



REGIONAL DISTRICT
OF BULKLEY-NECHAKO

AGENDA

MEETING NO. 11

AUGUST 12, 2021

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

"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, August 12, 2021

| <u>PAGE NO.</u> | <u>CALL TO ORDER</u> | <u>ACTION</u> |
|-----------------|---|----------------|
| | <u>AGENDA – August 12, 2021</u> | Approve |
| | <u>SUPPLEMENTARY AGENDA</u> | Receive |
| | <u>MINUTES</u> | |
| 6-12 | Board Meeting Minutes – July 15, 2021 | Approve |
| 13-14 | Committee of the Whole Minutes – July 15, 2021 | Receive |
| | <u>ELECTORAL AREA PLANNING (All Directors)</u> | |
| | <u>Bylaw for Adoption</u> | |
| 15-20 | Maria Sandberg, Planning and Parks Coordinator Rezoning Application RZ A-04-21 Adoption Report Rezoning Bylaw No.1949, 2021 Electoral Area “A” | Recommendation |
| | <u>Development Variance Permit</u> | |
| 21-29 | Deneve Vanderwolf, Planner Development Variance Permit F-04-21 Electoral Area “F” | Recommendation |
| | <u>DEVELOPMENT SERVICES</u> | |
| | <u>Crown Land Referral</u> | |
| 30-31 | Rowan Nagel, GIS/Planning Technician Crown Land Referral No. 7410188 Electoral Area “D” | Recommendation |
| 32-69 | Rowan Nagel, GIS/Planning Technician Crown Land Referral No. 7002824 and 135339180 Electoral Area “D” and “F” | Recommendation |

Meeting No. 11
August 12, 2021

| <u>PAGE NO.</u> | <u>Other</u> | <u>ACTION</u> |
|--------------------------------------|---|----------------|
| 70-72 | Jason Llewellyn, Director of Planning Coastal GasLink Pipeline Socio-economic Effects Management Plan (SEEMP) | Recommendation |
| 73-78 | Maria Sandberg, Planning and Parks Coordinator Agriculture Land Commission ALC Regulation Changes - Residential Flexibility Options | Recommendation |
| <u>PARKS AND TRAILS</u> | | |
| 79-98 | Jason Llewellyn, Director of Planning Parks and Trails Service Update | Receive |
| <u>TRANSIT</u> | | |
| 99-102 | Deneve Vanderwolf, Regional Transit Coordinator Annual Operating Agreement Amendment | Recommendation |
| <u>BUILDING INSPECTION</u> | | |
| 103-106 | Steve Davis, Building Inspector Second Quarter Building Permit Summary | Receive |
| <u>ADMINISTRATION REPORTS</u> | | |
| 107-113 | Cheryl Anderson, Director of Corporate Services -Code of Conduct | Recommendation |
| 114 | Nellie Davis, Manager of Regional Economic Development – Federal Gas Tax – Area “F” (Vanderhoof Rural) - Cluculz Lake Community Hall Association – Septic System Upgrade | Recommendation |
| 115-116 | Nellie Davis, Manager of Regional Economic Development – COVID-19 Relief Funds | Recommendation |

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

RECEIPT OF VERBAL REPORTS

SUPPLEMENTARY AGENDA

NEW BUSINESS

Meeting No. 11
August 12, 2021

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, 90(1)(i) – the receipt of advice that is subject to solicitor-client privilege, including communication necessary for that purpose, and 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (First Nations Relations/Boundary Expansion), 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. 10**
VIRTUAL**Thursday, July 15, 2021**

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill
Shane Brienen
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert
Linda McGuire
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson

Directors Absent Brad Layton, Village of Telkwa
Sarraah Storey, Village of Fraser Lake

Alternate Director Kim Watt-Senner, Village of Fraser Lake

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Alex Eriksen, Director of Environmental Services – arrived at 11:18 a.m., left at 11:26 a.m.
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning – left at 11:16 a.m.
Maria Sandberg, Parks and Recreation Coordinator – left at 11:16 a.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Thiessen called the meeting to order at 11:09 a.m.

AGENDAMoved by Director McGuire
Seconded by Director Atrill2021-10-1

"That the Board Meeting Agenda of July 15, 2021 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**Board Meeting Minutes
June 24, 2021Moved by Director Petersen
Seconded by Alternate Director Watt-Senner2021-10-2

"That the Board Meeting Minutes of June 24, 2021 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors)

Bylaw for Adoption

OCP Amendment & Rezoning Application RZ B-01-21 Adoption OCP Amendment Bylaw No. 1945, 2021 and Rezoning Bylaw 1946, 2021 Electoral Area "B" Moved by Director Riis-Christianson
 Seconded by Director Funk

2021-10-3

1. "That Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1945, 2021 be adopted this 15th day of July, 2021.

2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1946, 2021 be adopted this 15th day of July, 2021."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Crown Land Referral No. 7410186 – Electoral Area "C" Moved by Director Greenaway
 Seconded by Director Petersen

2021-10-4

"That the Comment Sheet for Crown Land Referral No. 7410186 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Newell removed himself from the meeting at 11:14 a.m. due to a conflict of interest as an employee of the Ministry of Energy, Mines and Low Carbon Innovation regarding Mines Application Referral No. 134236784-007.

Mines Application Referral No. 134236784-007 Electoral Area "C" Moved by Director Greenaway
 Seconded by Director Petersen

2021-10-5

"That the Comment Sheet for Mines Application Referral No. 134236784-007 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Newell returned at 11:16 a.m.

ENVIRONMENTAL SERVICES

Budget Adjustment (re-allocation) Moved by Director Atrill
 Seconded by Director Brien

2021-10-6

"That the Board approve the Environmental Services 2021 capital budget re-allocation included in the Director of Environmental Services' Budget Adjustment (re-allocation) memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Bulkley Valley Regional Pool
 and Racquet Courts
 User Fee Bylaw

Moved by Director Fisher
 Seconded by Director Atrill

2021-10-7

“That Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw No. 1954, 2021 be given first, second, third reading, and adoption this 15th day of July, 2021, and further,

That Bulkley Valley Regional Pool and Racquet Courts User Fee Repeal Bylaw No. 1955, 2021 be given first, second, third reading, and adoption this 15th day of July, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area ‘A’ Emergency
 Response Contribution Local
 Service Establishment
 Repeal Bylaw No. 1944, 2021

Moved by Director Fisher
 Seconded by Director McGuire

2021-10-8

“That Electoral Area ‘A’ Emergency Response Contribution Local Service Establishment Repeal Bylaw No. 1944, 2021 be adopted this 15th day of July, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Stuart-Nechako Economic
 Development Service
 Establishment Repeal
 Bylaw No. 1940, 2021

Moved by Director Petersen
 Seconded by Director Parker

2021-10-9

“That Stuart-Nechako Economic Development Service Establishment Repeal Bylaw No. 1940, 2021 be adopted this 15th day of July, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Sponsorship for 2022 Regional
 Business Forum in Telkwa

Moved by Director Riis-Christianson
 Seconded by Director Atrill

2021-10-10

“That the Board pre-approve \$10,000 in the 2022 Regional Economic Development Budget for payment to the Village of Telkwa for costs associated with facilitating and hosting the 2022 Regional Business Forum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

COVID-19 Relief Funds

Moved by Director Fisher
 Seconded by Director Parker

2021-10-11

"That the Board approve the following COVID-19 Relief Funds Applications:

Electoral Area "B" (Burns Lake Rural)

-The Link (COVID-10 Support Committee) – Community Support (deliveries) - \$454.05

Electoral Area "G" (Houston Rural)

-Granisle and District Seniors Assoc. – Facility Insurance - \$5,500.00."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chinook Comfor Limited
 Appointment of Directors
 and AGM

Moved by Director Riis-Christianson
 Seconded by Director Lambert

2021-10-12

"That the Board of the Regional District, a shareholder of Chinook Comfor Limited, appoint Mr. Miles Fuller and Ms. Cindy Shelford to the Chinook Comfor Limited Board of Directors.

And that the Director for Electoral Area E and Electoral Area B to be designated proxies to attend the Annual General Meetings of Chinook Comfor Limited and that the Chief Financial Officer be designated as proxy for Chinook Comfor Limited Partnership."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Endako Weir Project

Director Riis-Christianson mentioned that the Endako Weir Project engagement process was conducted virtually and the Consultants for the project will also conduct in person public meetings July 22nd.

Emergency Operations Centre

Director Riis-Christianson thanked RDBN staff for their work in the Emergency Operations Centre addressing the wildfires in the region.

Director Parker noted he had discussions with a number of constituents in regard to the current wildfire activity in the region. He spoke of the improvements made in the RDBN EOC Operations that were learned from 2018. He recognized the good job being done by staff and Chair Thiessen.

Director McGuire thanked RDBN staff for their communication regarding wildfire updates.

Chinook Emergency Response
 Society Community Meeting

Director Lambert commented that he will be attending a meeting this evening hosted by the Chinook Emergency Response Society at 6:00 p.m. on the Southside of Francois Lake to discuss wildfires in the region. Concerns have been raised by Electoral Area "E" residents in regard to the wildfire behavior of the Chief Louie Lake Fire.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

| | |
|--|--|
| <u>Northern Solid Waste Forum</u> | Director Fisher mentioned that the Northern Solid Waste Working Group that he is a participant is scheduling a solid waste forum in the north mid October 2021. The working group includes staff and elected officials from northern B.C. regional districts and has provided an opportunity for collaboration moving forward. |
| <u>Yekooche First Nations</u> | Director Greenaway spoke of the RDBN and Yekooche Evacuation Order for the Camsell Lake Wildfire. |
| <u>Town of Smithers Canada Day, Day of Reflection</u> | Director Atrill commented that the Town of Smithers held a Canada Day, Day of Reflection event. |
| <u>2021 Bulkley Valley Exhibition</u> | Director Atrill announced that the 2021 Bulkley Valley Exhibition will be moving forward August 26-29, 2021. |
| <u>Town of Smithers Official Community Plan (OCP)</u> | Director Atrill mentioned that the Town of Smithers is working on its Official Community Plan and is looking for volunteers to participate on the Committee. |
| <u>Tent Camp/Homeless Camp -Town of Smithers</u> | Director Atrill reported that the tent camp/homeless camp in Smithers has been moved to the Town of Smithers Municipal Office. She spoke of support for those in need of support as well as supporting the entire community. |
| <u>Village of Granisle In-Person Council Meetings</u> | Director McGuire mentioned that the Village of Granisle held its Council Meeting in-person and thanked RDBN staff for attending virtually to discuss the Regional Broadband Service. |
| <u>Village of Granisle Canada Day Celebration</u> | Director McGuire announced that the Village of Granisle will be hosting a modified Canada Day Celebration in adherence with COVID-19 Provincial guidelines. Granisle is also moving forward with planning for its August 14, 2021 Granisle Day. |
| <u>Northwest BC Resource Benefits Alliance (RBA)</u> | Director Brienon commented that the RBA has a meeting scheduled July 26 th with the Honourable Josie Osborne, Minister of Municipal Affairs and the Honourable Selena Robinson, Minister of Finance. |
| <u>Bulkley Nechako Emergency Alert System</u> | Director Funk spoke of the Bulkley Nechako Emergency Alert System. Discussion took place regarding the delivery of timely messaging and the process to implement Evacuation Alerts and Orders in partnership with First Nations Governments and other government agencies. |
| <u>Evacuation Alert/Order Mapping and Wildfire Mapping</u> | Director Petersen spoke of Evacuation Alert and Order mapping as well as the BC Wildfire Service mapping of the wildfires. Staff noted that the RDBN includes links to the BC Wildfire Service for up-to-date information regarding BC Wildfire's fire mapping. |
| <u>Village of Fraser Lake Events</u> | Alternate Director Watt-Senner mentioned that the Village of Fraser Lake held its Indigenous Day on June 21, 2021 and Canada Day Event on July 1, 2021. Fraser Lake will also be hosting its first Baseball Tournament since the start of the COVID-19 Pandemic. |

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Connectivity – Village of Fraser Lake Alternate Director Watt-Senner noted that the Village of Fraser Lake continues to work on connectivity issues and is completing its bandwidth study.

Six Nations of Burns Lake - Every Child Matters - July 9, 2021 Chair Thiessen attended the Six Nations of Burns Lake - Every Child Matters gathering on July 9, 2021 in memory of the 215 children discovered at the Kamloops Residential School.

Meeting with Todd Doherty, MP Cariboo-Prince George Chair Thiessen and Connectivity Committee Chair Riis-Christianson met with Todd Doherty, MP Cariboo-Prince George regarding bandwidth and connectivity issues.

RDBN Emergency Operation Centre (EOC) Chair Thiessen commented that he has been working with CAO Helgesen and Deborah Jones-Middleton, Director of Protective Services regarding the RDBN EOC and spoke of the good communications and partnering with First Nations communities during the wildfire event.

Chair Thiessen mentioned that the District of Vanderhoof airport has been utilized by aircraft working on the wildfires in the area. He expressed his appreciation for the upgrades to the airport that has allowed for them to support firefighting efforts.

Receipt of Verbal Reports Moved by Director Funk
 Seconded by Alternate Director Watt-Senner

2021-10-13 “That the verbal reports of the various Board of Directors be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Ministry of Citizens' Services -Funding to Support Cellular Service along Highway 16, within the RDBN Moved by Director Brienen
 Seconded by Director McGuire

2021-10-14 “That the Board receive the Administration Correspondence from the Ministry of Citizens' Services – Funding to Support Cellular Service along Highway 16, within the RDBN.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Letter of Support Request – Village of Telkwa for NDIT Application and Canada Community Revitalization Fund Moved by Director Fisher
 Seconded by Director Brienen

2021-10-15 “That the Board write a letter of support for the Village of Telkwa's application to Northern Development Initiative Trust and the Canada Community Revitalization Fund for the Barbeque Grounds Bleacher project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS (CONT'D)**Artemis Gold**

Chair Thiessen commented that Artemis Gold announced today that it has received Provincial Government approval for its Early Works Permit for its Blackwater Project.

IN-CAMERA MOTION

Moved by Director Lambert
Seconded by Director Petersen

2021-10-16

"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 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 Funk
Seconded by Director Newell

2021-10-17

"That the meeting be adjourned at 12:02 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING**
(VIRTUAL)**Thursday, July 15, 2021**

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill
Shane Brienen – arrived at 10:10 a.m.
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert
Linda McGuire
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson

Directors Absent Brad Layton, Village of Telkwa
Sarrah Storey, Village of Fraser Lake

Alternate Director Kim Watt-Senner, Village of Fraser Lake

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 10:30 a.m., left at 10:37 a.m.
Maria Sandberg, Parks and Recreation Coordinator – arrived at 10:37 a.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

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

AGENDAMoved by Director Riis-Christianson
Seconded by Director McGuire**C.W.2021-7-1**

“That the Agenda of the Committee of the Whole meeting of July 15, 2021 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Committee of the Whole**
Minutes – June 10, 2021Moved by Director Petersen
Seconded by Director Funk**C.W.2021-7-2**

“That the Committee of the Whole meeting minutes of June 10, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Code of Conduct

The following was discussed in regard to Code of Conduct:

- Union of B.C. Municipalities currently conducting research regarding Code of Conduct
- *Forging a Path to Responsible Conduct* – UBCM
 - o The Working Group on Responsible Conduct – joint initiative by UBCM, the Local Government Management Association of B.C. and the B.C. Ministry of Municipal Affairs
 - o The Honourable Josie Osborne, Minister of Municipal Affairs recognition of the document
 - o Local Government Leadership Academy (LGLA)
 - Determining education opportunities
- Social media
- Regional District of Central Okanagan, Comox Valley Regional District and District of Lantzville Council Code of Conduct
- Respectful dialogue regarding Board decisions and the opportunity to express ones opinion
- Providing opportunities to have open dialogue regarding challenging topics
- Working as a team and supporting one another
- Professional conduct
- Relevant to the RDBN
- Diversity of RDBN Board
- Important to be a “living” document
- A Communication Policy in relation to Code of Conduct Policy
- Reviewing of the Code of Conduct at the beginning of a term, swearing in of a new Board member and at the Board’s request
- Staff will bring forward a draft RDBN Code of Conduct for Board consideration.

ADJOURNMENT

Moved by Director Lambert
 Seconded by Director McGuire

C.W.2021-7-3

“That the meeting be adjourned at 11:04 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Maria Sandberg, Planning and Parks Coordinator
DATE: August 12, 2021
SUBJECT: Rezoning Application RZ A-04-21
Adoption for Rezoning Bylaw No. 1949, 2021

RECOMMENDATION

That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1949, 2021” be adopted.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

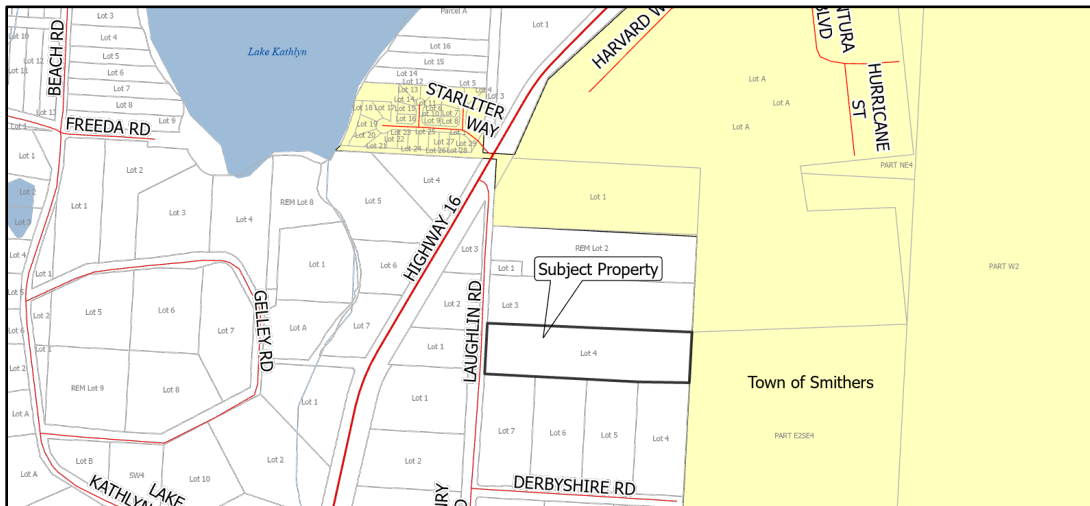
The proposed rezoning of the subject property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone will rectify a Regional District mapping error made in 2000 when the land was rezoned from H1 to H1A by a previous property owner.

The 2000 rezoning from H1 to H1A was not correctly mapped in the RDBN’s GIS system resulting in the 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 are anticipating that the bylaw will be approved and signed by the Ministry of Transportation and Infrastructure before the August 12, 2021 Board meeting. Staff recommend that Rezoning Bylaw No. 1949, 2021 be adopted.

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.

The bylaw requires approval by the Ministry of Transportation and Infrastructure (MoTI) as the application area is located within 800 metres of a controlled access highway intersection.

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.

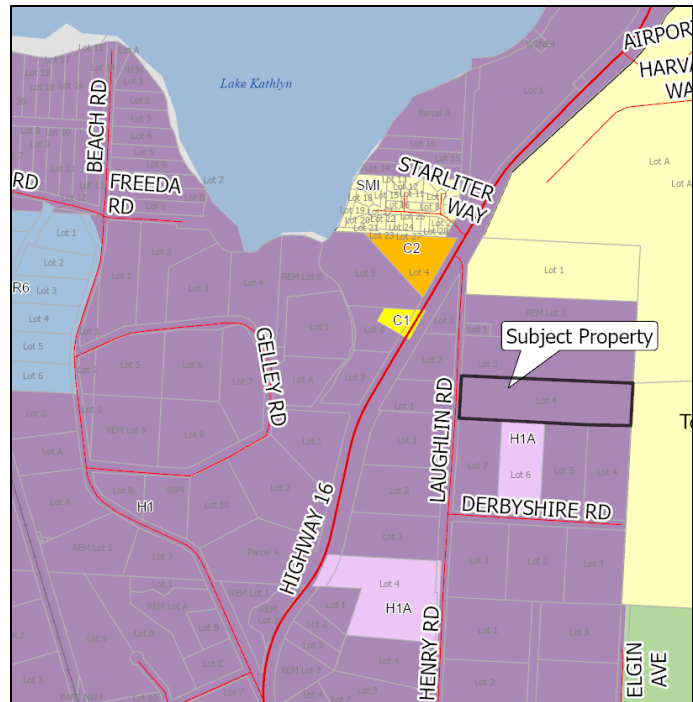
In staff's opinion the proposed zoning bylaw amendment is consistent with the OCP. The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while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



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 24 day of June, 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 24 day of June, 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> |
|--|

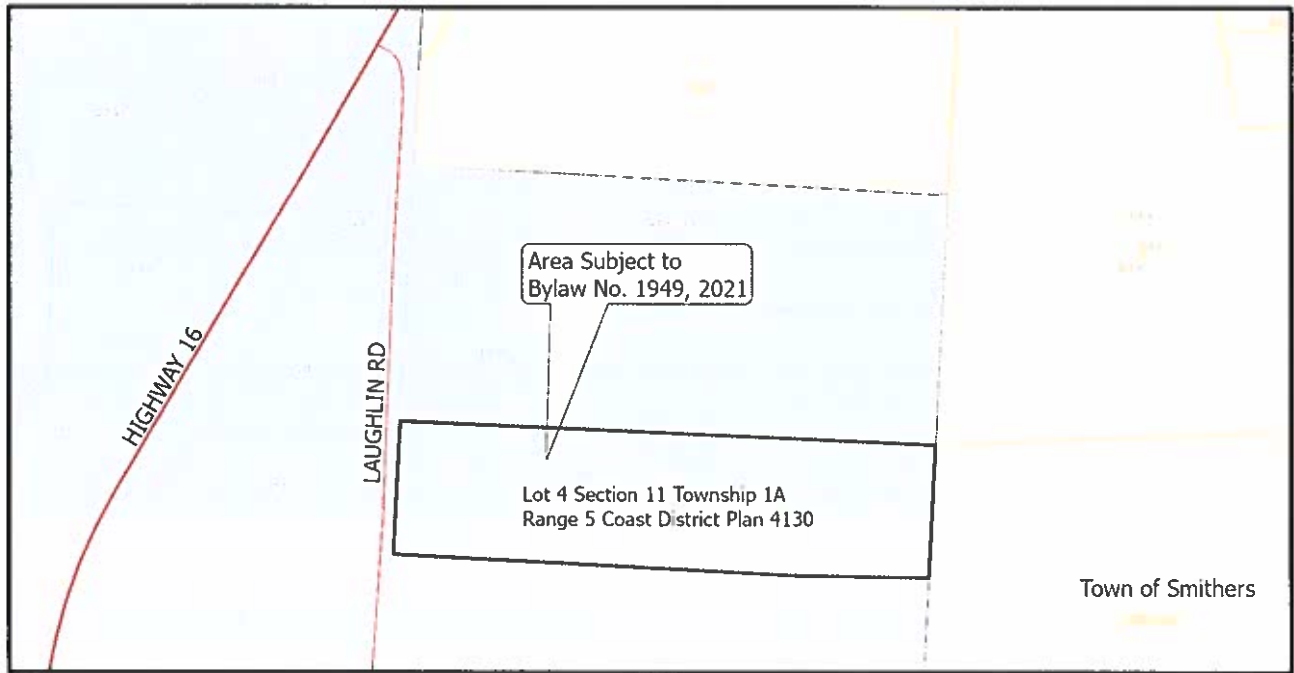
ADOPTED this ___ day of _____, 2021

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 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



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner
DATE: August 12, 2021
SUBJECT: Development Variance Permit Application No. F-04-21 (Zielinski)

RECOMMENDATION

That the Board approve Development Variance Permit F-04-21 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 the eastern Side Parcel Line from 2 metres to 1.39 metres for a storage building located as shown on Schedule A to the permit.

