRITISH COLUMBIA

IN THE MATTER OF

Application to RDBN & Agricultural Land Commission
 PID#004-304-365
 Lot 2 Section 17 Township 4 Range 5 Coast District
 Plan 11401 (the "Property")

TO WIT:

I, Brent Weme, live at 1355 Weme Road, Smithers, British Columbia and I am a current neighbour of John Dodds of Skeena Blower & Sheet Metal Ltd. ("Skeena").

1. The Dodds' property was purchased by my father in the 1970s from Alex Kucher. Mr. Kucher did not farm and had a collection of small structures on the property when my father purchased the property.
2. To my knowledge, the Dodds' property was never farmed. Following a subdivision, our family sold the Dodds' property to James Berkey. At that time, it was vacant and we had removed the old Kucher structures.
3. Skeena has made efforts to keep the noise disturbance down during early morning and late evening hours. They have not been a source of disturbance to me for some time.
4. I make this statutory declaration in support of permitting Skeena to operate their business on the Property as they have been since 2008.

AND I MAKE THIS SOLEMN DELCARATION, CONSCIENTIOUSLY BELIEVING IT TO BE TRUE AND KNOWING THAT IT IS OF THE SAME FORCE AND EFFECT AS IF MADE UNDER OATH AND BY VIRTUE OF THE "CANADA EVIDENCE ACT."

Sworn to be true before me at
 Smithers, British Columbia this
19 day of April, 2021



A NOTARY PUBLIC IN AND FOR
 THE PROVINCE OF BRITISH COLUMBIA



 BRENT WEME

LANE J. PERRY
 Articled Student
 Box 790 3875 Broadway Avenue
 Smithers, BC V0J 2N0

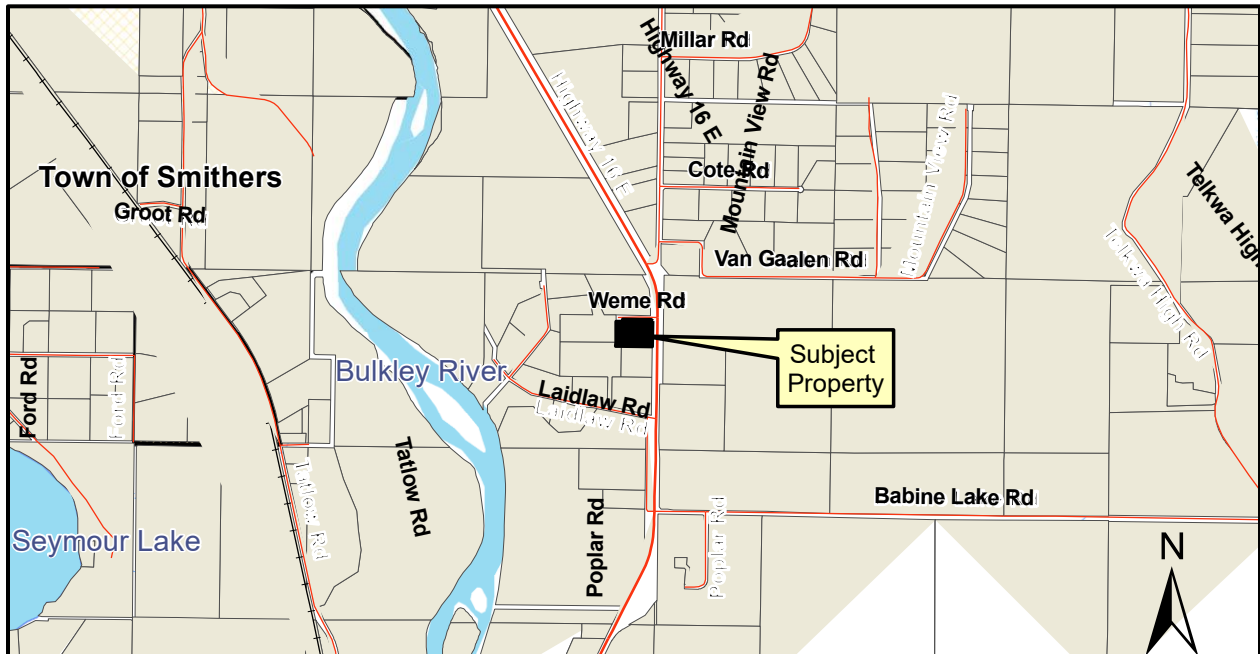


**Planning Department Report
Temporary Use Permit Report
File A-01-19
October 11, 2019**

APPLICATION SUMMARY

Name of Owner:	John Whitfield Dodds
Agent:	John L. Perry (Perry & Co.)
Electoral Area:	A
Subject Property:	Lot 2, Section 17, Township 4, Range 5, Coast District, Plan PRP11401. Property is 2.023 ha (5 acres) in size.
O.C.P. Designation:	Agricultural (Ag) in the Smithers Telkwa Rural Official Community Plan 1704, 2014.
Zoning:	Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Existing Land Use:	Residential and light industrial.
ALR Status:	In the ALR. An ALC Non-Farm Use approval has been obtained for six years, expiring July 23, 2021.
Location:	The subject property is located at 1490 Weme Rd, approximately 2 kilometers southeast of the Town of Smithers.

Location Map



PROPOSAL

The applicant is requesting the issuance of a Temporary Use Permit (TUP) to continue the operation of a sheet metal fabrication and assembly business, as this use is not a permitted use in the Small Holdings (H1) Zone. The applicant has held a TUP for the business since 2015. The TUP was renewed in 2016. The permit expired in July 2019. Therefore, the applicant has applied for a new permit for three years, under the same provisions as the last permit.

The use area consists of two shops for the manufacturing of dust collection and waste transfer systems for sawmills. Sheet metal is shipped onto the property and finished product is loaded onto a truck, once every two weeks. While waiting for shipping, finished products are stored outside. The areas previously permitted for the manufacturing and storage are approximately 0.45 ha in size combined.

Site Plan from TUP A-01-15



TEMPORARY USE PERMITS EXPLAINED

A TUP allows a use not permitted by zoning to continue for up to three years. During those 3 years a request can be made to have the Board consider renewing the permit for an additional three years. After the renewed permit expires, a new application can be made to allow the use to continue.

The permit should only be issued in accordance with the policy identified in the Smithers Telkwa Rural Official Community Plan, which allows for the issuance of a Temporary Use Permit on the following basis:

- 6.2 (1) *Temporary use permits may be issued for temporary uses, pursuant to Section 493 of the Local Government Act, under the following circumstances.*
- (a) *The proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area;*
 - (b) *The environment would not be negatively affected by the proposed temporary use.*
 - (c) *The proposed temporary use will not have adverse effects on neighbouring land uses or property owners.*
 - (d) *The applicant has provided, for consideration as part of the application process, a decommissioning and reclamation plan, if the temporary use requires a significant amount of capital investment in a particular location, or otherwise results in the need for site reclamation.*
 - (e) *The need for security in the form of an irrevocable letter of credit with an automatic extension clause has been considered to ensure that required decommissioning and reclamation is completed.*
 - (f) *The proposed temporary use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).*

The Approval Process

Notice of this application was published in the Interior News informing the public of the time and location of the Board's consideration of the application, and their ability to provide input. Property owners and tenants within 50 metres of the subject property were sent a similar notice. Referral for comment was sent out to the Ministry of Agriculture, Ministry of Transportation and Infrastructure, Regional District Agrolgist, and the Advisory Planning Committee.

Prior to the Board's consideration of the application the gallery should be asked if anyone wishes to provide comment on the application. As well, all pertinent information will be available at the Smithers Public Library, RDBN Office and online for more information.

REFERRAL COMMENTS

Advisory Planning Commission

Resolution: The APC supports the TUP for the two years remaining on the original six year TUP which will expire in 2021.

Comments: Temporary is temporary and the APC believes that a permanent solution needs to be considered by the applicant.

Ministry of Transportation

Approval Recommended Subject to Conditions Below.

- The Ministry notes that this file relates back to files from 2014 – 2015 in both cases concerns were noted given the industrial use and no improvements were done to support industrial use to and from the highway.
- Comments given were:
 - Any increase to the business/ truck traffic either an intersection upgrade or traffic impact study would be required
 - Any change of property owners, a new referral would be required
 - No storage or use of the Highway 16 ROW will be allowed
 - No structures or storage shall be allowed within the ROW of Weme Road and shall not disrupt maintenance or snow removal
 - If concerns are brought forward, the Ministry may re-visit any upgrades with the client
- The Ministry still stands by these comments and would also request that a No Further Development also be placed on the property Covenant until a traffic impact study/ intersection upgrades are completed.

Agricultural Land Commission

Thanks for passing this on. I have three comments:

1. Condition (a) of resolution #208/2015 (ALC Application 54011) is that the non-farm use must be in substantial compliance with the plan submitted with the Application. This means any non-farm use on the Property outside of the conditionally approved 0.5 ha is in contravention of the ALC Act. Is this currently the case?
2. Condition (e) of Resolution #208/2015 was the Applicant must provide written confirmation that he agrees to the commission rescinding Resolution #633/87 which allowed the construction of a church on the Property. Approval of the non-farm use is contingent on this first being submitted. He ALC has no record of this condition being fulfilled, therefore it appears the approval for the non-farm use was never in effect and

any non-farm use, even within the conditionally approved 0.5 ha area, is currently non-compliant.

3. I like the three proposed conditions for the TUP. Aligning the TUP with the same area and duration as in the ALC decision makes compliance with Resolution #208/2015 more likely and enables the RDBN to also enforce any non-compliance via the TUP. As the ALC doesn't hold an ILOC for this property, and given the history, requiring an ILOC to ensure compliance with the TUP sounds like a good idea.

RDBN Agriculture Coordinator

Approval recommended for reasons outlined below.

I support the conditions recommended by the RDBN Staff. The parcel must be returned to agricultural use before the expiration of the ALC's non-farm use permit.

Ministry of Agriculture

Thank you for the opportunity to provide comment on this Temporary Use Permit application. From what I understand, this contemplated TUP issuance will expire with the current non-farm use issued by the Agriculture Land commission (July 23, 2021). From an agriculture perspective, I don't see any substantial changes in the current land use and non-agriculture endeavours on the subject parcel and surrounding land parcels and therefore my comments provided for the TUP in 2015 (attached) are relevant and unchanged; that being that light industrial activities that do not directly support a farm operation ideally should be conducted in areas with appropriate zoning and not on agriculture (ALR) land. There are several vacant light industrial fabrication buildings within Smithers town boundaries for example. I note the additional conditions as part of a potential TUP offer from RDBN as a helpful means to promote permitted use(s) only within the TUP area.

MOA comments from 2015 Application.

Please accept this email as my formal response to your referral package ALR 1171 dated Nov 25, 2014. I have reviewed the referral information dated Nov 25, 2014 and I conducted a brief visual inspection of the subject property. I would like to note that the subject property does not fall within the CLT 6(t) rating polygon as shown on the referral map provided. This 6T rating pertains to the steep slope bank just to the west of the subject property. I have included a scan of the Telkwa River CLI 93L NW mapsheet, which from my estimation shows a CLI rating of the subject property for agriculture capability as 80% Class 3 and 20% Class 4 with common subclasses of: minor cumulative limitations (x), topog (t), and stoniness (p). Although I did not dig soil pits on the subject property due to frozen ground, the soil capability is generally some of the highest rated in the area; certainly higher than 6(t).

I suggest that the area used for non-agricultural purposes in conjunction with Mr. Dodds' fabrication shop (and previous non-farm use) is heavily compacted from repeated machine and vehicle traffic, and therefore may directly affect future soil-based agriculture potential but to what degree of "permanency" is hard to determine with the information at hand. I estimate

this heavily impacted area as a ¼ of the total subject property area. Although soil-based agriculture currently makes up a large portion of agriculture activity in the Bulkley Valley, future provision for non-soil based agriculture possibilities (poultry barn, hydroponic greenhouses, value-added processing), could be considered.

I am not in favour of Class 3 and 4 agriculture land being used for incompatible non-farm use(s), and would much rather see industrial activities take place in areas zoned for industrial purposes with poorer (higher) agriculture capability ratings. Agriculture land with capability ratings of 3 and 4 are quite rare in the Bulkley Valley and should therefore be preserved for agricultural use. I understand Mr. Dodds' utilization of an existing shop facility on the subject parcel, however I am concerned about possible precedent with a non-farm use approval and re-zoning for (light) industrial purposes.

PLANNING DEPARTMENT COMMENTS

Land Use

The subject property is located in a residential subdivision with 5-10-acre parcels and is not appropriate for a long-term light industrial use.

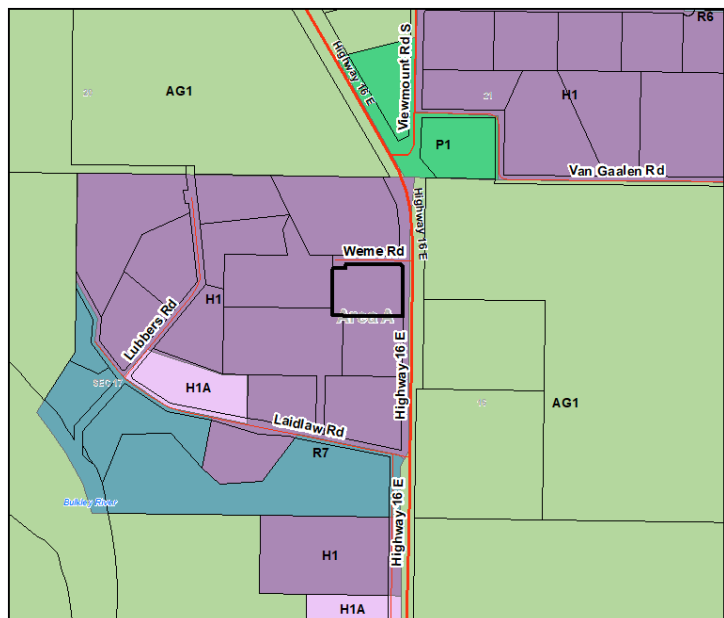
The property owner operating the business lives in a residence on the property, employing his two son's full time and another worker occasionally. According to the application, Mr Dodds' operation has become smaller and more focused. The business now employs 1.5 less persons than in 2015. Despite the decrease in size, the operation continues to not comply with RDBN's Home Occupation regulations as more than 1 employee does not reside on the property and the business involves outdoor storage.

OCP

The subject property is designated Agriculture (AG). The intent of this designation to protect and preserve farm land and soil having agricultural capacity that facilitates the appropriate utilization of that land for agricultural purposes. Light industrial activities do not conform with the direction under the AG designation.

Zoning

The property is zoned Small Holdings (H1) and the proposed use does not fall under the permitted uses for the H1 Zone. Therefore, the applicant must apply to rezone the property or apply for a Temporary Use Permit (TUP).



Background

The applicant has operated the steel fabrication business on the property since 2008 and was the subject of enforcement action beginning in 2012. A rezoning application was made in September 2014 to avoid the RDBN seeking a Supreme Court Injunction prohibiting the use. At the Regional District of Bulkley-Nechako January 29, 2015 Board meeting the following motion was passed:

“That the Regional District Board:

1. *deny Rezoning Application No. A-07-14 (Dodds/Perry);*
2. *direct staff to encourage the property owner to apply for a Temporary Use Permit for the proposed use; and*
3. *direct staff to seek a petition for a B.C. Supreme Court injunction to stop the illegal use, which includes a clean-up order to remove all equipment and materials associated with the illegal use, if a complete Temporary Use Permit application is not received by February 27, 2015.”*

The applicant applied for a temporary use permit, and on June 25, 2015 the RDBN issued a Temporary Use Permit for one year. The applicant also received Non-Farm Use approval from the Agricultural Land Commission in 2015 for the period of 6 years, expiring in 2021.

In 2015, the applicant had indicated that he had no plans to expand his operation and did not wish to start over in another location, as he only wished to operate the business for a few more years. Therefore, the use would qualify for a temporary use permit. In 2016, the applicant applied to renew the Temporary Use Permit for 3 years, which recently expired on July 22, 2019.

Non-Compliance of Temporary Use Permit Conditions

Prior to the issuance of the permit in 2016 staff received a complaint that the property was unsightly, and staff confirmed that the property owner was out of compliance with Temporary Use Permit A-02-15 by storing materials outside of the designated storage area. At that time, the applicant stated that he misunderstood the permit area and agreed to comply with the condition of the permit in the future.



On May 16, 2019 the RDBN staff visited the property and found that the applicant was again storing materials outside of the designated storage area. This material was subsequently moved to the 'storage area' identified on the previous issued Temporary Use Permit which has now lapsed. The applicant has continued the use of the property for the operation of a sheet metal fabrication and assembly business, despite not having permits over the last three months.



Agricultural Land Commission Non-Farm Use approval

An ALC Non-Farm Use approval has been obtained for six years, expiring July 23, 2021. As a condition of the non-farm use permit, the use must be in substantial compliance with the plan submitted with the application. The applicant has not been in compliance with the ALC, as materials are stored outside of the non-farm use area. Also, the property owner has not provided written confirmation that he agrees to the commission rescinding Resolution #633/87 which allowed the construction of a church on the Property.

DISCUSSION

Due to the applicant's history of non-compliance, Planning Department Staff are concerned with the negative impacts on the look and character of the residential neighborhood; and, in addition to the impacts to lands capable for agricultural use. Therefore, staff recommend that the following conditions be added to Temporary Use Permit A-01-19 if the Board approves the application.

Conditions

- The temporary operation of a sheet metal fabrication and assembly business may only operate within the area identified as the "Use Area" in Schedule A, which forms part of this permit.

- RDBN requires security in the amount of \$5,000 in the form of an irrevocable letter of credit with an automatic extension clause to be used by the RDBN to relocate any materials stored outside the TUP use area.
- And, limit the term of Temporary Use Permit to expire when the ALC's Non-Farm Use permission expires, in July 23, 2021.

Recommendation

That the Regional District Board:

1. Approve the issuance of Temporary Use Permit A-01-19; and
2. direct staff to issue the permit once the property owner has provided written confirmation to the satisfaction of the ALC that he agrees to the commission rescinding Resolution #633/87; and provided the RDBN with the \$5,000 security required pursuant to the permit.

Electoral Area Planning – Participants/Directors/Majority

Reviewed by

Written by

Jason Llewellyn
Director of Planning

Jennifer MacIntyre
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
TEMPORARY USE PERMIT NO. A-01-19**

ISSUED TO: John Whitfield Dodds
Box 3547
Smithers, BC V0J 2N0

WITH RESPECT TO THE FOLLOWING LANDS:

Lot 2, Section 17, Township 4, Range 5, Coast District,
Plan 11401

1. This Temporary Use Permit authorizes the following temporary use:

The operation of a sheet metal fabrication and assembly business at the location shown on Schedule A, which is attached to and forms part of this permit.
2. The temporary use identified in Section 1 may only operate within the area identified as the "Use Area" in Schedule A, which forms part of this permit.
3. The temporary use identified in Section 1 may occur only in substantial accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A. If the terms of this permit are not met the permit shall be void.
4. The permit holder shall, as a term of this permit:
 - a. Limit the hours of operation from 7 A.M. to 6 P.M. daily;
 - b. Limit the number of employees working on-site at any time to a maximum of five;
 - c. Only use the area designated as "Storage Area" on Schedule A, which is attached to this permit, for outside storage of finished products and materials;
 - d. Undertake all manufacturing and assembly work inside a building; and,
 - e. Provide the RDBN with security in the amount of \$5,000 in the form of an irrevocable letter of credit with an automatic extension clause to be used by the RDBN to relocate any materials stored outside the TUP use area.
5. This Permit authorizes the temporary use identified in Section 1 of this Permit to occur until July 23, 2021.

If a term or provision of this permit is contravened or not met, or if the Applicant or property owner suffers or permits any act or thing to be done in contravention of or in

violation of any term or provision of this permit, or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing prescribed or imposed or required by this permit the Applicant and / or property owner are in default of this permit, and the permit shall be void and of no use or effect.

6. As a term of this permit the owner of the land must remove all industrial equipment from the land upon which the temporary use is occurring, or has occurred within two months from the date of the expiration of this permit, unless this permit is renewed by the Board.
7. 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 NO. *2019-13-15* passed by the Regional Board this *24* day of *October*, 2019







PERMIT ISSUED on the *23* day of *January*, *2020*



Corporate Administrator



Lot 2, Section 17,
Township 4, Range 5,
Coast District, Plan 11401

-  Highway
-  Secondary Road
-  Subject Property
-  TUP A-01-19 Storage Area
-  TUP A-01-19 Use Area
-  Cadastre

*DISCLAIMER The Regional District of Bulkley-Wechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the sources of such maps or other information.
The Regional District of Bulkley-Wechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.
Please be advised that the data represented here will be maintained on an ongoing basis, and as such, changes frequently.

Scale: 1 cm = 10 m
User: jennifer.macintyre
Date: 2019-07-30
Time: 12:00:57 PM



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Maria Sandberg, Planning and Parks Coordinator
DATE: June 24, 2021
SUBJECT: Repeal of “Regional District of Bulkley-Nechako Floodplain Management Bylaw No.1300, 2004”

RECOMMENDATION

That “Regional District of Bulkley-Nechako Floodplain Management Repeal Bylaw No. 1953 , 2021” be given three readings and adoption.

VOTING

All / Directors / Majority

DISCUSSION

When “Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1878, 2020” was adopted in November 2020, staff overlooked repealing the previous floodplain management bylaw (Bylaw No. 1300, 2004).

Staff therefore recommend that “Regional District of Bulkley-Nechako Floodplain Management Repeal Bylaw No. 1953, 2021” be given three readings and adopted.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1953, 2021

A Bylaw to Repeal “Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1300, 2004”

WHEREAS the Board of the Regional District of Bulkley-Nechako has adopted “Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1878, 2020” to replace “Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1300, 2004”.

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

That “Regional District of Bulkley-Nechako Floodplain Management Bylaw No.1300, 2004” and all bylaws enacted in amendment thereto are hereby repealed.

This bylaw may be cited as the “Regional District of Bulkley-Nechako Floodplain Management Repeal Bylaw No. 1953, 2021”.

READ A FIRST TIME this ___ day of _____, 2021

READ A SECOND TIME 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 Floodplain Management Repeal Bylaw No. 1953, 2021”.

DATED AT BURNS LAKE this ___ day of _____, 2021

Corporate Administrator

ADOPTED this ___ day of _____, 2021

Chairperson

Corporate Administrator

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

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: June 24, 2021
SUBJECT: Non-Farm Use Application No. ALR 1231

RECOMMENDATION

That Agricultural Land Reserve Non-Farm Use Application No. 1231 be recommended to the Agricultural Land Commission for approval with the further recommendation that the Agricultural Land Commission ensure appropriate phased reclamation throughout the life of the mine.

VOTING

All / Directors / Majority

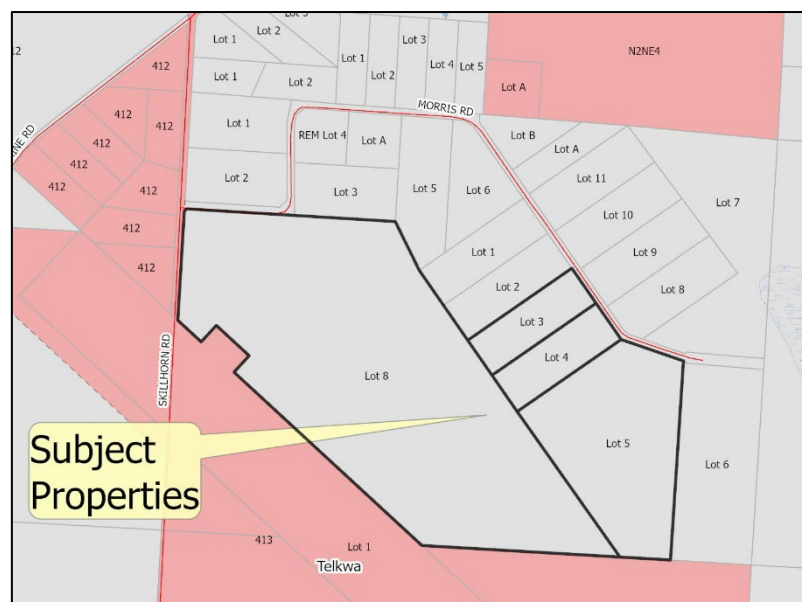
EXECUTIVE SUMMARY

The purpose of this application is to allow the continued operation of an existing gravel pit on land that is in the ALR. The application indicates that over the anticipated future 25 years lifespan of the gravel pit, a total area of 65.9 ha. of land will be disturbed, and a total of 2,000,000 m³ of material is proposed to be removed.

Staff support the application subject to the ALC ensuring appropriate reclamation.

APPLICATION SUMMARY

Name of Agent/Owner:	Vihar Construction Ltd.
Electoral Area:	Area A
Subject Properties:	Lot 8 District Lot 413 Range 5 Coast District Plan 9490 Lot 3 District Lot 413 Range 5 Coast District Plan 10331 Lot 4 District Lot 413 Range 5 Coast District Plan 10331 Lot 5 District Lot 413 Range 5 Coast District Plan 10331
Property Sizes:	Lot 8 – ± 57.7 ha, Lot 3 – ± 4 ha, Lot 4 – ± 4.2 ha, Lot 5 – ± 17.2
OCP Designation:	Agriculture (AG) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
Zoning:	Agricultural (AG1) in Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020
Existing Land Use:	Gravel Pit
Location:	The subject properties are accessed from Skillhorn Rd and Morris Rd. The land to the north of the subject properties are rural residential parcels. The land to the east is primarily undeveloped forested land. To the west is a Village of Telkwa gravel pit and an air strip. To the south is undeveloped land within the Village of Telkwa.
Non-Farm Use Area:	± 83.1 ha



Proposal

The purpose of this application is to allow the continued operation of an existing gravel pit on land that is in the ALR. The application indicates that over the anticipated future 25 years lifespan of the gravel pit, a total area of 65.9 ha. of land will be disturbed, and a total of 2,000,000 m³ of material is proposed to be removed.

DISCUSSION**Official Community Plan**

The subject property is designated Agriculture (AG) under the Smithers Telkwa Rural Official Community Plan. The intent of the designation is to preserve and encourage the utilization of land for agricultural purposes. OCP Policy states that the Province “should ensure that agricultural land used for aggregate extraction are adequately restored for agricultural purposes.

Zoning

The property is zoned Agricultural (Ag1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw). The Zoning Bylaw can not regulate the location of the removal or deposit of soil. Aggregate processing is not a permitted use on the subject property and the proposed portable crushing and screening plants will require a Temporary Use Permit from the RDBN.

ALR Approval

There are two ways in which gravel pits can be allowed in the ALR. A property owner can initiate a Notice of Intent – Soil Removal on ALR Land (NOI) process or make a Non-Farm Use - Removal of Soil (NFU) application. The NOI application must be made prior to gravel pit operation. Retroactive approvals cannot be given through the NOI process; therefore, the applicants NOI application was denied by the ALC. The applicant then made the necessary non-farm use application for the removal of soil. This application will be considered by the ALC’s Soil and Fill Panel.

Ministry of Energy, Mines, and Petroleum Resources (MoM)

It appears that gravel extraction in this area has been under two separate permits issued in 1980 and 1994. The permits were most recently renewed in 2019.

Referral

The Ministry of Agriculture, Food, and Fisheries comments not received at the time of writing this report.

The RDBN Agriculture Coordinator (West): Ultimately it doesn't make sense to me to disallow this non-ALR use as it is already so well established and there continues to be a need for the material. It would be good to see additional, more detailed information with respect to the reclamation of this gravel pit – it appears that some areas have been reclaimed thus far. An assessment completed by a qualified professional (e.g., an agrologist) could document the effectiveness of the current attempts to reclaim the spent areas of the gravel pit and make recommendations for ongoing reclamation efforts.

The Electoral Area A Advisory Planning Commission comments will be on the supplementary agenda.

PLANNING DEPARTMENT COMMENT

The applicant has not provided much information regarding topsoil preservation and the reclamation to occur throughout the life of the gravel pit. Staff recommend that the ALC work with the applicant to develop a phased reclamation plan that ensures that gravel extraction and reclamation occurs as soon as possible throughout the life of the mine.

