



REGIONAL DISTRICT
OF BULKLEY & NECHAKO

AGENDA

MEETING NO. 3

MARCH 31, 2022

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"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

VISION

“A World of Opportunities
Within Our Region”

MISSION

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, March 31, 2022

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – March 31, 2022</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
8-21	Board Meeting Minutes – February 24, 2022	Approve
22-25	Committee of the Whole Meeting Minutes - March 17, 2022	Receive
26-29	Natural Resources Committee Meeting Minutes - March 17, 2022	Receive
30-32	Regional Transit Committee Meeting Minutes - March 17, 2022	Receive
33-38	Rural/Agriculture Committee Meeting Minutes - March 17, 2022	Receive
39-43	Waste Management Committee Meeting Minutes - March 17, 2022	Receive
	<u>ELECTORAL AREA PLANNING (All Directors)</u>	
	<u>Bylaw for 1st and 2nd Reading</u>	
44-56	Danielle Patterson, Senior Planner Rezoning Application RZ G-01-22 1 st and 2 nd Reading OCP Amendment Bylaw No. 1972 and Rezoning Bylaw No. 1973 Electoral Area “A”	Recommendation

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<u>PAGE NO.</u>	<u>Bylaw for 3rd Reading</u>	<u>ACTION</u>
57-67	Danielle Patterson, Senior Planner Rezoning Application RZ A-09-21 3 rd Reading Rezoning Bylaw No.1969 Electoral Area "A"	Recommendation
	<u>Bylaw for 3rd Reading and Adoption</u>	
68-75	Danielle Patterson, Senior Planner Rezoning Application RZ D-02-21 3 rd Reading and Adoption Rezoning Bylaw No.1970 Electoral Area "D"	Recommendation
	<u>Other</u>	
76	Deneve Vanderwolf Advisory Planning Commission Appointment Electoral Area "F"	Recommendation
	<u>DEVELOPMENT SERVICES (All Directors)</u>	
	<u>ALR Application</u>	
77-90	Danielle Patterson, Senior Planner Non-Farm Use in the ALR Application No.1241 Electoral Area "A"	Recommendation
	<u>Referral</u>	
91-93	Lindsay King, Planner Telus Wireless Communication Facility No. BC109426 Electoral Area "E"	Recommendation
94-95	Lindsay King, Planner Endako Weir Project Electoral Area "B"	Receive
	<u>Other</u>	
96-103	Jason Llewellyn, Director of Planning / Danielle Patterson, Senior Planner Bill 26 Changes	Receive
104-123	Danielle Patterson, Senior Planner Update on ALC Residential Flexibility & Additional Dwelling Regulations	Receive

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<u>PAGEN NO.</u>	<u>PARKS AND TRAILS (All Directors)</u>	<u>ACTION</u>
124-139	Jason Llewellyn, Director of Planning Recreation Contribution Service Bylaws	Recommendation
	<u>BUILDING INSPECTION (All Directors)</u>	
140-161	Jason Llewellyn, Director of Planning Step Code Update	Receive
	<u>ENVIRONMENTAL SERVICES</u>	
162-164	Alex Eriksen, Director of Environmental Services -Rescind Motion to not Sign Lease or License of Occupation Renewal Documents for RDBN Waste Management Facilities	Recommendation
165-168	Janette Derksen, Waste Diversion Supervisor -Electronics Pilot Program – Secondary Collection Point for Bottle Depot	Recommendation
	<u>ADMINISTRATION REPORTS</u>	
169-172	Wendy Wainwright, Deputy Director of Corporate Services - Committee Meeting Recommendations - March 17, 2022	Recommendation
173-177	Cheryl Anderson, Director of Corporate Services - Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021	Recommendation
178-180	Cheryl Anderson, Director of Corporate Services -RDBN Retirement Policy	Recommendation
181-198	John Illes, Chief Financial Officer -Budget Adoption	Recommendation
199-206	John Illes, Chief Financial Officer - Audit Planning Letters	Receive
207-226	Nellie Davis, Manager of Regional Economic Development – Connecting Remote Communities and First Nation Reserves to High-speed Internet -Request to Participate	Recommendation
227	Nellie Davis, Manager of Regional Economic Development – Federal Gas Tax – Area “A” (Smithers Rural) Bleachers at Telkwa BBQ Grounds	Recommendation

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
228-233	Nellie Davis, Manager of Regional Economic Development – Grant in Aid – Lakes Outdoor Recreation Society	Recommendation
234-237	Nellie Davis, Manager of Regional Economic Development – Grant in Aid – Nechako Valley Rodeo Association	Recommendation
238-240	Jason Blackwell, Regional Fire Chief -Fort Fraser Fire Apparatus Purchase	Recommendation
241-243	Taddea Kunkel, First Nations Liaison - Truth and Reconciliation Calls to Action	Discussion/ Receive
244-246	Michelle Roberge, Regional Agriculture Coordinator – Growing Opportunities Newsletter And Podcast Update	Receive
<u>CORRESPONDENCE</u>		
247	Letter of Support – Re: Active Transportation Fund Application – Town of Smithers	Ratify
248-251	Union of B.C. Municipalities – Re: Provincial Response to 2021 Resolutions	Receive
<u>ACTION LISTS</u>		
252-258	Action Lists -December 2021 -January 2022 -February 2022	Receive
<u>VERBAL REPORTS AND COMMITTEE CHAIR REPORTS</u>		
<u>RECEIPT OF VERBAL REPORTS</u>		
<u>SUPPLEMENTARY AGENDA</u>		
<u>NEW BUSINESS</u>		