VOTING

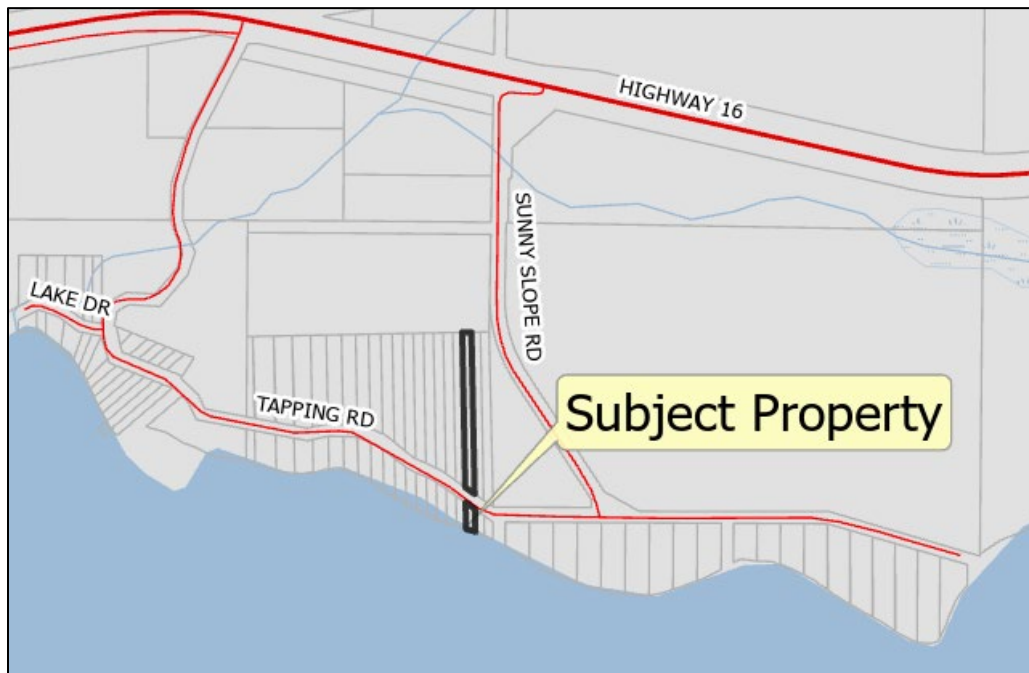
All / Directors / Majority

EXECUTIVE SUMMARY

At its June 2021 meeting the Board approved the issuance of a Development Variance Permit reducing the west Side Parcel Line setback subject to the applicant confirming the building setback by certificate of location prepared by a surveyor. The certificate of location confirmed that the applicant had incorrectly shown the location of their building in their previous application. This new application is asking the Board to reduce the setback requirement from the east Side Parcel Line to allow the continued construction of a storage building.

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 1.39 metres, has been made to legalize the structure which was 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 was issued a building permit subject to the setbacks identified on the initial site plan. Once construction began the applicant was asked to confirm that the required setbacks were being met. The applicant indicated that the building initially encroached on the west Side Parcel Setback. Prior to proceeding to the Board, staff asked the property owner to confirm the building setback. They indicated they found the property pins and used a laser to site the building. Staff accepted their measurements and proceeded with the application. The certificate of location confirmed that the applicants measurements were incorrect and that the building is too close to the east Side Property Line. Building Inspectors have been directed to require certificate of locations as part of the building Permit process in situations where setback tolerances are so small.

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 August 12, 2021 when the Board considers this application.

A letter confirming no objections to the variance from a property owner abutting the eastern property line is attached.

ATTACHMENTS

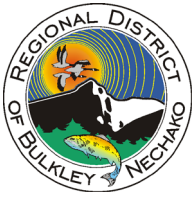
DVP F-04-21

Certificate of Location

Letter from Applicant

Letter from 49815 Tapping Road

Letter from 79885 Tapping Road



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. F-04-21**

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 the eastern side parcel line from 2 metres to 1.39 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

25

Lot 7 District Lot
1719 Cariboo District
Plan 4499

Zoning Setback

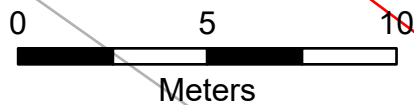


Storage Building
(76 sq. meters)

1.39 meters to Property Line

Property Line

TAPPING RD



Meters



2021-07-21 4:09 PM
User: deneve.vanderwolf

*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.

DVP F-04-21: Schedule A



Property Line

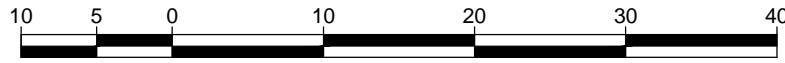
26
British Columbia Land Surveyor's Certificate of Location for
 part of Lot 17, District Lot 1719, Cariboo District, Plan 4499

Parcel dimensions derived
 from Posting Plan 18124

PID: 004-353-137

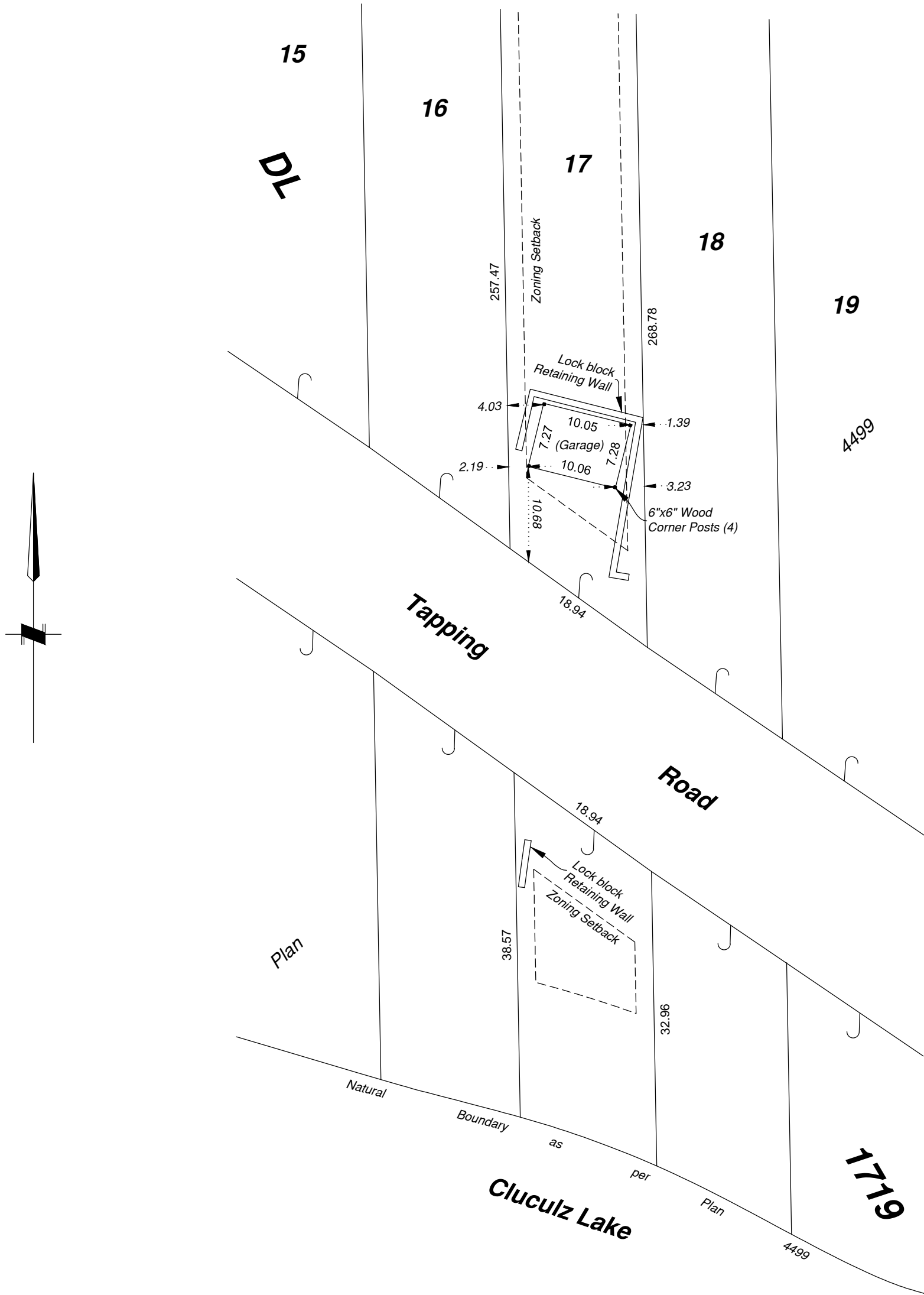
Civic Address: 49825 Tapping Road,
 Cluculz Lake, BC
 Zoning Bylaw: Waterfront Residential II (R4)
 Zoning Setbacks:
 Front Yard: 7.5m
 Interior Side Yard: 2.0m
 Waterfront: 15.0m

Survey Date: July 12th, 2021



The intended plot size of this plan is 279mm in width by 432mm in height
 (B size) when plotted at a scale of 1:500.

All distances are in metres and decimals thereof.



This location certificate has been prepared in accordance with the professional reference manual and is certified correct according to land title and survey authority records and field surveys. Unregistered interests have not been included or considered.

This location certificate was prepared for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the consent of the signatory.

KLS File: 210713-21108-49825 Tapping Rd-CERT

Prepared for:
 Mark Zielinski
 1278 Albatross Avenue
 Kitimat, BC
 V8C 1P8



1698 Lyon Street South
 Prince George, BC V2N 1T3
 250-614-9703
 www.klsinc.ca

Albert Koehler, BCLS No. 974

Certified correct this 13th day of July, 2021.
 This document is not valid unless digitally signed.

Note:
 This properties title (CA7629323-search 2021/07/08) is not subject to any charges as of the above date.

Offsets shown are taken from the outside corner of wood posts.

MARK AND ROSEMARY ZIELINSKI
1278 Albatross Ave.,
Kitimat, B.C.
V8C 1P8
zeros95@hotmail.com

July 21, 2021

Re: **DVP Application for Lot 17, Plan PG4499, District Lot 1719, Caribou Land District 49825 Tapping**

Thank you once again for your communication with us for what is now our second DVP Application towards the same project, and giving us the opportunity to submit a rebuttal.

As you are well aware from our last application:

1. The Lock Block wall has been Engineer stamped
2. The structure that we are building has also been Engineer stamped and we have acquired an approved Building Permit for it.
3. As the Survey revealed, we are not encroaching on the West or East properties on either the North or South side. We just do not meet the required setback on one post, Northeast corner (back right).
4. We set our boundaries according to the existing survey stakes and our discussion with the previous owner, as we wanted to stay within what we thought were the property lines.
5. As a result of the Survey, it was discovered that the Southwest post (front left) did not require a variance after all as it met the set-back requirement; but the Northeast post (back right) does not meet the set-back requirement of 2 metres (it sits at 1.39 metres), therefore requiring this DVP application.
6. As we mentioned before, as per drainage concerns, we already placed temporary drainage ditches on both sides (during construction phase) mitigating spring water runoff; and our intention is to do permanent drainage on both East and West sides assisted by 4" perforated piping, fabric and drain rock, with a 2% grade.

CONCLUSION:

In hindsight, an initial Survey would have alleviated all the mitigating factors involved with this application.

Once again, thank you for your communication and looking forward to resolving this issue.

Regards,

Mark and Rosemary Zielinski

From: [Edward Robinson](#)
To: [Maria Sandberg](#); [Deneve Vanderwolf](#); [Jason Llewellyn](#); MarkZielinski@hotmail.com
Subject: [EXTERNAL]: RE: DVP Application for Lot 17, Plan PGP 4499, District Lot 1719 Cariboo Land District, 49825 Tapping Road/ZIELINSKI
Date: Wednesday, July 28, 2021 12:34:03 PM


To whom it may Concern,

Recently our neighbors brought it to our attention that the corner post of the new garage they are building on their property is 1.39m away from the boundary of our property. They informed us that this is less than the required distance.

In this case we do not find this to be an issue and have no concerns with their requested variance.

Our property is: 49815 Tapping road, Vanderhoof. Their property is to the west of ours.

If you have any questions please feel free to contact us via email or phone.

My cell number is 

Thank you

--

Ed Robinson

From: [Jason Llewellyn](#)
To: [Jason Llewellyn](#)
Subject: RE: [EXTERNAL]: Variance permit Application F-04-21 Lot 17, Plan PGP 449, District Lot 1719 Cariboo Land District 49825 Tapping Road
Date: Tuesday, August 3, 2021 9:43:02 AM

-----Original Message-----

From: Rea, Joe <[REDACTED]>
Sent: Saturday, July 31, 2021 12:44 PM
To: inquiries <inquiries@rdbn.bc.ca>
Subject: [EXTERNAL]: Variance permit Application F-04-21 Lot 17, Plan PGP 449, District Lot 1719 Cariboo Land District 49825 Tapping Road

To the Regional District,
I feel that this resident just went ahead and constructed this building without any consideration for his neighbors. I am against allowing this Variant.

Joe Rea
79885 Tapping Rd

Sent from my iPhone

[REDACTED] Disclaimer: This e-mail and any attachment(s) are confidential. If you are not the intended recipient, please notify the sender immediately by return e-mail, delete this e-mail and do not copy, use or disclose it to any other person.



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

TO: Chair Thiessen and Board of Directors
FROM: Rowan Nagel, GIS/Planning Technician
DATE: August 12, 2021
SUBJECT: Crown Land Referral No. 7410188

RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land application 7410188.

VOTING

All Directors / Majority

DISCUSSION

This is a Withdrawal from Disposition application by the Ministry of Transportation and Infrastructure to create a quarry for the purposes of mining sand and gravel west of Fraser Lake.



The proposed area is approximately 15 hectares in size and is 1.2 kilometers from the nearest dwelling. It is accessed by the Trout Forest Service Road.

ATTACHMENTS:

Comment Sheet



REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMENT SHEET ON CROWN LAND REFERRAL 7410188

| | |
|---|--|
| Electoral Area: | D |
| Applicant: | Ministry of Transportation and Infrastructure |
| Existing Land Use: | None |
| Zoning: | Rural Resource (RR1) in Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020 |
| Plan Designation | Resource (RE) in Endako Fraser Lake & Fort Fraser Rural Official Community Plan Bylaw 1487, 2008 |
| Proposed Use Comply with Zoning: | N/A |
| If not, why? | N/A |
| Agricultural Land Reserve: | No |
| Access: | Trout FSR |
| Building Inspection: | No |
| Fire Protection: | No |
| Other comments: | None |



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

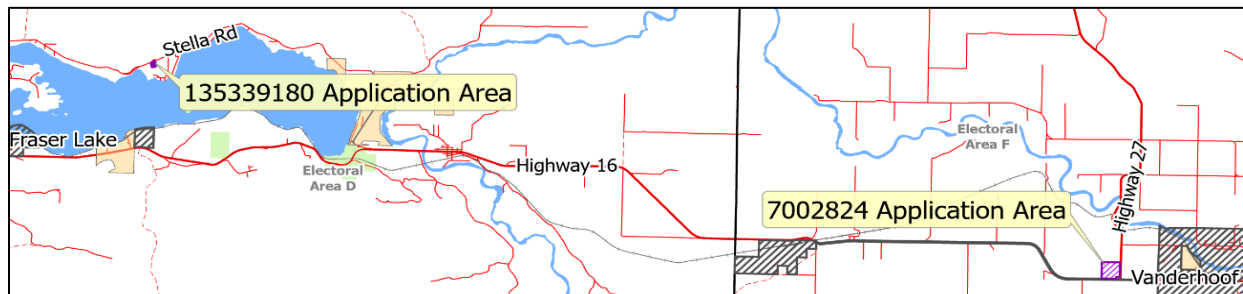
TO: Chair Thiessen and Board of Directors
FROM: Rowan Nagel, GIS/Planning Technician
DATE: August 12, 2021
SUBJECT: Crown Land Referrals No. 7002824 and 135339180

RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land applications 7002824 and 135339180.

VOTING

All Directors / Majority



DISCUSSION

These referrals come from the Nechako Environment and Water Stewardship Society (NEWSS). Both are part of the *NEWSS Stream Restoration Projects* initiative, and thus have been combined in one report. The goal of this project is to perform stream restoration activities to watercourses that have been severely impacted by historical land use practices. Rock spurs, riprap, and large wooden debris will be placed along the banks of Goldie and Ormond Creeks. This will reduce deposition and erosion, restore bank stability, and enhance fish habitats. Additionally, willows will be planted alongside various conifers to directly combat erosion.

ATTACHMENTS:

Comment Sheet
 Site Assessment, Goldie Creek Stream Restoration
 Ormond Creek Stream Restoration Project



REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMENT SHEET ON CROWN LAND REFERRALS 13533918 & 7002824

| | |
|---|---|
| Electoral Area: | D, F |
| Applicant: | Nechako Environment and Water Stewardship Society |
| Existing Land Use: | Residential, Agriculture |
| Zoning: | Small Holdings (H1) and Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw 1800, 2020 |
| Plan Designation | Lakeshore (L) in Endako Fraser Lake & Fort Fraser Rural Official Community Plan Bylaw 1487, 2008 and Agriculture (Ag) in Vanderhoof Rural Official Community Plan Bylaw 1517, 2009. |
| Proposed Use Comply with Zoning: | N/A |
| If not, why? | N/A |
| Agricultural Land Reserve: | No (135339180), Yes (7002824) |
| Access: | Stella Road, Highway 27 |
| Building Inspection: | Yes |
| Fire Protection: | No (135339180), Yes (7002824) |
| Other comments: | Placement of fill of any sort on ALR land requires the applicant to apply to the ALC. |

Stoney Creek Watershed Restoration

Site Assessment, Prescription and Proposed Works:

Goldie Creek Stream Restoration

Jan 25th, 2021

Prepared for:



Prepared By:

Olin Alberston, RPBio
Avison Management Services Ltd.



Table of Contents

| | | |
|----------|---|-----------|
| 1 | Location | 2 |
| 2 | Background | 3 |
| 3 | Site Assessment | 3 |
| 3.1 | Site Geology | 3 |
| 3.2 | Drainage and Topography..... | 3 |
| 3.3 | Fish Presence | 3 |
| 3.1 | Aquatic Assessment | 4 |
| 3.1.1 | Flow..... | 4 |
| 3.1.2 | Riparian Vegetation | 4 |
| 3.1.3 | Aquatic Vegetation | 4 |
| 3.1.4 | Assessment of Existing Spawning, Rearing, and Overwintering Habitat | 4 |
| 4 | Prescription and Work Plan | 5 |
| 4.1 | Timing..... | 5 |
| 4.2 | Restoration of Historic Channel – Site 1 | 5 |
| 4.2.1 | Work Site Isolation Plan | 5 |
| 4.3 | Artificial Beaver Dams..... | 6 |
| 4.4 | Planting Willow and Conifers..... | 7 |
| 4.5 | Bridge Installation | 7 |
| 5 | Environmental Management Plan for the Project | 15 |
| 6 | References | 17 |
| 7 | Appendices | 18 |
| | Appendix I. Key Map Delineating Property Ownership..... | 19 |
| | Appendix II. Photos of the site. | 20 |

List of Tables

| | | |
|----------|---|---|
| Table 1. | Known fish species utilizing lower reaches of Stoney Creek..... | 4 |
|----------|---|---|

List of Figures

| | | |
|------------|--|----|
| Figure 1. | Goldie Creek Restoration Project Site and surrounding area illustrating extensive agricultural land use..... | 2 |
| Figure 2. | Map depicting the relative location of the existing and historic channels of Goldie Creek. | 6 |
| Figure 3. | Site 2. Bridge Installation. | 7 |
| Figure 4. | Aerial Image of Section of Goldie Creek where work will be performed. | 8 |
| Figure 5. | Colour Image of Section of Goldie Creek where work will be performed. | 9 |
| Figure 6. | Colour Image of Section of Goldie Creek where work will be performed. | 10 |
| Figure 7. | Illustration of using Artificial Beaver Dams to help rejuvenate a stream. | 11 |
| Figure 8. | Aerial Image of Section of Goldie Creek where Conifers will be planted. | 12 |
| Figure 9. | Aerial Image of Section of Goldie Creek where Willows will be planted..... | 13 |
| Figure 10. | Restoration of historic channel for hydrological relief. | 14 |

1 Location

Project Proponent: Nechako Environment and Water Stewardship Society (NEWSS)

Project Name: Goldie Creek KP0+750 to KP1+000

Watershed Code: 180-271000-17100

Legal Description of Property: See Key Map Delineating Property Ownership (**Appendix I**).

Property PID: See Key Map Delineating Property Ownership (**Appendix I**).

Location Description: The site is accessed off Hwy 27. Works will commence from approximately Kilometre Post (KP) KP0+750 upstream through to KP1+000. KP is measured from the confluence (KP0+000) upstream.

Site GPS Location: 10U 426589 5985843

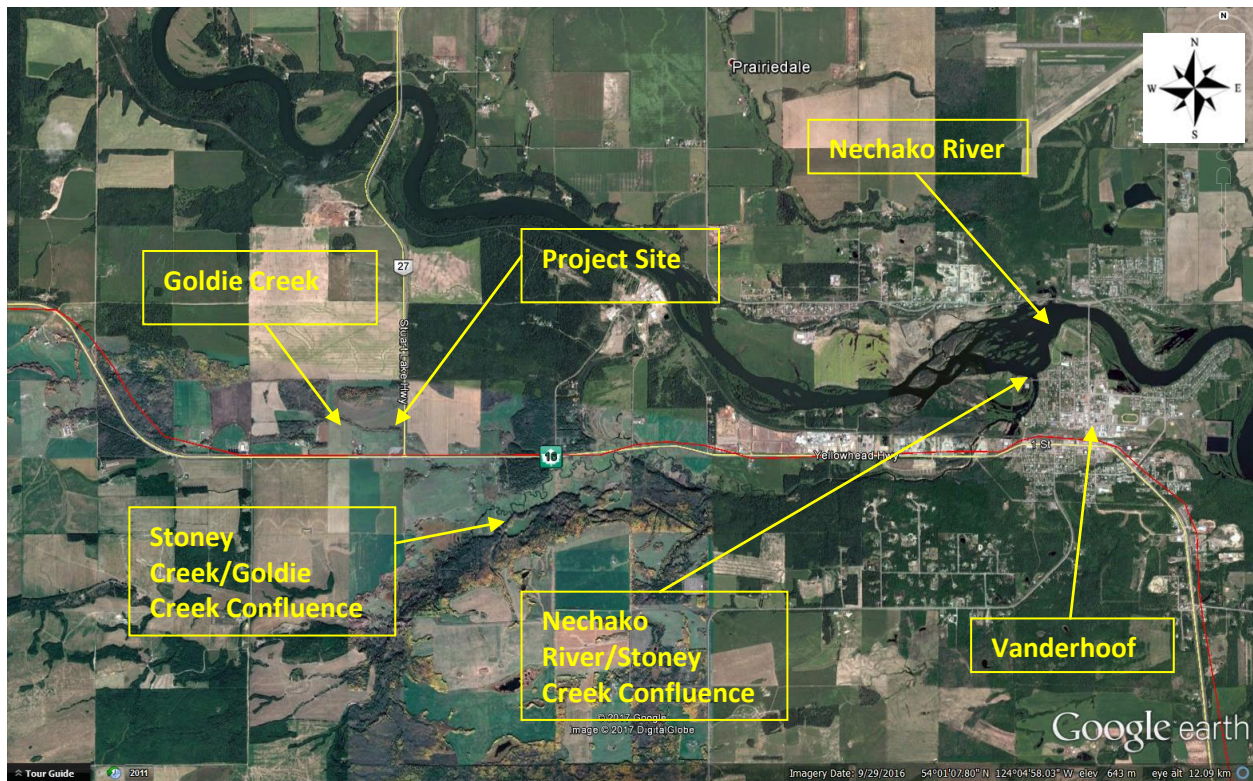


Figure 1. Goldie Creek Restoration Project Site and surrounding area illustrating extensive agricultural land use.