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. Submitted ALR Application
4. Pit Development Map submitted by the applicant
5. Reclamation photos submitted by the applicant

APPENDIX A**Agricultural Capability based on Canada Land Inventory Mapping**

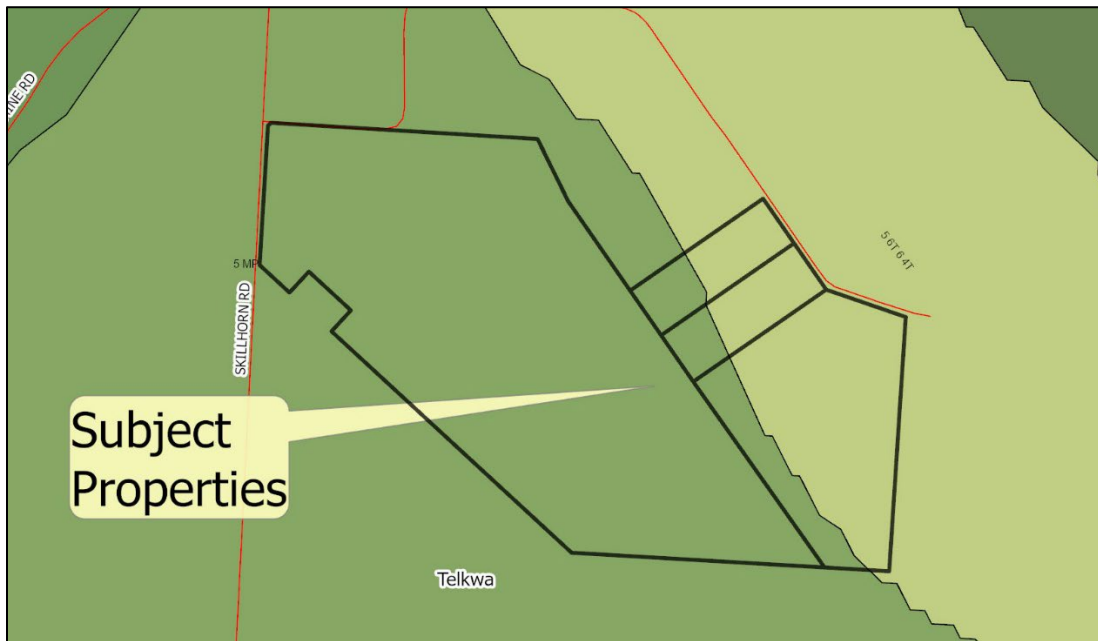
75 %

Class 5 – limited by Soil moisture deficiency and Stoniness.

25 %

60% Class 5 – limited by Topography.

40 % Class 6 – limited by Topography.

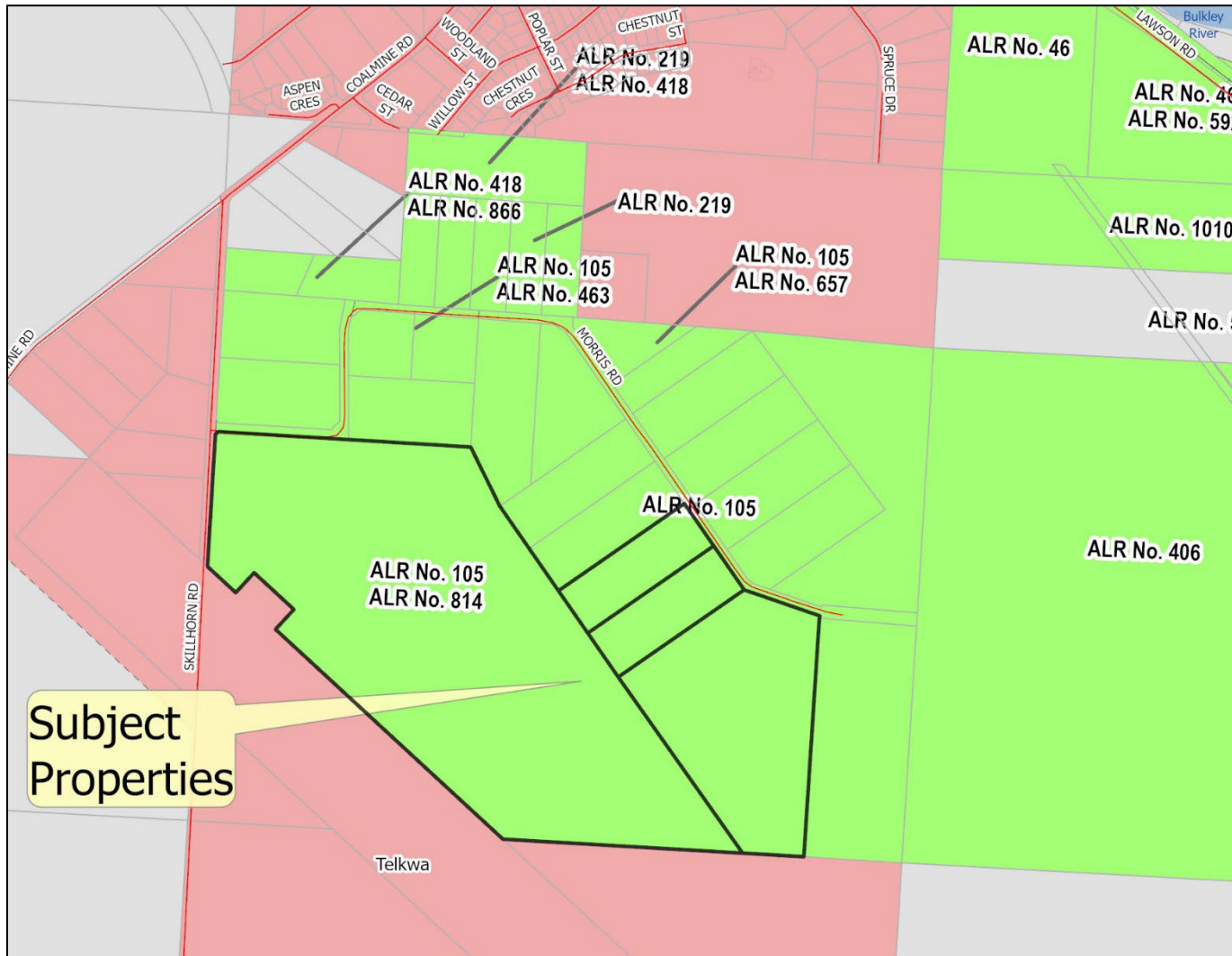
Agricultural Capability Map

APPENDIX B:

Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation Staff Board ALC
105	S 1/2 and the S 1/2 of the N1/2, District Lot 413, Range 5, Coast District.	Application for Subdivision, consolidating properties.	Denial
			Approval (Conditional)
			Approved
219	NE 1/4 of NW 1/4 District Lot 413 Coast Range 5	Application for exclusion from the ALR	Denial
			Denial
			Approved
406	District Lot 414 lying to the South and West of Plan 1157 except parts included in Plans 6694, 7023 and 7286, Range 5, Coast District	Application to subdivide 131.22 ha into 24 parcels of ± 2.5 ha and one parcel of 65.10 ha.	Denial
			Denial
			Denied
418	NW 1/4 of the NW 1/4 of District Lot 413 except Plan 9288, Range 5, Coast District	Request to construct one permanent dwelling and place one mobile home on the 3.88 ha parcel	Denial
			Approval
			Approved
463	Lot 4, Plan 9490, District Lot 413, Range 5, Coast District	Application to subdivide 4.25ha into two parcels of ± 2.13 ha	Approval
			Approval
			Approved
657	Lot 12, District Lot 413, Range 5, Coast District, Plan 10331.	Application to subdivide 4.324 ha into one lot of 2.21 ha and one lot of 2.2 ha.	Denial
			Approval
			Approved
814	Lot 8, Plan 9490, District Lot 413, Range 5, Coast District.	Application to subdivide a parcel of 1.34 ha containing a dwelling from the subject property.	Approval
			Approval
			Approved
866	NW ¼ of the NW ¼, District Lot 413, Range 5 Coast District, Except Plan 9288	Application to subdivide the 3.9 ha property into three lots; one of ±1.0 ha, one of 1.8 ha and one of 1.1 ha	Approval
			Approval
			Approved

Surrounding Applications Map



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 62933

Application Status: Under LG Review

Applicant: Vihar Construction Ltd

Agent: Vihar Construction Ltd

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 04/14/2021

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

Proposal Type: Non-Farm Use (Removal of Soil)

Proposal: These properties form an existing gravel pit and quarry that have operated as such for well over 40 years. There is limited top soil on the properties for reclamation purposes as the area is predominately a jack pine flat on a river deposit of sand and gravel. Vihar would like to continue gravel operations as it is a primary supplier for private, commercial, and government projects in the bulkley valley. Clean fill may be brought in to aid in final reclamation post gravel extraction.

Agent Information

Agent: Vihar Construction Ltd

Mailing Address:

Box 2703, 2920 Tatlow Road

Smithers, BC

V0J 2N0

Canada

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 006-002-081

Legal Description: L 8 DL 413 R5C PL 9490

Parcel Area: 57.7 ha

Civic Address: Box 2703, 2920 Tatlow Road

Date of Purchase: 11/28/2016

Farm Classification: Yes

Owners

1. **Name:** Vihar Construction Ltd

Address:

Box 2703, 2920 Tatlow Road

Smithers, BC

V0J 2N0

Canada

Applicant: Vihar Construction Ltd

2. **Ownership Type:** Fee Simple
Parcel Identifier: 005-373-760
Legal Description: L 3 DL 413 R5C PL 10331
Parcel Area: 4 ha
Civic Address: Box 2703
Date of Purchase: 11/28/2016
Farm Classification: Yes
Owners

1. **Name:** Vihar Construction Ltd
Address:
Box 2703, 2920 Tatlow Road
Smithers, BC
V0J 2N0
Canada

-
3. **Ownership Type:** Fee Simple
Parcel Identifier: 005-373-794
Legal Description: L 4 DL 413 R5C PL 10331
Parcel Area: 4.2 ha
Civic Address: Box 2703
Date of Purchase: 11/28/1016
Farm Classification: Yes
Owners

1. **Name:** Vihar Construction Ltd
Address:
Box 2703, 2920 Tatlow Road
Smithers, BC
V0J 2N0
Canada

-
4. **Ownership Type:** Fee Simple
Parcel Identifier: 005-373-841
Legal Description: L 5 DL 413 R5C PL 10331
Parcel Area: 17.2 ha
Civic Address: Box 2703
Date of Purchase: 11/28/2016
Farm Classification: Yes
Owners

1. **Name:** Vihar Construction Ltd
Address:
Box 2703
Smithers, BC
V0J 2N0
Canada
-

Current Use of Parcels Under Application

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

No agriculture

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

No Agricultural Improvements

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

Properties have been an active gravel pit and quarry for over 40 years

Adjacent Land Uses

North

Land Use Type: Residential

Specify Activity: rural residential lots

East

Land Use Type: Unused

Specify Activity: treed

South

Land Use Type: Residential

Specify Activity: rural residential lots

West

Land Use Type: Unused

Specify Activity: large industrial vacant lots, Air strip, Village of Telkwa Gravel pit, North West Fire center base

Proposal

1. Have you submitted a Notice of Work to the Ministry of Energy and Mines?

Yes

Notice of Work Tracking/Reference Number

100270114

2. Are you submitting this application as a follow-up to a Notice of Intent (NOI)?

Yes

Notice of Intent (NOI) ID

62643

3. What is the purpose of the proposal? Describe any benefits to agriculture that the proposal provides.

These properties form an existing gravel pit and quarry that have operated as such for well over 40 years. There is limited top soil on the properties for reclamation purposes as the area is predominately a jack pine flat on a river deposit of sand and gravel. Vihar would like to continue gravel operations as it is a primary supplier for private, commercial, and government projects in the bulkley valley. Clean fill may be brought in to aid in final reclamation post gravel extraction.

4. Proposal dimensions

Total material removal area (0.01 ha is 100 m²) *65.9 ha*

Maximum depth of material to be removed *5 m*

Volume of material to be removed *2000000 m³*

Estimated duration of the project *25 Years*

5. Has a Professional Agrolgist reviewed the project and provided a written report? If yes, please attach the Professional Agrolgist report in the "Upload Attachments" section.

No

6. Describe the type of material proposed to be removed.

Removal of sand and gravel deposits. Top soil will be left onsite for future reclamation.

7. Describe the type of equipment to be used to remove material. If applicable, describe any processing to take place on the parcel(s) and the equipment to be used.

Existing gravel pit and quarry. Portable crushing and screening plants will be utilized during non winter conditions, as well a permanent wash plant exists onsite to produce washed rock and sand products. Loaders, crawlers, excavators will be used to prepare and extract gravel and rock products. Drill and blast is required to mine the rock in quarry.

8. What steps will be taken to reduce potential negative impacts on surrounding agricultural lands?

There are no surrounding agricultural lands being used for agriculture.

9. Describe all proposed reclamation measures. If a reclamation plan from a qualified professional is required, please summarize the reclamation and attach the full plan in the "Upload Attachments" section.

Progressive reclamation will take place as areas are depleted of gravel at our proposed elevations above the water table

Applicant Attachments

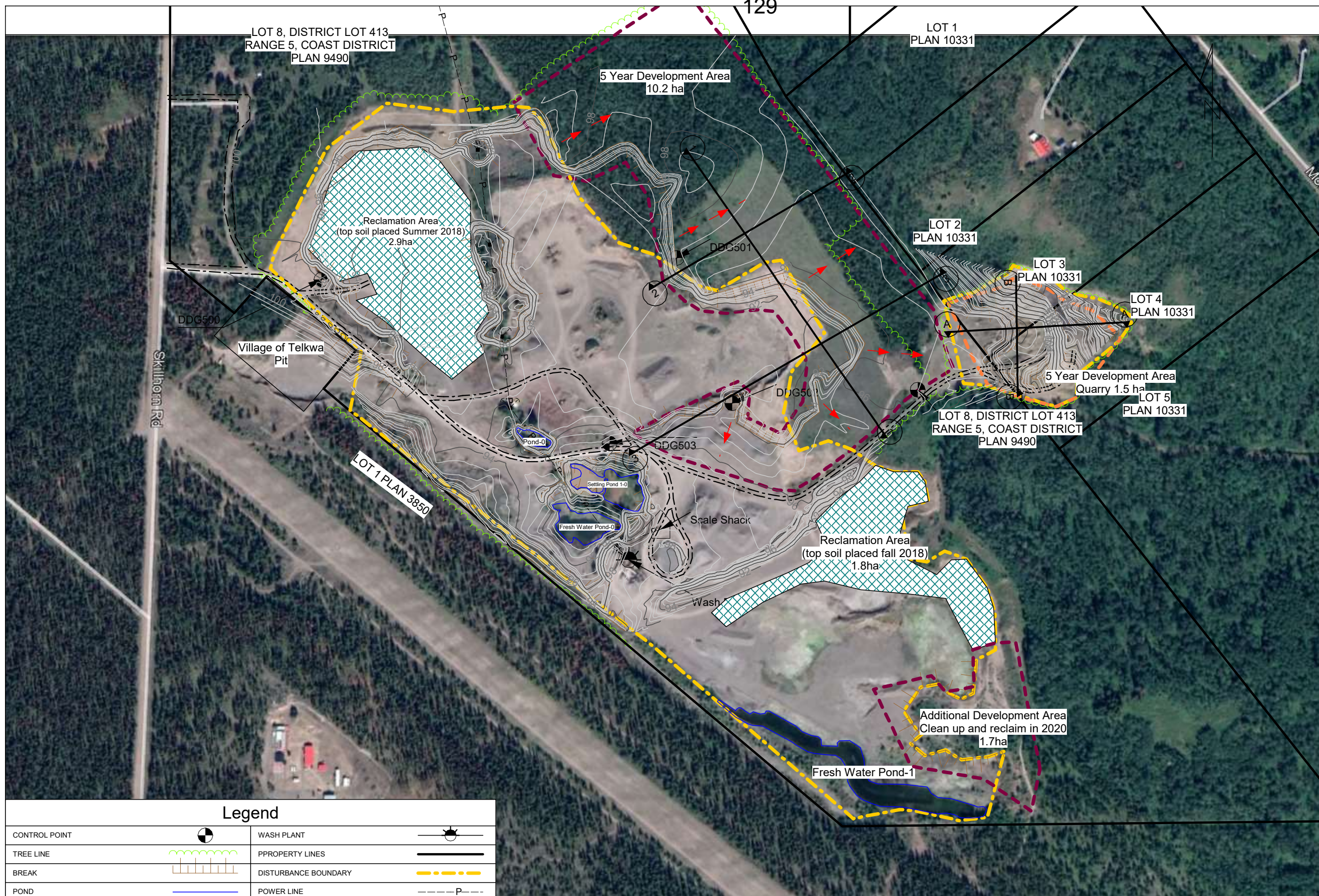
- Agent Agreement-Vihar Construction Ltd
- Proposal Sketch-62933
- Site Plan / Cross Section-62933
- Other correspondence or file information-Pit Development plan with reclamation
- Other correspondence or file information-Quarry Permit
- Other correspondence or file information-Photos of Pit
- Other correspondence or file information-Photos of Quarry
- Other correspondence or file information-Quarry Development Plan
- Other correspondence or file information-Quarry Cross Sections
- Other correspondence or file information-1984 Mine Permit
- Other correspondence or file information-Pit Permit
- Other correspondence or file information-Pit Permit
- Certificate of Title-006-002-081
- Certificate of Title-005-373-760
- Certificate of Title-005-373-794
- Certificate of Title-005-373-841

ALC Attachments

None.

Decisions

None.



Legend

CONTROL POINT		WASH PLANT	
TREE LINE		PROPERTY LINES	
BREAK		DISTURBANCE BOUNDARY	
POND		POWER LINE	
POWER POLE		5 YEAR DEVELOPMENT AREA - QUARRY	
ROAD		5 YEAR DEVELOPMENT AREA - VIHAR	
SECTION LINES		DEVELOPMENT DIRECTION	
SCALE SHACK			

SKILLHORN PIT

(Permit #0200202)

Pit Development

TELKWA, BC

VIHAR CONSTRUCTION LTD.

Date: 2/5/19
 Scale: 1:5000
 File: 0200202



Vihar Construction Ltd.
 Box 2703, 2880 Tatlow Road
 Smither, BC, V0J 2N0
 Phone: (250) 847-3024
 Fax: (250) 847-2927

www.vihar.com

Aerial Photo 1 - Active Area
Looking North
July 2019



Aerial Photo 2 - Reclamation
Looking Southeast
July 2019



Aerial Photo 3 - Reclamation
Looking South
July 2019



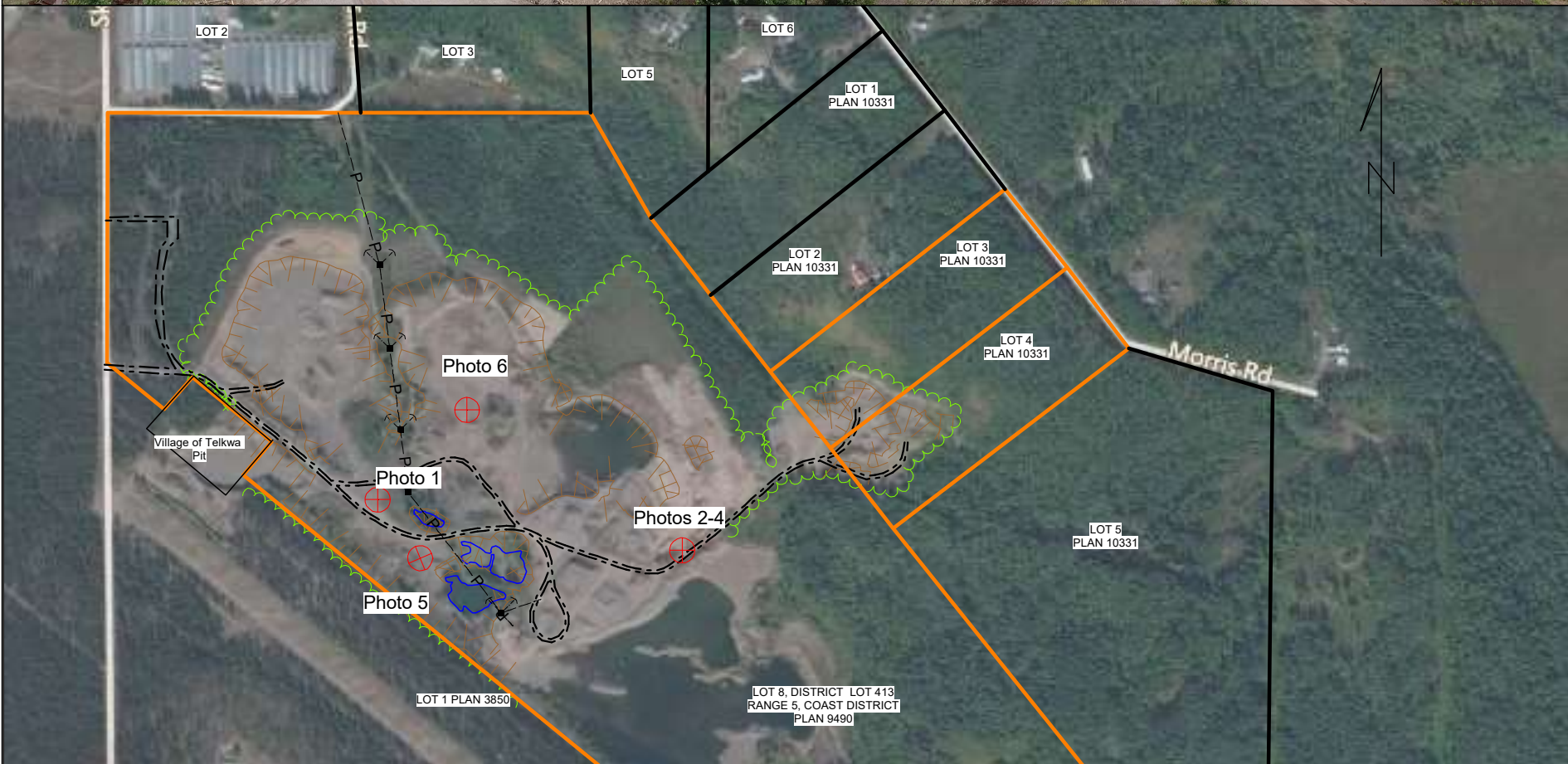
Aerial Photo 4 - Reclamation
Looking Southwest
September 2018



Aerial Photo 5 - Active area
Looking North
July 2019



Aerial Photo 6 - Settling Pond Material
Looking South
July 2019



Scale 1:7500

July 17, 2019

G & R Pit Photos

G&R Pit
6105 Highway 16
Smithers, BC



Vihar Construction Ltd.
PO BOX 2703
Smithers, BC, V0J 2N0
250-847-3024

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

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: June 24, 2021
SUBJECT: Non-Farm Use Application No. ALR 1232

RECOMMENDATION

That Agricultural Land Reserve Non-Farm Use Application No. 1232 be recommended to the Agricultural Land Commission for approval.

VOTING

All / Directors / Majority

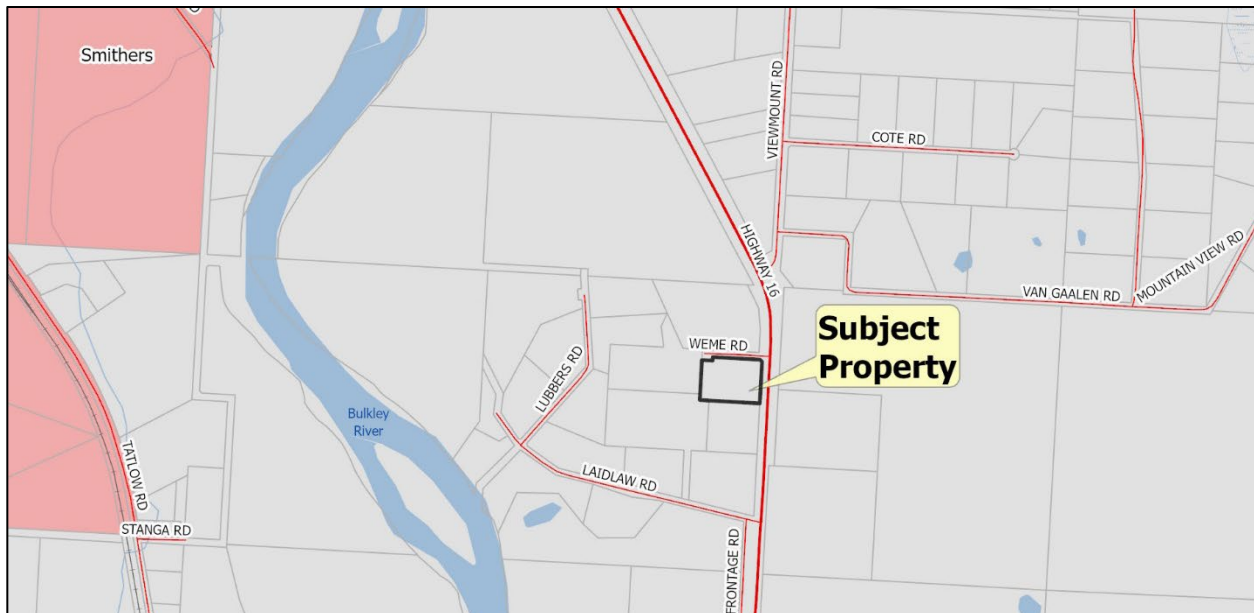
EXECUTIVE SUMMARY

This application is asking for ALC approval of a non-farm use to allow the continued operation of a metal fabrication business (Skeena Blower & Sheet Metal Ltd.). The non-farm use approval received from the ALC in 2014 expires in July 2021. A metal fabricating business has operated on the subject property since 2008 fabricating sawmill duct work, and hay-drying equipment.

Staff recommend that the ALC allow this non-farm use to continue as proposed.

APPLICATION SUMMARY

Name of Agent/Owner:	Lane John Perry
Electoral Area:	A
Subject Property:	1490 Weme Road, Lot 2 Section 17 Township 4 Range 5 Coast District Plan 11401
Property Size:	± 2 ha (5 acres)
OCP Designation:	Agricultural (AG) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
Zoning:	Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020
Existing Land Use:	Residential / Existing Metal Fabrication Business
Location:	Weme Road approximately 2 km east of the Town of Smithers
Non-Farm Use Area:	0.55 ha



Proposal

This application is asking for ALC approval of a non-farm use to allow the continued operation of a metal fabrication business (Skeena Blower & Sheet Metal Ltd.). The non-farm use approval received from the ALC in 2014 expires in July 2021. A metal fabricating business has operated on the subject property since 2008 fabricating sawmill duct work, and hay-drying equipment. There is a dwelling on the property and 2 large shops that house the business. The non-farm use is proposed to occur in the shops and 0.55 ha. non-farm use areas shown on the below site plan.



DISCUSSION

Official Community Plan and Zoning

The subject property is designated Agriculture (AG) under the Smithers Telkwa Rural Official Community Plan. The intent of the designation is to preserve and encourage the utilization of land for agricultural purposes.

Section 3.1.2(7) of the OCP states that:

“Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.

- (a) There is limited agricultural potential within the proposed area.*
- (b) Soil conditions are not suitable for agriculture.*
- (c) Neighbouring uses will not be compromised.*
- (d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
- (e) The application is in the best interest of the community.*
- (f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- (g) And, traffic management issues will be considered and addressed appropriately.*

Zoning

The property is zoned Small Holdings (H1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020. The existing metal fabrication business is not permitted under the current zoning. The use has been previously approved through the issuance of a temporary use permit, which expires along with the ALC non-farm use approval in July. A rezoning application has been made concurrent to this non-farm use application.

Previous Applications

2014 Non-Farm Use

A 2014 Non-Farm Use application was approved by the ALC with the following conditions:

[22] For the reasons given above, the Panel approves the Application to continue using 0.5 ha of the Property for non-farm uses; more specifically, for the manufacturing of sheet metal products to be installed in sawmills and wood manufacturing facilities.