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IN-CAMERA MOTION

In accordance with Section 90 of the Community Charter, it is the opinion of the Board of Directors that matters pertaining to Sections 90(1)(c) labour relations or other employee relations and 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Cycle 16 Trail) 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. 2****Thursday, February 24, 2022**

PRESENT:	Chair	Gerry Thiessen
	Directors	Gladys Atrill – left at 3:02 p.m. Shane Brienen Mark Fisher Dolores Funk Tom Greenaway Clint Lambert Linda McGuire Annette Morgan Bob Motion Chris Newell – via Zoom Mark Parker Jerry Petersen Michael Riis-Christianson Sarrah Storey – via Zoom
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development – left at 2:50 p.m. Steve Davis, Building Inspector/Bylaw Enforcement Officer – left at 1:55 p.m. Alex Eriksen, Director of Environmental Services – arrived at 3:15 p.m. John Illes, Chief Financial Officer Deborah Jones-Middleton, Director of Protective Services – arrived at 11:17 a.m., returned at 1:06 p.m. Taddea Kunkel, First Nations Liaison Jason Llewellyn, Director of Planning – left at 2:30 p.m. Wendy Wainwright, Executive Assistant/Recording Secretary
	Others	Colleen Gellein, Senior Resource Coordination Officer, North Regional Negotiations Team, Ministry of Indigenous Relations and Reconciliation – via Zoom – left at 12:20 p.m. Stewart Dickson, Regional Negotiator, Assistant Director Skeena/Omineca Region, Ministry of Indigenous Relations and Reconciliation – left at 12:20 p.m. Jason James, Smithers – via Zoom – 1:09 – 1:28 p.m.
	Media	Eddie Huband, LD News

FIRST NATIONS ACKNOWLEDGEMENT**CALL TO ORDER**

Chair Thiessen called the meeting to order at 10:36 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director McGuire
Seconded by Director Petersen**2022-2-1**

"That the Board Meeting Agenda of February 24, 2022 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
February 24, 2022

Moved by Director Funk
 Seconded by Director Petersen

2022-2-2

“That the Board Meeting Minutes of February 24, 2022 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Business Arising from Minutes

MP Bachrach – 6. Second year of pandemic

- Details of discussion
- Bring forward a request for a follow-up meeting under New Business.

Committee Meeting
Minutes- February 10, 2022

Moved by Director Parker
 Seconded by Director Lambert

2022-2-3

“That the following Committee Meeting Minutes be received:

- Committee of the Whole Minutes
 -February 10, 2022
- Committee of the Whole Budget Meeting Minutes
 -January 20, 2022
- Connectivity Committee Minutes
 -February 10, 2022
- Rural Agriculture Committee Minutes
 -February 10, 2022
- Waste Management Committee Minutes
 -February 10, 2022.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION – Colleen Gellein, Senior Resource Coordination Officer, North Regional Negotiations, Stewart Dickson, Regional Negotiator, Assistant Director Skeena/Omineca Region Team – RE: Indigenous Reconciliation in British Columbia – History & Resources

Chair Thiessen welcomed Colleen Gellien, Senior Resource Coordination Officer, North Regional Negotiations Team, Ministry of Indigenous Relations and Reconciliation.

Ms. Gellien provided a PowerPoint Presentation.

Indigenous Reconciliation in British Columbia

- Section One: Pre-Contact
- Section Two: Early Contact
- Section Three: Legal Context
- Section Four: Northwest BC Context for Reconciliation
- Section Five: Truth and Reconciliation
- Section Six: Approaches for Long Term Reconciliation.

DELEGATION (CONT'D)

MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION – Colleen Gellein, Senior Resource Coordination Officer, North Regional Negotiations, Stewart Dickson, Regional Negotiator, Assistant Director Skeena/Omineca Region Team – RE: Indigenous Reconciliation in British Columbia – History & Resources (Cont'd)

Discussion took place regarding:

- Providing presentation to RDBN member municipalities
- Sharing the presentation at North Central Local Government Association Convention
- Hereditary Chief and elected Chief and Council
 - o Recognition of First Nation that asserts territory
 - o Consultation and review of all assertions
 - o Each Nation distinct onto itself
 - o The Province works with the Nation as it chooses to be presented by its people
- Local Government desire to understand and support
- Capacity challenges for First Nations and local governments
- Compensation for engagement
- Need for local government to be involved in all conversations
- Local government provide support and information to its constituents
- Province and Ministry of Indigenous Relations and Reconciliation engagement and communication
- Skeena Roundtable.

Chair Thiessen thanked Ms. Gellein and Mr. Dickson for attending the meeting.

Break for lunch 12:20 p.m.

Reconvened at 1:06 p.m.

ELECTORAL AREA PLANNING (All Directors)

Bylaw for 1st and 2nd Reading

<u>Rezoning Application</u>	Moved by Director Parker
<u>RZ D-02-21 1st & 2nd Reading</u>	Seconded by Director Lambert
<u>Rezoning Bylaw No. 1970</u>	
<u>-Electoral Area "D"</u>	

2022-2-4

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1970, 2022 be given first and second reading this 24th day of February, 2022 and subsequently be taken to Public Hearing.