2 Background

Avison Management Services Ltd. (AMS) was contracted by the Nechako Environment and Water Stewardship Society (NEWSS), to notify or secure necessary approvals or permits of federal and provincial regulatory bodies relative to this work, develop an Environmental Management Plan and provide environmental oversight for stream restoration activities.

Goldie Creek is a tributary of Stoney Creek which is a tributary of the Nechako River. Like Stoney Creek, Goldie Creek has been severely impacted by historical land use practices, including agriculture. The particular area which proposed restoration activities will occur was historically impacted when Highway 27 was constructed 20-30 years ago. The fill from the excavation of the highway was placed along Goldie Creek. This fill was not sloped adequately, and the lack of adequate root structure contributed to major sloughing of this fill into Goldie Creek as the stream eroded the toe of the slope. The erosion of these high banks of fill, has contributed significant amounts of sediment into Stoney Creek and ultimately into the spawning beds of Nechako White Sturgeon just below the Stoney Creek/Nechako River confluence. The existing area that is sloughing is approximately 75 m long and 7-9 m high and 16-18 m wide.

The proposed project is located on Goldie Creek (Watershed Code 180-271000-17100). The project area is located approximately 300 m north of the Hwy 16 and Hwy 27 junction. At this location, Goldie Creek is a 4th ordered, S4 stream, with a magnitude of about 30, as defined by the Province of B.C. (1995) in the Riparian Management and Area Guidebook

3 Site Assessment

3.1 Site Geology

A review of a provincial soil map indicates that the subject property is located within a glacial lacustrine region. The prevailing soil type for this classification is typically sandy material atop silt and clay. Surficial soils are described as orthic gray luvisol in an area characterized by thick, compact, clay and glaciolacustrine deposits with surfaces modified to silty clay loam (Dept. of Agriculture 1974).

3.2 Drainage and Topography

The topography of Vanderhoof soils varies from nearly level to strongly sloping and hilly. The general drainage of this site is in a westerly direction (Fig. 2). The stream generally drains to the south prior to and past the area of proposed stream restoration. A creek profile and cross sections can be found in Appendix IV.

3.3 Fish Presence

The B.C. Ministry of Environment's Habitat Wizard was used to identify all fish species that have been recorded utilizing Stoney Creek. The following list is a compilation of fish identified in Habitat Wizard or fish known to be utilizing this stream from previous sampling efforts by the author or others that are currently not shown in Habitat Wizard. While all of these fish are known to utilize the lower reaches of Stoney Creek, only resident rainbow trout are known to have been observed in Goldie Creek. With Goldie Creek being a direct tributary to the lower reaches of Stoney Creek, the massive amounts of sediment

contributed by Goldie Creek, is directly impacting stream and fish health in Stoney Creek where Chinook Salmon are known to rear, and the Nechako White Sturgeon spawning beds in the Nechako where much of the eroded sediment is being deposited.

Table 1. Known fish species utilizing lower reaches of Stoney Creek.

| Common Name | Scientific Name | Life Stage | Source |
|-------------------|---------------------------------|------------|-------------------|
| Red Sided Shiner | <i>Cyprinella lutrensis</i> | All | Habitat Wizard |
| Sucker (General) | <i>Catostomus spp.</i> | All | Habitat Wizard |
| Sculpin (General) | <i>Cottoidea spp.</i> | All | Habitat Wizard |
| Chinook Salmon | <i>Oncorhynchus tshawytscha</i> | Juvenile | Previous Sampling |
| Rainbow Trout | <i>Oncorhynchus mykiss</i> | All | Previous Sampling |

3.1 Aquatic Assessment

3.1.1 Flow

There are currently no dams or hydraulic control structures on Goldie Creek. Flow is believed to be largely or entirely be derived from precipitation and resultant surface water runoff. Under drought conditions flows this stream becomes intermittent.

No historical hydrological data was found for Goldie Creek. Historically, accounts indicate perennial flows; however, the loss of local pine forests due to mountain pine beetle (*Dendroctonus ponderosae*) infestations appears to have resulted in higher flows during freshet and storm water events and lower base flow conditions during the drier months. These suspected changes in hydrology indicate the importance of restoring riparian vegetation and creating high quality rearing and overwintering habitat features in the Goldie Creek and Stoney Creek Systems.

3.1.2 Riparian Vegetation

The riparian vegetation that exists around the channel consists of mainly grasses, some sedges (*Carex spp.*), with a sporadically occurring willows (*Salix spp.*). A mixed stand of willow and alder (*Alnus spp.*), with some spruce (*Picea spp.*) are found in the in the lower areas, and aspen (*Populus tremuloides*) and Lodgepole Pine (*Pinus cotorta*) in the uplands.

3.1.3 Aquatic Vegetation

Some periphyton was observed on the historic channel bed. It is possible that other algae phyla were also present at the time of the stream assessment.

3.1.4 Assessment of Existing Spawning, Rearing, and Overwintering Habitat

Substrate within the current channel of Goldie Creek predominantly consists of silts and fines with gravels representing a minor component of the substrate. No suitable spawning habitat was observed in the channel of this section of stream. Existing rearing habitat is moderate when flows are high,

however, flows steadily diminish following peak freshet until the water in the channel diminishes and may seasonally dry. Little instream large woody debris (LWD) is present in this section. Few areas of good overwintering habitat (e.g. adequate flow, well oxygenated deep pools and adequate cover) exist in this section of stream.

4 Prescription and Work Plan

4.1 Timing

The project is currently planned between the dates of Jan 1st, 2021 – Dec 15th, 2021. With the exception of planting, works will be conducted in the winter months while the stream is dry or frozen. Works will not be conducted outside the Omineca regional timing window specified by the B.C. MFLNRO. The amount of time the work site is in a disturbed state will be minimized by completing work as quickly as possible, while considering worker safety and minimizing environmental risk.

4.2 Restoration of Historic Channel – Site 1

At some point in the last number of years, the stream eroded the soft fill at the toe of the slope during freshet high water events, eventually eroding a new channel 4-5 m to the north of the historic channel. In its current state, each spring freshet the stream removes more sediment from the toe of the slope, and the slope sloughs further into the stream; many tons of this fill has been eroded and washed down stream over the years. The restoration plan includes restoring the stream to its previous channel location at this site. The historic channel will be excavated to match the existing elevation of the exiting stream and lined with gravels/cobbles and appropriately place rock to add habitat complexity and minimize sediment transport. The existing stream channel will be filled with excavated material from the historical channel and then armoured and planted to prevent any additional erosion from occurring.

4.2.1 Work Site Isolation Plan

- It is anticipated that due to the ephemeral nature of this stream and cold temperatures that there is low probability that water will be flowing water in the stream during construction. Regardless of this presumption, any instream activities that involve earth works, will be conducted in the dry and the worksite will be isolated from water flowing in the stream channel.
- The natural rate of water flow will be maintained upstream and downstream of the worksite during all phases of instream activity.
- Riprap will be clean and free of sediment producing material.
- All equipment will be located and operated in the dry.
- Equipment used in close proximity to the wetted perimeter will be free of deleterious material (e.g. hydrocarbons) and in good mechanical condition (e.g. no fuel or hydraulic leaks).
- Measures will be taken to ensure that no harmful material (e.g. fuel and other hydrocarbons, soil, road fill, or sediment), which could adversely impact water quality, fish and other aquatic life, and/or fish habitat, can enter the wetted perimeter as a result of the project activities.
- Erosion and sediment control structures will be available onsite and utilized as necessary.

- Construction will be halted in weather conditions likely to contribute to sediment production to the stream.
- Any spoil materials will be placed in a location which ensures that sediment or debris does not enter the watercourse.

Fish Salvage:

- Fish will be salvaged if dewatering of the worksite is necessary, however, it is anticipated that works will be completed while the stream is seasonally dry.
- Measures will be taken to ensure that equipment (e.g. water pumps) does not harm aquatic life.



Figure 2. Map depicting the relative location of the existing and historic channels of Goldie Creek.

4.3 Artificial Beaver Dams

Compounding with the earlier described deposition of fill from the MOTI highway 27 project, the loss of riparian habitat, and as freshet's have become more intense over a shorter duration, Goldie creek has become very incised over the years in the reach. To counter this trend, artificial beaver dams will be

installed at various locations throughout the reach to help slow water and trap sediment to help reduce and reverse the incision of the channel (Figure 7)

4.4 Planting Willow and Conifers

Willow will be planted along the edges of the stream channel to help reduce erosion along the stream banks and increase slope stability (Figure 9). Conifers will be planted on the slopes and upland areas around the stream to increase shade and provide increased slope stability along this reach (Figure 8).

4.5 Bridge Installation

Upstream of site 1 at site 2 there is a crossing where culverts have washed out several times (Figure 4). A bridge will be installed to allow access by the landowner to his fields on the other side of the Creek. A bridge will provide access without impacting the Creek, and prevent additional sediment deposition from additional culvert installation attempts. The bridge will be installed following engineered guidelines for the site.



Figure 3. Site 2. Bridge Installation.



Figure 4. Aerial Image of Section of Goldie Creek where work will be performed.

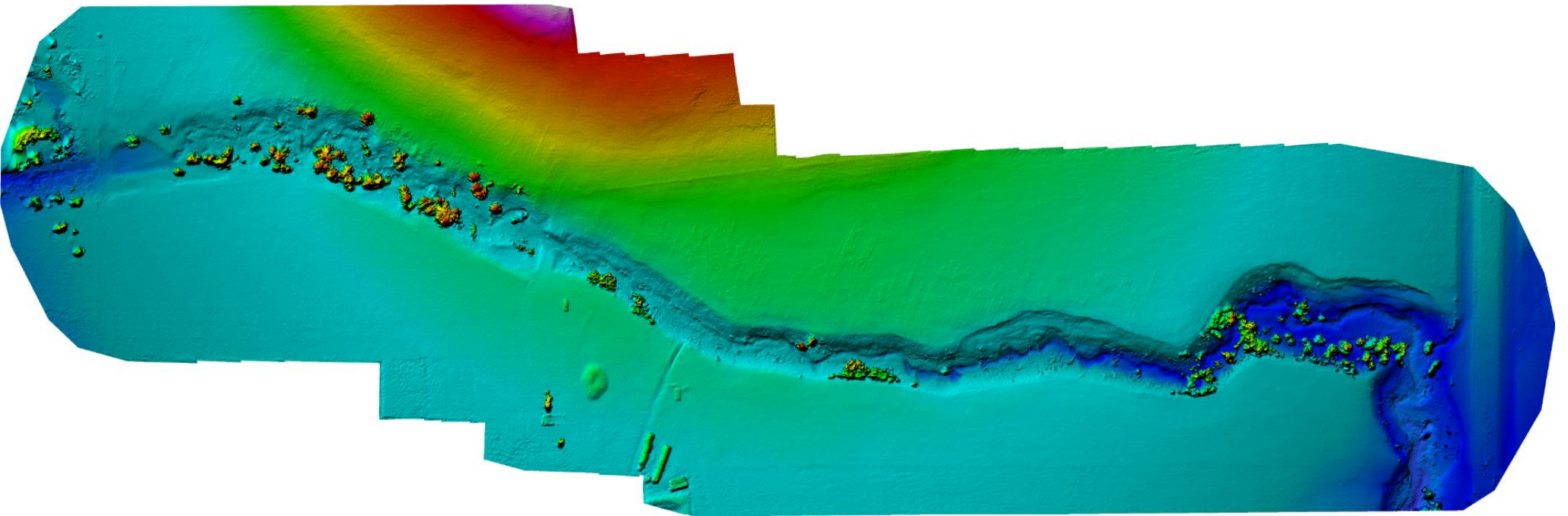


Figure 5. Colour Image of Section of Goldie Creek where work will be performed.

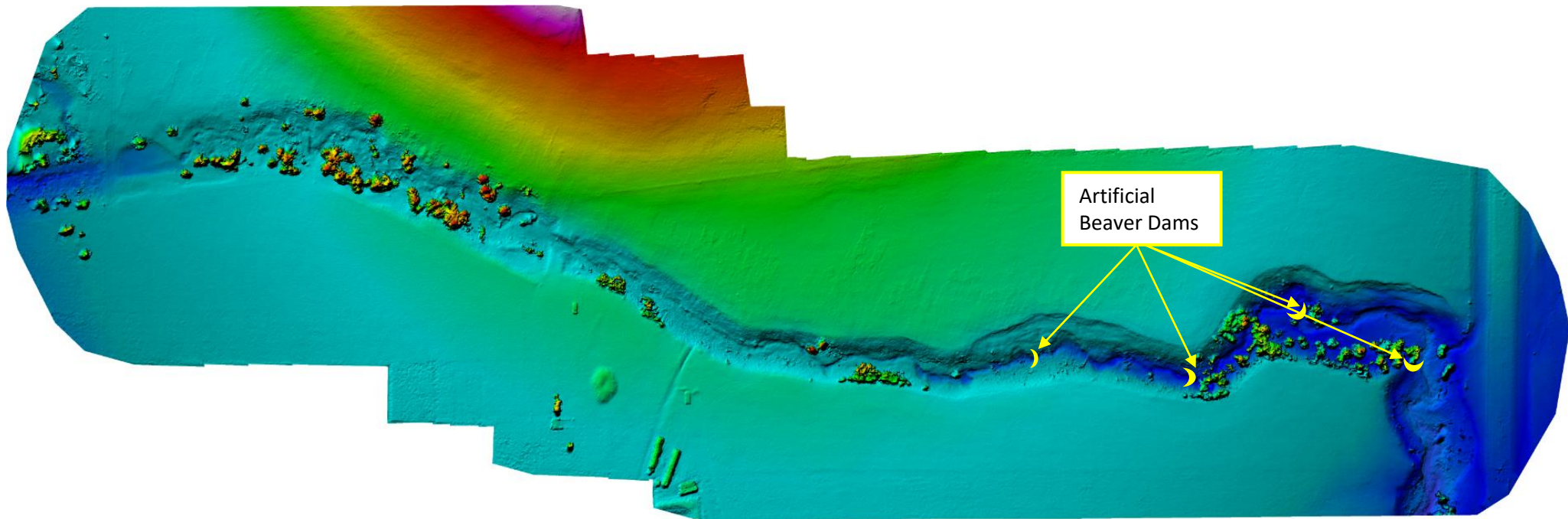


Figure 6. Colour Image of Section of Goldie Creek where work will be performed.



Figure 7. Illustration of using Artificial Beaver Dams to help rejuvenate a stream.

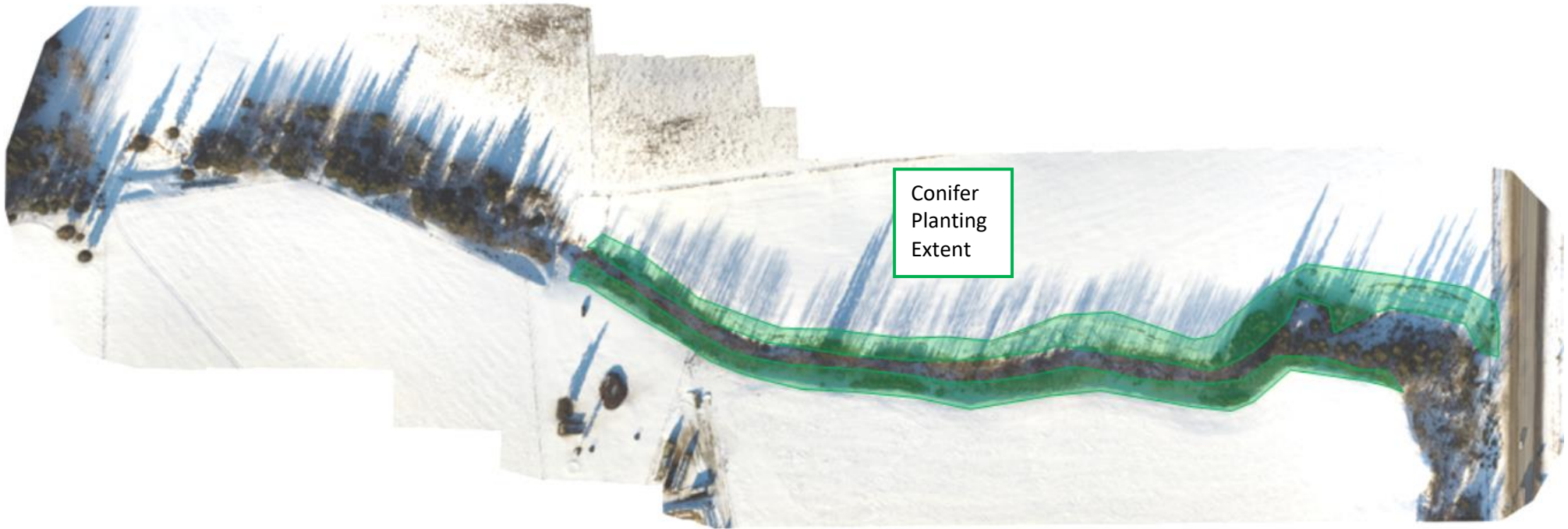


Figure 8. Aerial Image of Section of Goldie Creek where Conifers will be planted.

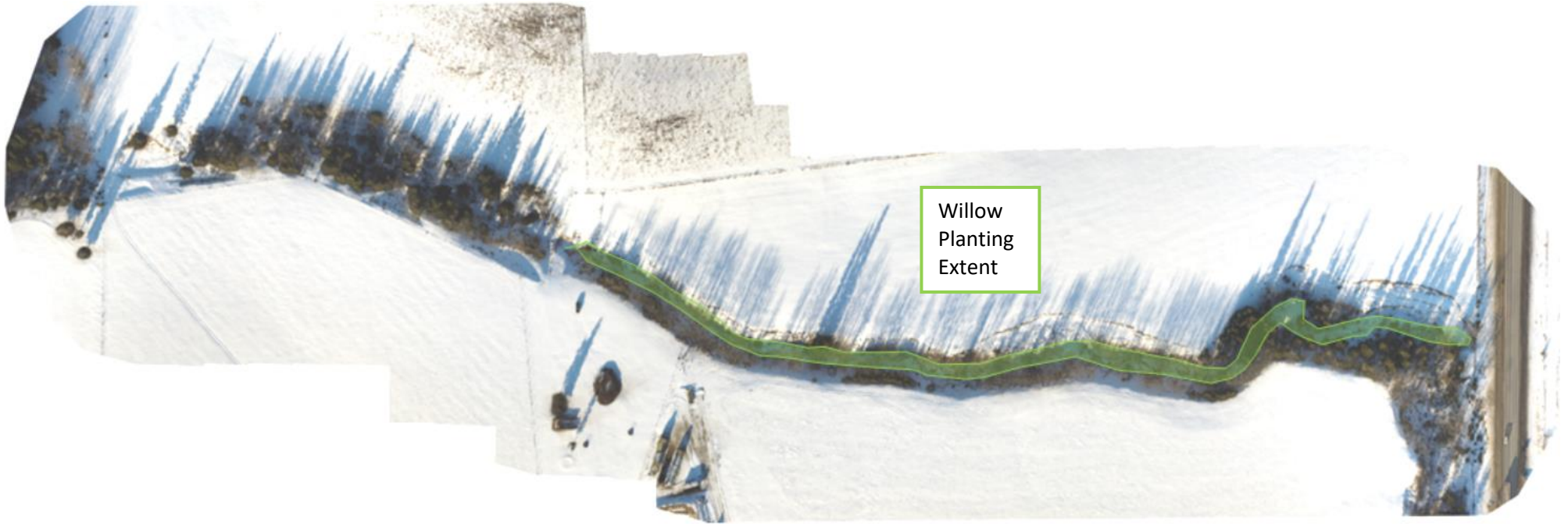


Figure 9. Aerial Image of Section of Goldie Creek where Willows will be planted.

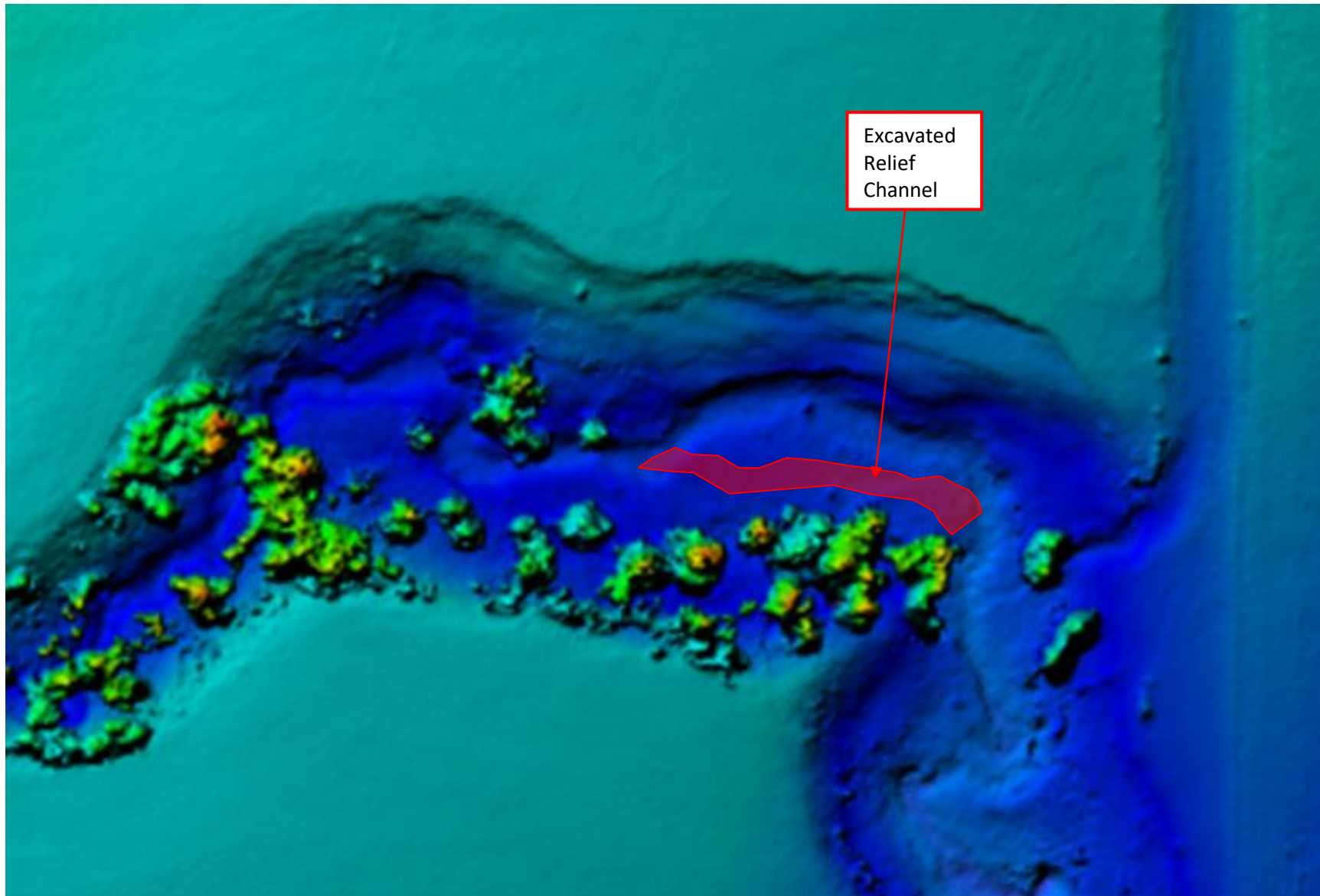


Figure 10. Restoration of historic channel for hydrological relief.