[23] *The approved Application is subject to the following conditions:*

- a. the non-farm use being in substantial compliance with the plan submitted with the Application;*
- b. expansion of the facility will require a new non-farm use application;*
- c. the non-farm use is approved for six (6) years as recommended by the RDBN;*
- d. approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable; and*
- e. the Applicant providing written confirmation that he agrees to the Commission rescinding Resolution #633/87 which allowed the construction of a church on the Property on application by a former owner of the Property.*

2014 Rezoning and 2015 Temporary Use Permit (TUP)

A 2014 rezoning application was denied. Planning Staff at the time were hesitant to support long term light industrial use on the property and recommended that the property owner apply for a TUP.

A 2015 TUP was issued for 1 year with the following conditions:

The permit holder shall, as a term of this permit:

- a. Limit the hours of operation from 7 A.M. to 6 P.M. daily.*
- b. Limit the number of employees working on-site at any time to a maximum of five.*
- c. Only use the area designated as "Storage Area" on Schedule A, which is attached to this permit, for outside storage of finished products and materials.*
- d. Undertake all manufacturing and assembly work inside a building.*

The TUP was renewed in 2016 for an addition 3 years, and another TUP was issues in 2019 for 3 years.

Referral Comment

The **Electoral Area "A" Advisory Planning Commission** comments are anticipated in the Supplementary Agenda.

The **RDBN Agriculture Coordinator (West)** notes that the "the mapping and description of agricultural capability in the referral document doesn't match data in the BC Soil Information Finder tool (see attached map). Secondly, I see the value of keeping a viable business operating and the subsequent benefit to the community. As a side note, I am not familiar with too many people who use hay drying equipment. I think the land does have agricultural potential (just based on the amount of fields and pastures directly adjacent to it). Even if it can't grow extensive forage or other perennial crops, agricultural parcels less than 5 acres can still produce a lot of food (e.g., horticulture [both field and greenhouse], meat birds, laying hens, etc.). I

would support temporary measures that enable the current operator to run their business with no expansion.

A referral response from the Ministry of Agriculture Food, and Fisheries had not been received at the time of the writing of this report.

ATTACHMENTS

1. Appendix A – Ag Capability
2. Appendix B – Surrounding ALR Applications
3. Submitted ALC Application
4. Letter of Support from Neighbour

APPENDIX A

Agricultural Capability based on Canada Land Inventory Mapping

89% of the Subject Property is:

Class 6 Land limited by Topography

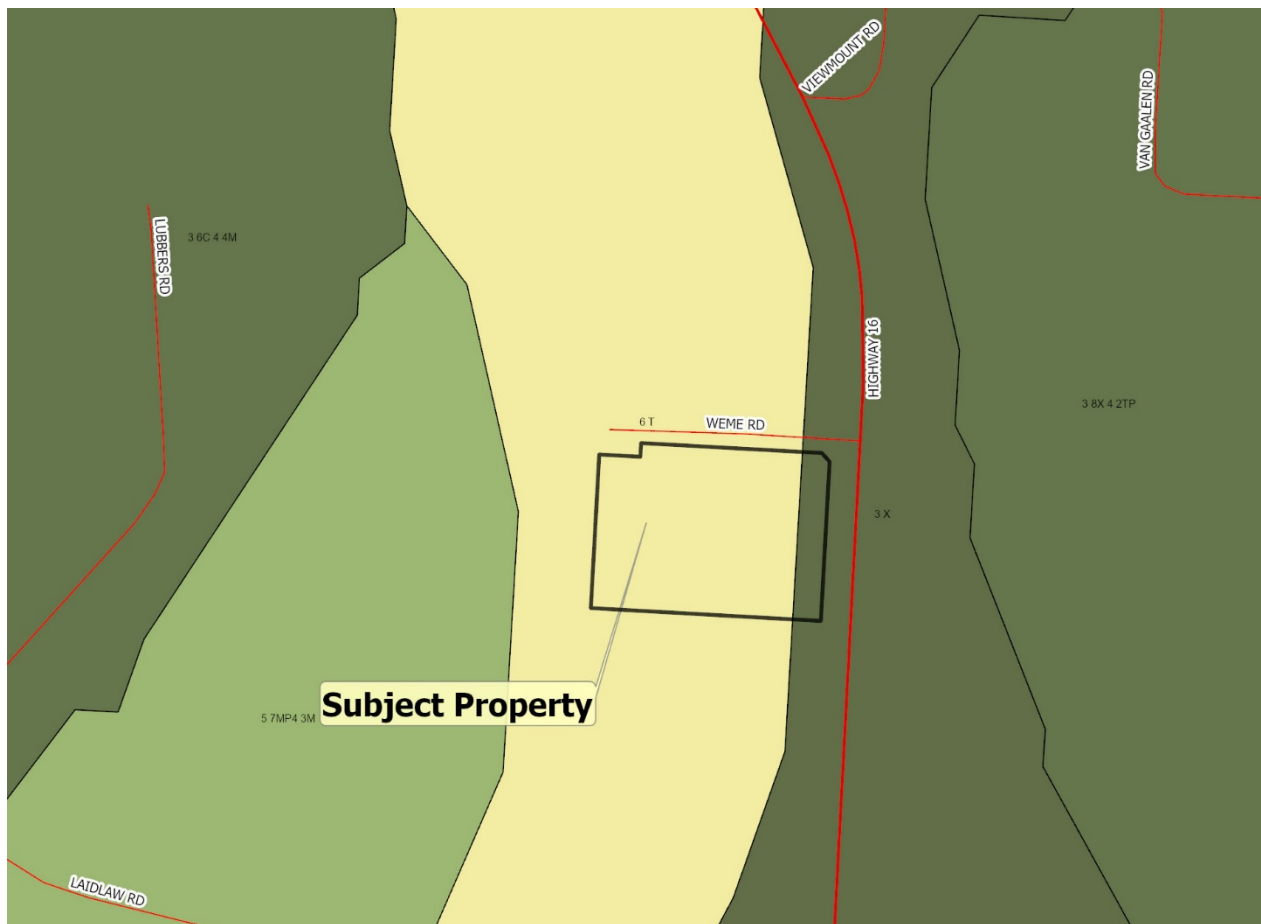
11% of the Subject Property is:

70% Class 5 Land limited by Soil moisture deficiency

Class 5 Land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability.

Class 6 Land is non-arable but is capable of producing native and or uncultivated perennial forage crops.

Agricultural Capability Map



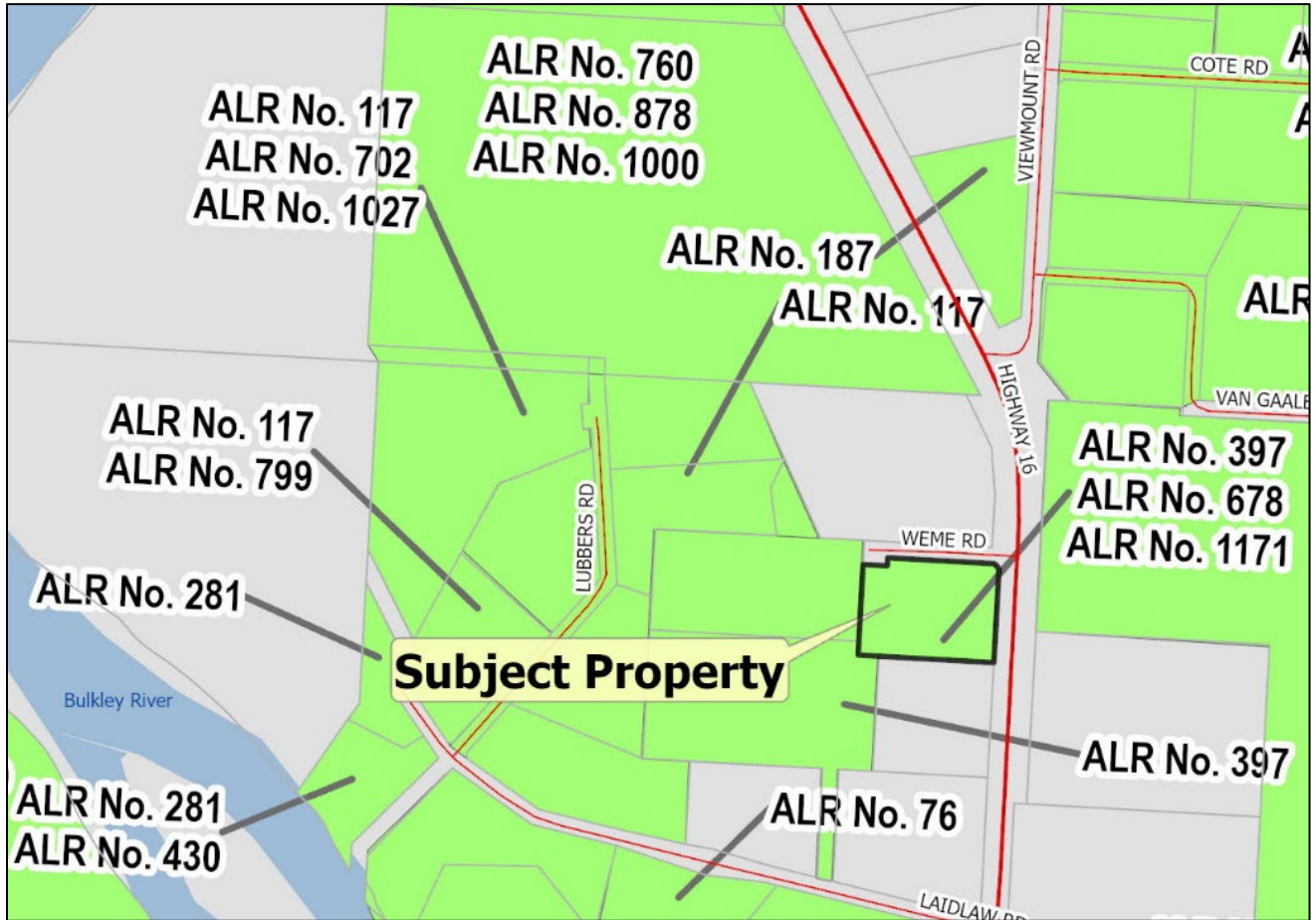
APPENDIX B:

Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation Staff Board ALC
76	Block 1, Plan 5806, Northeast 1/4, Section 17, Township 4, Range 5, C.D.	Application to subdivide an 11.0 acre parcel out of Block 1, Plan 5806 of NE 1/4 Section 17, Township 4, Range 5, Coast District (38.5±acres)	Approval
			Denial
			Denied
117	Fr. NE 1/4, Section 17, Township 4, Range 5, Coast District.	Proposed subdivision of the 19.18 ha property into 8 lots	Denial
			Approval for 7 lots
			Refused application as submitted but would allow subdivision into 7 lots.
187	Lot 1, Plan 5678, SE 1/4, Section 20, Township 4, Range 5	Application to use land described as Lot 1, Plan 5678, SE 1/4, Section 20, Township 4, Range 5, Coast District for non farm purposes within the Agricultural Land Reserve	Approval
			Approval
			Approved
281	Block 1, Plan 1671, NW 1/4, Section 17, Township 4, Range 5, Coast District	Application to subdivide off 1.4 acres from Block 1, Plan 1671, NW 1/4, Section 17, Township 4, Range 5, Coast District and consolidate approximately 0.5 acres of this lot with Block 6 and approximately 0.9 acres with Block 5	Approval
			Approval
			Approved
397	(1) Block A, Plan 6581, NE 1/4 Section 17, Township 4, Range 5, Coast District. (2) Block 4, Plan 5806, Section 18, Township 18, Range 5, Coast District.	Request to provide access to Lots 1&2 by creating a road along the north boundary of lot 2. Application for subdivision of property.	Approval
			Approval
			Approved
430	Block 1 & 2 of Plan 9513, NW 1/4 Section 17, Township 4, Range 5, Coast District	Application to establish a 19 pad mobile home park	Denial
			Denial
			Approved
678	Lot 2, Plan 11401, Section 17, Township 4, Range 5, Coast District	Application to build a church on land described	Approval
			Approval
			Approved
702	NE 1/4, Section 17, Township 4, Range 5, Coast District, Plan 8754	Application to subdivide land described as the Fractional NE 1/4, Section 17, Township 4, Range 5, Coast District, Plan 8754	Approval
			Approval
			Approved
760	Lot A, Plan 10304, Section 20, Township 4, Range 5 Coast District	Application to subdivide five parcels: one of 1.7 ha, two of 2.0 ha, one of 4.75 ha, one of 8.25 ha, plus a remainder, from the original 60 hectares	Denial
			Denial
			Denied
799	Lot 2, Section 17, Township 4, Range 5 Coast District, Plan 8754	Application to subdivide the 2.2ha lot into one lot of 0.8 ha and one lot of 1.4 ha	Denial
			Denial
			Denied
878	Lot A, Plan 10304, Section 20, Township 4, Range 5 Coast District	Application to subdivide a 4 hectare parcel from the original 60 hectares	Approval
			Approval
			Approved

1000	Lot A, Plan 10304, Section 20, Township 4, Range 5 Coast District, except Plan PRP41884. The subject property is ±60 ha (±148 acres) in size.	The purpose of this application is to subdivide the subject property into two parcels where it is divided by Highway 16, creating one parcel of ±46 ha (±114 acres) and one of ±14 ha (±34.78 acres).	Approval
			Approval
			Approved
1027	Lot 6, Plan 7514, Section 36, Township 7, Range 4 Coast District	The purpose of this application is to allow the subject property to be subdivided into four lots of ±2.5 ha (±6.2 acres) each.	Approved
1171	Lot 2, Section 17, Township 4, Range 5 Coast District Plan 11401	Approval to continue using 0.5 ha of the property for a non-farm use (sheet metal fabrication and assembly business)	Recommend approval for up to six years, subject to compliance with a Temporary Use Permit issued by the Regional District of Bulkley-Nechako.
			Recommend approval for up to six years, subject to compliance with a Temporary Use Permit issued by the Regional District of Bulkley-Nechako.
			Approval to continue using 0.5 ha for manufacturing of sheet metal products to be installed in sawmills and wood manufacturing facilities, subject to: <ul style="list-style-type: none"> a. Non-farm use being in compliance with submitted plan b. Expansion of the facility will require a new non-farm use application c. The non-farm use is approved for six years as recommended by the RDBN d. Approval is non-transferable e. Providing written confirmation that the property owner agrees to the Commission rescinding Resolution #633/87 which allowed the construction of a church on the property.

Surrounding Applications Map



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61476

Application Status: Under LG Review

Applicant: John Dodds

Agent: Perry & Company

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 04/20/2021

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

Proposal Type: Non-Farm Use

Proposal: The purpose of the proposal is to allow Skeena Blower & Sheet Metal Ltd. to continue existing use of fabrication and assembly of sawmill ductwork, hay-drying equipment, blowers, fans, and other products. The sawmill duct work and fans handle sawdust and wood waste. It is used in existing buildings on existing sawmills. The use of the property that is subject to this application has been ongoing since 2008.

Agent Information

Agent: Perry & Company

Mailing Address:

3875 Broadway Avenue

Smithers, BC

V0J 2N0

Canada

Primary Phone: (250) 847-4341

Email: john@perryco.ca

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple
Parcel Identifier: 004-304-365
Legal Description: L 2 SEC 17 TP 4 R5C PL 11401
Parcel Area: 2 ha
Civic Address: 1490 Weme Road, Smithers, BC
Date of Purchase: 07/31/2008
Farm Classification: No
Owners

1. **Name:** John Dodds

Address:

PO Box 3547

Smithers, BC

V0J 2N0

Canada

Phone: (250) 847-4030

Email: general.skeenablowner@gmail.com

Applicant: John Dodds

Current Use of Parcels Under Application

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

No agriculture.

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

No agricultural improvements.

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

There is a residential home that is 2080 square feet. This home has a large yard separating it from Weme Road. The residential use of the property is approximately two or more acres.

The property also has two shops. The sizes of the shops are approximately 40 x 40 and 27 x 35. The larger shop has three-phase power used for making sawmill duct work, hay-drying equipment, fire safety prevention work, dust and waste removal (sheet metal) equipment. It is largely used for sheet metal assembly.

Adjacent Land Uses

North

Land Use Type: Residential

Specify Activity: Rural residence

East

Land Use Type: Transportation/Utilities

Specify Activity: Highway 16; bush ; field

South

Land Use Type: Other

Specify Activity: Chattels ; equipment ; unoccupied

West

Land Use Type: Recreational

Specify Activity: Rural residence

Proposal

1. How many hectares are proposed for non-farm use?

2 ha

2. What is the purpose of the proposal?

The purpose of the proposal is to allow Skeena Blower & Sheet Metal Ltd. to continue existing use of fabrication and assembly of sawmill ductwork, hay-drying equipment, blowers, fans, and other products. The sawmill duct work and fans handle sawdust and wood waste. It is used in existing buildings on existing sawmills. The use of the property that is subject to this application has been ongoing since 2008.

3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.

Yes.

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

The proposal will allow Skeena to continue use of their land. Two industries that would benefit from this are the sawmills and the farmers within the Regional District and beyond.

The short-term benefit for saw mills is it will allow sawmills to have access to equipment that can be available when they need it. It allows for sawmills to rely on the fact that Skeena is available to come to their site, view and inspect what kind of work they would like done, and fabricate something that is specific to the millsite. The long-term benefit of this is keeping mills within the region running. If a mill burns down because of poor or inadequate ventilation, sawdust collection and distribution, the trickle effect of this will be great. This would effect everyone -- from the logging processors, logging truck drivers, retailers, mechanics -- and their families who rely on logging for family income. All of these people's live would be affected if mills were rendered inoperable because of a fire. Skeena helps reduce the risk of fires.

For farming, the short-term benefit of allowing Skeena to continue the use of their property includes providing an opportunity for these farmers to purchase the hay-drying equipment that is designed and fabricated by Skeena. This hay-drying equipment is sold by Agri Green Enterprises Inc. out of Vanderhoof, BC. Essentially, this equipment adds the value to hay that is otherwise of less value because of things like environmental factors that affect crop growth, such as too hot temperatures or too wet of climate. Farmers cannot control the climate of their crops as the land area is too large, but they can control the affect that the climate has on their crops with the hay-drying equipment which Skeena has a integral part to play.

The long-term benefits to farmers and agriculture within the Regional District include keeping farmers farming. If farmers continue to remain vulnerable to their climates, the opportunity for them to remain motivated to continue farming weakens. Farmers need profits to continue farming. Skeena plays a role in keeping farmers earning profits, which strengthens the roots that commit farmers to farming.

5. Do you need to import any fill to construct or conduct the proposed Non-farm use?

No

Applicant Attachments

- Agent Agreement-Perry & Company
- Proposal Sketch-61476
- Other correspondence or file information-Stat Dec
- Other correspondence or file information-RDBN Application
- Certificate of Title-004-304-365

ALC Attachments

None.

Decisions

None.

SCHEDULE “3”

This Schedule “3” is in support of amending the current zoning for the following lands and premises with a legal description as follows:

PID: 004-304-365

Lot 2 Section 17 Township 4 Range 5 Coast District Plan 11401

(the “**Property**”)

The Property has a civic address of 1490 Weme Road, which is located just outside of Smithers, BC. Mr. Dodds’ principal residence and two shops are located at the Property. Skeena Blower & Sheet Metal Ltd. (“**Skeena**”) is a company that is duly incorporated in British Columbia, and operates solely out of the shops on the Property.

Skeena primarily operates out of two buildings on the Property. One building is 40 x 40; the other is 27 x 35. Skeena’s hours of operation are Monday to Friday from 8:00am until 4:00pm. The outside storage area used by Skeena is held in three shipping containers and some small storage on approximately two acres. Skeena only has two employees. Bandstra Transportation ships Skeena’s products to their purchasers or the purchasers will pick up the products themselves on their own trailers.

This schedule contains within it reasons to amend the current zoning for the Lands pursuant to the Official Community Plan (the “**OCP**”). The Property are currently designated as “Agricultural” under the “Smithers Telkwa Rural Office Community Plan Bylaw No. 1704, 2014 SCHEDULE “B” – LAND USE DESIGNATIONS.”

The Purpose of the OCP

This application to have the Property rezoned is made with respect and reference to the OCP. We acknowledge that the Plan endeavours to reflect the rural community’s aspirations with respect to the character, function and form of the Plan area.

Plan Vision and Goals

The future of Electoral Area A is envisioned as a safe, friendly, diverse, socially and economically vibrant, and ecologically healthy area. However, the residents of Electoral Area A are reported to understand that development and growth must occur in a manner that is not detrimental to the future viability of agriculture, the area’s diverse natural habitat, the world class recreational opportunities, and the character of the rural communities.

This application is guided by a belief that the Lands can be rezoned and the OCP can remain true to its visions its following visions: The Property, being rezoned, would maintain all of the following visions:

- a) for the agricultural,
- b) for the quality of life,
- c) for the environment,
- d) for the economy, and

e) for sustainability and climate change,

a. Vision for Agriculture

The agricultural component on the Property is currently, and forever has been, nothing.

The available land on the Property that would be free to use for agricultural purposes is only approximately two acres. The remaining three acres is used for Mr. Dodds' principal residence and his two shops. According to BC Assessment, Mr. Dodd's residence has a first-floor square footage of 2,080. Mr. Dodds' house was built in 1991. It is a larger house with a large turnaround driveway in front of the house. Quite simply, there is an insufficient amount of space on a small five-acre parcel to take advantage of agricultural endeavours on the Property.

However, it must be noted that Skeena contributes to agriculture. Skeena builds the fan component of specialized hay-drying equipment, called "the AG Maximizer Hay Dryer". This hay-dryer increases the quality and marketability of hay that may otherwise be critically diminished on account of the moisture content in the hay.

The hay-dryers are sold by Agri Green Enterprises Ltd. out of Vanderhoof, British Columbia. This portion of Skeena's business is estimated to be constitute 30% of Skeena's overall business. So although the Dodds and Skeena are not toiling in their fields to reap some sort of agriculture, they are clearly contributing to those who do such by increasing the value in the hay being sold, which, by corollary, increases the profits to the farmers.

b. Vision for Quality of Life

Mr. Dodds acknowledges the quality of life has been a concern in the past for his neighbours. Since becoming aware of this concern, he has diligently ensured that the noise is kept to an absolute minimum and the hours of operation are at times when his work would be least disruptive as possible to his neighbours. Mr. Dodds will continue this consideration owed and paid towards his neighbours so his livelihood does not detract from their quality of life.

c. Vision for the Environment

Mr. Dodds acknowledges and respects the value of the area's lakes, rivers, natural areas, and wildlife habitat. He sees these values as being critical components to resident's quality of life and the local economy.

d. Vision for the Economy

Mr. Dodds' labour through Skeena benefits the local economy in at least two profound ways. First, Skeena produces industrial fans that assist local sawmills to organize and collect dust, thereby reducing the risk of fires in mills. If a mill burns down, many people in this region will lose their jobs. Mr. Dodds, by minimizing the risk of fires in mills, casually contributes to the economy.

Second, Mr. Dodds assists agricultural produces in this region by building the hay-drying fans. As mentioned above, this dramatically increases the profitability of the hay for the farmers. In a wet year, farmers who are able to utilize the hay-drying equipment will not have to suffer from reduced profits from selling damp or moldy hay. There is also the added benefit of not risking a barn burning down from a moldy hay bale being stored wet, allowing the opportunity for the bale to spontaneously combust.

The fact that Mr. Dodds and Skeena assist in keeping these people employed and profitable through his carefully designed fan systems is a factor that connects Skeena with the vision for the economy in this region.

Prior to engaging Skeena, the Hay-Dryer manufacturer from Vanderhoof had the fans built and imported from Montana. It is more cost-efficient for Agri-Green to have Skeena manufacture the fans and keep shipping costs low. Building balanced and symmetrical curved, large fans is a highly specialized affair and requires skill and expertise. Skeena provides this. The fans are an intricate part of the hay-dryer unit, and force the heated air into the hay bales.

e. Vision for Sustainability and Climate Change.

Mr. Dodds has an appreciation for being sustainable. He also would not like to be a contributor to climate change, and understands the commitment to ensuring that he continues to have a reduced environmental footprint. Skeena is a small business, and Mr. Dodds intends to keep his contributions to sustainability large while keeping his contributions to climate change small.

Objectives & Policies of the OCP

In making this application, Mr. Dodds' acknowledges the following four objectives of agriculture designation:

- (1) To protect and preserve farm land and soil having agricultural capability.
- (2) To encourage the expansion and full utilization of land for agricultural purposes.
- (3) To support the objectives of the Provincial Agricultural Land Commission.
- (4) To encourage a diversity of agricultural uses and opportunities, as well as innovative agricultural practices.

Further, Mr. Dodds acknowledges that Policy Item #7 conditionally prohibits non-farm use of agricultural land. Non-farm uses of land within the Agricultural Land Reserve may only be considered in the following circumstances:

- (a) There is limited agricultural potential within the proposed area.
- (b) Soil conditions are not suitable for agriculture.

- (c) Neighbouring uses will not be compromised.
- (d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.
- (e) The application is in the best interest of the community.
- (f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.
- (g) And, traffic management issues will be considered and addressed appropriately.

As this is the framework for the basis for our application, I will discuss each of these items and apply them to the reality of the circumstances as is pertinent to Mr. Dodds and Skeena.

- (a) There is limited agricultural potential within the proposed area.

Given the small scale of the available land within the Property, it is immediately clear that the agricultural potential for the land is small. The size of the available land within the Property that could be used for agricultural purposes is approximately two acres.

It is understood that “agriculture” can come in many forms, some spacious and vast while others are condensed and concentrated. However, this land, even before Mr. Dodds’ house was built in 1991, was not used for agriculture. It is simply too small, and spending the time and money to acquire equipment and machinery for such a small area within the Property would likely bring a net loss each year.

On February 3, 2016, Mr. Colin Fry, the Chief Tribunal Officer of the Agricultural Land Commission, in ALC File 54707, decided upon an application to have property that was designated as agricultural land be removed from the agricultural land reserve for light industrial uses. The subject property of this decision was 2.1 hectares. When weighing the factors in priority, Mr. Fry wrote as follows:

Weighing the factors in priority

- [17] The Panel believes that the Property has limited sustainability for agriculture because of its small size (2.1 ha) and current residential use.
- [18] The Panel believes that the exclusion of the Property and its use for industrial purposes would have [*sic*] no impact on agriculture.
- [19] The Panel gave consideration to economic, social and cultural values and regional community planning objectives as required by s. 4.3. in this case, the Panel finds that the Application supports community planning objectives.

[Emphasis mine.]

It is understood that this decision is dated to 2016 and the legislation and processes may have changed. This decision is referenced to highlight the similar circumstances in which Mr. Dodds finds himself to that of the applicant here. Both had their respective properties within the agricultural land reserve, both had their residences on the property, and both operate small or light industrial operations on their property. Size has been a factor before, and it is submitted that it should still be a factor today.

(b) Soil conditions are not suitable for agriculture.

The soil conditions on the Property are not suitable for agriculture. The area is too small, it has never been developed to be suitable for agriculture, and would require significant time, attention and effort to get it close to being suitable for agriculture.

(c) Neighbouring uses will not be compromised.

The neighbouring lands to the Property are as follows:

- North of the Property is a rural residence;
- East of the Property is Highway 16 and some bush and a field;
- South of the Property is a former goat farm, various chattels, old vehicles, uninhabited; and
- West of the Property is a rural residence.

Mr. Dodds has had concerns about the noise coming from his shop on the Property from a neighbour. However, Mr. Dodds has undertaken strident efforts to ensure that the neighbours will not be affected by his business being conducted on the Property. He works inside the shop, and keeps the shop doors closed when working on projects that tend to create more noise than usual.

Mr. Dodds will continue these efforts to reduce or eliminate any reasonable grounds for concern from the lands that neighbour the Property.

(d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.

There is no proposed development.

(e) The application is in the best interest of the community.

This application is in the best interests of the community. If Mr. Dodds is permitted to continue to operate Skeena on the Property, many people will be better off. Skeena is not purporting to be the sole factor to keep mills operating and farmers profiting, but Skeena does purport that it contributes to both.