2. That the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 1970, 2022 be delegated to the Director or Alternate Director for Electoral Area D."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

Other

Watershed Security Strategy and Fund Discussion Paper

Moved by Director McGuire
Seconded by Director Atrill

2022-2-5

“That the Board approve the letter attached to the February 24, 2022 staff report as the Board’s submission to the Province regarding the “Watershed Security Strategy and Fund Discussion Paper.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Cannabis and Liquor Policy

Moved by Director Riis-Christianson
Seconded by Director Fisher

2022-2-6

“That the Board approve the Cannabis and Liquor Licencing Policy and that the April 10, 2003 RDBN Liquor Licensing Policy be rescinded.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Recent Agricultural Land Commission Decisions

Moved by Director Parker
Seconded by Director Greenaway

2022-2-7

“That the Board receive the Planning Technician’s Recent Agricultural Land Commission Decisions staff report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Illegal Metal Scraping Operation at 5200 Aspen Road

Moved by Director Fisher
Seconded by Director Atrill

2022-2-8

“That the Board receive the Bylaw Enforcement Officer’s Illegal Metal Scraping Operation at 5200 Aspen Road staff report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUILDING INSPECTION (All Directors)

Section 57 Notice on Title, 1919 Aveling Coalmine Road Electoral Area “A”

Jason James, the property owner of 1919 Aveling Coalmine Road, Electoral Area “A” attended the meeting via Zoom and spoke to the Board in regard to his property. He mentioned that the Building Inspector came to his property to discuss the tree house. Mr. James researched options but due to injuries and medical procedures has not had the resources to address. He originally didn’t intend to run a Bed and Breakfast but due to financial hardship has rented the space. Mr. James indicated that he is attempting to address the issue now and has reached out to Engineering firms.

Director McGuire spoke of the safety aspect of the building. Mr. James indicated that the structure is half the weight load for the screws that were used to hold the structure in place.

Director Fisher spoke of potential options including invoking Section 57 Notice on Title and encouraging the property owner to continue to work towards conforming to the BC Building Code.

BUILDING INSPECTION (All Directors) (CONT'D)

Section 57 Notice on Title,
 1919 Aveling Coalmine Road
 Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Brienen

2022-2-9

1. "That the Board receive the input provided by the property owner.
2. That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the Community Charter relating to land legally described as Lot 6, District Lot 221, Ranges, Coast District, Plan 10216 (1919 Aveling Coalmine Road)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Section 57 Notice on Title
 27872 Walcott Quick Rd.
 Electoral Area "A"

No input was provided to the Board by the property owner.

Moved by Director Fisher
 Seconded by Director Atrill

2022-2-10

"That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the Community Charter relating to land legally described as Lot 2, District Lot 5827, Range 5, Coast District, Plan 8294 (27872 Walcott Quick Road) ."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Notable Recent Building Bylaw
 Non-compliance Issues

Moved by Director Riis-Christianson
 Seconded by Director Lambert

2022-2-11

"That the RDBN receive the Building Inspector's Notable Recent Building Bylaw Non-compliance Issues staff report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Non-compliance critical safety issues are reported to the Board recommending remedial action
- Building outside the building inspection boundaries and non-compliance with BC Building Code
- Removing buildings in non-compliance
- Building permit process and BC Assessment
- Advocacy regarding additional permitting not being granted if there is no building permit
- Current housing crisis throughout the region
- RDBN Ticketing Bylaw
- Bringing forward Non-compliance issues to Electoral Area Director
- Bring forward for further discussion at a future meeting.

PARKS AND TRAILS (All Directors)

Cluculz Lake Boat Launch
 Survey Results

Moved by Director Petersen
 Seconded by Director Greenaway

2022-2-12

“That the Board receive the Planning and Parks Coordinator’s
 Cluculz Lake Boat Launch Survey staff report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

BC Provincial Nominee
 Program Entrepreneur
 Immigration Regional Pilot

Moved by Director Lambert
 Seconded by Director Atrill

2022-2-13

“That the Board receive the Manager of Regional Economic
 Development’s BC Provincial Nominee Program Entrepreneur
 Immigration Regional Pilot memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting
 Recommendations
 -January 20 and
 February 10, 2022

Moved by Director Parker
 Seconded by Director McGuire

2022-2-14

“That the Board approve recommendations 1 to 11 as written:

Committee of the Whole Budget Meeting – January 20, 2022

Recommendation 1:

**Re: BNWOT and BC Provincial Nominee Program
 Entrepreneur Immigration Regional Pilot**

“That the Board withdraw from the Bulkley-Nechako Workforce
 Opportunities Table (BNOWT) and the BC Provincial Nominee
 Program Entrepreneur Immigration Regional Pilot.”

Recommendation 2:

Re: 2022 Operational Budget Impacts – “One-Stop-Shop”

“That the Board support the proposed changes to the
 Environmental Services operations and include these amounts in
 the 2022 budget.”

Recommendation 3: Re: 2022 Budget Update

“That the Board have staff proceed with the budget with the
 current operational and capital proposals and bring back the
 2022 budget for first and second reading on January 27, 2022.”