5 Environmental Management Plan for the Project

Environmental Management Plan for the Project

Worksite Access, Isolation, Fuel Management, Sediment and Erosion Control Practices

General Procedures

Work will commence when the Environmental Monitor is satisfied that all required equipment and materials are onsite or accessible to the worksite.

Access

Landowner will provide permissions to access property prior to works proceeding. It is anticipated that at least one skid bridge will be need will need cross over the stream at low flow to complete works on both sides of the stream.

Equipment and Fuels Management

Measures will be taken to ensure that no harmful material (e.g. fuel and other hydrocarbons, soil, road fill, or sediment) which could adversely impact water quality, fish and other aquatic life, and/or fish habitat, can enter the wetted perimeter as a result of the project activities. Equipment will be inspected prior to and during work to ensure it is clean and free of leaks. Any equipment developing a leak will be removed from the worksite, and must be leak free and clean before returning to work. A spill kit will be required for all equipment. Refueling will be conducted at least 30 m from the stream and outside the riparian area.

Site Isolation Activities

It is not anticipated that the stream will need to be isolated or diverted during works. Any rip-rap or LWD placed in water will be done in a manner which does not harm fish and minimizes sediment suspension in the stream (i.e. individual rocks and LWD will be lowered into the water slowly and carefully placed)

Additional BMP's

- Riprap and cobbles will be clean and relatively free of sediment producing material.
- All equipment will be located and operated in the dry.
- Erosion and sediment control structures will be available onsite and utilized as necessary.
- Any spoil materials will be placed in a location which ensures that sediment or debris does not enter the watercourse.

Sediment Control

Work will cease and be postponed if weather conditions are unsuitable and increase the likelihood of substantial sediments entering the stream. Precautions will be taken to ensure sediments are controlled

during the project during non-working hours to reduce the likelihood of sediments entering the stream. Any rock used in planned works will be as clean as possible to minimize sediment suspension from dirty material.

Erosion Control

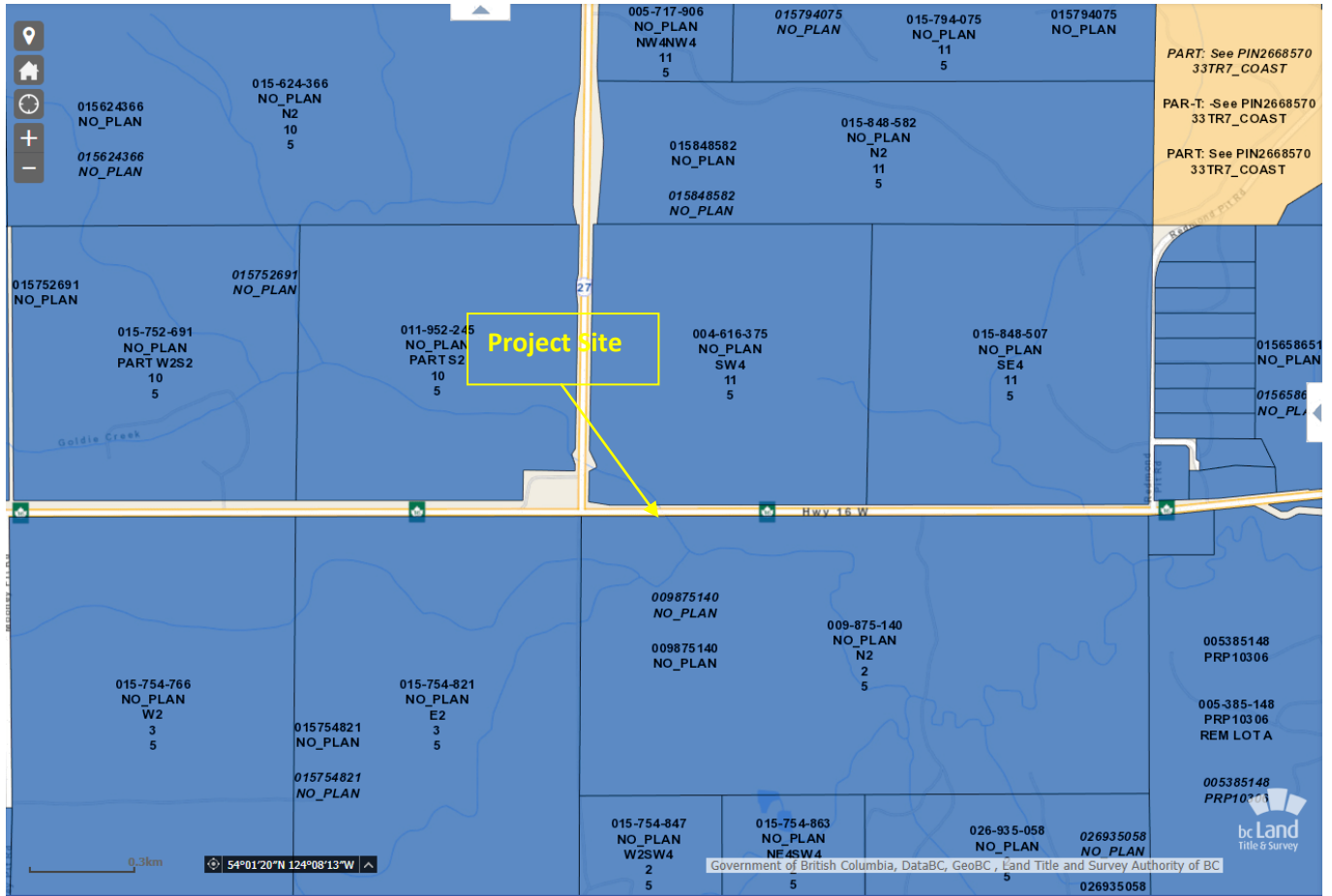
Vulnerable areas of previously observed erosion will be armoured with rock, LWD, and Planted with willow. As little natural vegetation will be removed from the worksite as possible to ensure stream banks remain stable.

6 References

- B.C. Ministry of Environment. Habitat Wizard. Accessed October 2017. Online:
<http://www.env.gov.bc.ca/habwiz/>
- B.C. Ministry of Forests, Lands and Natural Resource Operations, B.C. Ministry of Environment, and Fisheries and Oceans Canada. 2012. Fish-stream crossing guidebook. Rev. ed. For. Prac. Invest. Br. Victoria, B.C.
- B.C. Ministry of Forests. Forest Practices Code. 1995a. Riparian Management Area Guidebook. Online:
<http://www.for.gov.bc.ca/tasb/legsregs/fpc/fpcguide/riparian/Rip-toc.htm>
- B.C. Ministry of Forests Forest Practices Code. 1998. Fish Stream Identification Guidebook. Version 2.1. Online: <http://www.for.gov.bc.ca/tasb/legsregs/fpc/fpcguide/FISH/FishStream.pdf>
- B.C. Ministry of Forests, Lands and Natural Resource Operations, B.C. Ministry of Environment, and Fisheries and Oceans Canada. 2012. Fish-stream crossing guidebook. Rev. ed. For. Prac. Invest. Br. Victoria, B.C. Online: <http://www.for.gov.bc.ca/HFP/Fish/Fish-Stream%20Crossing%20Print.pdf>
- Johnston, N.T. and P.A. Slaney. 1996. Fish habitat assessment procedures. B.C. Min. Environ., Lands and Parks, and B.C. Min. For., Victoria, B.C. Watershed Restoration Tech. Circ. No. 8
- Raleigh, R. F., T. Hickman, R. C. Solomon, and P. C. Nelson. 1984. Habitat suitability information: Rainbow trout. U.S. Fish Wildl. Servo FWS/OBS-82/10.60. 64 pp.
- Resources Inventory Committee. 2001 Reconnaissance (1:20 000) Fish and Fish Habitat Inventory: Standards and Procedures. BC Fisheries Information Services Branch. Online:
<http://www.ilmb.gov.bc.ca/risc/pubs/aquatic/recon/recce2c.pdf>
- Slaney, P.A. and Zaldokas, D. 1997. Fish Habitat Rehabilitation Procedures. Ministry of Environment, Lands and Parks, Vancouver, BC. Watershed Restoration Technical Circular No. 9.

7 Appendices

Appendix I. Key Map Delineating Property Ownership.



Appendix II. Photos of the site.



View of eroding bank and stream channel (West)



View of eroding bank and stream channel (East)



View of sloughing bank (East)



View of sloughing bank (West)



View of historic stream channel (west)



View of existing dry stream channel (west)

Ormond Creek Stream Restoration Project

Prepared for:  Fisheries and Oceans Canada Pêches et Océans Canada



Submitted by: 

1 Location

Legal Designation of Property: Private

Property PID: 023-301-180

Site GPS Location: 10U 385776 5995530

Maps:

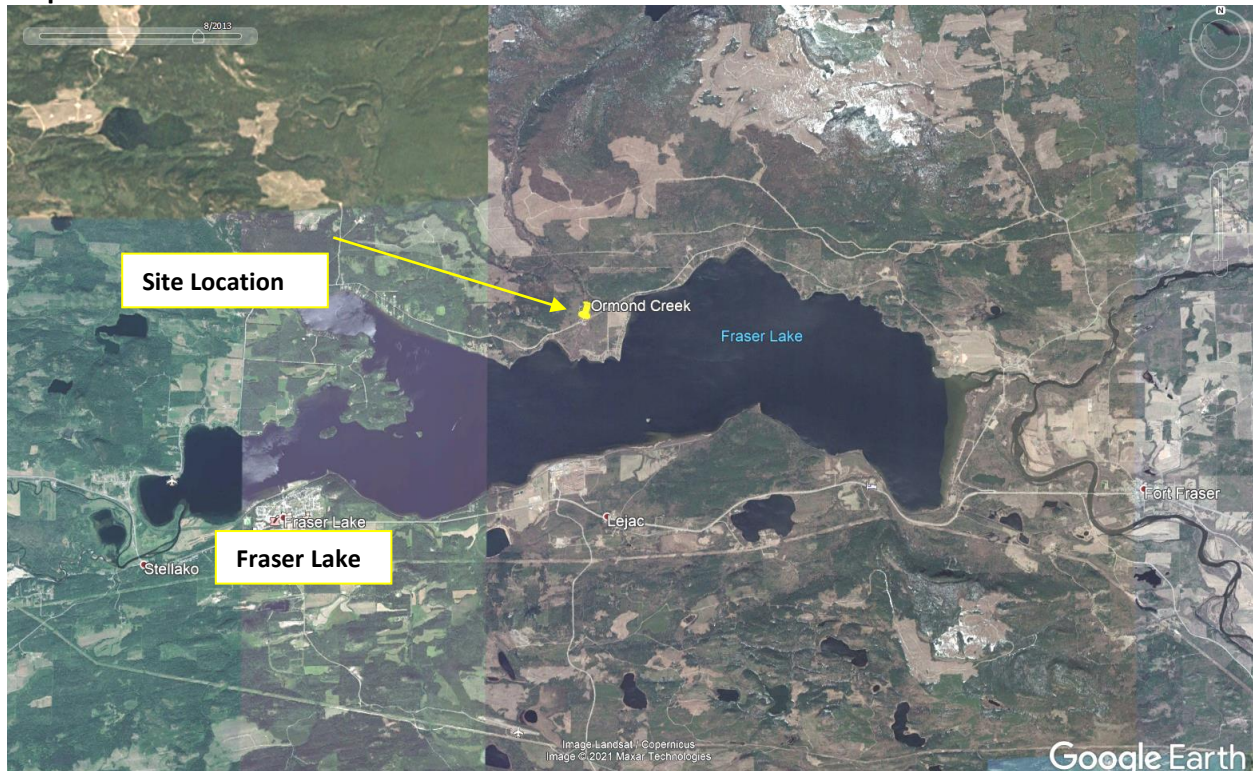


Figure 1: Location Overview Map

2 Introduction

Avison Management Services Ltd. (AMS) has been contracted by the Nechako Environment and Water Stewardship Society (NEWSS) to assess, prescribe, and oversee restoration activities for a section of Ormond Creek, a Fraser Lake tributary.

3 Site Description and Issues

3.1 Background:

Much of the area along Ormond Creek has been logged and/or cleared for either agricultural, residential, or commercial purposes. The upland forested regions of much of the central interior of BC experienced a Mountain Pine Beetle epidemic from 1997 through 2006. Since then, decisions were made to salvage log the dead pine leaving many of watersheds extensively harvested to levels where we would expect adverse cumulative effects in the aquatic ecosystem. Recent site visits and aerial photo records show increasing rates of erosion. Riparian loss appears to be a function of land clearing and development that did not adequately conserve the floodplain ecosystem. Cumulative effects currently observed in our identified rehabilitation areas include: massive erosion of stream banks, little embedded course woody debris in the stream channels, absence of woody debris in contact with water during summer months for many reaches, reduced deep pools, spawning gravels laden with fine sediment, and reduced shade and cover. These observations point towards declining conditions for spawning, incubation and rearing.

Erosion issues are apparent on many of the banks in this section of Ormond Creek. Historical logging practices and more recently massive forest fires have contributed to stream bank stability deterioration, erosion issues, in some locations are severe, and have resulted in stream relocation, mass wasting, and significant deposition of sediment into the stream.

4 Site Assessment

5.1 Stream Classification

The assessment and proposed project is located on Ormond Creek (Watershed Code: 180-374000-51000). At this location, Ormond Creek is a 4th order, S2 stream as defined by the Province of B.C. (1995) in the Riparian Management and Area Guidebook with a magnitude of 76.

5.2 Site Geology

A review of a provincial soil map indicates that the subject property is located within a glacial lacustrine region. The prevailing soil type for this classification is typically sandy material atop silt and clay. Surficial soils are described as orthic gray luvisol in an area characterized by thick, compact, clay and glaciolacustrine deposits with surfaces modified to silty clay loam (Dept. of Agriculture 1974).

Draft

5.3 Drainage and Topography

The topography of Ormond Creek area varies from nearly level in the valley bottoms and flood plains as it nears Fraser Lake to strongly sloping and mountainous upstream. The general drainage of the stream is north to south.

5.4 Fish Presence

The B.C. Habitat Wizard was used to identify fish species that have been recorded utilizing Ormond Creek.

The following list is a compilation of fish identified in Habitat Wizard or fish known to be utilizing this stream from previous sampling efforts. All of these fish are known to utilize the lower reaches of Ormond Creek.

Table 1. Known fish species utilizing Ormond Creek.

| FISH SPECIES | LAST KNOWN OBSERVATION DATE |
|----------------|-----------------------------|
| Chinook Salmon | 01 - JAN - 80 |
| Dolly Varden | 01 - JAN - 95 |
| Kokanee | 01 - JAN - 95 |
| Rainbow Trout | 12 - OCT - 12 |
| Sockeye Salmon | 01 - JAN - 80 |

5.5 Flow

There are currently no dams or hydraulic control structures on Ormond Creek. Ormond Creek flow is largely derived from precipitation and resultant surface water runoff, as well as sources of groundwater.

The water survey of Canada (WSC) has no record of a survey station located on Ormond Creek.

5.6 Riparian Vegetation

In intact riparian areas, vegetation consists of forbs, grasses, sedges (*Carex spp.*) and various species of shrubs. Willows (*Salix spp.*) are abundant in some areas, cottonwood (*Populus trichocarpa*), and some spruce (*Picea spp.*), occupy the lowland areas, while Lodgepole pine (*Pinus contorta*) and Douglas fir (*Pseudotsuga menziesii*) are common in the upper watershed where not recently burned in the Shovel Lake fire.

5.7 Aquatic Vegetation

There was little detectable macrophytes observed at the time of the site visit, however, this is of course not surprising during the winter months. Prior site visits by others, revealed there were a few sporadic emergent macrophytes observed within the stream channel.

5.8 Assessment of Existing Spawning, Rearing, and Overwintering Habitat

This assessment is only inclusive of the prescription area, and does not include assessment of the area above the Stella Road culvert. The existing channel predominantly consists of areas gravels and cobbles representing a major component of the substrate, with areas and sections of silts and fines. Some suitable spawning habitat was observed in the stream. Existing rearing habitat is abundant when flows are high in spring freshet, however, are reduced when flows diminish following freshet as water in the channel reaches lower summer flows. There is some instream large woody debris (LWD) present but it is limited. Generally, there are few overwintering habitat (*e.g.* adequate flow, well oxygenated deep pools and adequate cover) exist in this stream. The biggest concern is the evidence of substantial stream bank movement and erosion and sediment movement through the stream. A combination of elevated logging due to Mountain Pine Beetle, and recent fires have been detrimental to riparian vegetation have likely contributed to increased freshet flows and bank instability resulting in substantial erosion.

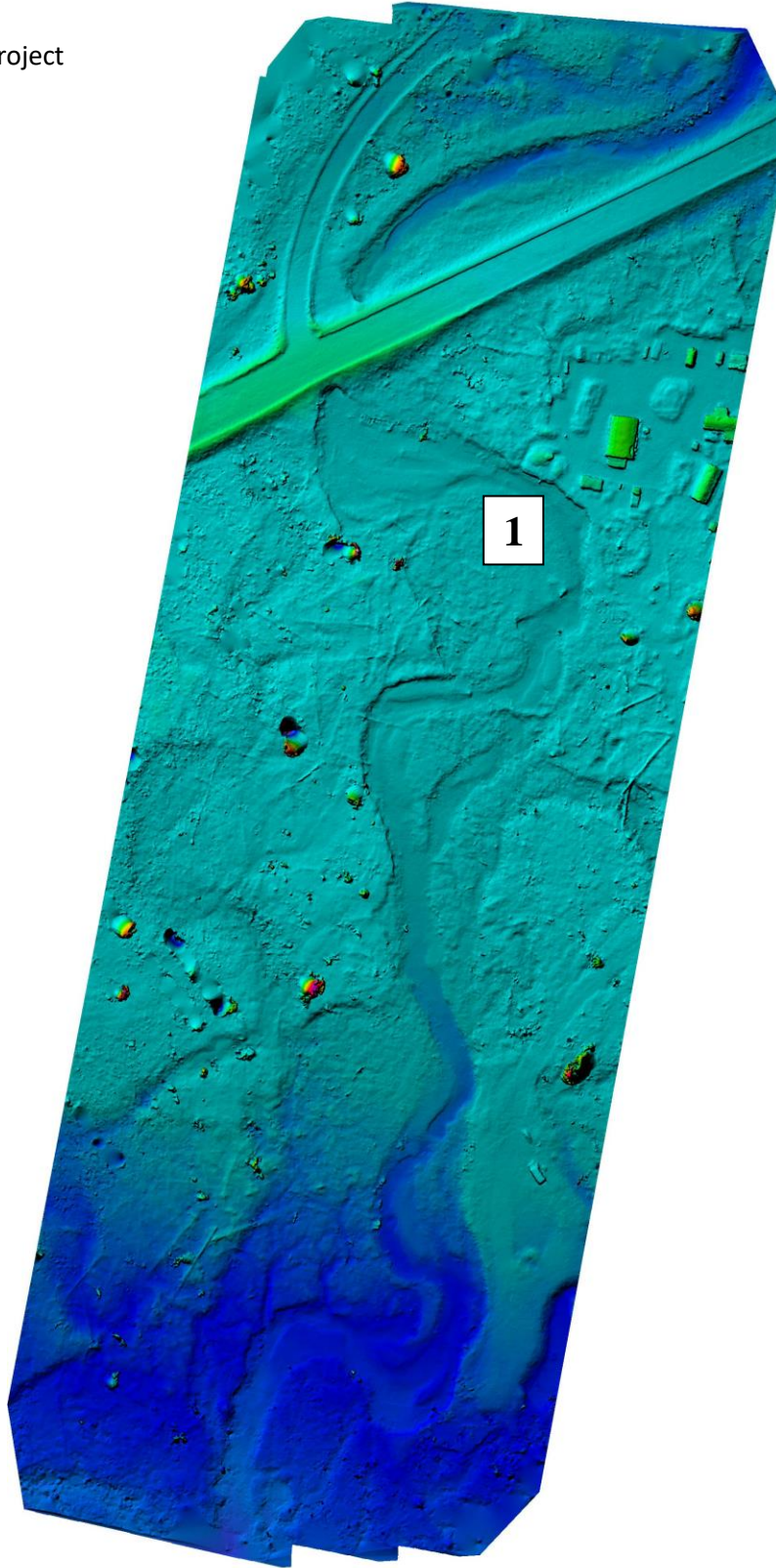
5 Planned Works

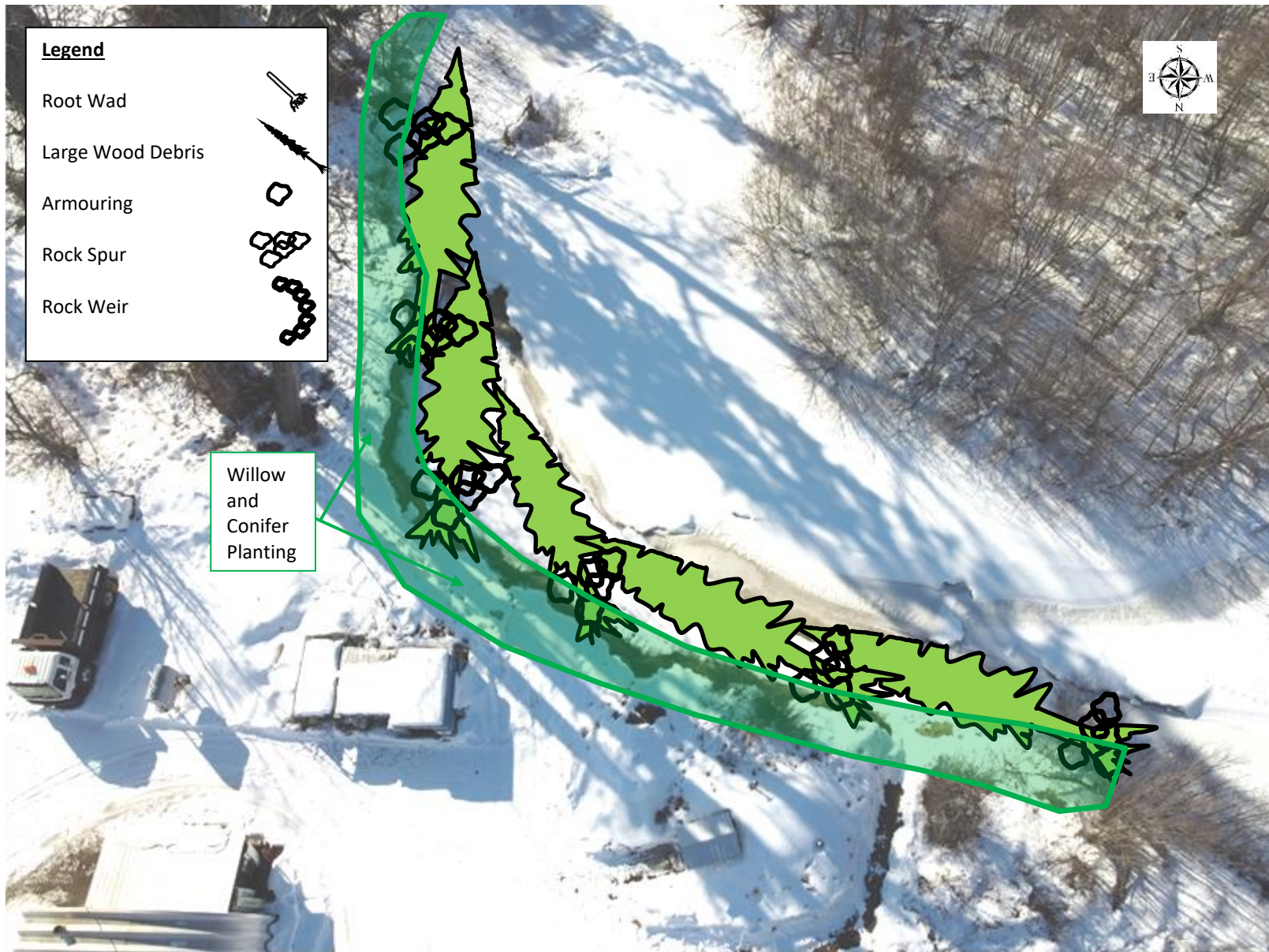
There are one (1) site which has been identified for prescriptive measures along this section of stream (Figure 2). The project is intended to reduce erosion and sediment deposition, restore bank stability, and improve fish habitat for spawning and juvenile rearing conditions for salmonid and other fish species. Eroding banks around will be protected with a combination of strategically placed rock spurs, rip-rap, Large-woody debris (LWD), and a variety of bio-engineering techniques to enhance immediate and long-term protections of eroding banks. Bio engineering techniques will include live willow staking. Large-woody debris will not only be placed to bolster erosion protection efforts, but to add habitat enhancements for juvenile and adult fish by to providing cover, and habitat diversity/complexity. Willow planting and conifer planting will also be conducted along banks to enhance long term bank stability within the project area.