Skeena has contracted with lumber mills in the Northern British Columbia region. The purpose of these mills contracting with Skeena is to reduce the potential hazards associated with excess sawdust collection. If left unaccounted for, there is a genuine and serious risk that the sawdust could be a fire hazard. Many people and families depend on mills to operate. If a mill ceases operation, this affects foresters, machine operators, truck drivers, camp attendants, camp cooks, first aid attendants, mill employees, and all of their respective families.

The list of people who rely on the constant production of mills is long. The roots of the forest industry are deeply embedded within Northern British Columbia. Skeena contributes to the safe operation of mills, which ensures the many families that rely on the timber industry have sufficient money for their needs.

There are only two or three companies in British Columbia who are capable of doing the sawmill related work the Dodds family does. One is in the Okanagan; the other is in the lower mainland. Diameters of pipe sizes of ducting, elevators and locations of blowers have to be custom-designed and engineered for each mill-sight, each with material sizes factored in.

This application is made with consideration and respect paid to the best interests of the community.

- (f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.

There is no proposed development.

- (g) Traffic management issues will be considered and addressed appropriately.

The traffic associated with Skeena occurs infrequently. Weme Road, where the Property is located, is a quiet, short, and dead-end road with very little traffic. There can be no reasonable concerns regarding the traffic leaving the Property and entering onto Weme Road. Fans are transported to Vanderhoof by pick-up truck and trailer. Perhaps only one or two trucks go to the Property each month.

At the junction of Weme Road and Highway 16, there will sometimes be semitrucks and trailers used to haul Skeena's products to their customers. These trucks are driven by professional drivers, and they are responsible for the safe operation of the trucks. Skeena is unable, as the manufacturer, to offer any guarantees or warranties regarding the safe transportation of the products manufactured by Skeena. However, if the circumstances were to change, Skeena would respond to the circumstances accordingly and ensure that traffic management issues were addressed in a manner which respects all road-users and their safety.

150



Weme Rd

PROPOSED
NON-FARM
USE AREAS

0.47 ha

Used for occasional
storage of products
0.08 ha

BCP24056

11401

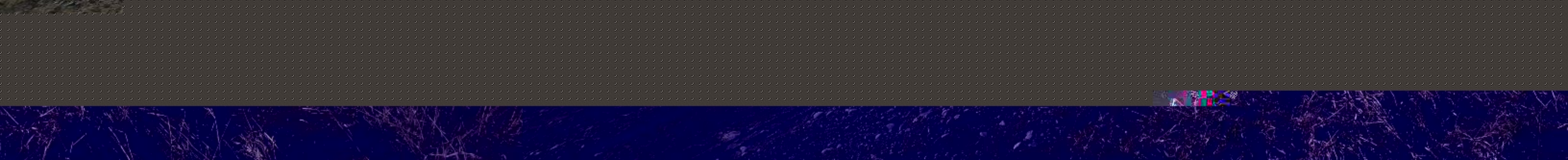
PTA 3581

5008

 Subject Property

Source: Esri, DigitalGlobe, GeoEye, i-cubed, Earthstar
Geographics, CNES/Airbus DS, USDA, USGS, Aero
Gmapping, AeroGRID, IGN, IGR, swisstopo, and the GIS User
Community







CANADA
PROVINCE
OF
BRITISH COLUMBIA

IN THE MATTER OF
Application to RDBN & Agricultural Land Commission
PID#004-304-365
Lot 2 Section 17 Township 4 Range 5 Coast District
Plan 11401 (the "**Property**")

TO WIT:

I, Brent Weme, live at 1355 Weme Road, Smithers, British Columbia and I am a current neighbour of John Dodds of Skeena Blower & Sheet Metal Ltd. ("**Skeena**").

1. The Dodds' property was purchased by my father in the 1970s from Alex Kucher. Mr. Kucher did not farm and had a collection of small structures on the property when my father purchased the property.
2. To my knowledge, the Dodds' property was never farmed. Following a subdivision, our family sold the Dodds' property to James Berkey. At that time, it was vacant and we had removed the old Kucher structures.
3. Skeena has made efforts to keep the noise disturbance down during early morning and late evening hours. They have not been a source of disturbance to me for some time.
4. I make this statutory declaration in support of permitting Skeena to operate their business on the Property as they have been since 2008.

AND I MAKE THIS SOLEMN DELCARATION, CONSCIENTIOUSLY BELIEVING IT TO BE TRUE AND KNOWING THAT IT IS OF THE SAME FORCE AND EFFECT AS IF MADE UNDER OATH AND BY VIRTUE OF THE "CANADA EVIDENCE ACT."

Sworn to be true before me at
Smithers, British Columbia this
19 day of April, 2021



A NOTARY PUBLIC IN AND FOR
THE PROVINCE OF BRITISH COLUMBIA


BRENT WEME

LANE J. PERRY
Articled Student
Box 790 3875 Broadway Avenue
Smithers, BC V0J 2N0



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner
DATE: June 24, 2021
SUBJECT: Non-Adhering Residential Use Application No. ALR 1233

RECOMMENDATION

That Agricultural Land Reserve Non-Adhering Residential Use Application No. 1233 be forwarded to the Agricultural Land Commission with a recommendation that the application be approved.

VOTING

All / Directors / Majority

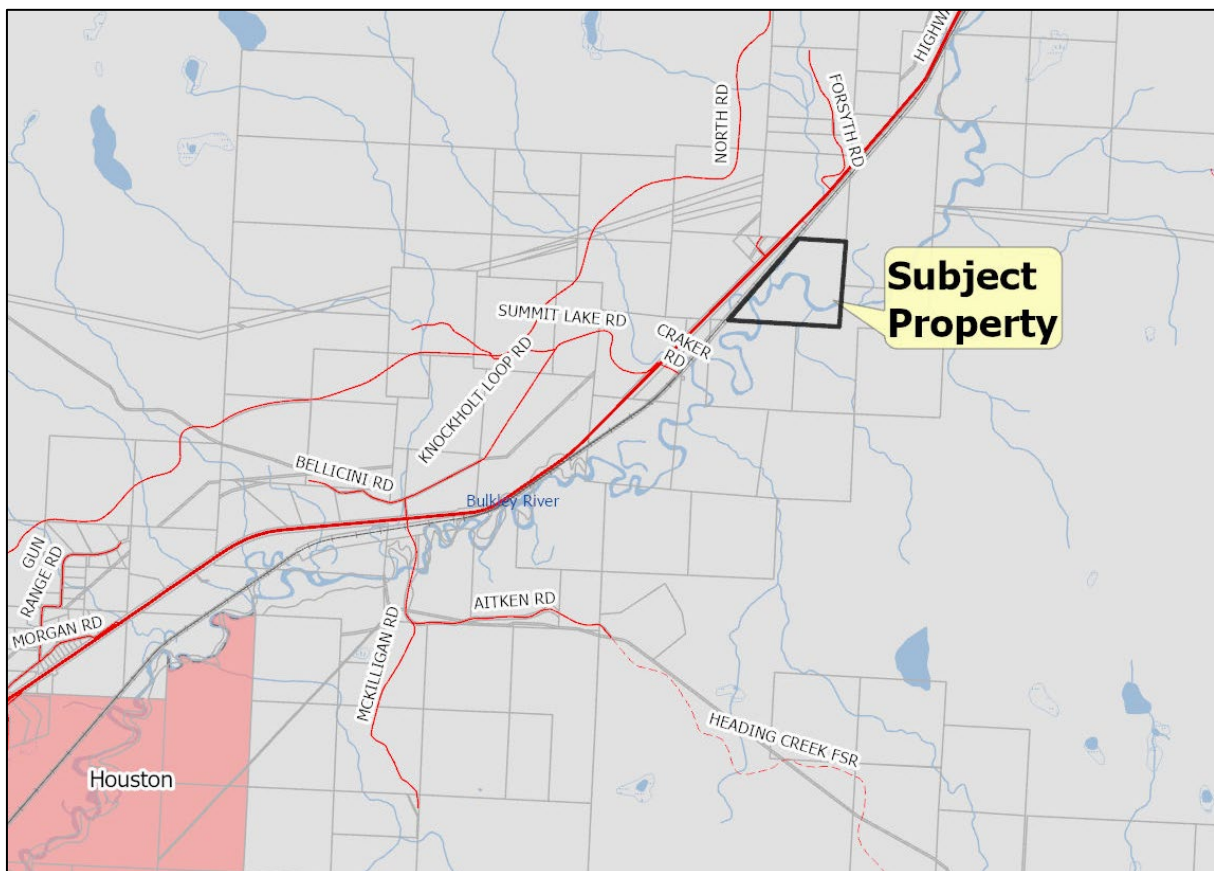
EXECUTIVE SUMMARY

The purpose of this Non-Adhering Residential Use (Principal Residence More than 500 m²) application is to allow the applicant to build walls on an existing covered walkway that connects the dwelling to the garage. An application to the Agricultural Land reserve is required because the connecting structure results in the two buildings becoming a single building that is larger than 500 m² in total floor area.

The ALC's limitation on the size of a dwelling is designed largely to limit the development of mega-mansions which increases the price of farmland out of the reach of farmers. This is an issue in southern areas of the province. This is not an issue in the RDBN and the ALC's size limit on a principal dwelling largely serves no beneficial purpose in the RDBN. Therefore, staff recommend that the application be supported.

APPLICATION SUMMARY

Name of Agent/Owner:	Steve Wilson
Electoral Area:	G
Subject Property:	7880 N Bulkeley Post Office Rd, District Lot 201 Range 5 Coast District Lying East of Plan 1160
Property Size:	± 59.4 ha (147 acres)
OCP Designation:	Agriculture (AG) in Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011
Zoning:	Agricultural (AG1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020
Existing Land Use:	Residential
Location:	Located at 7880 N Bulkeley Post Office Rd, 5 km northeast of the District of Houston. The property contains of 33 acres of land in hay productions. Land adjacent to the subject property is used predominantly for hay production and residential use.



Proposal

The purpose of this Non-Adhering Residential Use (Principal Residence More than 500 m²) application is to allow the applicant to build walls on an existing covered walkway that connects the residence to the garage. The residence is 482 m², the garage is 173m², and the walkway is 8 m² in gross floor area. The total gross floor area of the new buildings will be 665 m². This is 165 m² over what is permitted by the ALC. See applicant submitted diagram below.



DISCUSSION

The RDBN's Zoning Bylaw does not limit dwelling size. The impact of connecting the two buildings with an enclosed walkway are negligible in the Planning Department's opinion.

The ALC's limitation on the size of a dwelling is designed largely to limit the development of mega-mansions which increases the price of farmland out of the reach of farmers. This is an issue in southern areas of the province. This is not an issue in the RDBN and the ALC's size limit on a principal dwelling largely serves no beneficial purpose in the RDBN.

REFERRAL COMMENTS

The **Area G Advisory Planning Commission** is in support of the application.

The **RDBN Agriculture Coordinator (West)** has no concerns with the application.

The **Ministry of Agriculture, Fisheries and Food** comments were not received at the time of writing this report.

ATTACHMENTS

1. Appendix A – Ag Capability
2. Appendix B – Surrounding ALR Applications
3. Application submitted by Applicant
4. Area G APC Minutes

APPENDIX A**Agricultural Capability based on Canada Land Inventory Mapping**54% of the parcel

60% Class 5 – limited by Cumulative and minor adverse conditions
 40% Class 4 – limited by Adverse Climate

29% of the parcel

Class 4 – limited by Adverse Climate

15% of the parcel

60 % Class 5 – limited by Excess Water
 40% Class 4 – limited by Adverse Climate

3% of the parcel

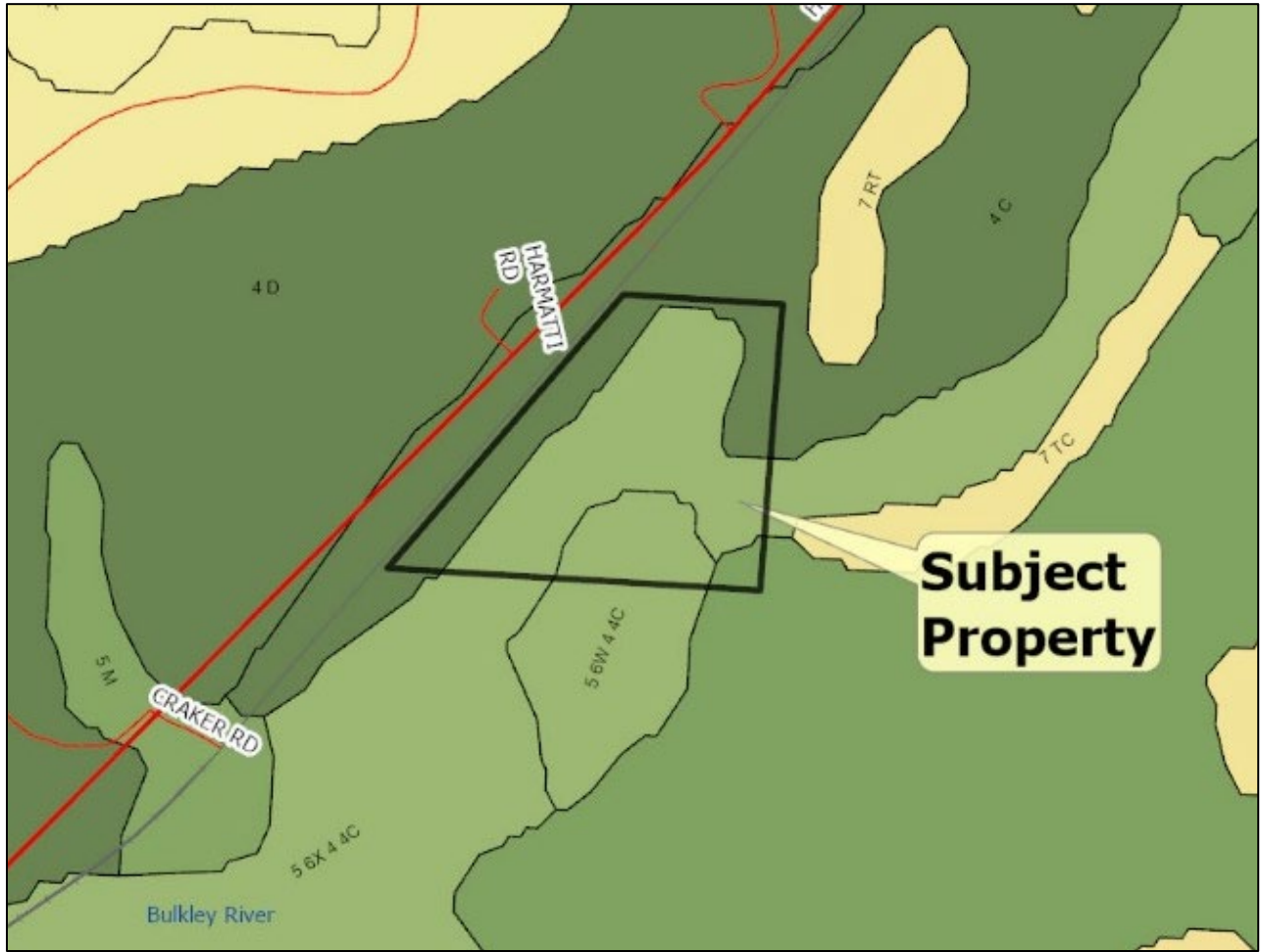
80 % Class 4 – limited by Undesirable Soil Structure
 20% Class 7 – limited by Topography and Adverse Climate

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 7 LAND IN THIS CLASS HAS NO CAPABILITY FOR ARABLE OR SUSTAINED NATURAL GRAZING.

Agricultural Capability Map

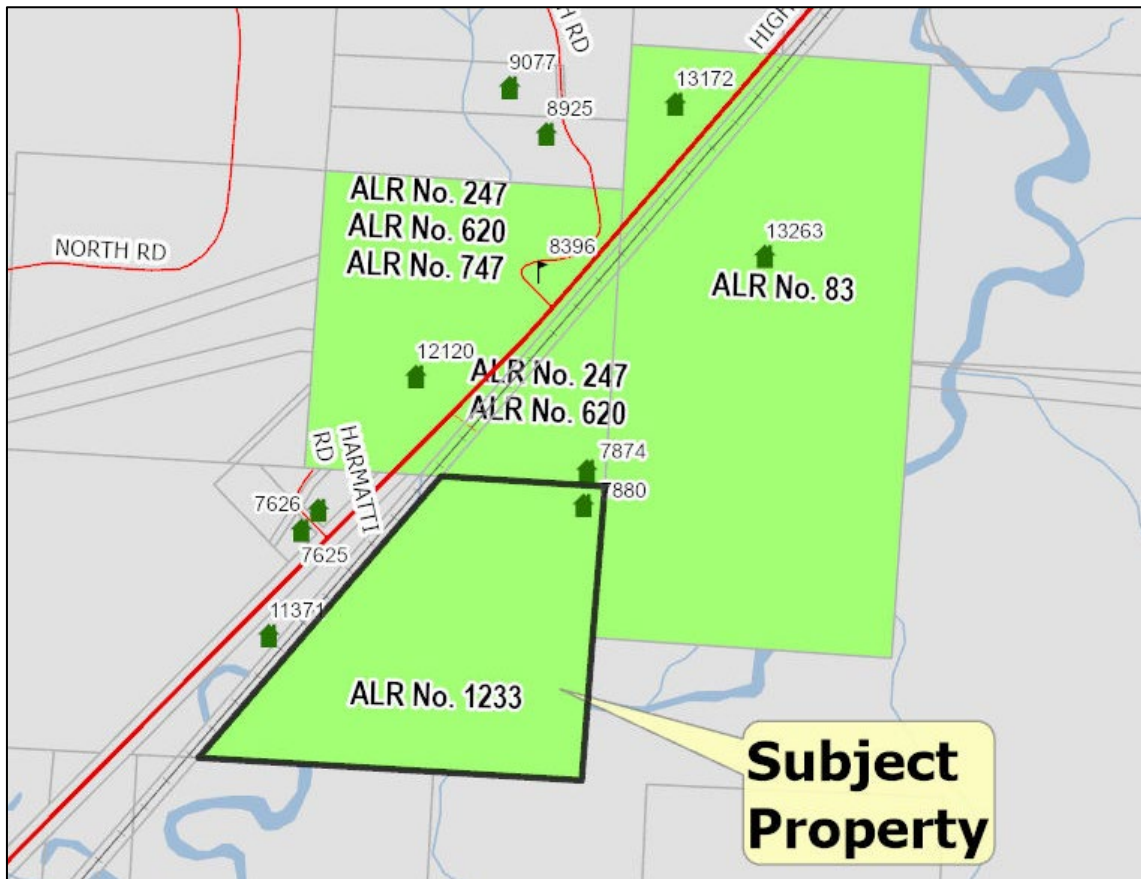


APPENDIX B:

Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation Staff Board ALC
83	NW corner of District Lot 200, Coast Range 5, Lying across CN railway and Highway #16	Application to subdivide ±19acres from the above described property	Approval
			Approval
			Approved
247	District Lot 3467, Range 5, Coast District except Plan 1160, GTP Rly R/W and part East of Plan 1160.	Application to subdivide proposed lands	Denial
			Denial
			Denied
620	District Lot 3467, Range 5, Land District, Coast Range 5 except Plan 1160 except Part lying east of Plan 1160.	Application to subdivide two 2 hectare lots from 35.22 hectares.	Denial
			Denial
			Denied
747	District Lot 3467, Range 5, except Plan 1160 and except part lying east of Plan 1160.	Application to subdivide one parcel of 8.3 ha from 36.3 ha	Approval
			Approval
			Approved

Surrounding Applications Map



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 63060

Application Status: Under LG Review

Applicant: Steven Wilson

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 05/01/2021

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

Proposal Type: Non-Adhering Residential Use - Principal Residence More than 500m²

Proposal: Good Day

I have recently built a house and a detached garage. There is currently a breezeway between the two buildings. I would like to perform some carpentry work that would close in the breezeway to keep the snow and ice out. We get several feet of accumulated snowfall here in the Houston area over the winter months and the snow that falls and blows into the breezeway often turns icy and makes it unsafe to traverse from my house to my garage. Closing in this breezeway would eliminate this problem. But doing so would put my overall footprint (house & garage combined) above the allowable square footage under the ALC guidelines..

The area between the two buildings amounts to approximately 90 sq-ft. In exchange for permission to adjoin the two buildings, I'd be willing to demolish and remove my guest house and give that land back to the farm, of which covers approximately 1,350 sq-ft of land. In addition, I have already removed one outbuilding which occupied 600 sq-ft of land and was ultimately donated back to the farm.

Further to all this, the main house and garage are built on a rocky hillside and isn't on prime farmland. In fact, it can't even be described as arable. This portion of land is virtually useless for anything farm related.

In summary, I believe that what I am requesting is not unreasonable and I am also willing to return land back to the farm to be fair and equitable, and show my gratitude. So to recap, I'm willing to give up 1,350 sq-ft of land in exchange for 90 sq-ft of land.

As previously mentioned, this will reduce the risk of injury to my family and I and will no longer burden our safety. As a registered auditor with the BC Forest Safety Council, I can truthfully say that this is a worthwhile cause to eliminate a hazard that could be life altering.

I hope you understand and appreciate that my request is genuine and that I've been very truthful and sincere in my explanation.

Parcel Information

Parcel(s) Under Application

Applicant: Steven Wilson

1. **Ownership Type:** Fee Simple
Parcel Identifier: 014-959-089
Legal Description: DL 201 R5C LYING E OF PL 1160
Parcel Area: 59.1 ha
Civic Address: 7880 N. Bulkley Post Office Rd.
Date of Purchase: 08/09/2019
Farm Classification: Yes
Owners

1. **Name:** Steven Wilson
Address:
7880 N. Bulkley Post Office Rd. Houston, BC
V0J 1Z0
Canada
-

Ownership or Interest in Other Lands Within This Community

1. **Ownership Type:** Fee Simple
Parcel Identifier: 014-959-101
Owner with Parcel Interest: Steven Wilson
Parcel Area: 13 ha
Land Use Type: Agricultural/Farm
Interest Type: Full Ownership
-

2. **Ownership Type:** Fee Simple
Parcel Identifier: 014-960-516
Owner with Parcel Interest: Steven Wilson
Parcel Area: 115.7 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).**

PID 014-959-089: 33 acres hay crop

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

The field gets fertilized.

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

I have built my home and a garage on this property. These two buildings were built on a rocky hill beside the hay field

Adjacent Land Uses

North

Applicant: Steven Wilson

Land Use Type: Agricultural/Farm
Specify Activity: Hay production

East

Land Use Type: Agricultural/Farm
Specify Activity: Hay production

South

Land Use Type: Agricultural/Farm
Specify Activity: Hay production

West

Land Use Type: Residential
Specify Activity: 2 or 3 houses to the west along hwy 16

Proposal

1. What is the purpose of the proposal?

Good Day

I have recently built a house and a detached garage. There is currently a breezeway between the two buildings. I would like to perform some carpentry work that would close in the breezeway to keep the snow and ice out. We get several feet of accumulated snowfall here in the Houston area over the winter months and the snow that falls and blows into the breezeway often turns icy and makes it unsafe to traverse from my house to my garage. Closing in this breezeway would eliminate this problem. But doing so would put my overall footprint (house & garage combined) above the allowable square footage under the ALC guidelines..

The area between the two buildings amounts to approximately 90 sq-ft. In exchange for permission to adjoin the two buildings, Id be willing to demolish and remove my guest house and give that land back to the farm, of which covers approximately 1,350 sq-ft of land. In addition, I have already removed one outbuilding which occupied 600 sq-ft of land and was ultimately donated back to the farm.

Further to all this, the main house and garage are built on a rocky hillside and isnt on prime farmland. In fact, it cant even be described as arable. This portion of land is virtually useless for anything farm related.

In summary, I believe that what I am requesting is not unreasonable and I am also willing to return land back to the farm to be fair and equitable, and show my gratitude. So to recap, Im willing to give up 1,350 sq-ft of land in exchange for 90 sq-ft of land.

As previously mentioned, this will reduce the risk of injury to my family and I and will no longer burden our safety. As a registered auditor with the BC Forest Safety Council, I can truthfully say that this is a worthwhile cause to eliminate a hazard that could be life altering.

I hope you understand and appreciate that my request is genuine and that Ive been very truthful and sincere in my explanation.

2. What is the total floor area of the proposed principal residence in square metres?

484 m²

3. Describe the rationale for the proposed location of the principal residence.

This principal residence was constructed on a rocky hillside, so not to disturb the hay fields below it.

4. Does the proposal for a principal residence more than 500 m² support agriculture in the short or long term? Please explain.

In my case, this proposal DOES in fact support agriculture. The net benefit is that my plan gives more land back to the farm than I am requesting in return.

5. Describe the size, type and number, as well as occupancy of all residential structures currently located on the property.

On the property in question (014-959-089), there is my garage and my principal residence which houses my wife and I and our five children. This house is roughly 484 sq-metres. The garage is roughly 173 sq-metres.

On my neighbouring property (014-959-101), there's a 30'X40' shop, a 30'X40' pole barn, a 40'X40' hay shed, and a 30'X45' guest house.

6. What is the total area of infrastructure necessary to support the proposed residence?

I'm not sure if I'm answering this question correctly.

My principal residence is approximately 484 sq-metres and my garage is 173 sq-metres. If you add in the 8 sq-metres of breezeway between my house and garage that I'm requesting from the ALR, then that would amount to 665 sq-metres total.

But to be clear, please remember that I am proposing to demolish and remove my 125 sq-metre guest house in exchange for this variance. And also please remember that I have already demolished and removed a 55 sq-metre outbuilding and gave that land back to the farm.

7. Do you need to import any fill to construct the principal residence and necessary infrastructure?

No

Applicant Attachments

- Proposal Sketch-63060
- Site Photo-Overview Facing North
- Site Photo-Overview Facing South
- Certificate of Title-014-959-089

ALC Attachments

None.

Decisions

None.

PID
014-959-089

Roll #
26-755-11725.000

Civic Address:
7880 N. Bulkley
Post Office Rd.

PID
014-959-101

Roll #
26-755-13022.000

Civic Address:
7874 N. Bulkley
Post Office Rd.

166

Guest House
125 m2

Driveway

Property Lines

Main House
484 m2

Outbuilding # 1
Now Demolished & Removed
55 m2

Breezeway
8 m2

Garage
173 m2

PID
014-960-516

Roll #
26-755-11723.000

Civic Address:
13263 Highway 16 E

Image © 2021 Maxar Technologies
© 2021 Google

Google Earth

Imagery Date: 5/31/2014 54°28'26.37" N 126°29'54.09" W elev 619 m eye alt 879 m

1985

**Advisory Planning Commission
Meeting Minutes**

Electoral Area G	Meeting Date: June 8, 2021	Meeting Location: Zoom
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Carol Gibson		<input checked="" type="checkbox"/> Director Chris Newell
<input checked="" type="checkbox"/> Elijah Newell		<input type="checkbox"/> Alternate Director Andrea Newell
<input checked="" type="checkbox"/> Mary Robinson		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Tom Euverman		<input checked="" type="checkbox"/> Jason Llewellyn, Director of Planning
		<input checked="" type="checkbox"/> Steve Wilson, Applicant ALR Application 1233 (7:45)
Chairperson: Tom Euverman		Secretary: Carol Gibson
Call to Order: 7:00 pm		
<u>Agenda</u>		
7:00 – 7:25	APC Information Session	
7:25 – 7:30	Appoint Chair and Secretary	
7:45 – 8:00	Rezoning Application RZ RDBN-01-21	
7:30 – 7:45	ALR Non-Adhering Residential Use Application ALR 1233	
<u>APC Information Session</u>		
Jason Llewellyn provided a review of the APC role, the meeting process, the APC Bylaw, and the typical applications considered.		
<u>Chair and Secretary Appointment</u>		
A motion was made to appoint Tom Euverman as APC Chair and Carol Gibson as Secretary for the remainder of 2021. The nominations were accepted, and the appointments were approved unanimously.		
<u>RZ RDBN -01-21</u>		
Jason Llewellyn provided an overview of the proposed amendment to the H1 Zone to allow a second dwelling. The APC discussed the need to regulate the size of the 2 nd home, the regulation of sewage disposal, and the process for further consideration. Jason Llewellyn noted that the proposal is in its early stages, that staff are conducting preliminary consultation, and that a housing needs study is underway. Should the proposal proceed, the APC will have opportunity for further comment once the issues have been further evaluated.		