ADMINISTRATION REPORTS (CONT'D)

Committee of the Whole Meeting – February 10, 2022

Recommendation 4:

Re: Federal Government Committed Funding & UBCM Discussion Paper

“That the Board direct staff to research the funding available, and allocation and programs currently in place in the region in relation to the 2017 federal government committed \$120.7 million over five years to address the overrepresentation of Indigenous Peoples in the criminal justice and corrections system; and further, that a Discussion Paper be drafted when meeting with the Minister of Mental Health and Addictions, Minister of Health and Minister of Indigenous Relations and Reconciliation at the Union of BC Municipalities.”

Recommendation 5:

Re: Watershed Security Strategy and Fund Discussion Paper

“That the Board submit a response to the Ministry of Environment and Climate Change Strategy in regard to Watershed Security Strategy and Fund Discussion Paper; and further, that staff provide a report to the Board prior to submission.”

Recommendation 6:

Re: Skeena Roundtable Design Workshop

“That the Board appoint the Chief Administrative Officer or First Nations Liaison to attend the Skeena Roundtable Design Workshop on their behalf.”

Recommendation 7:

Re: North Central Local Government Association AGM & Convention – May 3-6, 2022 – Fort St. John

“That the Board write a letter to the North Central Local Government Association requesting that a virtual option be considered for its AGM and Convention on May 3-6, 2022 in Fort St. John.”

Recommendation 8:

Re: NCLGA AGM & Convention – May 3-6, 2022 – Fort St. John Charter Flight

“That the Board direct staff to investigate the costs of a charter flight from Burns Lake to Fort St. John for the North Central Local Government Association AGM and Convention on May 3-6, 2022 in Fort St. John.”

ADMINISTRATION REPORTS (CONT'D)

Rural/Agriculture Committee Meeting – February 10, 2022

Recommendation 9:

Re: Veterinarian Shortage Recommendations

1. "That the Board support the following resolution being submitted to NCLGA and UBCM:

WHEREAS there is a CRITICAL shortage of Veterinarians, particularly for large animals, in BC; and

WHEREAS the Province of BC sponsors 20 IPA (Inter-Provincial Agreement) students (out of the 140+ who apply) per year for the four-year Doctor of Veterinary Medicine program at the Western College of Veterinary Medicine at the University of Saskatchewan, and has the option to sponsor an additional 20 students under the IPA;

THEREFORE BE IT RESOLVED that NCLGA and UBCM request the Minister of Advanced Education and the Government of BC commit to funding a total of 40 Veterinary students under the Inter-Provincial Agreement in each year for four years at the Western College of Veterinary Medicine.

2. That the Board request a meeting with Premier Horgan to discuss the veterinary shortage in BC."

Recommendation 10:

Re: Fort Fraser Local Community Budgets

"That the Fort Fraser local budgets be included in the Regional District overall budget."

Recommendation 11:

Re: COVID-19 Relief Fund Applications

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

- Electoral Area "A" (Smithers Rural)

- Round Lake Community Hall – Insurance - \$3,263.00

- Electoral Area "B" (Burns Lake Rural)

- Lakes District Festival Association- Insurance and Fees
 - \$1,443.73

- Electoral Area "F" (Vanderhoof Rural)

-Vanderhoof Curling Club – Utilities, Insurance, Ice
 Supplies - \$17,474.33

- Electoral Area "G" (Houston Rural)

- Topley Community Club – Insurance and Hydro -
 \$3,520.34."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the cost of chartering a flight to NCLGA AGM and Convention.

ADMINISTRATION REPORTS (CONT'D)

<u>RDBN Board of Directors Remuneration</u>	Moved by Director Funk Seconded by Director Atrill
<u>2022-2-15</u>	“That the Board direct staff to bring forward Regional District Board Remuneration for consideration prior to October 2022 Local government Elections.”
	(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>2022 Salary and Remuneration CPI Increase</u>	Moved by Director McGuire Seconded by Director Riis-Christianson
<u>2022-2-16</u>	“That the Board receive the Chief Financial Officer’s 2022 Salary and Remuneration CPI Increase.”
	(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>2022 Parks and Trails Budget</u>	Moved by Director Riis-Christianson Seconded by Director Lambert
<u>2022-2-17</u>	“That the surplus from the 2021 year be placed in operational reserves for each service area.”
	(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>Smithers Rural Fire and Smithers Recreation and Culture Budgets</u>	Moved by Director Fisher Seconded by Director Atrill
<u>2022-2-18</u>	“That the Board approve the Smithers Rural Recreation and Culture Budget to move forward into the overall Regional District budget.”
	(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>Smithers Rural Fire and Smithers Recreation and Culture Budgets</u>	Moved by Director Fisher Seconded by Director Atrill
<u>2022-2-19</u>	“That the RDBN Electoral Area “A” (Smithers Rural) and Town of Smithers meet to discuss the Smithers Rural Fire Protection budget as per the agreements in order to address the 2022 budget in a timely manner.”
	(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>Smithers Rural Fire and Smithers Recreation and Culture Budgets</u>	Moved by Director Fisher Seconded by Director Atrill
<u>2022-2-20</u>	“That the Board direct staff to schedule an annual meeting with funding partners and service providers on joint services in anticipation of yearly budget preparation.”
	(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>

ADMINISTRATION REPORTS (CONT'D)

Taxation Transfer Requests Moved by Director Greenaway
 Seconded by Director Lambert

2022-2-21 "That the Board approve the taxation changes requested as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Parcel Tax Budgets Moved by Director Parker
 Seconded by Director Riis-Christianson

2022-2-22 "That the Board receive the Chief Financial Officer's Parcel Tax Budgets memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Director Atrill removed herself from the meeting at 2:46 p.m. in regard to Area "A" (Smithers Rural) Economic Development Funds Request due to a conflict of interest as she is employed by Tourism Smithers and Chair of the Northern BC Tourism Association.