Figure 2: Ormond Creek project sections by number.



Figure 3: Ormond Creek project sections by number.





Environmental Management Plan for the Project

Worksite Access, Isolation, Fuel Management, Sediment and Erosion Control Practices

General Procedures

Specified materials will be stockpiled at the site prior to the start of construction. Equipment will be staged at the site prior to project start. Work will commence when the Environmental Monitor is satisfied that all required equipment and materials are onsite or accessible to the worksite.

Access

Landowner will provide permissions to access property prior to works proceeding. It is anticipated that no equipment will need cross the stream.

Equipment and Fuels Management

Measures will be taken to ensure that no harmful material (e.g. fuel and other hydrocarbons, soil, road fill, or sediment) which could adversely impact water quality, fish and other aquatic life, and/or fish habitat, can enter the wetted perimeter as a result of the project activities. Equipment will be inspected prior to and during work to ensure it is clean and free of leaks. Any equipment developing a leak will be removed from the worksite, and must be leak free and clean before returning to work. A spill kit will be required for all equipment. Refueling will be conducted at least 30 m from the stream and outside the riparian area.

Site Isolation Activities

It is not anticipated that the stream will need to be isolated or diverted during works. Any rip-rap or LWD placed in water will be done in a manner which does not harm fish and minimizes sediment suspension in the stream (i.e. individual rocks and LWD will be lowered into the water slowly and carefully placed)

Additional BMP's

- Riprap and cobbles will be clean and relatively free of sediment producing material.
- All equipment will be located and operated in the dry.
- Erosion and sediment control structures will be available onsite and utilized as necessary.
- Construction will be halted in weather conditions likely to contribute to sediment production to the stream.
- Any spoil materials will be placed in a location which ensures that sediment or debris does not enter the watercourse.

Sediment Control

Work will cease and be postponed if weather conditions are unsuitable and increase the likelihood of substantial sediments entering the stream. Precautions will be taken to ensure sediments are controlled during the project during non-working hours to reduce the likelihood of sediments entering the stream.

Draft

Any rock used in planned works will be as clean as possible to minimize sediment suspension from dirty material.

Erosion Control

Vulnerable areas of previously observed erosion will be armoured with rock, LWD, and Planted with willow. As little natural vegetation will be removed from the worksite as possible to ensure stream banks remain stable.

Appendices

Appendix I. Pictures of site.



Picture 1. Site 1. Northeast Bank looking Southwest



Picture 2. Site 1. Northeast Bank looking North

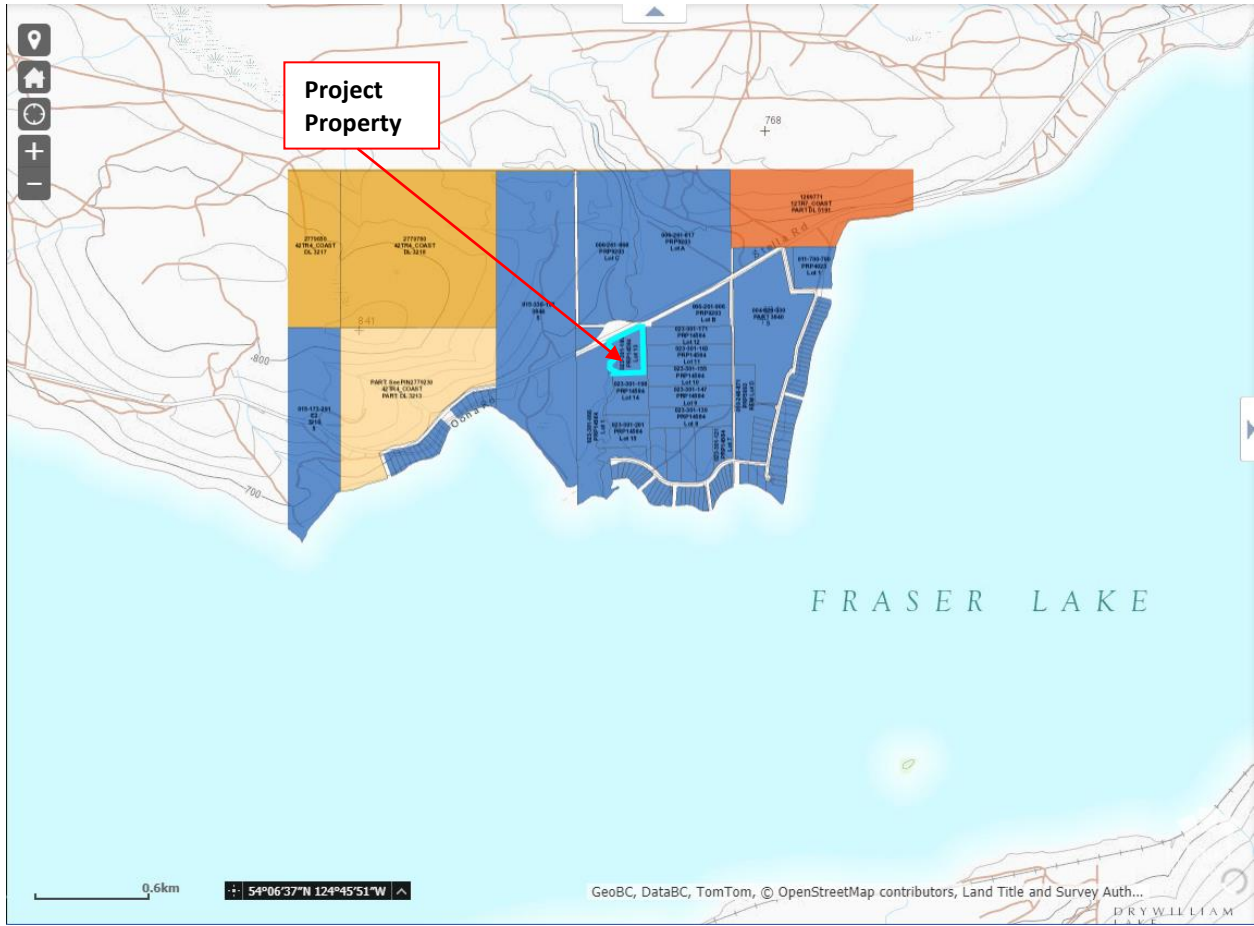


Picture 3: Site 1. Northeast Bank looking Southwest



Picture 4: Site 1. Northeast Bank looking North

Appendix II. Key Map Delineating Property Ownership



Appendix II. Low Tech Techniques for Stream Restoration

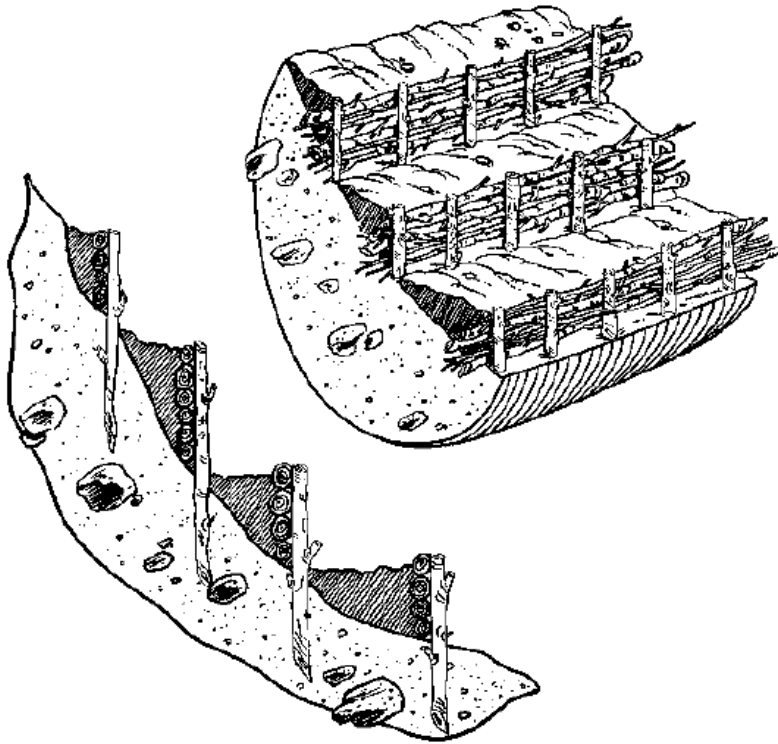


Figure 1. Wattle fences can be used to treat over-steepened slopes. The terracing created by the wattle fences reduces erosion while the growth of the cuttings provides a dense cover of pioneering woody species on the slope.

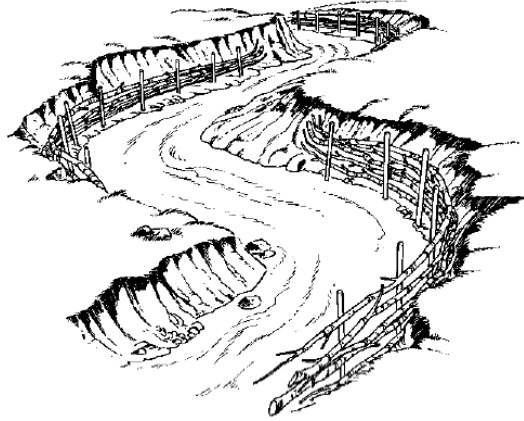


Figure 2. Live bank protection shown here without backfill. Note that the ends of the structures are carefully placed to avoid areas where the current is actively eroding the bank.

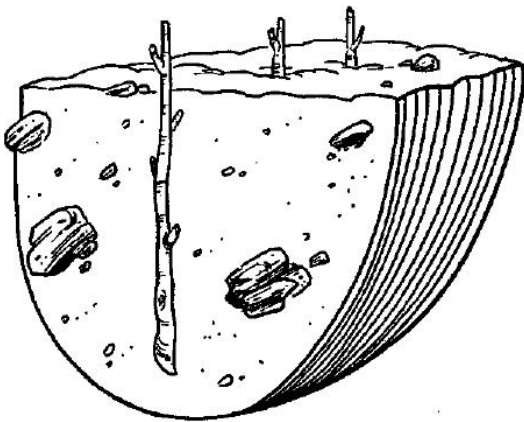


Figure 3. Live willow stake planting to re-establish riparian vegetation.



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: August 12, 2021
SUBJECT: Coastal GasLink Pipeline – Socio-economic Effects Management Plan (SEEMP)

RECOMMENDATION

That the Board receive the attached Coastal GasLink SEEMP Status Report No. 5.

VOTING

All Directors / Majority

DISCUSSION

As a condition of the Province's approval of the Environmental Assessment Certificate for the Coastal Gaslink Pipeline project the Province requires TC Energy to develop a Socio-economic Effects Management Plan (SEEMP) which outlines how Coastal GasLink will identify and mitigate socio-economic effects on community-level services and infrastructure. The SEEMP includes a schedule for consultation with the RDBN, and other stakeholders, during the construction process and requires that TC Energy develop semi-annual status reports for submission to the Province which discuss potential negative community impacts and whether their mitigation efforts are successful. The most recent SEEMP Status Report for construction activities from December 2020 to May 2021 and Public Mapbook with pipeline route through the RDBN are attached as links.

The attached July 13, 2021 letter from TC Energy is asking the RDBN for input on community impacts associated with pipeline construction. Any input provided will inform the drafting of the next SEEMP status report. This is the opportunity for the RDBN to formally raise any concerns regarding community impacts associated with pipeline construction. Staff are not aware of any issues that need to be formally addressed through the SEEMP process.

To date TC Energy, and their contractors, have been responsive to issues raised and remain available to meet with the Board on request.

ATTACHMENTS

[Coastal GasLink SEEMP Status Report No. 5](#)

[Coastal GasLink Public Mapbooks](#)

Letter from TC Energy dated July 13, 2021



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

Tel: 403.831.7594

Email: barrett_kennedy@tcenergy.com

Web: <https://www.coastalgaslink.com/>

CGL4703-CGP-GEN-PR-LTR-4726

July 13, 2021

Curtis Helgesen
Chief Administrative Officer
Regional District of Bulkley-Nechako
37 3rd Avenue, PO Box 820
Burns Lake, BC.
V0J 1E0

Dear Mr. Helgesen,

RE: Coastal GasLink Socio-economic Effects Management Plan (SEEMP) Engagement, June – November 2021

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

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

We look forward to continued communication as the Project advances. Please contact Tanner Moulton at tanner_moulton@tcenergy.com or 250-596-8071 to set up a conference call meeting at your earliest convenience.

Sincerely,

A handwritten signature in cursive script that reads "B. Kennedy".

Barrett Kennedy
Coastal GasLink Socio-economic Advisor

cc. Jason Llewellyn, Director of Planning - jason.llewellyn@rdbn.bc.ca



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Maria Sandberg, Planning and Parks Coordinator
DATE: August 12, 2021
SUBJECT: ALC Regulation changes - residential flexibility options

RECOMMENDATION

Receipt.

VOTING

All Directors / Majority

DISCUSSION

On July 12, 2021, the Ministry of Agriculture, Food and Fisheries announced that changes to the residential permissions in the ALR Use Regulation will come into force and effect on December 31, 2021.

The change in legislation allows a small second residence in addition to the principal residence on a property in the Agricultural Land Reserve (ALR) and the occupancy of the second dwelling is no longer restricted to immediate family. The BC Government news release and the Order in Council are attached.

Staff anticipate that the ALC will update the bulletin on residences in the ALR to assist in interpreting the new legislation, but ALC staff advises that it may take some time before the updated version is available.

- Skip to main content
- Skip to footer

British Columbia News

Increasing housing flexibility in the ALR

<https://news.gov.bc.ca/24889>

Monday, July 12, 2021 11:30 AM

Victoria - New rules will allow property owners in the Agricultural Land Reserve (ALR) increased housing flexibility, helping farmers and non-farmers support their families and businesses in their communities.

Options for an additional small secondary home have been added to regulations, allowing farmers and ALR landowners to have both a principal residence and small secondary residence on their property with a streamlined approval process. Only permissions from local government or First Nations government will be required, and there will be no application to the Agricultural Land Commission (ALC).

The additional residence can be used for housing extended family, agritourism accommodation, housing for farm labour or a rental property for supplemental income. There is no longer a requirement that additional residences must be used by the landowner or immediate family members.

“Our government’s goal from the outset has been to protect farmland for future generations, so British Columbians can have a secure local food system and our communities can prosper,” said Lana Popham, Minister of Agriculture, Food and Fisheries. “We recognize the unique needs of established farming families, those new to farming and those living in the ALR who don’t farm.”

Examples of flexible housing options permitted under the regulation include, but are not limited to:

- garden suites, guest houses or carriage suites;
- accommodation above an existing building;
- manufactured homes; and
- permitting a principal residence to be constructed in addition to a manufactured home that was formerly a principal residence.

The changes respond to the feedback received in regional engagement sessions and to the ministry’s policy intentions paper, where ALR landowners made it clear they wanted this type of residential flexibility.

“We took the time to listen and come up with solutions that will help both farmers and non-farmers alike, while protecting the integrity of our valuable agricultural land,” Popham said. “We hope this regulatory change will assist new farmers starting their businesses, encourage landowners to partner with new farmers to get their land into production, and address the needs of British Columbian families. Having an option for housing opens up new doors to families and provides more opportunities for more agricultural land to go into production, increasing our province’s food security.”

Farming families will continue to be able to apply to the ALC for multiple, larger homes if they are necessary for farming purposes.

The new rules come into effect Dec. 31, 2021.

Quotes:

Brian Frenkel, president, Union of British Columbia Municipalities (UBCM), and councillor, District of Vanderhoof –

“UBCM is pleased to see changes that increase residential options for landowners in the ALR. Our members have identified housing affordability, house sizes and farm worker housing as important issues in their

communities, and these changes will help local governments to address these challenges by working with local farmers and ALR landowners.”

Jennifer Dyson, chair, ALC –

“In B.C. we have a finite amount of land set aside for agriculture. Balancing the growing demands on the ALR and greater flexibility that benefits agriculture is a priority of the ALC.”

Katie Underwood, owner, Peas n' Carrots farm –

“I am excited about this rule change, which supports farmers living on the land they manage, especially when affordable housing is in such short supply and purchasing farmland is near impossible for new farmers. As a farmer who does not live on her farm, living on site would strengthen my connection to the land, create peace of mind, particularly during windy nights, and encourage me to rest more often.”

Learn More:

For more information about the ALR, visit:

<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/agricultural-land-and-environment/agricultural-land-reserve/the-agricultural-land-reserve> (<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/agricultural-land-and-environment/agricultural-land-reserve/the-agricultural-land-reserve>)

A backgrounder follows.

Dave Townsend

Government Communications and Public Engagement

Ministry of Agriculture, Food and Fisheries

250 356-7098

250 889-5945 (mobile)

Backgrounders

Facts about ALR housing flexibility

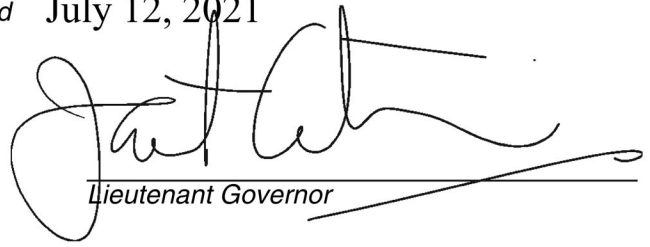
- The size of a small secondary residence will depend on the size of the land parcel and the existing home.
- On parcels 40 hectares or smaller, if the existing residence is 500 square metres (approximately 5,400 square feet) or less, a second residence of 90 square metres (approximately 970 square feet) or less can be built.
- If the existing residence is larger than 500 square metres, then a small secondary residence for non-farm use would not be permitted. However, farmers can still apply to the Agricultural Land Commission (ALC) for an additional residence for farm use.
- On parcels larger than 40 hectares, a second residence 186 square metres (approximately 2,000 square feet) or less is permitted, no matter the size of the first residence.
- Landowners who had previously invested in a secondary manufactured home on their land have until Dec. 31, 2021, to ensure appropriate permits and authorizations are in place. This grandparenting period has been extended from the previous July 31 deadline.
- Filing a notice of intent for soil/fill use to the ALC for the additional residence continues to be a requirement.

76
PROVINCE OF BRITISH COLUMBIA

ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 438

, **Approved and Ordered** July 12, 2021



Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that, effective December 31, 2021, the Agricultural Land Reserve Use Regulation, B.C. Reg. 30/2019, is amended as set out in the attached Schedule.

DEPOSITED

July 12, 2021

B.C. REG. 190/2021



Minister of Agriculture, Food and Fisheries



Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *Agriculture Land Commission Act*, S.B.C. 2002, c. 36, ss. 58 (2) and 58.6 (3)

Other: OIC 67/2019

R10499003

SCHEDULE

- 1 The Agricultural Land Reserve Use Regulation, B.C. Reg. 30/2019, is amended by adding the following heading to Part 4 before section 28:*

Division 1 – Residential Uses Generally .

- 2 Section 28 is amended by striking out “section 32 [additional residences]” and substituting “Division 2 [Additional Residences]”.*
- 3 Section 32 is repealed.*
- 4 The following Division is added to Part 4:*

Division 2 – Additional Residences

Pre-existing residential structures constructed before February 22, 2019

- 34.1** (1) The use of agricultural land for an additional residence that is a pre-existing residential structure is permitted if
- (a) the residence is constructed in accordance with all applicable enactments, and
 - (b) on February 22, 2019, the size, siting and use of the residence complied with section 3 (1) (b) (ii) or (b.1) (ii) or (iii) of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, B.C. Reg. 171/2002, as it read on February 21, 2019.
- (2) The size and siting of a residence permitted under this section must not be altered unless one of the following applies:
- (a) the alteration is permitted under section 25 or 45 of the Act;
 - (b) in the case of a manufactured home, the alteration does not increase the size of the manufactured home;
 - (c) in the case of residence that is not a manufactured home, the alteration does not increase the total area occupied by all residences and other residential structures, roads and service lines, and all agricultural land between them.

Manufactured homes constructed between July 4, 2019 and December 31, 2021

- 34.2** (1) The use of agricultural land for an additional residence that is a manufactured home and that is not a pre-existing residential structure is permitted if
- (a) the residence is constructed in accordance with all applicable enactments, and
 - (b) on December 31, 2021, all conditions with respect to the residence imposed under section 32 (3), as it read on December 30, 2021, were met.
- (2) The size and siting of a residence permitted under this section must not be altered unless permitted under section 25 or 45 of the Act.

Additional residences constructed after December 30, 2021

- 34.3** (1) The use of agricultural land for an additional residence for which construction begins after December 30, 2021 is permitted on a parcel if all of the following conditions are met:
- (a) at the time that construction begins, the parcel has located on it only one residence, whether or not a secondary suite is located in the residence as permitted under section 31;
 - (b) neither residence will be attached to, nor be part of, the other residence;
 - (c) one of the following applies to the residences, as constructed:
 - (i) if the parcel is 40 ha or less, there will be
 - (A) one residence, the total floor area of which is 500 m² or less, and
 - (B) one residence, the total floor area of which is 90 m² or less;
 - (ii) if the parcel is more than 40 ha, there will be
 - (A) one residence, the total floor area of which is any size permitted under the Act, and
 - (B) one residence, the total floor area of which is 186 m² or less.
- (2) The size of a residence permitted under this section must not be altered unless one of the following applies:
- (a) the alteration is permitted under section 25 or 45 of the Act;
 - (b) the alteration does not increase the size of the residence beyond the size permitted under subsection (1) (c).
- (3) Nothing in this section prevents the granting of permission, under section 25 or 45 of the Act, for additional residences to be constructed after the additional residence permitted under this section.



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: August 12, 2021
SUBJECT: Parks and Trails Service Update

RECOMMENDATION

Receipt

VOTING

All Directors / Majority

BACKGROUND

Sub-Regional Parks and Trails Service Areas

In 2020 4 sub-regional service areas were established with the adoption of the following service establishment bylaws (attached).