ALR Non-Adhering Residential Use Application ALR 1233

Jason Llewellyn provided an overview of the application. The applicant agreed with the overview. The APC unanimously approved the following motion.

"That ALR Non-Adhering Residential Use Application ALR 1233 be supported."

Meeting Adjourned at 7:55

Secretary Signature

Carol Gibson



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: June 24, 2021
SUBJECT: Subdivision in the ALR Application 1235

RECOMMENDATION

That Agricultural Land Reserve Subdivision Application No. 1235 be forwarded to the Agricultural Land Commission with a recommendation that the application be approved.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

The applicant has applied to the Ministry of Transportation and Infrastructure (MoTI) to move a lot line. This “boundary adjustment” subdivision does not require ALC approval if the MoTI Approving Officer considers the boundary adjustment “will enhance farming on the agricultural land or permit better use of structures used for farming”. MoTI is prepared to approve the boundary adjustment on this basis. However, as part of the boundary adjustment approval process the MoTI Approving Officer is requiring the applicant to provide road dedication to widen Decker Lake Road and provide road access to adjacent land. Unfortunately, this road dedication requires ALC approval.

The road dedication required by the Province is over land that is currently developed as a road. In the Planning Department’s opinion giving this land to the Province for road access will have no impact on agriculture. In staff’s opinion the boundary adjustment is a clear benefit to agriculture.

APPLICATION SUMMARY

Name of Agent/Owner: Dale Ross

Electoral Area: B

Subject Properties: **Existing Lot 1:** 16592 Highway 16 W 'District Lot 554 Range 5 Coast District Except Plan 3921'
 ± 60.82 ha (150.3 acres)
Existing Lot 2: Parcel A (Plan 10876) District Lots 553 And 559 Range 5 Coast District
 ± 61.86 ha (152.88 acres)

OCP Designation: Agriculture (AG) in Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017

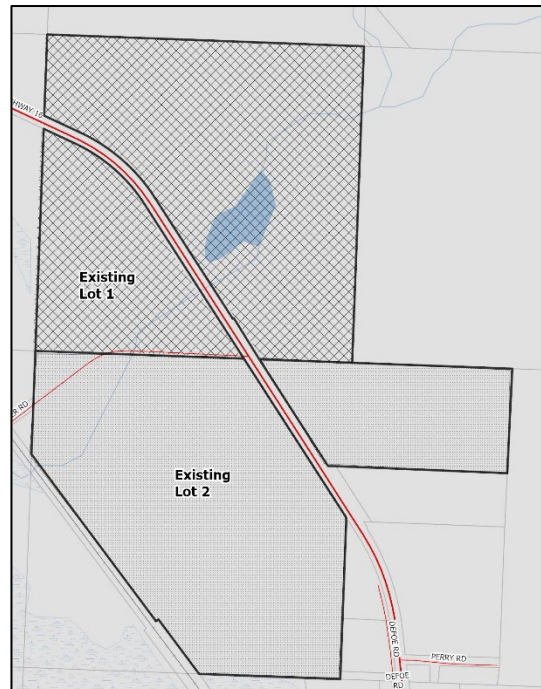
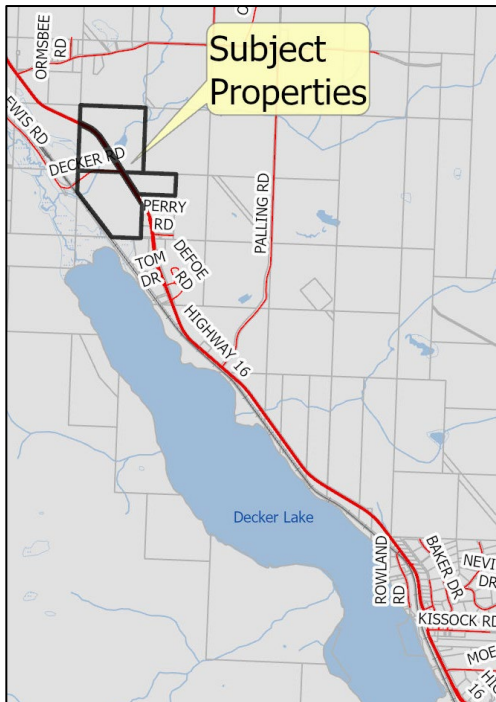
Zoning: Agricultural (AG1) in Regional District of Bulkley-Nechako Zoning Bylaw 1800. 2020

Existing Land Use: Agriculture

Location: In the community of Decker Lake 14 km from the Village of Burns Lake

Proposed Subdivision: Boundary adjustment would create the following lot sizes see subdivision plan on page 2:
Proposed Lot 1: 107.4 ha (265.39 acres)
Proposed Lot 2: 16.5 ha (40.77 acres)

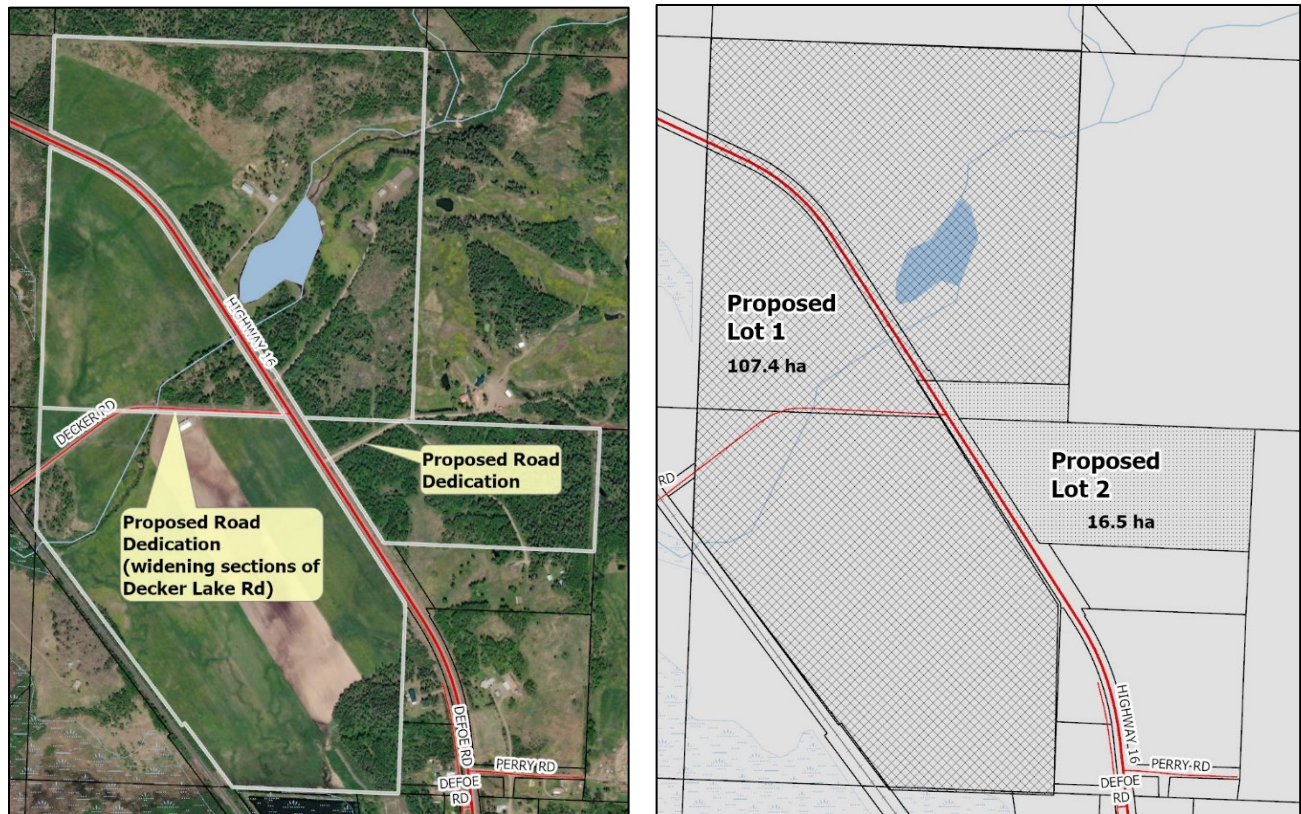
Location Map:



PROPOSAL

This application is asking for ALC approval to allow the road dedication required by the Province. The land area required by the Province is currently used as a road. The road dedication area is shown on the map below.

Proposed Boundary Adjustment



The Planning Department has fast tracked this application, and bypassed the typical referral process, given the basic nature of the application.

ATTACHMENTS

ALC Application

Subdivision Proposal Sketch

Road Dedication Sketch

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 63236

Application Status: Under LG Review

Applicant: Vivian Hart

Agent: Dale Ross

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 06/02/2021

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

Proposal Type: Subdivision

Proposal: The purpose of this proposal is for a boundary adjustment to allow for the construction of a 1200 square foot house on the proposed Lot #2 (which is part of DL 553) The current owner of these parcels resides in a house located on DL 554 and is 87 years old. Daughter and son in law wish to construct a house on the proposed 16.5 hectares in order to be close and to Bernice, and carry on the up keep, improvements and farming practices. This proposed lot of 16.5 hectares is currently not in hay production as it is heavily treed and would require extensive clearing and cultivation. Soil conditions on this hill side have minimal top soil rock and heavy clays. There are currently no houses on DL 553, although one residential house is permitted. We feel the proposed boundary adjustment of combining DL 553/554 and 559 and to subdivide a 16 hectare piece off of DL 553 in order to construct a house, would be the best possible outcome. This would also insure this farm land will always stay together as one large piece.

Agent Information

Agent: Dale Ross

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 014-985-152

Legal Description: PCL A (PL 10876) DLS 553 & 559 R5C and DL 554

Parcel Area: 123.9 ha

Civic Address: 16592 Highway 16 Burns Lake B.C.

Date of Purchase: 01/01/1970

Farm Classification: Yes

Owners

Applicant: Vivian Hart

Current Use of Parcels Under Application

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

Proposed boundary adjustment for DL 553 and DL 554 (Lot 1) which would be approximately 107 hectares, of which 80% of this is currently farmed as a hay crop, once per year. Lot 2 which is from DL 553 consists of 16.6 hectares which is currently not suitable for hay, but a possibility being considered is hascap berries.

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

DL 553 and DL 554 have been cultivated and seeded back in the 1970s. 3 years ago 40 acres of these fields were turned over and re seeded. Drainage is kept up, fencing has been added or replaced, soil fertility is monitored and adjusted yearly.

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

DL 554 has one residence, shop and horse barns. DL 553 has 1 350 bale hay shed and no non agricultural uses.

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: ALR

East

Land Use Type: Agricultural/Farm

Specify Activity: ALR

South

Land Use Type: Industrial

Specify Activity: Saw mill

West

Land Use Type: Agricultural/Farm

Specify Activity: ALR

Proposal

Applicant: Vivian Hart

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

107.4 ha

16.5 ha

2. What is the purpose of the proposal?

The purpose of this proposal is for a boundary adjustment to allow for the construction of a 1200 square foot house on the proposed Lot #2 (which is part of DL 553) The current owner of these parcels resides in a house located on DL 554 and is 87 years old. Daughter and son in law wish to construct a house on the proposed 16.5 hectares in order to be close and to Bernice, and carry on the up keep, improvements and farming practices. This proposed lot of 16.5 hectares is currently not in hay production as it is heavily treed and would require extensive clearing and cultivation. Soil conditions on this hill side have minimal top soil rock and heavy clays. There are currently no houses on DL 553, although one residential house is permitted. We feel the proposed boundary adjustment of combining DL 553/554 and 559 and to subdivide a 16 hectare piece off of DL 553 in order to construct a house, would be the best possible outcome. This would also insure this farm land will always stay together as one large piece.

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

As it is now, both large parcels DL 553 and DL 554 have outbuildings, hay sheds and an equipment shop, which at aproxamitely 100 hectres, we believe is the minimum land required in order to make this type of farming practice viable. These 2 lake bottom parcels combined is what makes up the yearly hay production. This proposed boundary adjustment would insure both DL 553 and DL 554 would always remain as 1 large parcel for future farming.

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

This proposal would benefit agriculture in both short and long term. Long term would insure that the maximum amount of prime farmable land is kept together as 1 large parcel. The smaller 16.5 hectare parcel could still be viable for berry production such as Haskaps, or for perhaps greenhouses, as it is south facing, sloped terrain.

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-Dale Ross
- Proposal Sketch-63236
- Certificate of Title-014-985-152

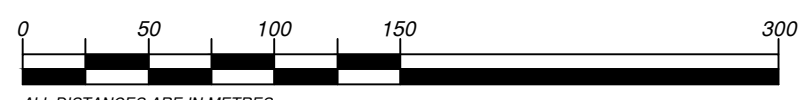
ALC Attachments

None.

Decisions

None.

**SKETCH PLAN OF PROPOSED SUBDIVISION OF
PARCEL A (PLAN 10876) DISTRICT LOTS 553
AND 559, RANGE 5 COAST DISTRICT
AND
DISTRICT LOT 554 RANGE 5 COAST DISTRICT
EXCEPT PLAN 3921**



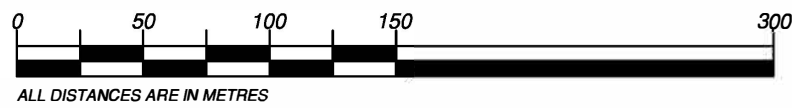
THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm IN WIDTH BY 864mm IN HEIGHT
(D SIZE) WHEN PLOTTED AT A SCALE OF 1:3000.

ZONING INFORMATION: AG-1
MINIMUM LOT SIZE: 16ha

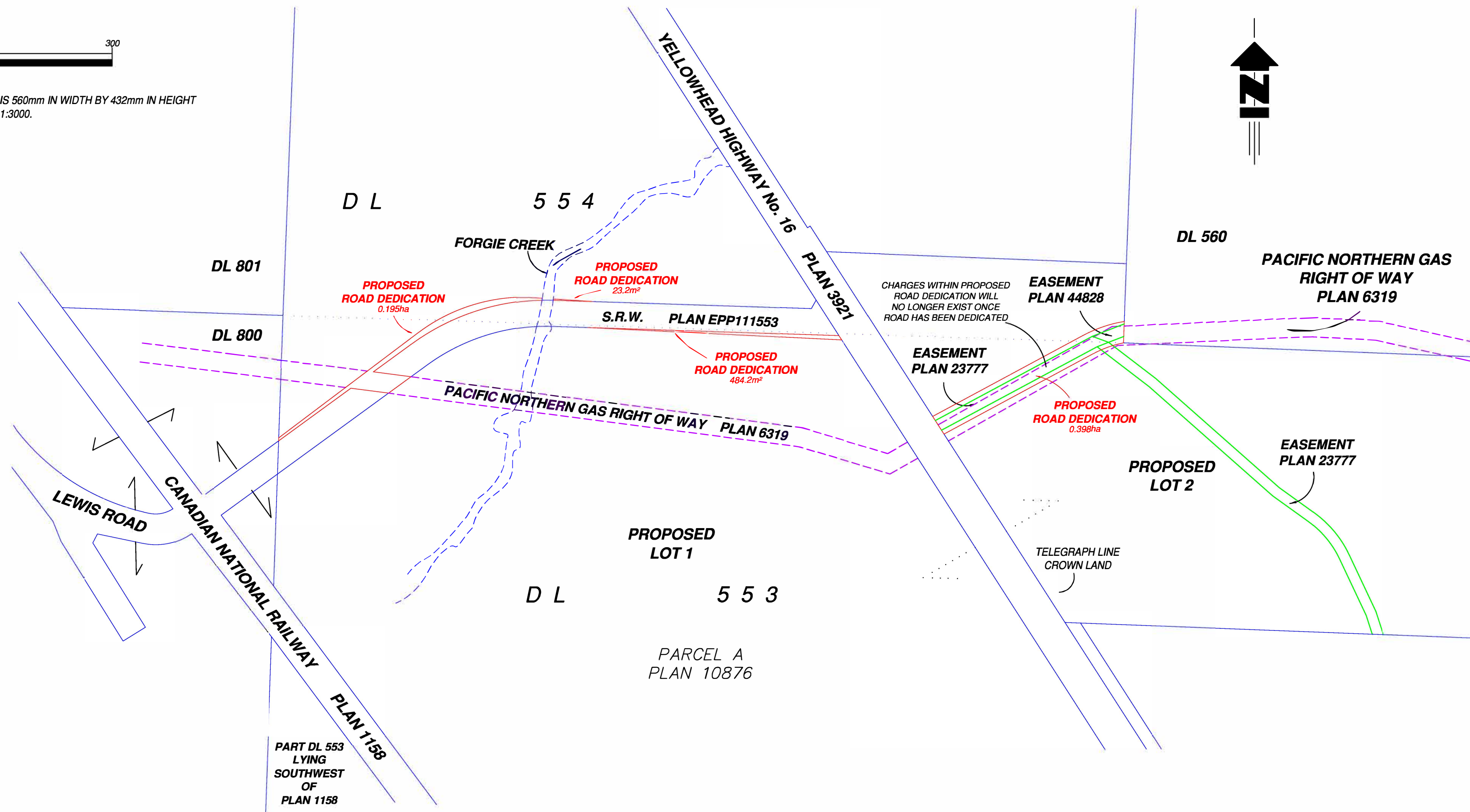


201 - 2079 Falcon Road ■ Kamloops, BC ■ V2C 4J2
tel 250.828.0881 ■ fax 250.828.0717
info-kam@TRUE.bc.ca
DRAWN BY: MJ
DWG FILE: 197-011-hs
JOB NO: 1397-011
FB: ■ P:

**SKETCH PLAN OF PROPOSED ROAD DEDICATION
OF A PROPOSED SUBDIVISION ON
PARCEL A (PLAN 10876) DISTRICT LOTS 553 AND
559, RANGE 5 COAST DISTRICT
AND
DISTRICT LOT 554 RANGE 5 COAST DISTRICT
EXCEPT PLAN 3921**



THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm IN WIDTH BY 432mm IN HEIGHT
(C SIZE) WHEN PLOTTED AT A SCALE OF 1:3000.



NOTE:
DASHED PURPLE LINES REPRESENT RIGHT OF WAYS.
SOLID GREEN LINES REPRESENT EXISTING EASEMENTS.
SOLID BLUE LINES REPRESENT SURVEYED PROPERTY BOUNDARIES.
DASHED BLUE LINES REPRESENT SURVEYED CREEK BOUNDARIES.
SOLID RED LINES REPRESENT SURVEYED PROPOSED ROAD DEDICATION.

NOTE:
AREAS SHOWN ARE BASED ON A FIELD SURVEY PERFORMED BETWEEN
MAY 2nd, 2021 to MAY 6th, 2021. THESE AREAS SHOULD NOT CHANGE.



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

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner
DATE: June 24, 2021
SUBJECT: District of Houston Referral for Official Community Plan (OCP) Amendment Bylaw No. 1152 and Development Amendment Bylaw No. 1153

RECOMMENDATION

That the RDBN Board direct staff to respond to the District of Houston that the RDBN has no comments regarding OCP Amendment Bylaw No. 1152 and Development Amendment Bylaw No. 1153

VOTING

All / Directors / Majority

DISCUSSION

The District of Houston is proposing to amend their OCP and Development Bylaw to add “Veterinary Clinic & Related Pet Crematorium” as a permitted use in the C2 Service Commercial Zone.

Planning Department staff have no concerns regarding, and no recommended comment in response to, the referral.

ATTACHMENTS

District of Houston Staff Report May 26, 2021



DISTRICT OF HOUSTON
STAFF REPORT
COMMUNICATIONS OFFICER

File 0550-20

DATE: May 26, 2021
TO: Gerald Pinchbeck, Chief Administrative Officer
FROM: Holly Brown, Communications Officer
SUBJECT: 2016 Nadina Avenue – Bylaw Amendments

SUMMARY

Staff are presenting *Official Community Plan Amending Bylaw No. 1152 (2021)* and *Development Amending Bylaw No. 1153 (2021)* for first reading.

BACKGROUND

The owners of the parcel (“the Applicant”) legally described as Lot 28 District Lot 333 Range 5 Coast District Plan 4655, PID 011-304-049 (“the Subject Property”) have applied to change the Official Community Plan (“the OCP”) land use designation and zoning for their property to allow the property to be used as a veterinary clinic (“the Application”).

On April 7th, 2021, the Application was received and paid for at the District’s Municipal Office. The Applicant requested the following amendments to the District’s OCP and Development Bylaws:

- OCP Designation changed from “Highway Commercial” to “Downtown Commercial”; and
- Zoning designation change from “C2 Service Commercial” to “C1 Core Commercial”.

In response to a staff report titled “Rezoning & OCP Amendment Application 2021-02-2016 Nadina Ave.” and dated April 13, 2021 (Attachment 1) presented at the April 20, 2021, Regular Meeting of Council, the following resolution was passed:

“That Council considers and resolves to direct staff to prepare amendments to Official Community Plan Bylaw No. 1001, 2010 (as amended) and Development Bylaw No. 1040, 2013 (as amended) to:

- a. *add “Veterinary Clinic & Related Pet Crematorium” as a permitted use in the C2 Service Commercial Zone; and*
- b. *revise the objectives of the Official Community Plan to support additional non-tourism businesses in the Highway Commercial land use area. “*

DATE: May 26, 2021
PAGE: 2 of 4

DISCUSSION

The proposed amendments to the OCP proposed by *Official Community Plan Amending Bylaw No. 1152 (2021)* seek to clarify permitted land uses within the Highway Commercial objective statement under Section 5.1.5 of the OCP through the inclusion of specified uses. The current objective is stated as:

“Highway Commercial Uses shall be permitted abutting Highway 16 as shown on Schedule B Urban Service Area and complement, but not compete with Downtown Commercial Services and act as an attractive gateway to the community”.

The proposed bylaw amendment would replace that statement with:

“Highway Commercial Uses, which include accommodation, services for tourists and transient motorists, and additional commercial services that do not compete with the Downtown Commercial Services land use designation, shall be permitted abutting Highway 16 as shown on Schedule B Urban Service Area and act as an attractive gateway to the community”.

In the proposed objective statement, language around accommodation and tourism services are included in addition to alternate commercial services to provide clarity within the statement. The proposed *Development Amending Bylaw No. 1153 (2021)* simply includes Veterinary Clinic and Related Pet Crematorium as a permitted use in the C2 Service Commercial Zone as per Council resolution.

If Council wishes to proceed with the bylaw adoption process for these bylaws, they will need to be given first reading and the OCP must be considered in conjunction with the Financial Plan and the Regional Solid Waste Plan. Then staff will proceed with posting public notice of a public hearing to consider the bylaws pursuant to Division 3 of the *Local Government Act* and refer the bylaw to relevant agencies.

STRATEGIC PLAN OBJECTIVES

Asset Management	N/A
Infrastructure	N/A
Economic Development	N/A
Emergency Preparedness	N/A
Community Sustainability	N/A

IMPACT TO THE FIVE YEAR FINANCIAL PLAN

There is no impact to the Financial Plan.

POLICY / LEGAL IMPLICATIONS

First reading of these bylaws would trigger requirements under Division 3 Section 466 the *Local Government Act* to post public notice of the proposed bylaws and have them available for public inspection. The proposed changes to the OCP also require review from external agencies including the Ministry of Transportation & Infrastructure and the Regional District of Bulkley Nechako in accordance with Section 477 (3) (a) of the *Local Government Act*.

DATE: May 26, 2021
PAGE: 3 of 4

STATUTE / BYLAW/ POLICY CROSS-REFERNCE

1. *Official Community Plan Bylaw No. 1001, 2010* (as amended)
2. *Development Bylaw No. 1040, 2013* (as amended)

ATTACHMENTS

1. Staff Report – Rezoning & OCP Amendment Application 2021-02 – 2016 Nadina Ave. – April 13, 2021
2. Proposed *Official Community Plan Amending Bylaw No. 1152, 2021*,
3. Proposed *Development Amending Bylaw No. 1153 (2021)*
4. *Five Year Financial Plan Bylaw No. 1149, 2021*
5. 2018 Regional Solid Waste Management Plan – Regional District of Bulkley Nechako

RECOMMENDATION

- (1) That Council considers and resolves to give first reading to *Official Community Plan Amending Bylaw No. 1152 (2021)* as presented this 1st day of June 2021;

And further, that Council considers the *Official Community Plan Amending Bylaw No. 1152 (2021)* in conjunction with the Financial Plan and the Regional Solid Waste Management Plan;

And further, that Council considers and resolves to refer *Official Community Plan Amending Bylaw No. 1152 (2021)* to the Ministry of Transportation and Infrastructure and the Regional District of Bulkley Nechako for comment;

And further, that Council considers and resolves to schedule a public hearing for *Official Community Plan Amending Bylaw No. 1152 (2021)* on the 6th of July 2021 at 6:15 pm and give notice of this public hearing pursuant to the provisions of the *Local Government Act*.

- (2) That Council considers and resolves to give first reading to *Development Amending Bylaw No. 1153 (2021)* as presented this 1st day of June 2021;

And further, that Council considers and resolves to schedule a public hearing for *Development Amending Bylaw No. 1153 (2021)* on the 6th of July 2021 at 6:15 pm and give notice of this public hearing pursuant to the provisions of the *Local Government Act*.

DATE: May 26, 2021
PAGE: 4 of 4

ALTERNATIVE OPTIONS

1. "That Council considers and resolves to give first reading to *Official Community Plan Amending Bylaw No. 1152 (2021)* as amended this 1st day of June 2021 [list amendments];

And further, that Council considers the *Official Community Plan Amending Bylaw No. 1152 (2021)* in conjunction with the Financial Plan and the Regional Solid Waste Management Plan;

And further, that Council considers and resolves to refer *Official Community Plan Amending Bylaw No. 1152 (2021)* to the Ministry of Transportation and Infrastructure and the Regional District of Bulkley Nechako for comment;


And further, that Council considers and resolves to schedule a public hearing for *Official Community Plan Amending Bylaw No. 1152 (2021)* on the 6th of July 2021 at 6:15 pm and give notice of this public hearing pursuant to the provisions of the *Local Government Act*".

"That Council considers and resolves to give first reading to *Development Amending Bylaw No. 1153 (2021)* as amended this 1st day of June 2021 [list amendments];


And further, that Council considers and resolves to schedule a public hearing for *Development Amending Bylaw No. 1153 (2021)* on the 6th day of July 2021 at 6:15 pm and give notice of this public hearing pursuant to the provisions of the *Local Government Act*".

2. That Council considers and resolves to receive the staff report titled "2016 Nadina Avenue – Bylaw Amendments" and dated May 26, 2021 for information.

Respectfully submitted,



Holly Brown
Communications Officer



Gerald Pinchbeck
Chief Administrative Officer



DISTRICT OF HOUSTON
STAFF REPORT
CHIEF ADMINISTRATIVE OFFICER

File 0550-2020
cc. 3360-2021-02

DATE: April 13, 2021

TO: Mayor & Council

FROM: Gerald Pinchbeck, Chief Administrative Officer

SUBJECT: Rezoning & OCP Amendment Application 2021-02 – 2016 Nadina Ave.

SUMMARY

The owners of the parcel (“the Applicant”) legally described as Lot 28 District Lot 333 Range 5 Coast District Plan 4655, PID 011-304-049 (“the Subject Property”) have applied to change the Official Community Plan (“the OCP”) Land Use Designation and Zoning for their property to allow the property to be used as a Veterinary Clinic (“the Application”).

BACKGROUND

On April 7th, 2021, the Application was received and paid for at the District’s Municipal Office. The Applicant has requested the following amendments to the District’s OCP and Development Bylaws:

- OCP Designation changed from “Highway Commercial” to “Downtown Commercial”; and
- Zoning Designation change from “C2 Service Commercial” to “C1 Core Commercial”.

Staff conducted a preliminary analysis of the Application, and the Discussion outlines the result of this analysis.