Area "A" (Smithers Rural) Economic Development Service Funds Request Moved by Director Fisher
 Seconded by Director Lambert

2022-2-23 "That the Board approve allocating \$5,000.00 from Electoral Area "A" (Smithers Rural) Economic Development Service funds to Northern BC Tourism Association for an Economic Impact Study."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Director Atrill Returned at 2:49 p.m.

Regional Economic Development Plan 2022-2024 Moved by Director Parker
 Seconded by Director Motion

2022-2-24 "That the Board approve the Regional Economic Development Plan 2022-2024."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Community Resiliency Investment Program - 2022 FireSmart Community Funding & Support Application Moved by Director Lambert
 Seconded by Director McGuire

2022-2-25 "That the Board support the submission of an application to the Union of British Columbia Municipalities (UBCM) Community Resiliency Investment Program – FireSmart Community Funding & Support (CRI Funding), for the 2022 funding stream.

Further, if the grant is approved the Board authorizes staff to receive and manage all grant funding and commits to any associated ineligible costs and cost overruns."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Union of BC Municipalities Moved by Director McGuire
Community Emergency Seconded by Director Fisher
Preparedness Fund-Emergency
Operations Centre Application

2022-2-26

“That the Board supports the submission of an application to the Union of BC Municipalities Community Emergency Preparedness Fund Emergency Operations Centre for the 2022 funding stream.

Further, if the grant is approved the Board authorizes staff to receive and manage all grant funding and commits to any associated ineligible costs and cost overruns.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Union of BC Municipalities Moved by Director Lambert
Community Emergency Seconded by Director Fisher
Preparedness Fund-Emergency
Support Services Application

2022-2-27

“That the Board supports the submission of a regional application to the Union of BC Municipalities Community Emergency Preparedness Fund (UBCM) – Emergency Support Services (ESS) funding stream for the 2022 grant on behalf of the Regional District of Bulkley-Nechako (RDBN), District of Fort St. James, District of Vanderhoof, Village of Burns Lake, and Village of Granisle.

Further, if the grant is approved the Board authorizes staff to receive and manage all grant funding and commits to any associated ineligible costs and cost overruns.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Items to be brought forward
to the Public Agenda from
Special (In-Camera) Meeting

Moved by Director Riis-Christianson
 Seconded by Director Motion

2022-2-28

“That the Board receive the Director of Corporate Services’ Items to be brought forward to the public agenda from Special (In-Camera) Meeting memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Truth and Reconciliation Calls to Action

Moved by Director Greenaway
 Seconded by Director McGuire

2022-2-29

“That the Board receive the First Nations Liaison’s Truth and Reconciliation Calls to Action memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Growing Opportunities Newsletter Update

Moved by Director Parker
 Seconded by Director Lambert

2022-2-30

“That the Board receive the Regional Agriculture Coordinator’s (East) Growing Opportunities Newsletter Update memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports & Correspondence

Moved by Director Petersen
 Seconded by Director Greenaway

2022-2-31

“That the Board receive the following:

Administration Correspondence:

-Manager of Regional Economic Development – Regional Business Liaison Report – CF Nadina
 -the Honourable Lisa Beare, Ministry of Citizens’ Services – Broadband Internet Speed Study 2021-Understanding Internet Speed Discrepancies: A Summary of Findings – Winter 2021/22
 -Recycle BC Response to RDBN – Supply Chain Disruption
 -BC Hydro – LNG Canada’s Phase 2 Development
 -Enbridge – Purchase of the Pacific Trail Pipeline Project
 -TC Energy – Prince Rupert Gas Transmission Project Permit Extension Application.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Town of Smithers
-Director Atrill

Director Atrill noted that there is starting to be a return of events and building energy in the community with the lifting of COVID-19 Pandemic mandates.

Electoral Area “F” (Vanderhoof Rural) – Director Petersen

Director Petersen provided an update regarding Blackwater Gold Community Liaison Community Meeting.

- Transmission Line contract has been released
- Currently 25 people employed and 17 local and First Nations
- At peak of construction approximately 500 people will be employed
- Challenges – labour shortages
 - Held a job fair – very minimal participation
- Next meeting April 20, 2022.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