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

It is noted that the Village of Telkwa did not participate in the service area for Electoral Area A and has entered into a one year agreement to contribute \$5,000 to the cost of the service. Planning Department staff will engage with the Village of Telkwa to renew the agreement or join the service area as part of the 2022 budgeting process.

Parks and Trails Establishment Bylaw 1881, 2019

"Regional District of Bulkley-Nechako Electoral Areas' Parks and Trails Establishment Bylaw No. 1881, 2019" was adopted November 21, 2019 for the purpose of creating, operating and marketing Regional Parks and Regional Trails within the Electoral Areas. This service includes all the RDBN's Electoral Areas and costs are apportioned based on the actual cost (including administration) for each park or trail within the Electoral Area. This service is available to cover the cost of any park and trail related work in Electoral Areas D and F.

PARKS AND TRAILS ADMINISTRATION WORK UPDATE

- **Parks Bylaw** - Planning Department staff are working on a parks bylaw that establishes regulations regarding the use of RDBN trails and parks (camping, fires, littering, smoking, hours of operation, etc.). It is anticipated that a draft bylaw will be presented to the Board for consideration in 2022.
- **Ticketing Bylaw** - Planning Department staff are working on a ticketing bylaw that lays out the actions that are offences within RDBN parks and trails and the penalties for each offence. This includes consultation with municipalities regarding the establishment of a Bylaw Adjudication System for the region. It is anticipated that a draft bylaw will be presented to the Board for consideration in 2022.
- **Maintenance Policy** - Planning Department staff are developing an inspections and maintenance policy for parks and trails. This policy is staff's priority administrative task. It is anticipated that a draft policy will be presented to the Board for consideration in late 2021.
- **Parkland Dedication Policy** - In March 2021, the Board reviewed draft policy and guidelines (to be included in Official Community Plans) regarding the provision of parkland or cash in-lieu equivalency to the RDBN as part of the land subdivision process. The OCP amendment process is anticipated to occur in late 2021 or early 2022.
- **Parks and Trails Development Standards and Procurement** - Planning Department staff are researching to most appropriate design and building standard for outhouses, picnic tables, fire rings, etc. This process includes exploring opportunities to partner with CNC or School District 91 for the supply of picnic tables and fire pits as training projects or purchasing supplies from Rec. Sites and Trails BC.
- **Park and Trails Branding** - Planning Department staff are working with Economic Development on branding related design for RDBN Parks and Trails signage.

SMITHERS / ELECTORAL AREA A PARKS AND TRAILS PROJECTS UPDATE

Cycle 16 Commuter Trail

The Planning Department continues working with the Cycle 16 Trail Society and MoTI on establishing a 12 km. commuter trail primarily within the Highway 16 corridor connecting Smithers and Telkwa. The work undertaken and ongoing in 2021 is discussed below.

- **ALC approval** - received for Phase 1 of the trail.
- **Ministry of Transportation and Infrastructure (MoTI) approval.** Application has been made for approval to develop the trail in the road right of way. MoTI has provided the attached draft Permit with conditions for the RDBN's consideration. Staff are reviewing this Permit with our Solicitor and will report back to the Board once this review is complete.
- **BC Hydro approval** - Phase 1 of the trail is within a BC Hydro right of way. BC Hydro have proposed the attached agreement which the RDBN must agree to for the trail to be allowed within their right of way.
- **Public Engagement Strategy** - Planning Department staff have worked with the Cycle 16 Trail Society to receive input from abutting property owners and the public on the detailed trail design for phase 1 of the trail being undertaken by MoTI. Trail related information is posted on the RDBN's web page. Staff are unaware of any unaddressed property owner concerns with Phase 1 of the trail.
- **Statutory Right of Way (SRW)** - Staff are working with property owners to address statutory right of way (SRW) wording issues in time for construction of phase 1 of the trail in 2022.
- **Maintenance Plan** - Planning Department staff are developing a maintenance plan for the trail. This includes consultation with the Town of Smithers to gauge their interest in maintaining the trail under contract with the RDBN. Board approval of the maintenance strategy may be required prior to construction.
- **Board Approval to Construct** - Once the statutory right of way issues are addressed, the MoTI permit and BC Hydro agreements are finalized, final design and construction drawings are complete, construction funding is confirmed, and construction oversight procedures are confirmed with MoTI, RDBN staff will seek Board direction to proceed with the project and issue the request for proposal (RFP) for construction.
- **Construction Management** – As part of the 2022 budgeting process the Planning Department may request additional resources to oversee the Cycle 16 Trail planning and construction process.
- **Potential Future Work** – All of the above for phase 2 and 3.

Trout Creek

Trout Creek is a 32.925 ha. (81.36 ac.) property on the Bulkley River located approximately 20 kms west of the Town of Smithers. The property has potential for development as a day use park boat launch, and fishing spot. The site could also serve as a parking lot for a trail to a waterfall / swimming hole. The work undertaken and ongoing in 2021 is discussed below.

- **Tenant** - The RDBN has entered into a rental agreement with the tenant of the house on the property.
- **Advisory Group** - Staff have confirmed tentative membership in an advisory group to assist in developing a use and development plan for the site. It is anticipated this group will meet this fall and over the winter.

- **MoTI Approval** – Application for an access permit and development in road right of way will be made once a site development plan is finalized.
- **Potential Future Work** – ALC approval for use, site planning, construction funding, construction process and maintenance.

BURNS LAKE / ELECTORAL AREA B / ELECTORAL AREA E PARKS AND TRAILS PROJECTS UPDATE

Imeson's Beach

Imeson's Beach is an RDBN owned 11 acre property located approximately 4 km east of Burns Lake near Tintagel Road. The property contains a small beach which has been used by area residents for decades. The beach area is heavily used in the summer and is accessed by both boat and foot. The work undertaken and ongoing in 2021 is discussed below.

- **MoTI Approval** – Application has been made to MoTI for highway access and to approve the parking lot in the road right of way. Staff are waiting for a MoTI response.
- **CN Crossing Design and Approval** - Staff are drafting an RFP for an engineering firm to assist with the process to design, and receive CN approval for, a pedestrian railway crossing, and parking area. This cost is funded by the Northern Capital Planning Grant for Electoral Area B allocated to parks and trails.
- **Construction Funding** – Planning Department Staff are working with RDBN Grant writers seeking construction funding for 2022.
- **Potential Future Work** – Construction process and maintenance.

Hospital Point

Hospital Point is an RDBN owned 11 acre parcel on the southside of Francois Lake which contains a derelict community hall, small boat launch, day use recreation area, and trail. The work undertaken and ongoing in 2021 is discussed below.

- **Advisory Group** - Staff are in the preliminary stages of developing a small advisory group to assist in developing a use and development plan for the site. It is anticipated this group will meet this winter.
- **Outhouse Construction** – Staff are obtaining quotes for the construction of an outhouse in 2021. This cost is tentatively funded by the Northern Capital Planning Grant for Electoral Area E allocated to parks and trails.
- **Construction Funding** – Planning Department Staff are working with RDBN Grant writers seeking construction funding for 2022.
- **Potential Future Work** – Construction process and maintenance planning. MoTI access permit renewal may be required.

ELECTORAL AREA F PARKS AND TRAILS PROJECTS UPDATE

Cluculz Lake Boat Launch

Staff have been requested to work on the process to determine the best location\ for a boat launch on Cluculz Lake. There are a number of small informal boat launches on road right of ways to the lake. However, there is demand for a formalized boat launch with proper facilities and amenities.

- **Community Consultation** – There are mixed and strong opinions in the area regarding the need for, and best location for, boat launches on the lake. A public engagement process is being planned to be initiated in 2021, beginning with a mail survey to all property owners in the area.
- **Potential Future Work** – MoTI approval, site planning, construction funding, construction process and maintenance.

PARKS AND TRAILS SERVICE PLANNING

Staff have focused its limited resources in 2021 on the priority projects listed above. It is anticipated that increased staff capacity later in 2021 will allow for work on the above projects to accelerate. Staff also anticipate initiating in 2022 a parks and trails planning process with the stakeholders within each of the 4 Sub-Regional Service areas to determine project priorities moving forward.

In 2022 staff anticipate development of an implementation strategy for the collection and distribution of funds to societies providing recreation services. This strategy will include confirmation of whether an elector assent process is required, the funds needed in each Sub-Regional Service Area, and how the funds can be distributed.

ATTACHED

Draft MoTI Permit

BC Hydro Agreement



PERMIT TO CONSTRUCT, USE, AND MAINTAIN WORKS WITHIN THE RIGHT-OF-WAY OF A PROVINCIAL PUBLIC HIGHWAY

PURSUANT TO TRANSPORTATION ACT AND/OR THE INDUSTRIAL ROADS ACT AND/OR THE MOTOR VEHICLE ACT AND/OR AS DEFINED IN THE NISGA'A FINAL AGREEMENT AND THE NISGA'A FINAL AGREEMENT ACT.

BETWEEN:

The Minister of Transportation and Infrastructure

Bulkley Stikine District
Bag 5000
Smithers, BC
V0J 2N0

("The Minister")

AND:

Regional District of Bulkley Nechako
Box 820, 37 3rd Avenue
Burns Lake, BC
V0A 1K0

("The Permittee")

WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way...
B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

The operation, maintenance and construction of a 3.70 km non-motorized four (4) metre wide asphalt paved multi-use trail adjacent to Highway 16 W between Smithers Bridge and Laidlaw Frontage Road.

Any additional changes to the design or as built construction condition require amendments to the permit.

Following construction of the Trail, subject to an alternate permit, the operation, maintenance and liability of the Trail is the responsibility of the Regional District of Bulkley Nechako.

- C. The Minister is prepared to issue a permit on certain terms and conditions;

ACCORDINGLY, the Minister hereby grants to the Permittee a permit for the Use (as hereinafter defined) of highway right of way on the following terms and conditions:

- 1. The Minister shall designate an official ("the Designated Ministry Official") who shall act as the Minister's agent...
2. The Use shall be carried out according to the reasonable satisfaction of the Designated Ministry Official.
3. The Permittee shall indemnify and save harmless the Ministry, its agents and employees, from and against all claims...



the permit.

4. The Permittee shall make diligent attempts to determine if there are other users of the right of way in the vicinity of the Permittee's location whose use may be affected. It shall be the responsibility of the Permittee to contact any such users before exercising any of the rights granted hereunder and to attempt to reach an accommodation.
5. The Minister shall take reasonable care to do as little damage or interference, as possible, to any Use authorized by this permit in the carrying out of the construction, extension, alteration improvement, repair, maintenance or operation of any work adjacent thereto, but the Minister shall not be responsible for any damage regardless.
6. The Minister at the absolute discretion of the Minister may, at any time, cancel this permit for any reason upon giving reasonable notice; provided, however, that in the case of default by the Permittee or in the case of an emergency no notice shall be necessary. The Minister shall not be liable for any loss incurred as a result of permit cancellation.
7. Placing of speed arresters on the access (or accesses) or in the Permittee's property without the prior consent in writing of the Designated Ministry Official shall render the permit void.
8. The Permittee shall remove any mud, soil, debris, or other foreign material tracked onto the highway from the access authorized herein. Such removal shall be at the Permittee's expense and shall be done at any time the material unduly inconveniences traffic and, in any event, daily.
9. The Permittee acknowledges that the issuance of this permit by the Minister is not a representation by the Minister that this permit is the only authority needed to carry out the Use. The Permittee shall give deference to any prior permission given for use of the right of way in the vicinity of the permit area, shall obtain any other permission required by law, and shall comply with all applicable laws regardless of their legislative origin.
10. At the end of the term of this permit, or when the permit is cancelled or abandoned, the Permittee shall, if so requested by the Minister, remove all installations and shall leave the site as near as reasonably possible in the condition it was in before this permit was issued or such other condition as shall reasonably be required by the Designated Ministry Official. If the Permittee refuses to comply with these obligations, the Minister may perform them as required and the Permittee shall be liable to the Minister for the costs of doing so.
11. The rights granted to the Permittee in this permit are not assignable without the consent of the Minister.
12. The Use shall be carried out according to the following drawings and specifications, which are attached and shall be considered to be part of this permit:
13. HERE DESCRIBE THE ATTACHMENTS
14. That the construction of the said works shall be commenced on or before the _____ and shall be prosecuted with due diligence and to the satisfaction of the Regional Director, Transportation, and shall be completed on or before the _____.
15. Exceptions: HERE DESCRIBE ANY CONSTRUCTION OR INSTALLATIONS, WHICH NEED NOT BE COMPLETED BY THAT DATE.
16. The Permittee shall ensure that any subcontractor performing works covered by this permit shall adhere to all conditions specified herein.
17. The Permittee is responsible to prepare a Trail Management Plan in consultation with the Province, and revise and update it as required in consultation with the Province. The Permittee will complete the first Trail Management Plan before the first anniversary of the Commencement Date.
18. The layout shown on the attached drawing is a condition of this permit, and any change in layout without the prior consent in writing of the Designated Ministry Official shall render the permit void.
19. The Permittee is responsible to keep the Land and the Improvements in a safe, clean and sanitary condition, including regular inspection of the Trail and Improvements, surface repair, drainage maintenance, litter removal, brush removal, signage, monitoring of trail conditions, trail safety and communications satisfactory to the Province, and at its written request, make the Land and the Improvements safe, clean and sanitary.
20. The Permittee is responsible to enforce local government by-laws to ensure the safety of the general public and Improvements.
21. The Permittee is responsible to deliver to the Province copies of all significant inspection reports received by the Licensee within 60 days of being finalized, with respect to the Trail, Land or Improvements.
22. The Province and the Permittee may, upon mutual agreement, conduct a joint inspection on the Trail, Land, and Improvements, with no set recurring interval.



23. The Permittee is responsible for costs associated with the permitted works and any improvements.
24. The Permittee shall not commit any willful or voluntary waste, spoil or destruction on the Land or do anything on the Land that may be or become a nuisance or annoyance to an owner or occupier of land in the vicinity of the Land.
25. The Permittee will, at its sole cost and expense:
 - (i) comply with all Environmental Laws;
 - (ii) not deposit or release or permit the deposit or release of any Contaminants on, under, about or from the Land or Improvements;
 - (iii) not store or permit to be stored on or in the Land or Improvements anything that is of a dangerous, hazardous, inflammable or explosive nature or anything that would have the effect of increasing insurance costs or leading to the cancellation of any insurance with respect to the Land or Improvements;
 - (iv) after the commencement of the Term, and immediately on being made aware, notify the Province in writing, of the existence of any Environmental Claim or any Contaminants on the Land or Improvements, or any discharges, emissions, migration, or spill of Contaminants on, under, about or from the Land or Improvements;
 - (v) promptly provide the Province with copies of all notices relating to the Land or Improvements, issued pursuant to any Environmental Laws and evidence the Permittee is responding to such notices in a responsible manner if they concern matters which are the responsibility or obligation of the Permittee hereunder;
 - (vi) remove any and all Contaminants from the Land or Improvements deposited or released by the Permittee or any person entering the Land or Improvements pursuant to the Permittee's rights hereunder, and immediately repair all damage to the Land or Improvements caused by such removal.
26. The Permittee will ensure that the works do not, impair, impede or otherwise interfere with:
 - (i) public passage on the Highways;
 - (ii) the provision of highway maintenance services by the Province, or by its servants, contractors, agents or authorized representatives of the Province in connection with the Highways; or
 - (iii) III. the operation of the Highways;
27. The Ministry requires an invasive plant management plan detailing appropriate ground disturbance rehabilitation and weed control measures.
28. In accordance with Sections 000.03 Non-Ministry Developments on Ministry Land or That are Intended to Become Ministry Assets and 165.20 Archaeological and Paleontological Discoveries of the Design Build Standard Specification for Highway Construction - In the event that any item of archaeological, heritage, historical, cultural or scientific interest is found on the project site, the following Chance Find Procedure shall apply:
29. Such item(s) shall remain the property of the Province and the Permittee shall, on making or being advised of such a find, immediately cease operations in the affected area, minimize activities which create ground disturbance in and adjacent to the affected area, and notify the District Official and the Archaeology Branch of the British Columbia Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Work shall not resume within 30 m of the discovery site until an appropriate directive has been received from that agency.
30. To protect archaeological and paleontological sites that are situated within or adjacent to a project site, the Permittee may be required to use a variety of mitigative measures, including but not limited to drainage or erosion control, slope stabilization measures, or erecting fences or other suitable barriers to protect archaeological or paleontological sites that are situated within or adjacent to a project site. These measures, with any negotiated extensions of time for completion of the Works they require, will be determined and adopted at the discretion of the District Official. The costs associated with such mitigative measures will be borne by the Permittee.
31. A buffer zone, in which no land alteration or other activity is permitted, may be required to ensure adequate site protection. The width of this buffer zone shall be determined by the District Official in consultation with a representative of the Archaeology Branch of the British Columbia Ministry of Forests, Lands, Natural Resource Operations and Rural Development. The Permittee shall be responsible for the actions of employees and subcontractors with respect to site vandalism and the unlicensed collection of artifacts from Designated archaeological sites in and around the work location.
32. The Permittee shall ensure that all workers and Subcontractors are fully aware of these requirements and processes.
33. The Permittee shall be responsible for the preservation during construction of all geodetic benchmarks, survey monuments and property markers on the right-of-way. The Permittee shall use, at no expense to the Ministry, a British Columbia Land Surveyor to replace any survey monuments destroyed or damaged as a result of the Permittee's negligence. At locations where construction work will cover or destroy such markers, the Permittee shall not move or



remove them until written direction is received from the Ministry Representative.

34. Only the boundaries of the proposed embankment slopes or trail construction to be stripped of all organic materials, including stumps, before beginning construction of road sub-grade. Any stripped topsoil can be used to redress built up slopes and disturbed areas.
35. The Permittee shall ensure all equipment working on or hauling material on to and from the Site does not damage or deposit material onto any part of an existing roadway. Materials spilled onto the public roadways or driveways opened to public traffic shall be cleaned up immediately. The Permittee has the full responsibility to repair any damage to existing highways, local roads and driveways caused by its construction equipment and/or operations.
36. The Permittee shall take all reasonable precautions to attempt to ensure the safety of the public in connection with the Use. In particular, but not so as to limit this obligation, the Permittee shall, if so required by the Designated Ministry Official on reasonable grounds, prepare and implement a traffic control plan. The contents of the plan and the manner in which it is implemented must meet the reasonable satisfaction of the Designated Ministry Official.
37. The Permittee shall, at their cost, supply, erect, and maintain standard traffic control devices in accordance with the Ministry of Transportation and Infrastructure Traffic Management Manual for Work on Roadways and Occupational Health and Safety Regulation.
38. All unsuitable material and inorganic debris shall be removed from the project area. All surplus or unsuitable organic waste and debris shall be removed from the site unless its complete burning is approved by the Designated Ministry Official in compliance with the B.C. Open Burning Smoke Control regulation.
39. Sites are to be reseeded to standards set out in Section 757, Standard Specifications for Highway Construction.
40. Permittee is to contact the Ministry of Forests, Lands, Natural Resource Operations & Rural Development to obtain the necessary approval for removal of merchantable timber within the Highway right-of-way.
41. Merchantable timber shall be cold decked and loaded from approved access locations. Merchantable timber shall not be loaded from the traveled roadway or road shoulder.
42. The Permittee shall obtain and maintain Commercial General Liability insurance including non-owned automobile and contractual liability insurance in an amount of not less than \$2,000,000.00. The insurance shall comply with all terms and conditions of the Ministry Certificate of Insurance (H0111) and evidence of such insurance shall be given by way of a duly completed H0111. All insurance coverage shall be issued with insurers acceptable to the Ministry, and issued by companies licensed to transact business in the Province of British Columbia and Canada.
43. Permittee is to call BC OneCall at 1-800-474-6886 or be cellular at *6886 prior to the commencement of work.
44. It is the Permittee's responsibility to obtain permission from the Ministry of environment, pursuant to the Water Sustainability Act for works in and around any natural watercourse, as and if required.
45. No storage of equipment within the highway right of way or gravel reserves.
46. That the construction of the said works is carried out to the satisfaction of the Regional Director, Transportation.
47. That before opening up any highway or interfering with any public work, intimation in writing of the intention to do so must be given to the District Official at least seven days before the work is begun.
48. That any person appointed by the Regional Director, Transportation, for the purpose shall have free access to all parts of the works for the purpose of inspecting the same.
49. The highway must at all times be kept open to traffic. The roadway must be completely restored for traffic as soon as possible. At all times the permittee must safeguard the traveling public.
50. That, unless with the consent of the Regional Director, Transportation, no more than forty-five (45) meters of pipe-track or other excavation in or adjacent to any public highway is to be kept open at one time.
51. All excavation work must be carried out in accordance with the BC Occupational Health and Safety Regulation. Care shall be taken to protect adjacent properties along the alignment of the works.
52. That all excavations shall be carefully back-filled with suitable material, which is to be tamped into place, and that the permittee shall restore the surface of the road and shoulders and ditches at his/her own expense. All surplus material is to be removed from the Provincial Crown lands or deposited where and as required by the District Official of the Ministry of Transportation and Infrastructure. The permittee is financially responsible for any maintenance works required on any ministry roadway, ditch or infrastructure affected by the subject construction works for a period of one year. Failure to undertake required remediation may result in the Ministry carrying out the necessary remedial work and invoicing the permittee monthly.



53. That where the work for which permission is hereby granted comes in contact with any bridge, culvert, ditch, or other existing work, such existing work must be properly maintained and supported in such manner as not to interfere with its proper functioning during the construction of the new work, and on the completion of the new work the bridge, culvert, ditch, or other existing work interfered with shall be completely restored to its original good condition.
54. That when necessary all excavations, materials, or other obstructions are to be efficiently fenced, lit, and watched, and every possible precaution is to be taken to ensure the continuous safety of the public.
55. That the person or persons for whom these works are being constructed, or by whom these works are maintained, shall at all times accept full responsibility for any accident that may occur or damage that may be done to any person or property whatsoever caused directly or indirectly by these works, and shall save harmless and keep indemnified the Crown from all claims and demands whatsoever in respect of the works.
56. That the permission herein granted to use and maintain the works is only granted for such times as the land or public work in, upon, or over which the said works are constructed is under the jurisdiction of the Minister of Transportation and Infrastructure. This permission is not to be construed as being granted for all time, and shall not be deemed to vest in the permittee any right, title or interest whatsoever in or to the lands upon which the works are constructed. Should the lands affected at any time be included within that of an incorporated municipality or city, this permission shall become void, unless the works are on a highway duly classified as an arterial highway pursuant to Section 45 of the Transportation Act.
57. That after receiving notice in writing of the intention on the part of the Provincial Government to construct, extend, alter, or improve any public work, the person or persons responsible for the maintenance of the works for which permission is hereby granted shall within six weeks move or alter such work at his or their own expense to such new positions or in such manner as may be necessitated by the construction, extension, alteration, or improvement proposed to be carried out by the Provincial Government.
58. That while reasonable care will be taken on the part of the Provincial Government to do as little damage as possible to any private work in the carrying-out of the construction, extension, alterations, improvement, repair, or maintenance of any public work adjacent thereto, the Provincial Government can accept no responsibility for any kind of such damage.
59. That the permission hereby granted to construct, use, and maintain work is granted without prejudice to the provisions of the Transportation Act, or other Acts governing Crown lands and public works or their use by the public.
60. That this permission shall be in force only during such time as the said works are operated and maintained by the applicants, to the entire satisfaction of the Regional Director, Transportation.
61. That the Ministry will not be responsible for grade changes on accesses caused by reconstruction of any Provincial highway.
62. This permit is valid only for the specific works stated herein. Any alterations or additions must be covered by a separate permit.
63. This permit may be canceled, at the discretion of the Minister, without recourse, should the permittee fail to comply with all the terms of the permit. Thirty days' notice will be given before cancellation.
64. When the requirements of the Ministry necessitate use of the said lands for Provincial purposes, at the discretion of the Minister, this permit may be cancelled.
65. That these works shall be identified with this permit number in a manner satisfactory to the District Official of the Ministry of Transportation and Infrastructure.
66. As a condition of this permit, the permittee unconditionally agrees with the Ministry of Transportation and Infrastructure that the permittee is the prime contractor or will appoint a qualified prime contractor, as described in Section 118 of the Workers Compensation Act, for the purposes of the work described by this permit, at the work location described in this permit, and that the permittee or designated prime contractor will observe and perform all of the duties and obligations which fall to be discharged by the prime contractor pursuant to the Workers Compensation Act and the Occupational Health and Safety Regulation.
67. The Permittee is advised and acknowledges that the following hazards may be present at the work location and need to be considered in coordinating site safety: overhead hazards, particularly electrical or telecommunications lines; buried utilities, particularly electrical, telecommunication, and gas lines; traffic, danger trees, falling rocks, and sharp or infectious litter.