DISCUSSION

The subject property is currently vacant, and has access to municipal water, sewer, and storm drainage systems. The Applicant has proposed that a “Veterinary Clinic and Crematoria” be designated as a permitted use on the parcel of land. While this use is listed as a permitted use in the C1, M1, and P1 zones (based on rules of interpretation provided by s. 4.16 of the Development Bylaw), it is not permitted in the C2 Service Commercial Zone.

The Proposed Use may also not conform to the Land Use Objectives and Policies as stated by s. 5.1.5 of the OCP. The Highway Commercial Land Use largely speaks to providing for the “...development of accommodation and services for tourists and transient motorists along Highway 16...” which is “...intended to make the District more distinguishable and attractive as a tourist destination...”. There are no further statements within the land use objectives which support the use of land oriented towards resident and business services.

On the advice of District staff, based on these rules of interpretation, the Applicant has submitted a Joint OCP and Zoning Amendment Application, and paid the designated application fee of \$600. Staff made the Applicant aware that the OCP did not specifically prohibit or speak against the land use, and identified that the general statements of purpose did not speak in favour of the land use. As a result, staff are seeking confirmation from Council with respect to the objectives and purposes of the Highway Commercial Land Use as stated by the Official Community Plan.

DATE: April 13, 2021
PAGE: 2 of 4

Finally, the proposed use would be located in proximity to other commercial uses and multi-family residential uses. Although this does present a potential land use conflict requiring consideration, due to the nature of the proposed use, the land use conflict would exist in other areas zoned as C1 Core Commercial and P1 Public & Institutional. As such, staff do not foresee this as a significant conflict which would result in the demise of the application.

Staff have identified that this proposal would result in the development of a vacant parcel and support the overall objective of the OCP to limit urban sprawl and concentrate development within the Urban Service Area. This supports the overall objective to maximize the use of existing infrastructure without requiring costly extensions to add new infrastructure such as roads, watermains, and sewer mains. These factors provide additional support for the rezoning application.

Overall, the land use purposes, objectives and policies of the Highway Commercial area are not detrimental or supportive for the application. The proposed use results in significant traffic flows onto Nadina Way, which limits further traffic impacts on other areas of the community. However, the proposed use does not support the objectives of developing an attractive corridor which encourages tourists to stop in the community. The proposed use further supports the broad objective to concentrate development within the Urban Service Area as opposed to promoting urban sprawl.

As a result, I am recommending against the requested land use designation and rezoning request made by the applicant. However, this is not to say the proposed use is not compatible with the other aspects of the Highway Commercial land use. A more appropriate measure to accomplish the applicant's request would be to change the land use designation to "Public & Institutional" and the zoning to "P1 Public & Institutional". As Animal Shelters, Hospital Clinics, and Crematoriums are permitted uses within the P1 Zone, and the interpretation instructions contained in s. 4.16 of the Development Bylaw require uses to be applied inclusively where possible. This would limit the extent to which the proposed use can be carried out within the Highway Commercial area.

Another more appropriate measure to provide a means for the applicant to develop would be through a text amendment to the OCP and Zoning Bylaw. The text amendment would allow the District to leave the zoning and land use designation unchanged while expanding the permitted uses in the C2 Zone. This would mean the requested rezoning would not be site specific.

A further alternative option would be to grant the requested land use designation change and rezoning of the property. This would not be consistent with prior planning and legislative efforts to reduce the number of "spot zones", where properties are zoned or have their land use designated in isolation of the surrounding uses or potential uses. However, this would limit the change to the permissible land uses to this property, as opposed to extending the change across the Highway Commercial land use area.

If any of the above options are selected it is recommended that the potential adoption of the proposed bylaws be delayed until after a building permit application has been submitted to the District. While there is no specific policy in place with respect to this, it aligns with prior practice conducted under the provisions of "Zoning By-laws Policy (1982)" which was repealed. This would reduce the risk of granting the rezoning only for the property to continue sitting vacant with new zoning, and allow Council to revisit the zoning if there is no building permit application received.

Finally, Council can choose to not proceed with further consideration of the application. This would result in the Applicant's proposed development being unable to proceed. The application would further be retained on file with supporting documentation pursuant to the District's Records Management program.

DATE: April 13, 2021
PAGE: 3 of 4

STRATEGIC PLAN OBJECTIVES

Asset Management	N/A
Infrastructure	N/A
Economic Development	This item supports Council's economic development objectives for increasing the amount of commercial space available in the community. Although the proposal does not immediately result in commercial space being made available, it does facilitate the development of new commercial space.
Emergency Preparedness	N/A
Community Sustainability	N/A

IMPACT TO THE FIVE YEAR FINANCIAL PLAN

This item does not impact the Financial Plan.

POLICY / LEGAL IMPLICATIONS

Pursuant to Part 14 of the Local Government Act, Council may adopt bylaws to amend the OCP and Development Bylaw to change the zoning or land use objectives for properties in Houston. In order to do so, a series of procedural steps will need to be observed including engagement with other government agencies and residents.

STATUTE / BYLAW/ POLICY CROSS-REFERNCE

1. Local Government Act, Part 14
2. Official Community Plan Bylaw No. 1001, 2010 (as amended)
3. Development Bylaw No. 1040, 2013 (as amended)

ATTACHMENTS

1. Rezoning & OCP Amendment Application 2021-02

RECOMMENDATION

1. That Council considers and resolves to direct staff to prepare bylaws regarding the zoning and land use designation of the parcel legally described as Lot 28 District Lot 333 Range 5 Coast District Plan 4655 as follows:
 - a. Revise the land use designation under *Official Community Plan Bylaw No. 1001, 2010* (as amended) from "Highway Commercial" to "Public & Institutional"; and
 - b. Revise the zoning designation under *Development Bylaw No. 1040, 2013* from "C2 Service Commercial" to "P1 Public & Institutional".


ALTERNATIVE OPTIONS

2. That Council considers and resolves to direct staff to prepare amendments to *Official Community Plan Bylaw No. 1001, 2010* (as amended) and *Development Bylaw No. 1040, 2013* (as amended) to:
 - a. add "Veterinary Clinic & Related Pet Crematorium" as a permitted use in the C2 Service Commercial Zone; and
 - b. revise the objectives of the Official Community Plan to support additional non-tourism businesses in the Highway Commercial land use area.

DATE: April 13, 2021
PAGE: 4 of 4

3. That Council considers and resolves to direct staff to prepare bylaws regarding the zoning and land use designation of the parcel legally described as Lot 28 District Lot 333 Range 5 Coast District Plan 4655 as follows:
 - a. Revise the land use designation under *Official Community Plan Bylaw No. 1001, 2010* (as amended) from “Highway Commercial” to “Downtown Commercial”; and
 - b. Revise the zoning designation under *Development Bylaw No. 1040, 2013* from “C2 Service Commercial” to “C1 Core Commercial”.
4. That Council considers and resolves to receive the staff report titled “Rezoning & OCP Amendment Application 2021-02 – 2016 Nadina Ave.” and dated April 13, 2021 for information.

Respectfully submitted,



Gerald Pinchbeck
Chief Administrative Officer



**DISTRICT OF HOUSTON
BYLAW NO. 1152, 2021**

A bylaw of the District of Houston to amend the “Official Community Plan Bylaw No. 1001, 2010”.

WHEREAS, pursuant to the provisions of the *Local Government Act*, Council may, by bylaw, adopt one or more official community plans, which must be included in the adopting bylaw as a schedule and must designate the area covered by the plan, and has adopted *District of Houston Official Community Plan Bylaw No. 1001, 2010* for such purposes;

NOW THEREFORE, the Council of the District of Houston, in an open meeting assembled, hereby enacts as follows:

AMENDMENTS

1. Section 5.1.5 of the *Official Community Plan Bylaw No. 1001, 2010*, as amended, is further amended by substituting the phrase “Highway Commercial Uses shall be permitted abutting Highway 16 as show on Schedule B Urban Service Area and complement, but not compete with Downtown Commercial Services and act as an attractive gateway to the community” with the following phrase:

“Highway Commercial Uses, which include accommodation, services for tourists and transient motorists, uses likely to produce or attract high volumes of vehicle traffic flow, and additional commercial services that do not compete with the Downtown Commercial Services land use designation, shall be permitted abutting Highway 16 as shown on Schedule B Urban Service Area and act as an attractive gateway to the community”.

CITATION

1. This bylaw may be cited for all purposes as “**Official Community Plan Amending Bylaw No. 1152, 2021**”.

READ A FIRST TIME THIS ___ DAY OF __, 2021

CONSIDERED IN CONJUNCTION WITH THE 2019 HOUSING NEEDS ASSESSMENT, *FIVE YEAR FINANCIAL PLAN BYLAW NO. 1149, 2021*, AND THE REGIONAL SOLID WASTE MANAGEMENT PLAN THIS ___ DAY OF __, 2021

REFERRED TO THE REGIONAL DISTRICT OF BULKLEY NECHAKO, THE OFFICE OF THE WET'SUWET'EN, WITSET FIRST NATION, WET'SUWET'EN FIRST NATION, THE GOVERNMENT OF CANADA, AND THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS ___ DAY OF __, 2021.

READ A SECOND TIME THIS ___ DAY OF __, 2021

NOTICE OF A PUBLIC HEARING GIVEN ON THE ___ AND __.

PUBLIC HEARING HELD THIS ___ DAY OF __, 2021.

READ A THIRD TIME THIS ___ DAY OF __, 2021.

ADOPTED THIS ___ DAY OF __, 2021.

SHANE BRIENEN
MAYOR

DUNCAN MALKINSON
CORPORATE OFFICER



Regional District of Bulkley-Nechako Memo

TO: Chair Thiessen and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: June 24, 2021

SUBJECT: 2021 Virtual UBCM Convention- RDBN UBCM Tour/Dinner

RECOMMENDATION

(ALL/DIRECTORS/MAJORITY)

Direction

BACKGROUND

During the 2020 Virtual UBCM Convention a Tour of the Bulkley Valley was coordinated by Director Fisher and took place on Monday, September 21, 2020 that included:

Waste Management and Energy Tour

- ❖ Knockholt Landfill
- ❖ Village of Telkwa Municipal Office

Recreation Tour

- ❖ RDBN Trout Creek recreational property near Smithers
- ❖ Smithers Mountain Bike Trails.

RDBN Staff also hosted a dinner on the Thursday of the 2020 UBCM Convention (September 17, 2020) at the Vineyard Church.

Director Fisher has requested that staff bring forward the idea of a Tour for Board consideration for the 2021 Virtual UBCM Convention.

The 2021 UBCM Convention takes place September 14th-17th with Minister Meetings scheduled to take place the week prior on September 7th-10th. The RDBN has Committee Meetings scheduled for September 9th.

The 2021 RDBN budget includes funds for Electoral Area Directors as well as the CAO and Director of Corporate Services to attend the UBCM Convention.

Registration for the virtual convention in 2020 was \$350 per UBCM member. The Registration for 2021 will open Monday, July 5th. Other potential expenses may include Director's travel to the RDBN to participate utilizing secure and reliable connectivity, meals and hotels if required.

Staff is requesting Board direction in regard to a tour and/or dinner.



Regional District of Bulkley-Nechako Memo

TO: Chair Thiessen and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: June 24, 2021

SUBJECT: 2021 UBCM CONVENTION MEETING REQUESTS
- Premier/Minister/Ministry Staff & BC Hydro

RECOMMENDATION

(ALL/DIRECTORS/MAJORITY)

“That the Board request meetings with Premier Horgan, Provincial Cabinet Ministers, Ministry Staff and BC Hydro at the virtual 2021 UBCM Convention as outlined in the Executive Assistant’s 2021 UBCM Convention Meeting Requests – Premier/Minister/Ministry Staff & BC Hydro memorandum.”

BACKGROUND

At the June 10th Committee of the Whole Meeting the Board discussed requesting the following meetings at the virtual 2021 UBCM Convention with Premier Horgan, Provincial Cabinet Ministers, Ministry Staff and BC Hydro.

The Board also discussed the Northwest BC Resource Benefits Alliance (RBA) The RBA is recommending that each member requests a meeting with the Premier Horgan, the Honourable Josie Osborne, Minister of Municipal Affairs and the Honourable Selena Robinson, Minister of Finance regarding RBA.

The deadline to request meetings with Premier Horgan and Provincial Cabinet Ministers is June 30, 2021. The deadline to requests meetings with ministry staff is August 13, 2021.

- **The Honourable John Horgan, Premier**
 - Nechako First Nations – Memorandum of Understanding: Health of the Nechako River
 - RBA
- **The Honourable Lana Popham, Minister of Agriculture, Food and Fisheries**
 - Slaughter Facilities
 - Class D & E licensed facilities
 - Class A & B licensed facilities
 - Demand for more Class A & B licensed facilities in the RDBN

- **Agricultural Land Commission (ALC)**
 - New regulations
 - Timing of new regulation – date of implementation
- **The Honourable Lisa Beare, Minister of Citizens' Services**
 - Connectivity
 - Funding program issues
 - Connectivity to the household cost prohibitive
 - Federal residence counts – inaccurate
 - Installing fibre on BC Hydro Poles vs. fibre in the ground
 - Cost and challenges utilizing BC Hydro Poles
- **The Honourable George Heyman, Minister of Environment and Climate Change Strategy**
 - ICI (Industrial Commercial Institutional) recycling
 - Circular economy/waste diversion projects
 - Recycling in Smithers
- **The Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development**
 - Economic future of the region
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - Recovery and innovation
 - First Nations agreements – Local Government participation e.g Forest Policy
 - Understand and clarify relationships between First Nations Governments and Local Governments
 - Manufacturing of wood products - do more with less
 - Follow-up in regard to First Nations Agreements and the Lakes and Prince George Timber Supply Apportionment
- **The Honourable Adrian Dix, Minister of Health**
 - BC Ambulance crisis
- **The Honourable Murray Rankin, Minister of Indigenous Relations and Reconciliation**
 - Economic future of the region
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - Recovery and innovation
 - First Nations agreements – Local Government participation e.g Forest Policy
 - Understand and clarify relationships between First Nations Governments and Local Governments
 - Northern Development Initiative Trust funding for First Nations Liaison position

- **The Honourable Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation**
 - Economic future of the region
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - Recovery and innovation
 - First Nations agreement – Local Government participation e.g Forest Policy
 - Understand and clarify relationships between First Nations Governments and Local Governments
- **The Honourable Sheila Malcolmson, Minister of Mental Health and Addictions**
 - Opioid crisis
 - Increased homelessness due to mental health and addiction struggles
 - Long term addiction
 - Seasonal acceleration in communities of individuals with addictions
- **The Honourable Mike Farnworth, Minister of Public Safety and Solicitor General and Jennifer Rice, Parliamentary Secretary – Emergency Preparedness**
 - Emergency Services
 - 9-1-1 Call Levy resolution
- **The Honourable Rob Fleming, Minister of Transportation, and Infrastructure**
 - Highway 16 Safety and additional passing lanes
 - Highway 27 (Fort St. James), Highway 35 (Francois Lake South) and Highway 118 (Granisle) Safety

Ministry Staff:

- **Ministry of Jobs, Economic Recovery and Innovation, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, Ministry of Indigenous Relations and Reconciliation:**
 - Economic future of the region
 - First Nations agreements – Local Government participation e.g. Forest Policy
 - Local government involvement earlier in First Nations agreement process
 - Non-indigenous and Indigenous communities must be included in the same conversations
 - Recovery and innovation
 - Understand and clarify relationships between First Nations Government and Local Government
 - Northern Development Initiative Trust funding for First Nations Liaison position
 - Nechako First Nations (NFN) – Memorandum of Understanding: Health of Nechako River
- **BC Hydro**
 - Installing connectivity fibre on BC Hydro poles.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Director of Corporate Services

DATE: June 24, 2021

SUBJECT: Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021

RECOMMENDATION: (all/directors/majority)

That Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021 be given first and second reading this 24th day of June, 2021.

BACKGROUND

Attached is a Regional Broadband Service Establishing Bylaw that includes the entire Regional District. Adoption of the bylaw is the next step required to move forward with the Partnership Agreement with CityWest.

In a review of the proposed service, it is estimated that the costs to establish and develop this service will be about \$40,000 in the first years (this includes costs to establish the service through the Alternative Approval Process (AAP) as well as legal costs to develop partnership agreements. These costs are 6/10 cent per \$1,000 of assessment. After establishment, administration costs are estimated at ¼ cent per \$1,000. For example, a \$500,000 property will pay approximately \$3.00 for this service in the first year and \$1.25 for this service thereafter.

Following first and second reading, the bylaw will be forwarded to municipalities for consideration. Municipalities must consent to the bylaw prior to proceeding with the AAP process. Following is an estimated timeline for the service establishment:

Schedule	Action
June 24, 2021	Board gives 1 st and 2 nd Reading to Bylaw
June 25 – July 30, 2021	Bylaw is forwarded to municipalities to confirm participation in service
August 12, 2021	Board gives 3 rd Reading to Bylaw (as amended if necessary)
August 13, 2021	Certified Bylaw is sent to municipalities for formal approval
September 17, 2021	Deadline for municipal approvals
September 18, 2021	Bylaw is forwarded to the Ministry of Municipal Affairs for approval
September 23, 2021	Board establishes elector response form, elector response deadline, and determines total number of electors for AAP
October 27, 2021	First publication of AAP notice
November 3, 2021	Second publication of AAP notice
December 3, 2021	Deadline for AAP responses
December 16, 2021	If elector approval is received, Board adopts bylaw

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1951****A bylaw to establish a service for providing broadband infrastructure throughout the Regional District of Bulkley-Nechako**

WHEREAS Regional District may, pursuant to the *Local Government Act*, operate any service that it considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board wishes to establish a service for providing broadband and infrastructure for communities within the Regional District;

AND WHEREAS participating area approval has been obtained in accordance with the *Local Government Act*;

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

Service Established

1. There is hereby established a service to be known as the “Regional Broadband Infrastructure Service.”

Definition

2. In this bylaw, unless the context otherwise requires, “**broadband infrastructure**” means infrastructure that supports or enables access to high-speed internet and other communication or telecommunication networks.

Service Described

3. The service hereby established includes the design, development, construction, operation and maintenance of broadband infrastructure within the service area.

Boundaries

4. The boundaries of the service area include the entirety of the Regional District of Bulkley-Nechako.

Participating Areas

- 5. The participating areas are the Town of Smithers, District of Houston, District of Vanderhoof, Village of Burns Lake, Village of Fraser Lake, District of Fort St. James, Village of Telkwa, Village of Granisle, Electoral Areas A (Smithers Rural), B (Burns Lake Rural), C (Fort St. James Rural), D (Fraser Lake Rural), E (Francois Ootsa Lake Rural), F (Vanderhoof Rural), and G (Houston Rural).

Cost Recovery

- 6. The annual cost of operating the service shall be recovered by one or more of the following methods:
 - a. Property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
 - b. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
 - c. Revenues raised by other means authorized by the *Local Government Act* or another act.

Requisition

- 7. The maximum amount that may be requisitioned annually for the service is the equivalent of \$0.01 per \$1,000 of the net taxable value of land and improvements in the service area.

Apportionment

- 8. The cost of the Service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the service area.

Citation

- 9. This bylaw may be cited for all purposes as “Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021.”

READ A FIRST TIME this day of , 2021

READ A SECOND TIME 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 Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021” at third reading.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of
, 2021

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF
, 2021

ADOPTED this day of , 2021.

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1951 as adopted.

Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Director of Corporate Services

DATE: June 24, 2021

SUBJECT: Canada's Residential School System

RECOMMENDATION: (all/directors/majority)

That the Regional District of Bulkley-Nechako acknowledges the injustices inflicted upon this region's aboriginal peoples under Canada's residential school system and calls upon all public and private organizations involved in the operation of these schools, including the Catholic Church, to cooperate and fully disclose all records related to the operations of the residential schools.

BACKGROUND

Discussion took place following the presentation from David Luggi, Stellat'en First Nation at the Committee of the Whole Meeting on June 10, 2021 regarding Canada's residential school system.

The Board directed staff to bring back the draft resolution for consideration.



Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and Board of Directors
From: Nellie Davis, Manager of Regional Economic Development
Date: June 24, 2021
Subject: Grant in Aid Request – Lakes District Family Enhancement Society

RECOMMENDATION

(all/directors/majority)

That the Lakes District Family Enhancement Society be given \$9,668.21 in Grant in Aid monies, \$4,834.11 (50%) from Electoral Area “B” (Burns Lake Rural) and \$4,834.10 (50%) from Electoral Area “E” (Francois/Ootsa Rural) for a heat pump installation project.

BACKGROUND

Please see the attached application for further detail.

Directors Michael Riis-Christianson and Clint Lambert are supportive of the application.

From: website@rdbn.bc.ca
To: [Nellie Davis](#); andy@abcweblink.ca
Subject: [EXTERNAL]: Website Form Submission – ONLINE GRANT-IN-AID APPLICATION FORM
Date: Monday, June 14, 2021 4:34:37 PM

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

ORGANIZATION:
Lakes District Family Enhancement Society (LDFES)

CONTACT NAME:
Scott Zayac

MAILING ADDRESS (Please include PO Box/Civic Address, Town and Postal Code):
Box 777, Burns Lake BC V0J 1E4

EMAIL:
szayac@thelink-ld.ca

PHONE:
250-2511466

AMOUNT BEING REQUESTED:
12668.21

PLEASE PROVIDE THE DATE, TIME AND LOCATION OF YOUR ORGANIZATIONS ANNUAL GENERAL MEETING (AGM). IF UNKNOWN PLEASE CONTACT THE ELECTORAL AREA DIRECTOR WITH THE INFORMATION ONCE DATE AND TIME ARE CONFIRMED.:
October 7, 2021

PROJECT OR PURPOSE FOR WHICH YOU REQUIRE ASSISTANCE:

LDFES is the society that provides programs and services under the name The Link. The Link would like to purchase and install two external heat pumps for the purpose of cooling the building in an energy efficient way. The Link Food Centre is a hub for food security programming in the region. Over the last few years we have increased the cold storage capacity in the building considerably. Because of the age of the building and the number of refrigerators and freezers generating heat, the inside temperatures can get very warm inside the building during the summer. The purchase and installation of two external heat pumps will introduce an energy efficient way of cooling the building thus decreasing the refrigeration costs and increasing the comfort of staff, volunteers and participants. This will increase the amount of time the building can be used - there are times when it is not practical to work in the building because of the temperature.

TO THE BEST OF MY KNOWLEDGE, ALL OF THE INFORMATION THAT IS PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT. FURTHERMORE, I HEREBY CERTIFY THAT THIS APPLICATION FOR ASSISTANCE IS NOT BEING MADE ON BEHALF OF AN INDIVIDUAL, INDUSTRY, COMMERCIAL OR BUSINESS:

Yes

PLEASE DESCRIBE THE SERVICES/BENEFITS THAT YOUR ORGANIZATION PROVIDES TO THE COMMUNITY. ARE THESE SERVICES/BENEFITS AVAILABLE TO THE COMMUNITY FROM ANOTHER ORGANIZATION OR AGENCY:

The Link currently runs a number of programs. These include:

- o The Food Centre (this is the only registered food bank in the region)
- Programs and services include: emergency food distribution, hot lunches, Mobile Food Centre, food reclamation,

and community garden and green house.

o Healthy Start Program

- Programs and services include: weekly workshops and cooking sessions with new and expecting mothers in both Burns Lake and Grassy Plains. The objective of this program is to improve the health and social development of at-risk pregnant women and their children.

o Ashurst Children's Centre (ACC) (this is the only licensed non-profit daycare in the region)

- Programs and services include: licensed daycare facility for children ages 0-6. The children attending the Centre represent a cross section of the Lakes District community including Indigenous children as well as children with special needs. The professionals working in the ACC are committed to Professional Development and training. 5 out of 8 employees have completed post-secondary ECE courses in the last year and all employees have attended virtual workshops and training within the last 6 months.

o Community Connections Program

- This program works to connect Food Centre clients with existing services at the Link or with other service providers dependent of need. A large part of the program is dedicated to families with children aged 0-6 years old. Community Education

- Programs and services include: poverty reduction and food security advocacy initiatives, and FASD and Trauma informed practice workshops, as well as education for community organizations and groups.

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

The Link offers programs and services on the territories of the Wet'suwet'en, Dakelh and Nedut'en peoples, this includes the communities and rural residents within RDBN Area B, E and parts of G (Topley, Granisle, Tachet and Fort Babine).

IS YOUR ORGANIZATION VOLUNTARY AND NON-PROFIT?:

Yes

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

In 2019-20, The Link paid \$463,957 in wages to staff members. Board and members are volunteer positions.

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

The Link has 22 full and part time staff members and approximately 50 volunteers and has been in operation since 1992.

ASSISTANCE IS BEING REQUESTED FOR:

a capital project and/or equipment

OTHER PURPOSE IF ANY:

PLEASE DESCRIBE THE PROPOSAL FOR WHICH YOU ARE REQUESTING ASSISTANCE. IF YOU ARE APPLYING FOR AN EXEMPTION FROM FEES AND/OR CHARGES OR OTHER CONSIDERATION, PLEASE PROVIDE DETAILS OR YOUR REQUEST HERE. ATTACH ADDITIONAL INFORMATION IF REQUIRED.:

The purchase and instillation of two external heat pumps will efficiently cool the building, reduce refrigeration costs in the summer and make the Food Centre building more comfortable for people.

The Link has also investigating funding this project through other sources and has approached the Rotary Club of Burns Lake for funding as well. A decision has not been made on this proposal.

DESCRIBE HOW THIS PROPOSAL WILL BENEFIT THE COMMUNITY:

In 2020 The Food Centre provided services to over 1200 residents of the Lakes District and a large portion of these residents visited the Food Centre. It is The Link's hope to providing a welcoming atmosphere at the Food Centre that contributes to community capacity. There are large parts of the spring and summer when it is too hot inside the building for participants to gather.

SUPPORTING FINANCIAL INFORMATION SUCH AS A BUDGET OR FINANCIAL REPORT. ENSURE THE FOLLOWING INFORMATION IS CLEARLY ITEMIZED: - TOTAL COST OF PROJECT/PROPOSAL; - GRANTS/FUNDING FROM OTHER SOURCES; - FUNDING CONTRIBUTED BY APPLICANT THROUGH FUNDING RAISING:

4650,4651,,4654

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

Yes

NAME OF 1ST GRANT OR FUNDING AGENCY:

Regional District Bulkley-Nechako

AMOUNT APPLIED FOR FROM 1ST AGENCY:

9668.21

STATUS OF 1ST GRANT APPLICATION:

NAME OF 2ND GRANT OR FUNDING AGENCY:

Rotary Club of Burns Lake

AMOUNT APPLIED FOR FROM 2ND AGENCY:

3000

STATUS OF 2ND GRANT APPLICATION:

Pending

NAME OF 3RD GRANT OR FUNDING AGENCY:

AMOUNT APPLIED FOR FROM 3RD AGENCY:

STATUS OF 3RD GRANT APPLICATION:

NAME OF 4TH GRANT FUNDING AGENCY:

AMOUNT APPLIED FOR FROM 4TH AGENCY:

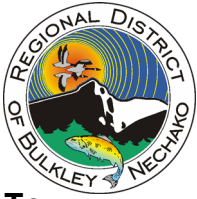
HAVE YOU RECEIVED ASSISTANCE (GRANT IN AID/WAIVING OF FEES , ETC.), FROM THE REGIONAL DISTRICT OF BULKLEY-NECHAKO IN PREVIOUS YEARS?:

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

DOES YOUR ORGANIZATION:

Provide an opportunity for individuals to make direct contributions?

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



Regional District of Bulkley-Nechako Board of Directors Memorandum

To: Chair and Board of Directors
From: Nellie Davis, Manager of Regional Economic Development
Date: June 24, 2021
Subject: COVID-19 Relief Funds

RECOMMENDATION

(all/directors/majority)

That the Board approve the following Applications for COVID-19 Relief Funds.

Background:

The following applications have been received from community groups for COVID-19 Relief Funding.

All requests, including second requests for some groups, are included on this memo. Second requests are indicated with an asterix (*).

Some Electoral Areas are now over-allocated. The additional funding is coming from the Regional Directors Committee allocation. That allocation is now \$373,510.11.