<u>Electoral Area "A" (Smithers Rural) – Director Fisher</u>	Director Fisher mentioned that he participated in a presentation by Donna McMahon, Area E Director for the Sunshine Coast Regional District titled "A Highly Opinionated Introduction to Regional Districts." Director Fisher will provide the information to Directors.
<u>Rural/Agriculture Committee Update – Chair Parker</u>	Director Parker commented that work continues in regard to veterinarian shortages throughout the region. He has attended a number of meetings discussing strategic planning and short, mid and long-term planning.
<u>Electoral Area "D" (Fraser Lake Rural) – Director Parker</u>	<p>Director Parker provided an update regarding the change of contract on Section 5 of the Coastal GasLink Pipeline project. The new contract is a partnership with Nadleh Whut'en and Macro Industries Inc.</p> <p>Director Parker also provided a Regional Cattlemen's Association Meeting Update. He received good feedback regarding the work of the RDBN, its Agriculture Coordinators and recycling agriculture plastics pilot project.</p>
<u>Connectivity Committee Update -Chair Riis-Christianson</u>	Chair Riis-Christianson spoke of the letter from the Honourable Lisa Beare, Ministry of Citizens' Services – Broadband Internet Speed Study 2021-Understanding Internet Speed Discrepancies: A Summary of Findings – Winter 2021/22.
<u>Village of Granisle -Director McGuire</u>	Director McGuire provided an update in regard to the Village of Granisle's budget process. She noted they have decreased Council's travel budget. She also spoke of having their first Town Hall meeting in a long time due to COVID-19 mandates.
<u>Electoral Area "G" (Houston Rural) – Director Newell</u>	Director Newell noted that approximately 30% of the population in Electoral Area "G" (Houston Rural) has experienced significant impacts from the COVID-19 mandates. He spoke of the need to lift the mandates and Vaccine Passports. He also brought forward concerns regarding discrimination.
<u>Village of Fraser Lake -Director Storey</u>	Director Storey provided an update regarding meeting with West Fraser Sawmills General Manager regarding the lack of available CN Rail cars and it not picking up loads. She spoke of some of the impacts from the Sawmill having to stop production due to the issue.
<u>Receipt of Verbal Reports</u>	Moved by Director Brien Seconded by Director Petersen
<u>2022-2-32</u>	<p>"That the verbal reports of the various Board of Directors be received."</p> <p>(All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u></p>

SUPPLEMENTARY AGENDA

ENVIRONMENTAL SERVICES

2022 Capital Budget
Pre-Approval – Used Roll-off
Truck Purchase

Moved by Director Motion
 Seconded by Director McGuire

2022-2-33 “That the Board pre-approve the \$150,000 in the 2022 Capital Budget for the purchase of a used Roll-off Truck.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

NEW BUSINESS

Write a Letter to Taylor
Bachrach, MP Skeena-
Bulkley Valley

Moved by Director Newell
 Seconded by Director Lambert

2022-2-34 “That the Board formally request a follow-up meeting with Taylor Bachrach, MP Skeena – Bulkley Valley to discuss vaccine mandates.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
 Seconded by Director McGuire

2022-2-35 “That the meeting be adjourned at 3:24 p.m.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Deputy Director of
 Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, March 17, 2022**

PRESENT:	Chair	Gerry Thiessen
	Directors	Gladys Atrill – via Zoom Shane Brienen - via Zoom Mark Fisher Dolores Funk Tom Greenaway Clint Lambert Linda McGuire Annette Morgan - via Zoom Bob Motion Chris Newell Mark Parker Jerry Petersen Michael Riis-Christianson- via Zoom Sarrah Storey – via Zoom
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development Chelsey Fields, Accounting Clerk 1 – left at 11:49 a.m. John Illes, Chief Financial Officer Deborah Jones-Middleton, Director of Protective Services Taddea Kunkel, First Nations Liaison – arrived at 12:00 p.m. Jason Llewellyn, Director of Planning Kyla Spankie, Administration Clerk – left at 11:47 a.m., returned at 12:01 p.m. Wendy Wainwright, Deputy Director of Corporate Services
	Other	Taylor Turkington, Manager, Beswick Hildebrandt Lund, left at 11:50 a.m.
	Media	Eddie Huband/Priyanka, LD News

CALL TO ORDER Chair Thiessen called the meeting to order at 11:45 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

STAFF INTRODUCTIONS Cheryl Anderson, Director of Corporate Services introduced Kyla Spankie, Administration Clerk and John Illes, Chief Financial Officer introduced Chelsey Fields, Accounting Clerk 1.

AUDITOR CFO Illes introduced Taylor Turkington, Manager, Beswick Hildebrandt Lund and noted that any questions the Directors may have can be discussed with the auditors.

AGENDA

Moved by Director Parker
 Seconded by Director Petersen

C.W.2022-3-1

“That the Agenda of the Committee of the Whole meeting of March 17, 2022 be approved.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
 Minutes – February 10, 2022

Moved by Director McGuire
 Seconded by Director Funk

C.W.2022-3-2

“That the Committee of the Whole meeting minutes of February 10, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Federation of Canadian
 Municipalities 2022 Conference
 -June 2-5, 2022 in Regina, SK
 and Online

Moved by Director Fisher
 Seconded by Director Lambert

C.W.2022-3-3

“That the Committee recommend that CAO Helgesen be authorized to attend the Federation of Canadian Municipalities 2022 Conference online and that the conference be streamed in the RDBN Boardroom from June 2 to 5, 2022.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

North Central Local
 Government Association
 AGM and Convention
 -May 3-5, 2022 – In-person or
 Virtual

Moved by Director Parker
 Seconded by Director Greenaway

C.W.2022-3-4

“That the Committee recommend that the Chair and any Rural Directors be authorized to attend the North Central Local Government Association (NCLGA) AGM and Convention from May 3-5, 2022 either in-person or virtually.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Workplace Bullying,
 Discrimination, Harassment,
 and Violence Policy