- 68. Any works within the Ministry right-of-way that fall within the scope of "engineering" under the Engineers and Geoscientists Act will be performed by a Professional Engineer, and shall comply with this Ministry's "Engineer of Record and Field Review Guidelines". The Guidelines can be viewed on the Ministry's website at <https://www2.gov.bc.ca/assets/gov/driving-and-transportation/transportation-infrastructure/engineering-standards-and-guidelines/technical-circulars/2009/t06-09.pdf>
- 69. The permittee is responsible for preventing the introduction and spread of noxious weeds on the highway right-of-way as defined by the British Columbia Weed Control Act and Weed Control Regulation.
- 70. The Regional District of Bulkley Nechako will construct the trail as per a construction contract and drawings as developed by the Cycle16 Trail Society and the successful construction contractor.
- 71. Concrete Roadside Barrier shall be installed only where shown on approved construction drawings to separate trail users from Highway 16 where required.
- 72. The Regional District of Bulkley Nechako will remove and properly replace new fencing on all property being provided by private land donors or where established and required as part of a statutory right-of-way agreement.
- 73. This permit is subject to amendments following review by Roads Area Manager, Jeff McKay and/or alternate Ministry representatives.

The rights granted to the Permittee in this permit are to be exercised only for the purpose as defined in Recital B on page 1.

Dated at Smithers, British Columbia, this 28 day of July, 2021

On Behalf of the Minister



SCHEDULE A
Location of Phase 1





SCHEDULE B

Trail Management Plan

DRAFT

| |
|--|
| STATUTORY RIGHT OF WAY – COMPATIBLE USE |
|--|

Properties Division**Property Rights Services**

Phone: 250-561-4844

E-mail: kristi.morin@bchydro.com

June 18, 2021

Assignment: 1175236 Rev 1

Circuit/Str.: D/L

VIA Email: Allan.Kindrat@wsp.com

WSP

1 3772 Fourth Avenue
Smithers, BC V0J 2N0

Dear Allan Kindrat:

Re: Proposed Cycle Trail – Phase 1 (the “**Proposed Use**”)**Applicant:** Regional District of Bulkley-Nechako (the “**Applicant**”)**Legal Description:** Within Road (the “**Property**”)**Location:** Smithers**Drawing:** Cycle 16 – Phase 1 Route (the “**Drawing**”)

British Columbia Hydro and Power Authority (“**BC Hydro**”), as the holder of the Right of Way, has no objection to the Proposed Use located in the area shown on the attached Drawing provided the following terms and conditions are observed and met by the Applicant. These terms and conditions are BC Hydro’s requirements for safety, long-term security and operation of the electrical system.

SPECIAL CONDITIONS:

- Customer is advised to review the existing anchors in fill slope with BC Hydro’s local designer. Any proposal to anchor relocations will require engineering review to ensure integrity of BC Hydro’s assets
- Customer is advised to engage with BC Hydro’s local designer for any pole relocation’s reviews/works. Any pole relocation and/or ground excavation below the distribution line will be reviewed by engineering to ensure compliance to ES43- B1-03
- All crossings shall adhere to wire-to-ground clearance as laid out in BC Hydro standard ES43 B1-03: bare minimum neutral wire-to-ground clearance is 3.4m for small vehicles and 3.1m for bicycles/pedestrians. Customer is advised to review BC Hydro standard for wire clearance that is applicable in this design
- As specified in BC Hydro’s Safety Practice Regulator (SPR) Table 401, distribution line requires LOA of 3.0m for unqualified works/uninsulated equipment. Please follow 30M33 process for LOA trespass or in-doubt of trespass

- Customer shall arrange a 30M33 for distribution parallel & crossings by calling ESCC at 1-877-520-1355

GENERAL CONDITIONS:

1. If the Applicant is not the owner of the Property, the Applicant must also obtain permission for the Proposed Use from the owner of the Property.
2. The Proposed Use must be completed by June 30, 2022. The Applicant (or the Applicant's agent) must receive a prior written extension from BC Hydro if the Proposed Use is not completed by this date.
3. In accordance with the WorkSafe BC Occupational Health and Safety Regulation ("OHSR"), persons and any moving equipment operated by those persons must not come within the WorkSafe BC limits of approach for the specified voltage of the powerline conductor at any time.
 - WorkSafeBC Policy Item R19.25-1 specifies the responsibility of the worker and the employer on working close to energized high voltage equipment and conductors:

Limits of Approach: 3.0 metres.

4. The conductor height changes as the load in the circuit changes (often changing rapidly and significantly); equipment operators must be aware of this and account for it when maintaining Limits of Approach.
5. To ensure the integrity of BC Hydro's works, no part of the Proposed Use may come within 10 metres of any of BC Hydro's works.
6. Vehicles in excess of 4.15 metres in height, including load and reach, will not be permitted on the Right of Way at any time unless the Applicant has first obtained an Extraordinary Load Approval ("ELA") from the Ministry of Transportation and Infrastructure. Vehicles operating on the Right of Way under an ELA must comply with the WorkSafe BC limits of approach for the specified voltage of the powerline conductor on the Right of Way.
7. The Applicant is responsible for all costs of design alteration, modification, relocation and/or protection of BC Hydro's existing works, which may be required as a result of the Proposed Use. The Applicant is also responsible for any damage to BC Hydro's infrastructure, including bridges and roads, caused by or attributable to the Proposed Use, or the activities of the Applicant or those for whom the Applicant is in law responsible.
8. To determine the approximate location of any and all underground services, the Applicant will contact BC 1 Call. If the exact location of any underground service is required, the Applicant will need to engage the services of a private locating company prior to digging.
9. During the construction, maintenance, and operation of the Proposed Use, the workers may receive uncomfortable shocks. Secondary injuries such as trips and falls may occur and the workers must be made aware of this hazard and ensure proper safety measures put in place when working at heights under the conductors.
10. The Applicant must, at its sole cost and expense during the term of the Proposed Use and during such other period of time that the Applicant occupies the Right of Way, take out and maintain in full force and effect, the following insurance policies:

- (a) Commercial General Liability insurance on an occurrence form for an amount not less than \$ 2,000,000 per occurrence applying to the Proposed Use of the Applicant carried on, in and from the Right of Way and which coverage will include without limitation, liability assumed under contract, claims for personal injury, broad form property damage, non-owned automobile liability, and products and completed operations with respect to the occupancy by the Applicant of the Right of Way. Where such further risk exists, the policy will provide coverage for damage to existing structures, voluntary medical payments of at least \$5,000 per injured person.
- (b) Any other form of insurance as BC Hydro may reasonably require from time to time in amounts and for perils against which a prudent applicant would protect itself in similar circumstances.

11. All policies of insurance referred to herein:

- (a) will be considered primary with respect to the Proposed Use, and all deductibles and self-insured retentions will be borne by the Applicant;
- (b) will include an undertaking by the insurers to notify BC Hydro, in writing, not less than 30 days prior to:
 - i.any cancellation or other termination thereof, or
 - ii.any change which restricts or reduces the coverage afforded thereby; and
- (c) will be on policy forms satisfactory to BC Hydro and underwritten by insurers legally permitted to transact business in the province of British Columbia that are acceptable to BC Hydro.

12. The Applicant agrees to provide BC Hydro with certificates of insurance that confirm compliance by the Applicant with the insurance requirements set out herein, including proof of renewal of each policy during the Proposed Use.

The Applicant will also comply with the schedule of terms and conditions attached to this letter. These terms and conditions are incorporated into and form a part of this letter. Please ensure that others involved with the Proposed Use adhere to all terms and conditions.

Please acknowledge that the Applicant understands and agrees to the foregoing terms and conditions by signing this letter in the space provided below and returning it to this office by July 2, 2021. Please keep a copy for the Applicant's records. Please note that BC Hydro's consent to the Proposed Use will not be effective until this office receives a copy of this letter signed by the Applicant. **Accordingly, do not start any work or activities relating to the Proposed Use until we have received a signed copy of this letter.**

We would be pleased to answer any questions you may have about the Proposed Use or any other uses of the Right of Way. Please contact me at 250-561-4844 or kristi.morin@bchydro.com.

Sincerely,
British Columbia Hydro and Power Authority
By:



Kristi Morin
Property Coordinator
Property Rights Services

Regional District of Bulkley-Nechako hereby accepts and agrees to the foregoing terms and conditions:

| | | |
|-----------|------------------|------|
| Signature | Print Name/Title | Date |
|-----------|------------------|------|

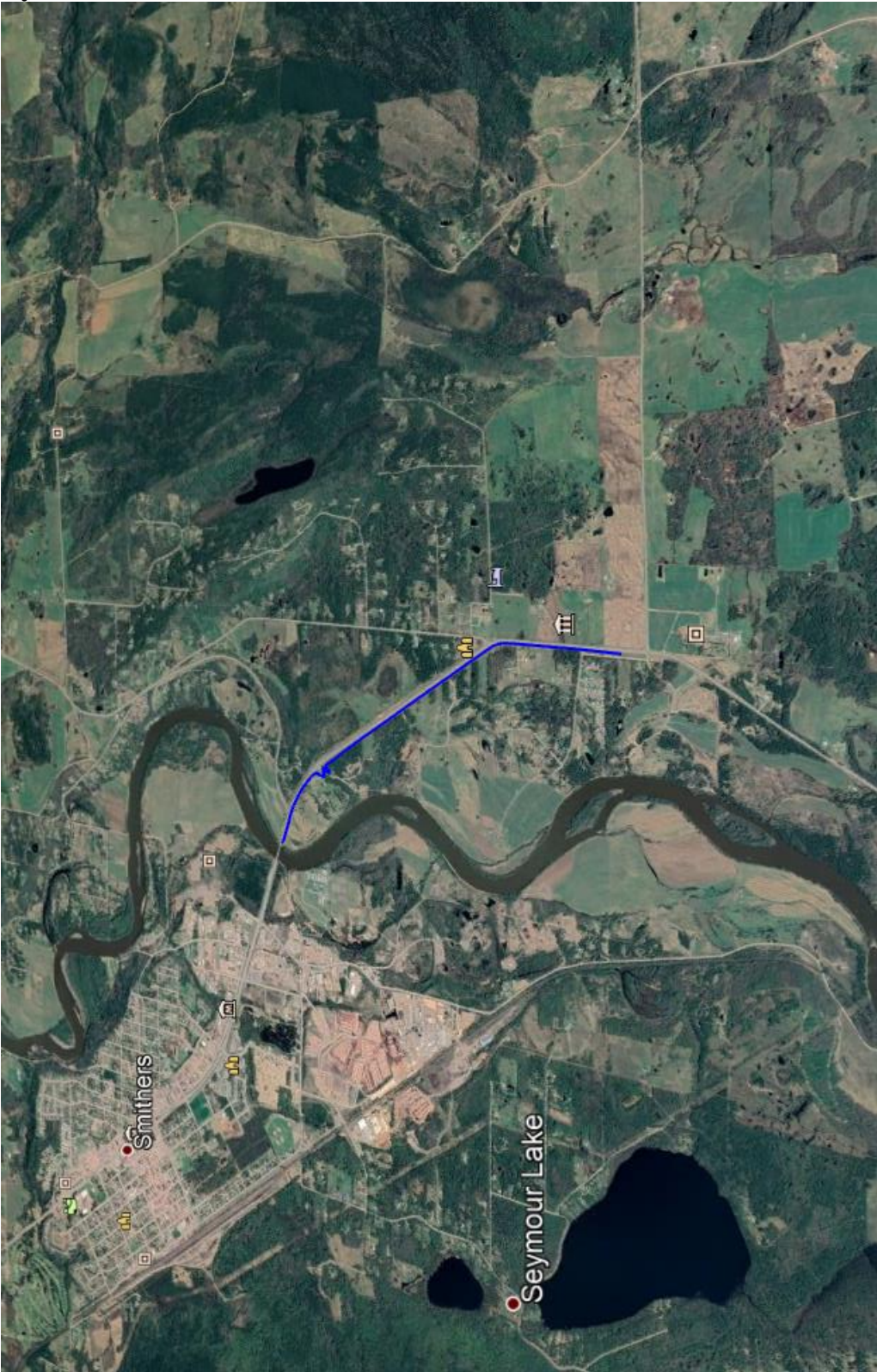
BC Hydro Standard Terms and Conditions for All Compatible Uses of Rights of Way

The following additional terms and conditions are incorporated into and form a part of the attached letter. Capitalized terms contained in this schedule not otherwise defined have the respective meanings ascribed to them in the attached letter.

1. These requirements are to be read together with the rights and obligations of the parties set out in the Right of Way registered against title to the Property. Nothing in the attached letter or this schedule shall be interpreted as limiting BC Hydro's rights pursuant to the Right of Way.
2. This letter applies to the interest of BC Hydro only. The Applicant must also obtain permits or consents from all other applicable parties with an interest in or jurisdiction over the Proposed Use and/or the Property (including landowners, other charge holders and regulators).
3. The Applicant must comply and ensure compliance with all applicable legislation, regulations, guidelines, orders and standards, including all environmental laws and Part 19 Electrical Safety of the OHSR (a copy of this regulation is available at www.WorkSafeBC.com).
4. BC Hydro will not be responsible for any damage to or interference with the Applicant's activities, equipment or the Proposed Use arising out of BC Hydro's activities or works pursuant to the Right of Way. The Applicant hereby releases each of BC Hydro and its officers, directors, employees, agents and contractors (collectively, the "**BC Hydro Parties**") from any and all claims, demands, actions and causes of action, proceedings, losses, damages, costs (including legal, consulting or other professional fees), fines, orders or expenses arising from any injuries (including injuries causing death), property damage or any other matter of whatsoever nature or kind (collectively, "**Losses**"), whether direct or indirect, whenever and howsoever arising which the Applicant or any of the Applicant's directors, officers, employees, contractors, agents, invitees, permittees or licensees, as the case may be, may suffer, incur or sustain on the Right of Way or in relation to the Proposed Use, except to the extent caused by the negligence of BC Hydro.
5. The Applicant assumes any and all risks and liabilities whatsoever, whether known or unknown, in relation to the Proposed Use and indemnifies BC Hydro from and against any and all Losses, whether direct or indirect, suffered or incurred by any of the BC Hydro Parties to the extent caused by or attributable to the Proposed Use, or any activity within the Right of Way by the Applicant or those for whom the Applicant is responsible at law. This indemnity will survive the expiry or termination of the agreement formed by the Applicant's acceptance of this letter, the Right of Way, and any other agreement entered into pursuant to this letter.
6. No part of the Proposed Use within the Right of Way may be enlarged, moved, or added to without the prior written agreement of BC Hydro. Uses or installations other than those contemplated in the attached letter require additional written agreement from BC Hydro.
7. BC Hydro may revoke its consent and terminate the agreement formed by the Applicant's acceptance of this letter if the Applicant or any of the Applicant's employees, agents or contractors fail to comply with the terms and conditions contained herein.
8. During the construction, existence, operation, maintenance or repair of the Proposed Use, as the case may be, the Applicant will take all steps necessary to protect BC Hydro's equipment and works within the Right of Way and will be responsible and will compensate BC Hydro for any damage to BC Hydro's equipment or works. If the Proposed Use impacts or interferes with any present or future BC Hydro works, the Applicant will, at the Applicant's expense, make any adjustments to the Proposed Use reasonably required by BC Hydro, or, upon receiving not less than 90 days' prior written notice from Hydro, relocate the Proposed Use to an alternate location approved by BC Hydro.
9. The Proposed Use must comply with all *Fire Services Act* (British Columbia) requirements, and the British Columbia Fire Code, including Section 3.3, Outdoor Storage. Section 3.3 prohibits the storage of specified wood products, flammable substances, and other potentially hazardous materials beneath electrical powerlines.

10. The following are not permitted within the Right of Way unless expressly authorized in writing by BC Hydro:
- log decking
 - blasting
 - burning
 - deposit of any fill material
 - buildings or portions of buildings, including foundations and eaves
 - stock piling of excavated, building or other material
 - storage or handling of flammable or explosive material
 - fueling of vehicles and equipment
 - regular or organized parking of vehicles
11. The Applicant acknowledges that minor levels of electrical induction may be experienced due to the proximity of electrical lines and agrees that BC Hydro shall not be liable or responsible for any effect or occurrence caused or contributed to by any such electrical induction.
12. BC Hydro's personnel must be able to access the Right of Way at all times. Interruption of the Applicant's activities and operations relating to the Proposed Use may be necessary for electrical line repair, maintenance, replacement or construction.
13. Landscaping within the Right of Way is restricted to low-growing trees, shrubs and plants not exceeding 3.0 meters in height at maturity. For vegetation immediately outside of the Right of Way, BC Hydro recommends that the Applicant not plant any vegetation that grows tall at maturity or grows with weak root systems that have a high probability of falling on BC Hydro's electrical works. BC Hydro (including its agents and contractors) shall have the right to remove any tall-growing trees, shrubs and plants from underneath and adjacent to BC Hydro's powerlines for line security and safety purposes from time to time.
14. All fencing must be reviewed and approved by BC Hydro prior to installation.
15. The Applicant must not make any changes in ground elevations of more than 0.5 metres from the original grade of the Right of Way without the prior written consent of BC Hydro. The Proposed Use must not cause any deterioration of drainage patterns or soil stability within the Right of Way.
16. Upon the completion or removal of the Proposed Use, the Right of Way must be restored as closely as is practically possible to its original condition (or better) at the Applicant's expense.
17. Prior to assigning BC Hydro's consent to the Proposed Use contained in the attached letter, the Applicant must provide BC Hydro with the written agreement of any such assignee to be bound by these terms and conditions. Any purported assignment without such written agreement of the assignee will revoke BC Hydro's consent contained in this letter.
18. No obligation in this letter will be considered to have been waived by BC Hydro unless the waiver is in writing and signed by BC Hydro, regardless of BC Hydro's knowledge of any breach of such obligation or the passage of time.
19. If more than one person comprises the Applicant, then each such person is jointly and severally bound by the terms and conditions contained in the attached letter and this schedule of terms and conditions.

Cycle 16 – Phase 1 Route





REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planner / Regional Transit Coordinator
DATE: August 12, 2021
SUBJECT: 2021 / 2022 Bulkley Nechako Regional Transit Service Annual Operating Agreement Amendment

RECOMMENDATION

That the Board receive and approve the 2021 / 2022 Bulkley Nechako Regional Transit Service Annual Operating Agreement Schedule A Amendment.

VOTING

All / Directors / Majority

Attached is a letter dated June 30, 2021 from BC Transit regarding the free transit for children 12 and under program. The letter provides details about the program and outlines the RDBN's fare revenue compensation.

To receive the increased payments resulting from the revenue lost from the Free Transit for Children 12 and Under Program. The Board Chair must sign the letter agreeing to the AOA amendment.

ATTACHMENTS

Letter from BC Transit dated June 30, 2021

2021-22 Annual Operating Agreement Amended Schedule A



June 30, 2021

BY EMAIL: deneve.vanderwolf@rdbn.bc.ca

Deneve Vanderwolf
 Transit Coordinator
 Regional District of Bulkley-Nechako
 37 3rd Avenue
 Burns Lake, BC V0J 1E0

Dear Deneve Vanderwolf,

Re: Free Transit for Children 12 and Under Program Details – Bulkley-Nechako

As a follow up to the letter sent to you on June 16, 2021, BC Transit would like to outline the next steps in finalizing the Free Transit for Children 12 and Under program.

The Province, BC Transit and our Local Government Partners all share an interest in building a culture of transit ridership and reducing greenhouse gas emissions. Providing free transit to children age 12 and under is expected to advance progress towards these objectives.

As outlined in the contribution agreement with the Province, BC Transit will work with Local Government Partners to ensure that fares for children age 12 and under are set to zero in all 86 BC Transit systems across British Columbia by September 1, 2021.

The Province has committed to provide funding to BC Transit for the benefit of Local Government Partners for foregone fare revenue in conjunction with fares being lowered to zero for children age 12 and under. This letter outlines the provincial contribution(s) to your transit system(s) and your adjusted tariff schedule as a result of this program and confirms the applicable amendment to your 2021/22 Annual Operating Agreement with BC Transit.

BC Transit has developed a model to determine the fare revenue compensation for each Local Government Partner for the implementation of the Free Transit for Children 12 and Under program. To achieve this, BC Transit created an “indexed mode share” percentage for each community. The “indexed mode share” was created through the methodology below:

- BC Transit identified the Capital Regional District 2017 Household Travel Survey as an applicable base line data source to provide ridership levels of the targeted age group of the program. The survey indicated that 5.3% of transit rides are made by children age 5-12.
- As a percentage of the total population, children age 5-12 make up 6.89% in the Capital Regional District. Source: BC Stats 2019.
- From the above two points, children’s transit use in the Capital Regional District is under-represented by a factor of 0.7685. This factor was then used to estimate the number of transit rides made by children age 5-12 in all other communities with BC Transit service by multiplying the factor by the children’s share of population in each community. This is the “indexed mode share.”

The “indexed mode share” was then applied to the total annual fare revenue from cash, tickets, and day-passes in 2019 from each Public Passenger Transportation System, which resulted in an estimated impact to fare revenue for each Local Government Partner. An additional indexed allocation was made to compensate for possible fare evasion as a result of a fare product not being implemented until Phase 2 of this program.

For your applicable transit system(s), the revenue allocation for the period September 1, 2021, to March 31, 2022, is presented below:

| | Revenue Impact (September 1, 2021 – March 31, 2022) | Monthly Amount |
|-----------------|--|----------------|
| Bulkley-Nechako | \$1,359.99 | \$194.28 |

Effective September 2021, the monthly amount will be credited on your monthly BC Transit municipal invoice and will reduce your total amount owing.

In addition, BC Transit has adjusted the **Schedule “A”: Tariff and Fares** section of your 2021/22 Annual Operating Agreement to formally reduce the fares of children 12 and under to zero. A copy of this revised Schedule “A” is included with this letter for your review and approval.

By signing below, your local government is agreeing to an amendment of your 2021/22 Annual Operating Agreement including fare structures, by September 1, 2021. This amendment includes:

- a) adjusting the Schedule “A” tariff schedule to ensure fares for children age 12 and under are set to zero;
- b) agreeing to receive the aforementioned provincial contribution towards estimated foregone fare revenue compensation


IN WITNESS WHEREOF, the parties have hereunto set their hand this ____ day of _____, 2021.

x _____
 Gerry Thiessen
 Chair
 Regional District of Bulkley-Nechako

x _____
 Lindsay Taylor
 Manager, Government Relations
 BC Transit

This signed letter must be returned to BC Transit before September 1, 2021, in order for BC Transit to be able to facilitate your payments under this program. If you have any additional questions regarding the Free Transit for Children 12 and Under program, please feel free to contact me directly.