Community Group	Project	Amount
Area 'A' (Smithers Rural)		
Paul Lychak Community Hall (*)	Hydro	\$2,290.57
Glenwood Community Hall (*)	Hydro	\$2,077.22
Bulkley Valley Farmers' Market	COVID Health and Safety and Recovery Plan implementation	\$2,490.00
Area 'B' (Burns Lake Rural)		
Lakes District Film Appreciation Society (Beacon Theatre)	Operating Expenses (split with Area E)	\$6,654.53
Tweedsmuir Rod and Gun Club	Insurance	\$2,980.00
Lakes District Museum Society	Plexiglass and Touchless Payment	\$1,587.66
Lakes Literacy W.O.W Bus	Sanitizing supplies and PPE	\$200.00
Area 'C' (Fort St; James Rural)		
Fort St James Curling Club (*)	Insurance	\$4,275.00
Area 'D' (Fraser Lake Rural)		

Area 'E' (Francois/Ootsa Rural)		
Lakes District Film Appreciation Society (Beacon Theatre)	Operating Expenses (split with Area B)	\$6,654.53
Area 'F' (Vanderhoof Rural)		
Cluculz Lake Community Hall (*)	Hall Insurance	\$3,979.47
Mapes Blackwater Community Club (*)	Hydro for Hall	\$1,949.00
Area 'G' (Houston Rural)		
Topley Community Club	Hall Insurance	\$2,510.00

COVID-19 Relief Funds Allocated (up to June 14, 2021 – includes requests on this memo)

Electoral Area	Starting Balance	Funding Allocated	Funds Remaining
A – Smithers Rural	\$42,732.00	\$25,845.79	\$16,886.21
B – Burns Lake Rural	\$15,756.00	\$15,784.28	(\$28.28)
C – Fort St. James Rural	\$11,504.00	\$21,003.61	(\$9,499.61)
D – Fraser Lake Rural	\$11,967.00	\$5,441.00	\$6,526.00
E – Francois/Ootsa Rural	\$12,951.00	\$12,308.53	\$642.47
F – Vanderhoof Rural	\$29,796.00	\$18,323.61	\$11,472.39
G – Houston Rural	\$7,341.00	\$7,510.00	(\$169.00)



Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and Board of Directors
From: Megan D'Arcy & Michelle Roberge, Regional Agriculture Coordinators
Date: June 24, 2021
Regarding: **Letter of Support – BC Wine Grape Council Grant Application**

Recommendation:

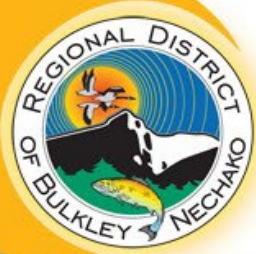
That the Board approve the attached Letter of Support for the BC Wine Grape Council's application to the Agricultural Climate Solutions Program for a Carbon Capture and Greenhouse Gas Reduction in Perennial Crops in British Columbia Project.

Background:

The BC Wine and Grape Council, in collaboration with the BC Forage Council and six other provincial partners is applying for a grant from Agriculture and Agri-Food Canada's Agricultural Climate Solutions Program for a Carbon Capture and Greenhouse Gas Reduction in Perennial Crops in British Columbia Project. The project will engage local producers and producer organizations and includes the following components:

- Identifying Practices to Improve Soil Quality through Enhanced Carbon Sequestration
- Cover Crop Systems
- Nutrient Management (including biochar, rotational grazing systems, manure management, etc.)
- Knowledge Transfer and BMP Adoption

The program website can be found here: [Agricultural Climate Solutions - Agriculture and Agri-Food Canada \(AAFC\)](#)



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 BURNS LAKE, BC
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REGIONAL DISTRICT
 OF BULKLEY-NECHAKO

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Agriculture and Agri-Food Canada (AAFC)
 Agricultural Climate Solutions
 Industry Development Division, Programs Branch
 Tower 7, Floor 8, Room 223, 1341 Baseline Road
 Ottawa, ON K1A 0C5

June 25, 2021

RE: Letter of Support for ACSP Application

Dear AAFC Selection Committee,

The intention of this letter is to express support for the ‘Carbon Capture and Greenhouse Gas Reduction in Perennial Crops in British Columbia’ proposal being submitted to the Agricultural Climate Solutions Program led by the BC Wine Grape Council in partnership with seven other producer associations that represent perennial crops grown in BC.

The Regional District of the Bulkley-Nechako (RDBN) recognizes and supports agriculture as one of the core industries within our region. The RDBN’s Rural/Agriculture Committee is a pro-active committee that seeks to identify, communicate, and address challenges and opportunities that arise within the diverse framework of our regional agricultural industry. Our commitment to agriculture is evidenced in our Food and Agriculture Plan, a living document updated in 2020.

The impacts from climate change are already having a profound impact on our area, including large fluctuations in weather patterns that deviate from what was traditionally considered to be ‘normal’. As a result, producers in our area have had repeated crop failures due to excessive moisture or drought, unexpected frost, and increased pest pressures. We are very supportive of this proposed initiative as we feel there is an urgent need for research that can ultimately be used to guide best management practices for our area that aid in climate change mitigation.

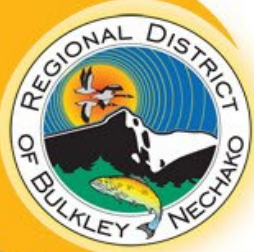
The RDBN has several forage and cow/calf producers, so our main connection with this proposed project is through the BC Forage Council. We have several tree fruit, hops and berry producers in the region as well, however, and we are pleased that the BC Forage Council is collaborating with the BC Wine Grape Council and the other BC producer groups to develop practical, grassroots-based actions that will inform

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 & OOSTA LAKES
 C-FORT ST. JAMES RURAL G-HOUSTON RURAL
 D-FRASER LAKE RURAL



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REGIONAL DISTRICT OF BULKLEY-NECHAKO

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management practices intended to reduce greenhouse gas emissions and increase of carbon capture in our area. We feel that our region is well positioned to be part of the solution, as the nature of our agricultural landscapes lends itself to best management practices for carbon sequestration.

Thank you very much for your consideration of this proposal. I am excited to have the opportunity to strengthen and build relationships with the BC Wine Grape Council and their partners.

Sincerely,

Gerry Thiessen
Board Chair



Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and Board of Directors
From: Megan D'Arcy & Michelle Roberge, Regional Agriculture Coordinators
Date: June 24, 2021
Regarding: **Food Economy and Food Hub Assessment Report and Next Steps**

Recommendation:

That the Board approve the Food Economy and Food Hub Assessment Final Report.

Background:

The Food Economy & Food Hub Assessment for the RDBN has documented baseline information on food production and processing within our region. Janine de la Salle and her team have made several recommendations for moving forward, largely based around establishing marketing and distribution infrastructure for increasing sales of local product within the region.

From the perspective of the RDBN Economic Development staff, the principal role that the RDBN should take moving forward is a supportive role for individuals, organizations and businesses that wish to pursue different aspects of a broader marketing and distribution system. The Regional Agriculture Coordinators have been active in this role already.

In addition to providing staff support, there are immediate initiatives that can be undertaken to carry forward the work that was done in the Food Economy & Food Hub Assessment report:

- As per a recommendation from the Rural/Agriculture Committee, the Regional Agriculture Coordinators will develop a short extension document that highlights the results of the Food Economy & Food Hub Assessment report.
- The extension document and the report will be distributed to producer organizations throughout the region and made available on the RDBN website.
- Building on current momentum, a food asset map will be created for the region that highlights important infrastructure documented in the report (i.e., available commercial kitchens, food processing facilities, local food stores).
- In addition to maintaining existing communication with producers and producer organizations, a consultation framework will be initiated with food purchasers, specifically local grocers, retailers, and restaurants. This consultation will be focused on increasing sales of local food through these establishments.

The Regional Food Economy Assessment and Food Hub Feasibility Study can be found on the RDBN website here: <https://www.rdbn.bc.ca/departments/agriculture/regional-food-economy-assessment-and-food-hub-viability-study>



Regional District of Bulkley-Nechako

To: Chair Thiessen and Board of Directors
From: Sashka Macievich, Controller
Date: June 24, 2021
Re: 2020 Statement of Financial Information

Recommendation (All/Directors/Majority):

That the Board approve the 2020 Statement of Financial Information (SOFI) for filing with the Ministry of Municipal Affairs pursuant to the *Financial Information Act*, and that the Board authorize the approval of the SOFI by the Chief Financial Officer and the Chair.

Background:

The *Financial Information Act* (FIA) require local governments to prepare Statement of Financial Information to be filed with the Ministry of Municipal Affairs. The detailed requirements for a SOFI are set out in the *Financial Information Regulation* (FIR) enacted pursuant to the FIA and include;

- 2020 Audited Financial Statements;
- Schedule of Employee Remuneration;
- Schedule of Board Remuneration;
- Approval by CFO and Board;
- Management Letter; and,
- Schedule of Guarantee and Indemnity Agreements.

The 2020 SOFI has been prepared in accordance with the FIA and the Annual Financial Statements have been prepared in accordance with the Public Sector Accounting Board Standards. Upon Board approval the SOFI will be posted on the RDBN website.

**Attachment: Regional District of Bulkley-Nechako
Statement of Financial Information
Year Ended December 31, 2020**

Regional District of Bulkley-Nechako



Statement of Financial Information Year Ended December 31, 2020

**Regional District of Bulkley-Nechako
Statement of Financial Information**

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REGIONAL DISTRICT
OF BULKLEY-NECHAKO
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STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

John Illes
Chief Financial Officer
June 24, 2021

Gerry Thiessen
Chair of the Board of Directors
June 24, 2021

MUNICIPALITIES:

BATHERS FT. ST. JAMES
VAN DERHOOF FRASER LAKE
HOUSTON TELUSA
BURNS LAKE GRANBLE

ELECTORAL AREAS:

A-BATHERS RURAL F-VANDERHOOF RURAL
B-BURNS LAKE RURAL E-FRANCOIS & COSTA LAKES
C-FORT ST. JAMES RURAL G-HOUSTON RURAL
D-FRASER LAKE RURAL



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REGIONAL DISTRICT
OF BULKLEY-NECHAKO

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REGIONAL DISTRICT OF BULKLEY-NECHAKO MANAGEMENT REPORT 2020

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

These controls include:

- An organizational structure providing for effective segregation of responsibilities, delegation of authority, personal accountability and careful selection and training of personnel;
- The application of financial, accounting, information technology and administrative policies and procedures necessary for internal control over transactions, assets and records; and
- Systematic financial review and analysis of operating results.

The Board of Directors of the Regional District is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through meeting with the external auditors during the annual audit process.

The external auditors, Beswick, Hildebrandt Lund, CPA, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors.

On behalf of the Regional District of Bulkley-Nechako

John Illes, CPA, CGA
Chief Financial Officer

June 14, 2021

MUNICIPALITIES:

SMEETHERS FT. ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRAMBLE

ELECTORAL AREAS:

A-SMEETHERS RURAL F-VANDERHOOF RURAL
B-BURNS LAKE RURAL E-FRANCOIS & COSTA LAKES
C-FORT ST. JAMES RURAL G-HOUSTON RURAL
D-FRASER LAKE RURAL



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REGIONAL DISTRICT
OF BULKLEY-NECHAKO

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Management’s Responsibility for the Financial Statements

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management’s responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management’s judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements.

The Board of Directors are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and exercises these responsibilities through the Board. The Board reviews internal financial statements on a quarterly basis and external audited financial statements yearly. The Board also discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The external auditors, Beswick Hildebrandt Lund Chartered Professional Accountants, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of Regional District of Bulkley-Nechako and meet when required. The accompanying Auditor’s Report outlines their responsibilities, the scope of their examination and their opinion on the financial statements.

On behalf of Regional District of Bulkley-Nechako

John Illes
Chief Financial Officer

Gerry Thiessen
Chairperson

MUNICIPALITIES:

Burns Lake Ft. St. James
Vanderhoop Fraser Lake
Houston Telusa
Burns Lake Grande

ELECTORAL AREAS:

A-Burns Lake Rural F-Vanderhoop Rural
B-Burns Lake Rural E-Fraser Lake & Coast Lakes
C-Fort St. James Rural G-Houston Rural
D-Fraser Lake Rural



CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Regional District of Bulkley-Nechako

Opinion

We have audited the financial statements of Regional District of Bulkley-Nechako (the Entity), which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2020, and the results of its operations and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standard.

Basis for Opinion

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

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

Partners

Allison Beswick CPA, CA
Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA

Dane Soares CPA
Taylor Turkington CPA

Beswick Hildebrandt Lund CPA
556 North Nechako Road, Suite 10,
Prince George BC, Canada V2K 1A1
T: +1 250 564 2515, F: +1 250 562 8722



CHARTERED PROFESSIONAL ACCOUNTANTS

Auditor's Responsibilities for the Audit of the Financial Statements

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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



CHARTERED PROFESSIONAL ACCOUNTANTS

Beswick Hildebrandt Lund

Chartered Professional Accountants

Prince George, British Columbia

May 13, 2021

REGIONAL DISTRICT OF BULKLEY-NECHAKO



STATEMENT OF FINANCIAL POSITION

December 31, 2020

	<u>2020</u>	<u>2019</u>
FINANCIAL ASSETS		
Cash and cash equivalents (Note 2)	\$ 19,344,017	\$ 16,481,561
Accounts receivable	1,327,815	460,733
Grants receivable	251,685	393,671
Investments (Note 3)	89	89
Debt Reserve Fund - Municipal Finance Authority (Note 4)	146,857	168,247
Debentures recoverable from municipalities (Note 5)	<u>8,505,713</u>	<u>9,065,323</u>
	<u>29,576,176</u>	<u>26,569,624</u>
LIABILITIES		
Accounts payable and accrued liabilities (Note 6, 10 and 11)	4,761,746	4,157,098
Deferred revenue (Note 7)	10,629,300	9,987,829
Debt Reserve Fund - Municipal Finance Authority (Note 4)	146,857	168,247
Debentures issued for municipalities (Note 5)	8,505,713	9,065,323
Debentures issued for the Regional District (Note 9)	<u>385,720</u>	<u>821,397</u>
	<u>24,429,336</u>	<u>24,199,894</u>
NET FINANCIAL ASSETS	<u>5,146,840</u>	<u>2,369,730</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 3)	19,062,399	18,019,980
Prepaid expenses	<u>90,109</u>	<u>86,877</u>
	<u>19,152,508</u>	<u>18,106,857</u>
ACCUMULATED SURPLUS (Note 13)	<u>\$ 24,299,348</u>	<u>\$ 20,476,587</u>

CONTINGENCIES (Note 10)

Approved by the Board:


 _____ Chairperson

 _____ Chief Financial Officer

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

STATEMENT OF OPERATIONS

For the year ended December 31, 2020

	2020		2019
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
REVENUE			
Property tax requisition			
Electoral area	\$ 6,718,471	\$ 6,719,252	\$ 6,422,148
Municipal	4,154,108	4,138,189	3,955,250
	<u>10,872,579</u>	<u>10,857,441</u>	<u>10,377,398</u>
Grants-in-lieu of taxes	611,378	1,123,533	1,081,160
Federal grants - conditional	1,444,237	699,720	977,941
Fees and permits	983,937	1,239,094	898,553
Municipal debt payments (Note 5)	872,885	782,716	813,443
Provincial grants - northern capital	-	1,780,841	803,898
Provincial grants - unconditional	185,000	185,000	317,554
Other grants - conditional	169,584	726,021	313,117
Emergency expenditure recoveries	600,000	(101)	235,859
Provincial grants - conditional	188,860	-	227,502
Interest	40,500	304,272	219,089
Municipal cost sharing	193,986	183,986	178,098
Sundry	83,609	1,086,416	133,867
Administration recoveries	42,210	16,770	18,484
Donations	40,000	260,600	54,773
Debt sinking fund actuarial earnings (Note 9)	-	29,621	40,724
Investment income	-	12,680	12,680
	<u>16,328,765</u>	<u>19,288,610</u>	<u>16,704,140</u>
EXPENSES (Schedule 1) (Note 16)			
Environmental services	4,410,666	5,107,855	4,282,381
Government - general, rural and local commission	4,025,687	2,906,884	3,349,216
Recreation and culture	2,580,932	2,557,440	2,442,718
Fire protection and emergency response	2,814,102	2,108,826	2,019,249
Building inspection, building numbering, planning and development services	1,343,966	1,188,886	1,094,434
Economic development	629,476	374,803	560,444
Municipal debt payments (Note 5)	-	772,885	813,443
Street lighting and transportation	341,685	293,409	336,222
Sewer and water	147,185	154,861	176,830
	<u>16,293,699</u>	<u>15,465,849</u>	<u>15,074,937</u>
ANNUAL SURPLUS	35,066	3,822,761	1,629,203
ACCUMULATED SURPLUS - BEGINNING OF YEAR	20,476,587	20,476,587	18,847,384
ACCUMULATED SURPLUS - END OF YEAR (Note 13)	<u>\$ 20,511,653</u>	<u>\$ 24,299,348</u>	<u>\$ 20,476,587</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

For the year ended December 31, 2020

	2020		2019
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
ANNUAL SURPLUS	\$ 35,066	\$ 3,822,761	\$ 1,629,203
Acquisition of tangible capital assets	(1,975,196)	(2,457,417)	(1,543,988)
Loss on sale of tangible capital assets	-	2,832	(1,660)
Proceeds on sale of tangible capital assets	-	156,708	21,000
Amortization of tangible capital assets	<u>1,180,685</u>	<u>1,255,477</u>	<u>1,145,967</u>
	(759,445)	2,780,361	1,250,522
Net use of (addition to) prepaid expenses	<u>-</u>	<u>(3,251)</u>	<u>(14,371)</u>
CHANGE IN NET FINANCIAL ASSETS	(759,445)	2,777,110	1,236,151
NET FINANCIAL ASSETS AT BEGINNING OF THE YEAR	<u>2,369,730</u>	<u>2,369,730</u>	<u>1,133,579</u>
NET FINANCIAL ASSETS AT END OF THE YEAR	<u>\$ 1,610,285</u>	<u>\$ 5,146,840</u>	<u>\$ 2,369,730</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

STATEMENT OF CASH FLOWS

For the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
OPERATING ACTIVITIES		
Annual surplus	\$ 3,822,761	\$ 1,629,203
Add: Non-cash items		
Debt sinking fund actuarial earnings (Note 9)	(29,621)	(40,724)
Amortization of tangible capital assets	1,255,477	1,145,967
Loss (gain) on sale of tangible capital assets	2,832	(1,660)
	<u>5,051,449</u>	<u>2,732,786</u>
Changes in non-cash working capital:		
Accounts receivable	(867,082)	50,391
Grants receivable	141,986	1,614,731
Accounts payable and accrued liabilities	604,648	(330,079)
Deferred revenue	641,471	5,912,475
Prepaid expenses	(3,232)	(14,371)
	<u>5,569,240</u>	<u>9,965,933</u>
FINANCING ACTIVITIES		
Repayments from Debt Reserve Fund - Municipal Finance Authority	-	21,860
Debt repayments	(406,075)	(431,472)
	<u>(406,075)</u>	<u>(409,612)</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(2,457,417)	(1,543,988)
Proceeds on disposal of tangible capital assets	156,708	21,000
	<u>(2,300,709)</u>	<u>(1,522,988)</u>
INCREASE (DECREASE) DURING THE YEAR	2,862,456	8,033,333
CASH AT BEGINNING OF THE YEAR	16,481,561	8,448,228
CASH AT END OF THE YEAR	\$ 19,344,017	\$ 16,481,561

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

The Regional District of Bulkley-Nechako ("the Regional District") was incorporated as a Regional District on February 1, 1966 under the Municipal Act (replaced by the Local Government Act) of British Columbia. The Regional District provides a political and administrative framework for region-wide, inter-municipal and sub-regional services and acts as the local government for electoral areas.

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting

These financial statements have been prepared in accordance with Canadian public sector accounting standards (PSAS).

Funds and reserves

Certain amounts, as approved by the Board of Directors, through a bylaw, are set aside in accumulated surplus for future operating and capital purposes. Transfers to/from funds and reserves are an adjustment to the respective fund when approved.

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development improvement or betterment of the asset. Costs include overhead directly attributable to construction and development but exclude interest costs directly attributable to the acquisition or construction of the asset.

Contributed tangible capital assets are recorded into revenues at their fair market value on the date of donation, except in circumstances where there are stipulations on their use or where fair value cannot be reasonably determined, in which case they are recognized at a nominal value.

The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight-line basis over the estimated useful life of the asset.

Buildings	40-50 years
Water and waste systems	50 years
Heavy vehicles	10-20 years
Passenger vehicles	6-10 years
Other equipment	5-10 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Regional District's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Assets under construction are not amortized until the asset is available for productive use.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2020****1. SIGNIFICANT ACCOUNTING POLICIES, continued****Revenue recognition**

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis

Tax revenue from local government requisitions are recognized in the year levied, provided that the effective date of tax has passed and the related bylaws have been approved by the Board of Directors.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Contributions from other sources are deferred when restrictions are placed on their use by the contributor and are recognized as revenue when used for the specific purpose. Restricted contributions that must be maintained in perpetuity are recorded as revenue when received or receivable and are presented as non-financial assets in the statement of financial position.

Grants received from the Federal Gas Tax Agreement and Northern Capital Planning Grant Agreement are each contributed to a designated reserve and recorded as revenue in the year amounts are expended on qualifying projects.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Unfunded landfill liability

The landfill for closure of operational sites and post-closure care has been recognized based on estimated future expenses, estimated for inflation and the usage of the sites capacity during the year. The change in this liability during the year is recorded as a charge to operations. These estimates are reviewed and adjusted annually.

Measurement uncertainty

The preparation of the financial statements in accordance with Canadian PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the year. These estimates and assumptions are based on management's judgement and the best information available at the time of preparation and may differ significantly from actual results. Estimates are reviewed periodically or as new information becomes available, by management, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Significant estimates include the determination of the useful life of tangible capital assets, valuation of the landfill closure and post-closure obligation, and provisions for contingencies.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES, continued

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Financial instruments*Measurement of financial instruments*

The Regional District initially measures its financial assets and financial liabilities at fair value. The Regional District subsequently measures all its financial assets and financial liabilities at cost.

Financial assets measured at cost include cash and cash equivalents, accounts receivable, cash deposits included in the debt reserve fund – Municipal Finance Authority, investments, and debentures recoverable from municipalities.

Financial liabilities measured at cost include accounts payable and accrued liabilities, debentures issued for municipalities, debentures issued for the Regional District, and financial liabilities included in the debt reserve fund –Municipal Finance Authority.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs

The Regional District recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their origination, issuance or assumption.

Investments

Investments are reported at cost or amortized cost less any write-downs associated with a loss in value that is other than a temporary decline.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

2. CASH AND CASH EQUIVALENTS

	<u>2020</u>	<u>2019</u>
Bank accounts	\$ 8,930,982	\$ 8,706,458
Petty cash	400	650
Guaranteed investment certificates	<u>10,412,635</u>	<u>7,774,453</u>
	<u>\$ 19,344,017</u>	<u>\$ 16,481,561</u>

Cash and cash equivalents consist unrestricted cash and fixed income guaranteed investment certificates, which have a maturity of one year or less, and are carried at market value which approximates cost. For the year ended December 31, 2020, the guaranteed investment certificate interest rates ranged between 1.15% to 2.54% (2019 – ranged between 2.45% to 2.71%).

3. INVESTMENTS

The Regional District has a 9% interest in the Chinook Comfor Limited Partnership and Chinook Comfor Ltd.

4. DEBT RESERVE FUND – MUNICIPAL FINANCE AUTHORITY

The Regional District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), and as a condition of borrowing, one percent of the debenture proceeds is withheld as a debt reserve fund. The Regional District also executes demand notes in connection with each debenture whereby the Regional District could be required to pay certain amounts to MFA in excess of the debt borrowed. The demand notes are contingent in nature, and it is unlikely that they will be called; therefore, a liability has not been reported in the financial statements (see note 10).

The Regional District reports the debt reserve fund balances for both debts issued on its behalf, and on behalf of member municipalities, as a financial asset. Because all debt reserve fund refunds received on behalf of Municipal borrowing are repayable to those Municipalities, the Municipal portion of the Debt Reserve Fund balances are also reported as a financial liability.

5. DEBT RECOVERABLE FROM MUNICIPALITIES

When a member Municipality within the Regional District wishes to issue debenture debt through the Municipal Finance Authority of British Columbia ("MFA"), the borrowing is done through the Regional District. The Regional District is therefore responsible for repayment of the debt to MFA. When payments (interest and sinking fund or principal) are made on this debt, the Regional District pays MFA and is in turn reimbursed by the Municipality.

The Regional District therefore reports the net outstanding debt borrowed on behalf of Municipalities as both a financial liability and a financial asset.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

5. DEBT RECOVERABLE FROM MUNICIPALITIES, continued

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Net Debt Outstanding	
	Year	Amount			2020	2019
Vanderhoof Issue 145	2018	1,000,000	2038	3.15%	924,452	962,784
Smithers Issue 142	2017	3,000,000	2037	3.15%	2,654,910	2,773,356
Vanderhoof Issue 142	2017	2,000,000	2037	3.15%	1,769,940	1,848,904
Smithers Issue 127	2013	650,000	2034	3.30%	505,215	531,772
Fort St. James Issue 124	2013	304,879	2033	3.15%	224,013	236,968
Smithers Issue 124	2012	147,639	2033	3.15%	108,480	114,753
Fort St. James Issue 124	2013	121,952	2028	3.15%	73,848	81,554
Smithers Issue 116	2011	800,000	2026	4.20%	377,187	431,865
Smithers Issue 110	2010	17,172	2020	4.50%	-	2,036
Houston Issue 99	2006	2,407,125	2032	1.75%	1,349,856	1,446,097
Smithers Issue 81	2004	500,000	2024	2.40%	142,268	173,704
Smithers Issue 79	2003	500,000	2023	2.10%	109,260	142,268
Smithers Issue 77	2002	500,000	2022	1.75%	74,602	109,260
Granisle 149	2019	210,000	2029	2.24%	191,682	210,000
		<u>\$ 12,158,767</u>			<u>\$ 8,505,713</u>	<u>\$ 9,065,323</u>

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2020	2019
Trade payables	\$ 812,797	\$ 633,178
Vacation accrual	175,355	200,123
Sick leave accrual (Note 10)	316,353	303,254
Retirement accrual (Note 10)	184,245	164,624
Accrued debenture interest	2,384	8,884
Landfill closure cost accrual (Note 12)	3,270,612	2,847,035
	<u>\$ 4,761,746</u>	<u>\$ 4,157,098</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

7. DEFERRED REVENUE

	<u>2020</u>	<u>2019</u>
Government transfers - Northern Capital Planning Grant	\$ 4,888,510	\$ 4,996,102
Government transfers - Federal Gas Tax Reserve	5,229,104	4,969,789
Government transfers - COVID Restart Grant	482,628	-
Government transfers - Provincial	1,989	1,989
Government transfers - Municipal	17,069	9,949
Other	10,000	10,000
	<u>\$ 10,629,300</u>	<u>\$ 9,987,829</u>

Government transfers – Federal Gas Tax Reserve

Gas Tax funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax funding may be used towards qualifying expenditures as specified in the funding agreement. The Regional District maintains the amounts in a statutory reserve.

	<u>2020</u>	<u>2019</u>
Opening balance	\$ 4,969,789	\$ 4,058,894
Add: Amounts received in the year	858,116	1,780,558
Interest earned	100,919	108,278
	<u>959,035</u>	<u>1,888,836</u>
Less: Amounts spent in the year	<u>(699,720)</u>	<u>(977,941)</u>
Closing balance	<u>\$ 5,229,104</u>	<u>\$ 4,969,789</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

7. DEFERRED REVENUE, continued

Government transfers – Northern Capital Planning Grant

Northern Capital and Planning funding is provided by the Province of British Columbia. The Northern Capital and Planning funding may be used towards infrastructure and eligible projects include engineering, infrastructure planning, pipes, wells, treatment facilities, building, roads, machinery, equipment, vehicles, and other associated capital that are owned and controlled by the Regional District. This can also include the cost of land associated with developing the above capital investment.