Moved by Director Greenaway
 Seconded by Director Funk

C.W.2022-3-5

“That the Committee recommend that the Regional District of Bulkley-Nechako Workplace Bullying, Discrimination, Harassment, and Violence Policy be approved and that the RDBN Anti-Harassment Policy be rescinded.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Transit and Parks and Trails Budget

Moved by Director Riis-Christianson
 Seconded by Director Motion

C.W.2022-3-6

“That the Committee recommend to the Board that the Transit and Parks and Trails budgets be included in the Regional District’s budget bylaw.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation Call to Action Recommendation 43 Report

Moved by Director Funk
 Seconded by Director Fisher

C.W.2022-3-7

“That the Committee recommend that the Board direct staff to draft a report in regard to Recommendation 43 – We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the *United Nations Declaration on the Rights of Indigenous Peoples*.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Correspondence

Moved by Director Lambert
 Seconded by Director McGuire

C.W.2022-3-8

“That the Committee receive the following correspondence:
 -BC Cattlemen’s Association – Invitation – Emergency Management Roundtable
 -the BC Electoral Boundaries Commission – Invitation for Input re: Electoral Area Boundaries.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Write a Letter to the BC Electoral Boundaries Commission

Moved by Director McGuire
 Seconded by Director Brien

C.W.2022-3-9

“That the Committee recommend that the Board write a letter to the BC Electoral Boundaries Commission in regard to its Invitation for Input regarding Electoral Area Boundaries and requesting no changes be made to the electoral areas of the within the RDBN.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Director Petersen
Seconded by Director Lambert

C.W.2022-3-10

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Northwest Resource Benefit Alliance) therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director McGuire
Seconded by Director Parker

C.W.2022-3-11

"That the meeting be adjourned at 12:11 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Deputy Director of
Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NATURAL RESOURCES COMMITTEE MEETING

Thursday, March 17, 2022

PRESENT: Chair Shane Brien

Directors Gladys Atrill – via Zoom
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert
Linda McGuire
Annette Morgan – via Zoom
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson – via Zoom
Sarrah Storey – via Zoom
Gerry Thiessen – left at 11:25 a.m., returned at 11:40 a.m.

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
John Illes, Chief Financial Officer – left at 10:35 a.m., returned at 11:15 a.m., left at 11:41 a.m.
Deborah Jones-Middleton, Director of Protective Services
Wendy Wainwright, Deputy Director of Corporate Services

Others Beth Eagles, District Manager, Nadina Natural Resource District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – via Zoom – left at 11:40 a.m.
Jevan Hanchard, A/Regional Executive Director, Skeena, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – via Zoom – left at 11:40 a.m.
Cora McIntosh – via Zoom
Jill Park, District Manager, Stuart Nechako, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – via Zoom – left at 11:40 a.m.
Luke Weyman, Old Growth Specialist, Skeena Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – via Zoom – left at 11:40 a.m.

Media Eddie Huband, LD News

CALL TO ORDER

Chair Brien called the meeting to order at 10:32 a.m.

AGENDA

Moved by Director Riis-Christianson
Seconded by Director Atrill

NRC.2022-2-1

“That the Natural Resources Committee Agenda for March 17, 2022, be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Natural Resources Committee Meeting Minutes – January 13, 2022 Moved by Director Lambert
 Seconded by Director Atrill

NRC.2022-2-2 “That the Natural Resources Committee Meeting Minutes of January 13, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Beth Eagles, District Manager, Nadina Natural Resource District, Jevan Hanchard, A/Regional Executive Director, Skeena and Luke Weyman, Old Growth Specialist, Skeena Region RE: Old Growth Deferral Update

Chair Brienen welcomed Beth Eagles, District Manager, Nadina Natural Resource District and Jevan Hanchard, A/Regional Executive Director, Skeena, Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Ms. Eagles introduced Jill Park, District Manager, Stuart Nechako District and Luke Weyman, Old Growth Specialist, Skeena Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD).

Mr. Hanchard spoke to the following:

- Implementation of the Old Growth Strategic Review Report, A New Future for Old Forests Recommendation 6
- To consider interim referral of areas identified by Technical Advisory Panel (TAP) as at risk
- Initiative has been challenging in terms of roll out to date
 - o Some of the initial communication heightened concerns.

Mr. Weyman provided a PowerPoint Presentation.

Old Growth Strategic Review -The Path Forward

- Implementation of Old Growth Strategic Review Recommendations
- Indigenous Engagement and Old Growth Deferrals
 - o Recommendation 1 and 6
- Impacts from Communities
- Risks and Concerns
- Old Growth Strategic Review - 14 Recommendations.