Regards,



Lindsay Taylor
 Manager, Government Relations

MH:kr

Attached: Schedule “A”: Tariffs and Fares Schedule from 2021/22 Annual Operating Agreement

APPENDIX 2: TARIFF AND FARES

Fares: For each one-way passenger trip

Effective as of September, 2021

- | | | |
|----|---|---------|
| a) | Cash Fares | |
| | Adult/Students/Seniors | \$5.00 |
| | Child (12 or under) | Free |
| b) | Tickets (sheet of 10): | |
| | Adult/Students/Seniors | \$45.00 |
| c) | BC Bus Pass valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program. | |
| d) | CNIB Identification Card available from the local office of the CNIB. | |
| f) | BC Transit Employee Bus Pass | |

Fares valid on Regional Service only.



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Steve Davis, Building Inspector
DATE: August 12, 2021
SUBJECT: Second Quarter Building Permit Summary

RECOMMENDATION

That the Board receive the Planning Department's Second Quarter Building Permit Summary.

VOTING

All Directors/Majority

EXECUTIVE SUMMARY

A total of 93 building permit applications have been received in the second quarter of 2021, with a total construction value of **\$26,728,850.00**. This is a decrease from the 96 permit applications received in the second quarter of 2020, but an increase in the construction value of those permits by \$17,081,340.00. Approximately 82% of the construction, by value, is in the rural area. There are 36 new dwellings being built in the rural areas and 13 in the municipalities receiving building inspection services. It is noted that this data does not include the Town of Smithers or the District of Vanderhoof.

SECOND QUARTER BUILDING PERMIT DATA FOR 2021

| 2021 Building Permit Data: April 1 – June 30, 2021 | | |
|---|----------------------|--------------------------------------|
| Area | Total Permits | Total Construction Value (\$) |
| A | 37 | \$13,613,500.00 |
| B | 4 | \$415,500.00 |
| C | 4 | \$840,000.00 |
| D | 4 | \$1,135,000.00 |
| E | 0 | 0 |
| F | 11 | \$5,468,800.00 |
| G | 2 | \$408,000.00 |
| Burns Lake | 12 | \$548,000.00 |
| Fort St. James | 5 | \$960,096.00 |
| Fraser Lake | 1 | \$338,379.00 |
| Granisle | 1 | \$1,860,000.00 |
| Houston | 11 | \$1,131,575.00 |
| Telkwa | 1 | \$10,000.00 |
| Second Quarter Totals | 93 | \$26,728,850.00 |
| Yearly Total | 131 | \$39,250,286.00 |

| Building Permits Second Quarter Supporting Data | | | |
|--|-----------------|------------------------------|---------------------------|
| Area | Permit # | Building Type | Construction Value |
| A | 28 | New SFD | \$500,000.00 |
| A | 29 | SFD Addition | \$60,000.00 |
| A | 30 | New SFD (Manufactured Home) | \$138,000.00 |
| A | 31 | New Dwelling inside Shop | \$250,000.00 |
| A | 33 | Used SFD (Manufactured Home) | \$70,000.00 |
| A | 34 | Shop | \$80,000.00 |
| A | 36 | Deck | \$20,000.00 |
| A | 37 | Shop with Office | \$120,000.00 |
| A | 38 | Deck | \$35,000.00 |
| A | 40 | New SFD | \$320,000.00 |
| A | 42 | New SFD | \$320,000.00 |
| A | 43 | New SFD (Manufactured Home) | \$400,000.00 |
| A | 45 | Wood stove | \$3,000.00 |
| A | 48 | Change of Occupancy | NA |
| A | 49 | SFD Renovation | \$20,000.00 |
| A | 52 | New SFD | \$90,000.00 |
| A | 53 | New SFD | \$90,000.00 |

| | | | |
|---|----|---|----------------|
| A | 56 | Secondary Suite | \$200,000.00 |
| A | 57 | New SFD | \$200,000.00 |
| A | 58 | New SFD | \$450,000.00 |
| A | 59 | New SFD (Modular Home) | \$400,000.00 |
| A | 60 | Garage & Carport | \$90,000.00 |
| A | 62 | New SFD (Manufactured Home) | \$350,000.00 |
| A | 63 | Shop with Carport | \$120,000.00 |
| A | 65 | New SFD (Double-wide Manufactured Home) | \$450,000.00 |
| A | 66 | New SFD | \$500,000.00 |
| A | 68 | New SFD | \$350,000.00 |
| A | 70 | New SFD | \$400,000.00 |
| A | 71 | Workshop | \$25,000.00 |
| A | 72 | New SFD | \$462,000.00 |
| A | 76 | New SFD | \$600,000.00 |
| A | 78 | New SFD | \$400,000.00 |
| A | 79 | Garage | \$40,000.00 |
| A | 82 | New SFD | \$250,000.00 |
| A | 84 | New SFD | \$1,100,000.00 |
| A | 87 | New SFD | \$65,000.00 |
| A | 88 | New SFD (Manufactured Home) | \$160,000.00 |
| B | 51 | Storage Shed | \$5,000.00 |
| B | 54 | Storage Building | \$10,000.00 |
| B | 73 | New SFD | \$360,500.00 |
| B | 74 | Garage | \$40,000.00 |
| C | 39 | New SFD | \$185,000.00 |
| C | 41 | New SFD | \$200,000.00 |
| C | 47 | SFD Addition | \$15,000.00 |
| C | 69 | New SFD | \$440,000.00 |
| D | 64 | New SFD | \$450,000.00 |
| D | 77 | New SFD | \$400,000.00 |
| D | 80 | Deck | \$20,000.00 |
| D | 81 | SFD Renovation | \$15,000.00 |
| D | 85 | New Dwelling inside Shop | \$250,000.00 |
| F | 32 | Used SFD (Manufactured Home) | \$100,000.00 |
| F | 35 | New SFD (Manufactured Home) | \$320,000.00 |
| F | 44 | Garage | \$30,000.00 |
| F | 46 | New SFD | \$272,000.00 |
| F | 50 | Wood Stove | \$1,800.00 |
| F | 61 | Used SFD (Manufactured Home) | \$20,000.00 |
| F | 67 | Fire Hall (Institutional) | \$1,000,000.00 |
| F | 75 | New SFD | \$2,000,000.00 |
| F | 83 | Shop | \$25,000.00 |

| | | | |
|---------------|----|----------------------------------|----------------|
| F | 89 | New SFD | \$1,200,000.00 |
| F | 90 | Shop | \$500,000.00 |
| G | 55 | Roof platforms | \$8,000.00 |
| G | 86 | New SFD | \$400,000.00 |
| Burns Lake | 3 | Carport | \$7,000.00 |
| Burns Lake | 4 | Garage | \$35,000.00 |
| Burns Lake | 5 | Plumbing Upgrade | \$200.00 |
| Burns Lake | 6 | Shop | \$40,000.00 |
| Burns Lake | 7 | Demolition (Commercial) | \$100,000.00 |
| Burns Lake | 8 | Storage Building (Commercial) | \$1,000.00 |
| Burns Lake | 9 | New SFD (Manufactured Home) | \$200,000.00 |
| Burns Lake | 10 | Deck repair | \$4,000.00 |
| Burns Lake | 11 | Foundation Repair (Commercial) | \$50,000.00 |
| Burns Lake | 12 | Addition (Manufactured Home) | \$93,000.00 |
| Burns Lake | 13 | Garage | \$16,000.00 |
| Burns Lake | 14 | SFD Renovation | \$1,800.00 |
| Fort St James | 4 | Electrical Shed | \$37,096.00 |
| Fort St James | 5 | Pole Shed (Institutional) | \$15,000.00 |
| Fort St James | 6 | Demolition of Manufactured Home | \$3,000.00 |
| Fort St James | 7 | Plumbing Renovation | \$5,000.00 |
| Fort St James | 8 | Multi Unit SFD Building x 2 | \$900,000.00 |
| Fraser Lake | 2 | Envelope Upgrade (Institutional) | \$338,379.00 |
| Granisle | 1 | Waste-Water Treatment Plant | \$1,860,000.00 |
| Houston | 6 | New SFD (Manufactured Home) | \$250,000.00 |
| Houston | 7 | Commercial Renovations | \$4,000.00 |
| Houston | 8 | Demolition | \$50.00 |
| Houston | 9 | Commercial Storage Addition | \$230,000.00 |
| Houston | 10 | Demolition | \$50.00 |
| Houston | 11 | SFD Addition | \$55,000.00 |
| Houston | 12 | New SFD (Manufactured Home) | \$100,000.00 |
| Houston | 13 | New SFD (Manufactured Home) | \$11,975.00 |
| Houston | 14 | Pergola | \$12,000.00 |
| Houston | 15 | New SFD (Manufactured Home) | \$160,000.00 |
| Houston | 16 | Deck | \$8,500.00 |
| Houston | 17 | Industrial Plant | \$300,000.00 |
| Telkwa | 3 | Shop | \$10,000.00 |

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Director of Corporate Services

DATE: August 12, 2021

SUBJECT: Code of Conduct

RECOMMENDATION: (all/directors/majority)

That the Board adopt the Regional District of Bulkley-Nechako Code of Conduct.

BACKGROUND

At the July 15, 2021 Committee of the Whole Meeting, the Board reviewed and discussed Codes of Conduct from other local governments and provided staff direction to develop a draft Code of Conduct for consideration. Attached is a draft Code of Conduct which incorporates the comments that were provided at the July 15, 2021 Committee of the Whole Meeting.

Attachment:

Draft Regional District of Bulkley-Nechako Code of Conduct



ADOPTED:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
BOARD OF DIRECTORS CODE OF CONDUCT POLICY**

PURPOSE

To set out shared expectations for conduct and behaviour for how Board members shall conduct themselves while carrying out their responsibilities and in their work as a collective decision-making body for the region.

1. KEY VALUES

- i. ***Integrity*** – Board members are keepers of the public trust and must uphold the highest standards of ethical behaviour and are expected to:
 - make decisions that benefit the community/region;
 - act lawfully and within the authorities of the Regional District;
 - be free from undue influence and not act, or appear to act, in order to gain financial or other benefits for themselves, family, friends or business interests
- ii. ***Leadership*** – Board members must demonstrate and promote the key principles of the Code of Conduct through their decisions, actions and behaviour. Their behaviour must build and inspire the public’s trust and confidence in local government;
- iii. ***Responsibility*** – Board members must act responsibly, within the law and within the authorities of the *Local Government Act*. They must follow the letter and spirit of policies and procedures, and exercise all conferred power strictly for the purpose for which the powers have been conferred;
- iv. ***Respect*** – Board members must conduct public business efficiently, with decorum and with proper attention to the Regional District’s diversity. They must treat each other and others with respect at all times. This means not using derogatory language towards others, respecting the rights of other people, treating people with courtesy and recognizing the different roles others play in local government decision making.

2. General Conduct

- 2.1 Board members must adhere to the key values and provisions of the Code of Conduct.
- 2.2 Board members must comply with all applicable federal, provincial, and local laws in the performance of their public duties. These laws include, but are not limited to:
- *the Constitution Act of Canada*
 - *the Provincial Human Rights Code,*
 - *Declaration on the Rights of Indigenous Peoples Act*
 - *the Criminal Code,*
 - *the Local Government Act,*
 - *the Community Charter,*
 - laws pertaining to financial disclosures and employer responsibilities, and
 - all relevant Regional District bylaws and policies.
- 2.3 Board members have an obligation to consider issues consistently and fairly;
- 2.4 Board members will treat one another, staff, and the public with dignity and respect. They must also refrain from abusive conduct, intimidating or demeaning behaviour, or verbal attacks upon the character, professionalism or motives of others;
- 2.5 Board members are obliged to question any request to act or make a decision that they think may be unethical or unlawful;

3. Meetings

Board members shall prepare themselves for meetings, listen courteously and attentively to all discussions before the body, and focus on the business at hand. Cell phones should be turned off during meetings, however, if an urgent matter necessitates that a Director be interrupted during the meeting, the cell phone shall be kept on silent or vibrate.

Board members shall not interrupt other speakers, make personal comments or comments not germane to the business of the body, or otherwise disturb a meeting. Meetings shall provide an environment for transparent and healthy debate on matters requiring deliberation by the Board.

4. Communication and Media Relations

The Regional Board Chair is the spokesperson for the Regional District on Board matters. The CAO or his/her designate is the spokesperson for the Regional District on administrative and operational matters.

Board members will accurately communicate the decisions of the Board, even if they disagree with the majority decision of the Board. A Director may state that he/she voted against a decision but will refrain from making disparaging comments about other Directors or the Board's decision itself. By doing so will affirm the respect for and integrity of the decision making process of the Regional Board.

5. Use of Social Media

- 5.1 It is not the role of individual Board members to report directly on RDBN related business. Board members will use caution in reporting decision-making by way of their social media profiles and websites ensuring that any material they publish is accurate, precise, and communicates the intent of the Board.
- 5.2 Board members will include an "in my opinion" or similar disclaimer, either within the banner of their individual social media site(s) or separately when making follow up posts to the RDBN's social media postings and when creating original posts pertaining to RDBN related business.
- 5.3 Board members will refrain from using or permitting use of their social media accounts for purposes that include generating or recirculating:
 - Defamatory remarks, obscenities, profane language or sexual content;
 - Negative statements disparaging other members of the Board;
 - Negative statements disparaging staff or calling into question the professional capabilities of staff;
 - Content that endorses, promotes, or perpetuates discrimination or mistreatment on the basis of race, religion or belief, age, gender, marital status, national origin, physical or mental disability, or sexual orientation;
 - Statements that indicate an actual attitudinal bias in relation to a matter that is to be the subject of a statutory or other public hearing;
 - Promotion of illegal activity;
 - Information that may compromise the safety or security of the public or public systems.

6. Conflict of Interest

- 6.1 Board members are expected to make decisions that benefit the community/region. They are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or business interests;
- 6.2 A conflict exists when an individual is, or could be, influenced or appear to be influenced, by a personal interest, financial (pecuniary) or otherwise, when carrying out their public duty. Personal interest can include direct or indirect pecuniary interest, bias, pre-judgement, closemindedness or undue influence;
- 6.3 Board members must appropriately resolve any conflict or incompatibility between their personal interests and the impartial performance of their public or professional duties in accordance with statutory requirements. When considering whether or not a conflict of interest exists, it is important to consider whether there are any grounds for a reasonable person to think that a conflict exists;
- 6.4 Board members must not use Confidential Information gained through their official position for the purpose of securing a private benefit for themselves or for any other person;

7. Interactions of Board Members

- 7.1 The Regional Board is the governing body of the Regional District of Bulkley-Nechako. It has the responsibility to govern the Regional District in accordance with the *Local Government Act, Community Charter*, and other relevant legislation;
- 7.2 The Regional Board of Directors must act in accordance with the Board's Procedure Bylaw and the conduct guidelines outlined in this document;
- 7.3 Board members must not direct or influence, or attempt to direct or influence any staff or advisory body member in the exercise of their duties or functions;
- 7.4 Board members are not to contact or issue instructions to any of the Regional District's contractors, tenderers, consultants or other service providers;
- 7.5 Board members must not make public statements attacking or reflecting negatively on Regional District staff or invoke staff matters for political purposes;
- 7.6 The Chief Administrative Officer is responsible for the efficient and effective operation of the Regional District organization and for ensuring the implementation of the decisions of the Board;
- 7.7 The Regional Board operates under a single employee model. That single employee is the Chief Administrative Officer (CAO). Requests for information from the Board other than over the counter inquiries must be addressed to the CAO who will refer the inquiry to the appropriate staff member to respond;
- 7.8 The Board as a whole, not individual Directors, gives direction to staff through Board resolutions. The Chief Administrative Officer directs administrative staff and

oversees the implementation of those Board resolutions. Accordingly, Directors shall not request staff to undertake work that has not been expressly authorized by the Board. Directors shall submit such requests directly to the Board or, where the Director believes the request is of a minor nature consistent with corporate policies, to the Chief Administrative Officer who shall determine if the request can be accommodated without compromising other Board-approved directives or if the request needs to be referred to the Board for consideration of resource allocation.

8. Gifts and Personal Benefits

- 8.1 Board members must not, directly or indirectly, accept a fee, gift, or personal benefit that is connected with the member's performance of their duties, except in accordance with the provisions of the *Community Charter* and the RDBN Code of Conduct.

9. Confidential Information

- 9.1 Board members shall be aware of their responsibilities under Section 205 of the *Local Government Act* and Section 117 of Division 1 of Part 5 of the *Community Charter* and shall fulfill the requirements of the legislation;
- 9.2 Board members shall not disclose or release to anyone, confidential information acquired by virtue of their office, in either oral or written form except when required by law or authorized by the Board to do so;
- 9.3 Board members shall not disclose the substance of deliberations of an in-camera meeting until the Board approves a resolution to bring formerly confidential information to a meeting that is open to the public or releases the information to the public;
- 9.4 Confidential information includes documents and discussions regarding all matters described under Section 90 of the *Community Charter* affecting the business affairs of the Region as well as information provided by a third party on a confidential basis. Confidential information also includes, but is not limited to information:
 - 9.4.1 Disclosed or discussed at an In-Camera or Confidential Meeting of the Board;
 - 9.4.2 That is circulated to Directors and marked "Confidential"; or
 - 9.4.3 That is given verbally in confidence in preparation for or following an in-camera meeting.

10. Advocacy

- 10.1 It is recognized that Directors play a dual role of representing the interests of their respective taxpayers, while recognizing the benefits of regional collaboration and cooperation within the democratic process of decision making

as a regional entity. All members of the Board shall respect the diverse interests of its citizenry and the role of Directors to balance the views of their respective jurisdictions with that of other jurisdictions. As such, a Director needs to consider all aspects of an issue including applying the Board's Key Values prior to making decisions that support the Board's strategic objectives. While it is not anticipated that all decisions will be unanimous, it is recognized that the decisions of the Board will be the only position portrayed as a corporate decision;

- 10.2 When presenting their individual opinions and positions, Directors shall expressly state that the views are their own and do not represent the views of the Regional District. Directors shall not use Regional District letterhead for personal matters or to convey an opinion on any matter not specifically approved by the Board.

11. Implementation

- 11.1 The Regional District's Code of Conduct is intended to be self-enforcing. Directors should view the Code as a set of guidelines that express collectively the standards of conduct expected of them. It, therefore, becomes most effective when Directors are thoroughly familiar with the Code and embrace its provisions.

For this reason, the Code of Conduct will be provided to candidates for Regional District elections. Persons elected to the Regional District will be requested to sign the Director's Statement affirming they have read and understand the Regional District's Code of Conduct. The Code of Conduct will be reviewed in detail at orientation sessions for new and returning directors following each election or by-election.

12. Compliance and Enforcement

- 12.1 The Regional District's Code of Conduct expresses standards of ethical conduct expected for Board members. They themselves have the primary responsibility to assure that these ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the Regional District.

13. Review

- 13.1 This policy shall be brought forward for review at the beginning of each term and at any other time that the Board considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of members.



Regional District of Bulkley-Nechako Memorandum

To: Chair Thiessen and Board of Directors
From: Nellie Davis, Manager of Regional Economic Development
Date: August 12, 2021
Regarding: **Federal Gas Tax – Area “F” (Vanderhoof Rural)**
Cluculz Lake Community Hall Association – Septic System Upgrade

Recommendation:

- 1) That the RDBN Board of Directors authorize contributing up to \$18,585.00 of Electoral Area ‘F’ (Vanderhoof Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Cluculz Lake Community Hall Association, and further,
(All/Directors/Majority)
- 2) That the RDBN Board of Directors authorize the withdrawal of up to \$18,585.00 from the Federal Gas Tax Reserve Fund.
(Participants/Weighted/Majority)

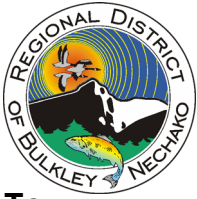
Background:

The current septic system at the Cluculz Lake Community Hall requires upgrading to current standards in order to ensure ongoing functioning of the system.

Total uncommitted Gas Tax Funds remaining in Electoral Area ‘F’ allocation is \$225,053.05.

Director Jerry Petersen is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$18,585.00 from Area ‘A’ for this Recreation Infrastructure project.

A Board resolution is required to contribute Federal Gas Tax Funds to this project.



Regional District of Bulkley-Nechako Board of Directors Memorandum

To: Chair and Board of Directors
From: Nellie Davis, Manager of Regional Economic Development
Date: August 12, 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. As per previous Board discussion, staff recommends that this memo represent the final installment of COVID-19 Relief Grants to Community Groups. Should other groups be in touch at a later date, requests for assistance will be considered through regular Grant in Aid.

Most original Electoral Area allocations are now over-spent. The additional funding is coming from the Regional Directors Committee allocation. That allocation, which started with a balance of \$383,207.00, has helped to fund over-subscribed Rural Director allocations, and now has \$340,506.77 remaining. The Rural Directors can now consider ways to spend the remaining amount. Staff are interested to hear discussion and will bring recommendations to the September Rural Directors Committee for consideration.

| Community Group | Project | Amount |
|--|---|------------|
| Area 'A' (Smithers Rural) | | |
| Bulkley Valley Research Center | Insurance | \$2,183.00 |
| Bulkley Valley Gymnastics | Physical Distancing Equipment | \$8,318.06 |
| Area 'B' (Burns Lake Rural) | | |
| Lakes District Fair Association | Operational Expenses at Fairgrounds | \$3,167.57 |
| Rose Lake Community Club | Insurance, Hydro expenses | \$2,652.74 |
| Rose Lake Community Club | Equipment Replacement (Theft) | \$2,707.03 |
| Burns Lake Public Library | Physical Distancing Equipment (50/50 Split w/ Area E) | \$2,959.77 |
| Area 'C' (Fort St; James Rural) | | |
| | | |
| Area 'D' (Fraser Lake Rural) | | |
| Fraser Lake Historical Society | Facility Maintenance | \$1,500.00 |

| Area 'E' (Francois/Ootsa Rural) | | |
|--|---|-------------|
| Grassy Plains Community Hall | Insurance (2021/22) | \$4,363.00 |
| Burns Lake Public Library | Physical Distancing Equipment (50/50 Split w/ Area B) | \$2,959.77 |
| Area 'F' (Vanderhoof Rural) | | |
| Vanderhoof Farmers' Market | COVID Supplies | \$775.39 |
| Nechako Valley Exhibition Society | Insurance | \$15,154.00 |
| Cluculz Lake Community Hall | Flood Repair in Bathroom | \$3,254.88 |
| Area 'G' (Houston Rural) | | |
| . | | |

COVID-19 Relief Funds Allocated (up to August 3rd, 2021 – includes requests on this memo)

| Electoral Area | Starting Balance | Funding Allocated | Funds Remaining |
|--------------------------|-------------------------|--------------------------|------------------------|
| A – Smithers Rural | \$42,732.00 | \$36,346.85 | \$6,385.15 |
| B – Burns Lake Rural | \$15,756.00 | \$27,725.44 | (\$11,969.44) |
| C – Fort St. James Rural | \$11,504.00 | \$21,003.61 | (\$9,499.61) |
| D – Fraser Lake Rural | \$11,967.00 | \$6,941.00 | \$5,026.00 |
| E – Francois/Ootsa Rural | \$12,951.00 | \$19,631.30 | (\$6,680.30) |
| F – Vanderhoof Rural | \$29,796.00 | \$37,777.88 | (\$7,981.88) |
| G – Houston Rural | \$7,341.00 | \$13,010.00 | (\$5,669.00) |