	<u>2020</u>	<u>2019</u>
Opening balance	<u>\$ 4,996,102</u>	<u>\$ -</u>
Add: Amounts received in the year	<u>1,565,000</u>	5,800,000
Interest earned	<u>108,249</u>	-
	<u>1,673,249</u>	<u>5,800,000</u>
Less: Amounts spent in the year	<u>(1,780,841)</u>	<u>(803,898)</u>
Closing balance	<u>\$ 4,888,510</u>	<u>\$ 4,996,102</u>

The Northern Capital Planning Grant is broken into the following reserves:

<u>Reserve</u>	<u>Initial Allocation</u>	<u>Planning Expenses</u>	<u>Capital Expenses</u>	<u>Total Interest</u>	<u>December 31, 2020 Balance</u>
General Administration	\$ 1,019,248	\$ 338,122	\$ 107,943	\$ 15,328	\$ 588,511
Clucluz Lake Fire Service	623,068	31,008		6999	599,059
Protective Services	1,375,000	20,663	189,127	27573	1,192,783
Glacier Gulch Water Diversion	30,000	-	-	664	30,664
Round Lake Fires Service	10,000	-	-	221	10,221
Luck Bay Fire Service	60,000	-	-	664	60,664
Fort Fraser Fire	186,595	-	-	2066	188,661
Economic Development	185,273	-	-	4103	189,376
Regional Parks and Trails	1,055,345	-	500,575	10240	565,010
Environmental Service	2,394,843	-	1,397,302	30966	1,028,507
Fort Fraser Water and Sewer Utilities	425,628	-	-	9426	435,054
	<u>\$ 7,365,000</u>	<u>\$ 389,793</u>	<u>\$ 2,194,947</u>	<u>\$ 108,250</u>	<u>\$ 4,888,510</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

7. DEFERRED REVENUE, continued

Government transfers – COVID Restart Grant

COVID Restart funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. COVID Restart funding may be used towards qualifying expenditures as specified in the funding agreement.

	<u>2020</u>	<u>2019</u>
Opening balance	\$ -	\$ -
Add: Amounts received in the year	583,000	-
Interest earned	-	-
	<u>583,000</u>	<u>-</u>
Less: Amounts spent in the year	<u>(100,372)</u>	<u>-</u>
Closing balance	<u>\$ 482,628</u>	<u>\$ -</u>

8. CREDIT FACILITY

The Regional District has available on an authorized operating line of credit to a maximum of \$400,000. This facility bears interest at prime rate (December 31, 2020 - 2.45%, December 31, 2019 – 2.45%) and is secured by the current borrowing resolution. The facility remained unused at year end.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

9. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT

The Regional District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), pursuant to security issuing bylaws, under authority of the Community Charter, to finance certain capital expenditures. The debt is issued on a sinking fund basis, whereby MFA invests the Regional District's principal payments so that the payments plus investment income, will equal the original outstanding debt amount at the end of the repayment period. Actuarial earnings on debt represent the repayment and/or forgiveness of debt by the MFA using surplus investment income generated by the principal payments. Gross amount of debt and the repayment and actuarial earnings to retire the debt are as follows:

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Repayment & Actuarial Earnings	2020 Principal Repayment	Net Debt Outstanding	
	Year	Amount					2020	2019
Environmental Services	2010	729,517	2020	3.73%	668,755	60,762	-	86,483
Round Lake Fire Protection	2017	14,909	2037	3.15%	1,160	555	13,194	13,765
Luck Bay Fire Protection	2006	125,000	2026	1.75%	72,586	4,198	48,216	55,205
Luck Bay Fire Protection	2010	10,000	2030	3.73%	3,696	6,304	-	6,446
Environmental Services	2015	1,547,000	2020	2.55%	1,289,842	257,158	-	257,158
Baker Airport	2016	167,625	2021	2.58%	100,575	67,050	-	67,050
Topley Rural Fire Protection	2016	366,348	2041	2.10%	31,990	10,048	324,310	335,290
		<u>\$ 2,960,399</u>			<u>\$ 2,168,604</u>	<u>\$ 406,075</u>	<u>\$ 385,720</u>	<u>\$ 821,397</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

9. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT, continued

Scheduled debt repayments may be suspended in the event of excess sinking fund earnings within the MFA.

Principal paid during 2020 was \$406,075 (2019 - \$431,471). Interest paid during 2020 was \$40,659 (2019 - \$67,167).

The MFA performs a rate reset on long-term loans each 5 year period beginning after the first 10 year term; therefore, interest rates on long-term debt are subject to change.

Actuarial earnings received during 2020 was \$29,621 (2019 - \$40,724). Future principal payments, including sinking fund additions, on existing debt are as follows:

2021	\$	14,801
2022		14,801
2023		14,801
2024		14,801
2025		14,801
Thereafter		<u>311,715</u>
	\$	<u>385,720</u>

10. CONTINGENCIES

Municipal Finance Authority Demand Notes

The Regional District is contingently liable to the Municipal Finance Authority of British Columbia ("MFA") in excess of the amounts borrowed under the terms of demand notes issued to MFA.

Member municipalities have signed offsetting demand notes to the Regional District for borrowing made on their behalf. The amounts are as follows:

	<u>2020</u>	<u>2019</u>
Demand Notes Outstanding:		
Borrowing on behalf of member municipalities	\$ 320,379	\$ 321,309
Borrowing for Regional District purposes	<u>9,332</u>	<u>46,278</u>
	<u>\$ 329,711</u>	<u>\$ 367,587</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

10. CONTINGENCIES, continued

Employee Sick Leave

The Regional District is contingently liable to pay its employees sick leave. The total maximum value of the accumulated sick time is \$435,344 at December 31, 2020 (2019 - \$487,075). As at year end an amount of \$316,353 (2019 - \$303,254) has been recognized as a liability, representing the estimated future usage of accumulated sick days.

Employee Retiring Allowance

The Regional District is contingently liable to pay employees one week salary for every year of employment to a maximum of 13 weeks upon normal retirement from the Regional District. The total value of this retiring allowance is \$225,770 at December 31, 2020 (2019 - \$225,770). As at year end an amount of \$184,245 (2019 - \$164,264) has been accrued as an estimate of the liability.

11. MUNICIPAL PENSION PLAN

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Regional District paid \$333,867 (2019 - \$309,682) for employer contributions to the plan in fiscal 2020.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2020****12. UNDERFUNDED LIABILITY FOR LANDFILL CLOSURE COSTS**

British Columbia environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the sum of discounted future cash flows for closure and post closure activities for 30 years after closure using a discount rate of 3.0% which is net of projected annual inflation.

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. Management had a closure cost evaluation completed in the year which resulted in updated information for management's landfill closure cost estimate.

The Knockholt landfill has been divided into six phases with only the first three phases being utilized. The total capacity of the Knockholt landfill is estimated at 1,998,500 cubic metres, with a total usage of 263,162 cubic metres of the first three phases. Phase one and two are at 90% and 93% capacity respectively and are expected to reach capacity by 2021. The capacity of Knockholt landfill was remeasured during the year ended December 31, 2019 and was increased from 420,000 to 469,898 cubic meters. The total capacity of phase three of the Knockholt landfill is estimated at 469,898 cubic meters with a total usage of 78,997 cubic metres. Phase 3B and 3C remain undeveloped. Phase three is expected to reach capacity in 2038. The existing landfill site was originally expected to reach capacity approximately in the year 2076 and has been estimated to last past 2096 because of refined estimates for utilization based on current landfill rates.

The Clearview landfill has been divided into four phases with only the first phase being utilized. The total capacity of the Clearview landfill is estimated at 1,157,600 cubic meters with a total usage of 128,686 cubic metres of the first phase. Phase one has a developed capacity of 238,000 and is expected to reach capacity in 2030. The existing landfill site is expected to reach capacity approximately in the year 2106.

Considerable uncertainty exists with these estimations. The long time span for full site utilization combined with predicting costs that will be paid in far future years relies on a large number of assumptions including the certainty of current environmental legislation, a predictable rate of inflation for costs associated with landfill work and engineering, and an even flow of waste landfilled each year. Landfilling estimates do not include allowances for population change, change in landfilling from industrial sites (such as industrial camps), the possible diversion from recycling programs currently increasing and those being developed, and the diversion potential from composting programs.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

12. UNDERFUNDED LIABILITY FOR LANDFILL CLOSURE COSTS, continued

	<u>2020</u>	<u>2019</u>
Knockholt Landfill Phase One, Two, and Three		
Estimated closure costs	\$ 764,439	\$ 568,152
Estimated post-closure costs	<u>1,923,865</u>	<u>1,157,717</u>
	2,688,304	1,725,869
Estimated capacity used	<u>16%</u>	<u>12%</u>
Accrued liability for Knockholt landfill	<u>424,701</u>	<u>204,597</u>
Clearview Landfill Phase One		
Estimated closure costs	612,833	602,707
Estimated post-closure costs	<u>1,923,865</u>	<u>1,157,717</u>
	2,536,698	1,760,424
Estimated capacity used	<u>21%</u>	<u>21%</u>
Accrued liability for Clearview landfill	<u>544,479</u>	<u>369,386</u>
Inactive sites closure estimates	<u>2,301,432</u>	<u>2,273,052</u>
Total closure and post-closure liability	<u>\$ 3,270,612</u>	<u>\$ 2,847,035</u>

The liability expense of \$3,270,612 is unfunded as at December 31, 2020. The Regional District has established Landfill Closure and Post-Closure Reserve Funds that is restricted for purposes of funding landfill closure and post-closure costs. As at December 31, 2020, the Landfill Closure and Post-Closure Reserve Funds have a balance of \$394,253 (2019 - \$390,841).

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

13. ALLOCATION OF ACCUMULATED SURPLUS

The accumulated surplus at the end of the year is comprised of the following Funds:

	<u>2020</u>	<u>2019</u>
Operating Reserves	\$ 19,610,051	\$ 16,169,323
	<u>4,689,297</u>	<u>4,307,264</u>
	<u>\$ 24,299,348</u>	<u>\$ 20,476,587</u>

14. BUDGET

The budget figures included in these financial statements represent the Financial Plan adopted by the Board of Directors on March 19, 2020. Subsequent amendments to the budget bylaw are not reflected in the budget figures.

The Financial Plan adopted by the Board of Directors was prepared on a modified accrual basis while the financial statements are prepared on a full accrual basis as required by PSAS. The Financial Plan anticipated the use of surpluses accumulated in prior years to supplement current year revenues. In addition, the Financial Plan expensed tangible capital asset expenditures, debt re-payments and reserve transfers.

The following is a reconciliation between the budgeted amounts approved in the Financial Plan and presented in the financial statements:

	<u>2020</u>
Budgeted surplus per statement of financial activities	<u>\$ 35,066</u>
Less: Capital expenditures	(1,975,196)
Debt principal repayments	(1,315,774)
Amortization	(1,180,685)
Prior year net deficits	<u>(399)</u>
	<u>(4,436,988)</u>
Add: Prior year net surplus	2,475,964
Withdrawals from capital reserves	777,351
Transfer from equity in tangible capital assets	<u>1,183,673</u>
	<u>4,436,988</u>
	<u>\$ -</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

15. FINANCIAL INSTRUMENTS

The Regional District's financial instruments are comprised of cash, temporary investments, accounts receivable, debt reserve funds –Municipal Finance Authority, debentures recoverable from municipalities, accounts payable and accrued liabilities, debentures issued for municipalities, and debentures issued for the Regional District.

Liquidity risk

Liquidity risk is the risk that the Regional District will encounter difficulty in meeting obligations associated with financial liabilities. The Regional District is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, debentures issued for municipalities and debentures issued for the Regional District. The Regional District manages this risk by holding a sufficient amount of funds in highly liquid investments, and closely monitoring cash flows.

Credit risk

Credit risk is the risk that the Regional District will incur financial losses if a debtor fails to make payments when due. The Regional District is exposed to credit risk on its debenture recoverable from municipalities and accounts receivable. Risk in respect to the debentures recoverable from municipalities is managed primarily by the policies put in place by the Municipal Finance Authority of British Columbia ("MFA"). The maximum exposure to credit risk in respect to accounts receivable is limited to the carrying amount of accounts receivable, which is managed by credit policies such as limiting the amount of credit extended and obtaining security deposits where appropriate.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Regional District is mainly exposed to interest rate risk.

Interest Rate Risk

Interest rate risk is the risk that the Regional District's debt servicing costs and the value of certain investments will fluctuate due to changes in interest rates. In respect of debt servicing costs, the risk is minimal as all of the Regional District's long-term debentures are fixed rate and is usually refinanced every five to ten years as that is when most underlying debentures issued by the MFA mature. Investments subject to interest rate risk include guaranteed investment certificates (Note 3). The amount of risk is minimal due to the short terms of the investments.

16. SEGMENT REPORTING

The Regional District provides services to its members, that have been grouped into related departmental functions or service areas for segment reporting purposes. The various segments are as follows:

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

16. SEGMENT REPORTING, continued

Environmental Services

This segment administers services including solid and liquid waste management, recycling, invasive plant control and developing the Regional District's Corporate Energy and Emissions Plan.

Government – general, rural and local commission

This segment administers services that relate to the legislative function as well as the administrative and financial management of the Regional District.

Recreation and culture

This segment administers services that relate to recreational and cultural, activities and organizations within the Regional District.

Fire protection and emergency response

This segment administers services related to rural fire protection and rescue services, 9-1-1 services, emergency preparedness and support services, and health and safety planning.

Building inspection, building numbering, planning and development services

This segment administers services related to long range and current community planning, geographical information services, building inspections, and bylaw enforcement.

Economic Development

This segment provides economic and community development services including assisting local community groups in accessing funding opportunities for community and economic initiatives.

Municipal Debt Payments

This segment is comprised of debenture debt payments to the Municipal Finance Authority on behalf of other Regional District members.

Street Lighting and Transportation

This segment is comprised of services for street lighting and transportation within the Regional District.

Sewer and Water

This segment is comprised of services for sewer and water treatment within the Regional District.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2020****17. RELATED PARTY TRANSACTIONS**

The Regional District of Bulkley-Nechako and the Regional Hospital District share the same management team but operate under the governance of a different board of directors.

During the year, the Regional District of Bulkley-Nechako provided administration and accounting services of \$15,900 (2019 - \$18,600) to the Regional Hospital District.

As of December 31, 2020, there was an account receivable of \$23,475 (2019 - \$27,625) from the Regional Hospital District to the Regional District of Bulkley-Nechako.

This amount is unsecured, non-interest bearing, with no specific terms of repayment.

18. COMPARATIVE FIGURES

Certain prior year figures, presented for comparative purposes, have been reclassified to conform to the current year's financial statement presentation.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

SCHEDULE OF EXPENSES BY OBJECT

For the year ended December 31, 2020

	<u>2020</u>		<u>2019</u>
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
Staff remuneration and benefits	\$ 5,386,656	\$ 5,251,626	\$ 4,575,966
Purchased services and supplies	5,708,148	3,780,775	3,991,725
Payments to societies	2,711,942	2,777,015	2,621,823
Municipal debt payments	-	772,885	813,443
Payments to municipalities	778,860	722,639	774,371
Directors' remuneration	450,802	367,108	421,624
Insurance and permits	204,982	205,608	201,578
Electoral area grants-in-aid	456,272	100,749	156,589
Staff travel, upgrading and conferences	132,250	92,916	121,144
Directors' travel and expenses	158,577	38,315	107,236
Interest on debentures	-	40,970	66,878
Memberships and dues	45,350	41,336	40,141
Interest	11,000	1,649	28,308
Elections, referenda and studies	33,600	1,431	-
Bad debts	-	1,805	4,189
Volunteer benefits	3,765	3,977	3,300
First nations dialogue	211,495	-	-
Rebate program	-	9,568	-
Amortization	-	1,255,477	1,146,622
	<u>\$ 16,293,699</u>	<u>\$ 15,465,849</u>	<u>\$ 15,074,937</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
SCHEDULE OF CONTINUITY OF RESERVE FUNDS

For the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
BALANCE AT BEGINNING OF THE YEAR	\$ 14,273,155	\$ 7,655,814
Contribution to funds	1,357,348	8,257,049
Interest earned on funds	185,199	211,313
Withdrawals from funds	<u>(1,008,791)</u>	<u>(1,851,021)</u>
BALANCE AT END OF THE YEAR	<u>14,806,911</u>	<u>14,273,155</u>
Less reserves recorded as deferred revenue (Note 7):		
Federal Gas Tax	5,229,104	4,969,789
Northern Capital Planning Grant	<u>4,888,510</u>	<u>4,996,102</u>
	<u>10,117,614</u>	<u>9,965,891</u>
	<u>\$ 4,689,297</u>	<u>\$ 4,307,264</u>
REPRESENTED BY THE FOLLOWING RESERVE FUNDS		
911 Capital	\$ 621,788	\$ 609,930
911 Vehicle	7,698	5,997
Administrative Equipment	29,341	29,701
Administration/Planning Vehicle	82,695	75,612
Building	149,806	122,272
Building Inspection Vehicle	22,375	40,395
Bulkley Valley Pool	2,016,991	1,758,007
Burns Lake Arena	-	137
Burns Lake Rural Fire Protection	-	190
Burns Lake TV Rebroadcasting	51,911	41,050
Election	47,704	46,229
Emergency Prep	64,418	52,617
Environmental Services Vehicle	24,497	24,030
Federal Gas Tax	5,229,104	4,969,789
Fort Fraser Sewer	272,246	241,377
Fort Fraser Rural Fire Protection	120,791	100,720
Fort Fraser Water	115,351	63,788
Fort St. James Rural Fire Protection	65,544	54,423
Glacier Gulch Water Diversion	12,606	7,424
Houston Rural Fire Protection	1,230	16,171
Insurance	65,340	49,242
Lakes District Airport	86,468	84,819
Landfill Capital	394,253	390,841
Luck Bay Rural Fire Protection	51,237	28,544
Northern Capital Planning Grant	4,888,510	4,996,102
Planning Plotter	29,130	25,614
Round Lake Rural Fire Protection	3,055	1,516
Smithers Rural Fire Protection	169,863	156,752
Southside Rural Fire Protection	6,067	127,078
Topley Fire Department	10,007	9,816
Telkwa Rural Fire Protection	59,853	52,789
Vanderhoof Pool	61,872	45,885
Vanderhoof Rural Fire Protection	38,974	38,231
Weed Control Vehicle	<u>6,186</u>	<u>6,067</u>
	<u>14,806,911</u>	<u>14,273,155</u>
Less reserves recorded as deferred revenue (Note 13):		
Federal Gas Tax	5,229,104	4,969,789
Northern Capital Planning Grant	<u>4,888,510</u>	<u>4,996,102</u>
	<u>10,117,614</u>	<u>9,965,891</u>
	<u>\$ 4,689,297</u>	<u>\$ 4,307,264</u>

See notes to the consolidated financial statements.

**Regional District of Bulkley-Nechako
STATEMENT OF TANGIBLE CAPITAL ASSETS**

For the year ended December 31, 2020

	Land	Building	Equipment / Vehicles	Engineered Structures			Transfer Stations	2020 Total	2019 Total
				Water	Sewer	Landfills			
COST									
Opening Balance	\$ 294,595	\$ 7,058,236	\$ 7,138,073	\$ 4,824,319	\$ 718,501	\$ 4,731,750	\$ 5,192,690	\$ 29,958,164	\$ 28,470,879
Add: Additions	425,613	485,191	1,172,247	-	-	234,734	139,632	2,457,417	1,543,988
Less: Disposals	-	-	326,086	-	-	-	30,000	356,086	56,703
Less: Write-downs	-	-	-	-	-	-	-	-	-
Closing Balance	720,208	7,543,427	7,984,234	4,824,319	718,501	4,966,484	5,302,322	32,059,495	29,958,164
ACCUMULATED AMORTIZATION									
Opening Balance	-	2,854,288	3,851,652	925,578	409,410	1,982,783	1,915,126	11,938,837	10,829,580
Add: Amortization	-	185,034	651,530	90,317	11,065	180,904	136,627	1,255,477	1,145,967
Less: Acc. Amortization on Disposals	-	-	196,018	-	-	-	1,200	197,218	37,363
Closing Balance	-	3,039,322	4,307,164	1,015,895	420,475	2,163,687	2,050,553	12,997,096	11,938,184
Net Book Value for year ended December 31, 2020	\$ 720,208	\$ 4,504,105	\$ 3,677,070	\$ 3,808,424	\$ 298,026	\$ 2,802,797	\$ 3,251,769	\$ 19,062,399	
Net Book Value for year ended December 31, 2019	\$ 294,595	\$ 4,204,599	\$ 3,286,424	\$ 3,898,738	\$ 309,094	\$ 2,748,969	\$ 3,277,561		\$ 18,019,980

See notes to the consolidated financial statements.

Regional District of Bulkley-Nechako**Schedule of Guarantee & Indemnity Agreements
For the Year Ended December 31, 2020**

NIL

The Regional District of Bulkley-Nechako has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

**Statement of Severance Agreements
For the Year Ended December 31, 2020**

There was one severance agreement made between the Regional District of Bulkley-Nechako and its non-unionized employees during fiscal year 2020.

This severance agreement represented one month of compensation, and was based on salary.

Regional District of Bulkley-Nechako

Schedule of Remuneration & Expenses: Employees
For the Year Ended December 31, 2020

Name	Position	Remuneration	Expenses	Total
Anderson, Cheryl	Manager of Administrative Services	119,098.15	2,206.45	120,768.46
Berlin, Jason	Chief Building Inspector	93,361.01	2,028.31	93,361.01
Blackwell, Jason	Regional Fire Chief	77,324.33	3,465.22	77,426.36
Demarce, Lenard	Landfill Operator 2	91,560.52	0.00	91,560.52
Derksen, Janette	Deputy Director of Environmental Service	82,666.54	1,916.42	86,131.76
Ericksen, Alex	Director of Environmental Services	87,870.40	1,125.46	88,507.91
Helgesen, Curtis	Chief Administrative Officer	163,631.95	1,828.56	166,057.34
Illes, John	Chief Financial Officer	125,977.20	7,267.14	125,977.20
Jones-Middleton, Deborah	Director of Protective Services	111,987.69	2,425.39	111,987.69
Llewellyn, Jason	Director of Planning	123,822.46	727.93	123,822.46
McKenzie, Rory	Director of Environmental Services	81,560.69	209.53	81,888.74
Peters, Philip	Operations Foreman	80,146.81	3,499.06	80,146.81
Sandberg, Maria	Planner	78,224.84	240.52	78,224.84
Sherwood, Charlie	Operations Foreman	81,446.56	637.51	83,530.11
Wainwright, Richard	Chief Building Inspector	106,890.82	3,152.58	107,100.35
Total for Employees > \$75,000		\$ 1,505,569.97	\$ 30,730.08	\$ 1,516,491.56
Total of Employees with remuneration of \$75,000 or less		\$ 2,885,452.92	\$ 62,185.92	\$ 2,874,531.33
Total Employee Remuneration		\$ 4,391,022.89	\$ 92,916.00	\$ 4,391,022.89

Schedule of Remuneration & Expenses: Directors
For the Year Ended December 31, 2020

Name	Position	Remuneration	Expenses	Total
Atrill, Gladys	Board Member	11,243.17	642.80	11,885.97
Brienen, Shane	Board Member	19,429.00	1,566.55	20,995.55
Bysouth, Doug	Alternate Board Member	240.00	-	240.00
Fisher, Mark	Board Member	32,292.00	4,632.83	36,924.83
Funk, Delores	Board Member	16,398.00	-	16,398.00
Greenaway, Judith	Board Member	12,560.34	603.48	13,163.82
Greenaway, Tom	Board Member	29,254.50	7,355.52	36,610.02
Hughes, Bob	Alternate Board Member	668.50	423.68	1,092.18
Lambert, Clint	Board Member	28,230.50	7,986.38	36,216.88
Layton, Brad	Board Member	19,347.50	1,759.67	21,107.17
McGuire, Linda	Board Member	15,742.00	1,910.46	17,652.46
Newell, Andrea	Alternate Board Member	4,351.00	89.90	4,440.90
Newell, Chris	Board Member	18,958.00	4,438.05	23,396.05
Parker, Mark	Vice-Chairman	37,840.00	5,365.72	43,205.72
Petersen, Jerry	Board Member - Chairman (SNRHD)	35,249.75	7,442.31	42,692.06
Playfair, Beverly	Board Member	3,399.67	795.65	4,195.32
Riis-Christianson, Michael	Board Member	27,673.00	361.18	28,034.18
Storey, Sarah	Alternate Board Member	10,987.97	551.36	11,539.33
Thiessen, Gerry	Chairman	35,368.00	2,760.14	38,128.14
Thomas, Casda	Alternate Board Member	2,830.00	485.49	3,315.49
Watt-Senner, Kimberly	Board Member	3,724.34	393.34	4,117.68
Wray, Frank	Alternate Board Member	1,149.33	319.16	1,468.49
Total Director Remuneration		\$ 366,936.57	\$ 49,883.67	\$ 416,820.24

Regional District of Bulkley-Nechako

Schedule of Payments to Suppliers for Goods and Services
For the Year Ended December 31, 2020

Vendor	Total
AVISON MANAGEMENT SERVICES LTD	41,113.43
B V AQUATIC CENTRE	659,580.00
BC HYDRO	107,182.34
BLACK PRESS GROUP LTD	36,339.57
BLAIR WILSON CONTRACTING	34,429.50
BULKLEY AUTOMOTIVE LTD	74,605.34
BURNS LAKE AUTOMOTIVE SUPPLY	52,023.21
BV JET CONTROLS CO	73,069.26
CapriCMW Insurance	133,159.00
CARO ANALYTICAL SERVICES	34,668.27
CASCADES RECOVERY INC.	55,327.20
COLLABRIA	175,746.39
DYNAMIC COMMUNITY PLANNING	61,883.57
FINNING INTERNATIONAL INC.	32,444.43
FORT GARRY FIRE TRUCKS LTD	363,520.00
FRASER LAKE BOTTLE DEPOT	55,477.39
HEAVY METAL CO	25,665.15
HOUSTON BOTTLE DEPOT	41,462.88
HR SYSTEMS STRATEGIES INC	30,066.75
HUBER EQUIPMENT	71,733.24
IMMERSIVE EXPLORERS	32,589.90
INDUSTRIAL FORESTRY SERVICE LTD	52,292.32
INDUSTRIAL TRANSFORMERS	220,003.78
KAL TIRE - BURNS LAKE	40,152.98
M 4 ENTERPRISES	25,053.76
MCELHANNEY LTD	25,243.65
MICROSERVE	127,743.32
MILLS CA OFFICE PRODUCTIVITY	43,832.59
MONSTER INDUSTRIES	34,728.92
MUNICIPAL INSURANCE ASS. OF BC	92,372.00
Municipal Pension Plan (Employer Portion Only)	332,053.93
NORTHERN MAT & BRIDGE	66,126.20
PARKLAND CORPORATION	58,916.38
PIDHERNY CONTRACTING LTD.	77,931.88
PROVINCE OF BC	96,427.73
QM LP	45,920.52
RECEIVER GENERAL (Employer Portion Only)	237,225.23
REG DIST OF KITIMAT-STIKINE	39,893.00
REG. DIST.OF FRASER-FORT GEORGE	390,668.97
SCHOOL DIST. 91	42,120.00
SUN LIFE ASSURANCE COMPANY OF CANADA	285,511.29
SWEEPING BEAUTIES JANITORIAL	28,701.23
TELUS COMMUNICATIONS INC.	26,880.00
TELUS COMMUNICATIONS INC.	37,352.60
TOWER COMMUNICATIONS	62,338.49
URBAN FOOD STRATEGIES	59,237.87
VALLEY DIESEL	39,760.33
VANDERHOOF & DISTRICTS CO-OP	206,990.83
WASTE MANAGEMENT OF CANADA COR	37,930.70
WILLIAMS MACHINERY	201,786.12
XCG CONSULTANTS LTD.	27,118.43
XEROX CANADA LTD.	25,650.85
Total of aggregate payments exceeding \$25,000	\$5,316,697.49
Consolidated total for suppliers paid \$25,000 or less	\$1,263,993.96
Consolidated total of grants and contributions exceeding \$25,000	\$3,119,520.40
Total Payments	\$9,700,211.85