The following was discussed:

- Communication and information provided by the Province created challenges and frustrations
- Current stage in the process - “Immediate Measures”
- 2023 timeline for completion unrealistic
 - o Unrealistic timelines erode public trust
- Technical Advisory Panel (TAP) mapped polygons
 - o A large number of First Nations are not supportive
 - o Some First Nations requesting more time to review
- First Nations Agreements and consultation
- Community and partner First Nations uncertainty
 - o Licensees continue to submit permits and approvals have been provided

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Beth Eagles, District Manager, Nadina Natural Resource District, Jevan Hanchard, A/Regional Executive Director, Skeena and Luke Weyman, Old Growth Specialist, Skeena Region RE: Old Growth Deferral Update

- BC Timber Supply (BCTS)
 - o Concerns regarding the potential impacts to smaller operations
 - o Impacts are unknown
 - o Forest based communities across the Province have provided the same message to FLNRORD
 - o First Nations in the Lakes Timber Supply Area
 - Business has moved forward
- Minister of Forests, Lands, Natural Resource Development and Rural Operations Apportionment decision
 - o Waiting for a decision since January 2020
 - o Currently on the Ministers purview
 - Apportionment will most likely not take old growth into consideration
- Stuart Nechako Region and First Nations in the region
- Transition Programs
 - o Concerns regarding youth and young adults leaving the communities due to uncertainty in the forest industry
- Inclusive governance
- Old Growth Strategy Report (OGSR) moving forward due to public values and unsustainable management
 - o Shift in ecosystem health from timber centric approach
- Extensive engagement through the OGSR process
- Socioeconomic impacts
 - o Forestry sector impacts the agriculture sector
- Moving forward
 - o Need realistic timelines, good communication with all stakeholders
- Infrastructure in communities built by forest companies in the past and that support no longer exists.

Chair Brienen thanked Ms. Eagles and Messrs. Hanchard and Weyman for attending the meeting.

CORRESPONDENCE

Beth Eagles, District Manager Moved by Director Lambert
Nadina Natural Resource Seconded by Director McGuire
Operations and Rural
Development-Old Growth Update

NRC.2022-2-3

“That the Committee receive the correspondence from Beth Eagles, District Manager Nadina Natural Resource Operations and Rural Development-Old Growth Update.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Bulkley Woodlot Association Moved by Director Petersen
-Proposed Old Growth Deferral Seconded by Director Storey
Impacts to Local Woodlot Licences

NRC.2022-2-4 "That the Committee receive the correspondence from Bulkley Woodlot Association – Proposed Old Growth Deferral Impacts to Local Woodlot Licences."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Village of McBride – Old Moved by Director Storey
Growth Deferral Announcement Seconded by Director Atrill
on November 2, 2021

NRC.2022-2-5 "That the Committee receive the correspondence from the Village of McBride – Old Growth Forest Deferral Announcement on November 2, 2021."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Storey
 Seconded by Director Atrill

NRC.2022-2-6 "That the meeting be adjourned at 11:42 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

 Shane Brienen, Chair

 Wendy Wainwright, Deputy Director of Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**REGIONAL TRANSIT COMMITTEE MEETING****(Committee of the Whole)****Thursday, March 17, 2022**

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill– via Zoom
Shane Brienen – via Zoom
Mark Fisher
Dolores Funk
Clint Lambert
Linda McGuire
Annette Morgan – via Zoom
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey– via Zoom

Director Absent Tom Greenaway, Electoral Area “C” (Fort St. James)

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Jason Llewellyn, Director of Planning
Deneve Vanderwolf, Planning Technician/Regional Transit Coordinator
Wendy Wainwright, Deputy Director of Corporate Services

Others Jason Alexis, Economic Development Manager, Saik’uz First Nation - arrived at 1:23 p.m.
Dave Bradshaw, Manager of Transportation & Technical Services, City of Prince George – via Zoom
Michael Coulson, Transit Planner, City of Prince George– via Zoom
Cora McIntosh- arrived at 1:18 p.m.
Lindsay Taylor, Government Relations Manager, BC Transit – via Zoom
Aaron Thompson, Planner, Service Review Lead, BC Transit – via Zoom
Nicole Sutherland, Policy Analyst, Transit Branch, Ministry of Transportation and Infrastructure

CALL TO ORDER

Chair Thiessen called the meeting to order at 1:05 p.m.

AGENDAMoved by Director Parker
Seconded by Director Petersen**RTC.2022-1-1**

“That the Regional Transit Agenda of March 17, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Regional Transit Committee
 Minutes – November 4, 2021

Moved by Director McGuire
 Seconded by Director Petersen

RTC.2022-1-2

“That the Regional Transit Committee meeting minutes of November 4, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BC TRANSIT – Lindsay Taylor, Manager, Government Relations RE: Highway 16 Service Review

Chair Thiessen welcomed Lindsay Taylor, Manager, Government Relations, BC Transit.

Ms. Taylor provided a PowerPoint Presentation.

Highway 16 Service Review

- Overview
- RT 161 Monthly Ridership
- RT 162 Monthly Ridership
- Highway 16 Service Review
- Service Review Process
- Community Context
- Engagement Strategies.

The following was discussed:

- Ridership numbers pre-pandemic and current ridership numbers
- BC Transit systems throughout the province have not yet returned to pre-pandemic ridership levels
 - o Bulkley Nechako Transit System has had the highest ridership recovery
 - o Will be reviewing ridership numbers
- Coordination of busing throughout the province
 - o Northern Development Initiative Trust (NDIT)
 - BC Bus North
 - Community Transit Bus Program
 - o NDIT is working with each community that received Community Transit Bus Program funding with the assistance of a Transit Coordinator
- Fuel cost consideration
 - o Good news story in Prince George of someone taking transit now due to the high price of fuel
- RDBN working with BC Transit to capture and promote ridership in relation to high fuel prices.

Chair Thiessen thanked Ms. Taylor for attending the meeting.

ADJOURNMENT

Moved by Director Motion
Seconded by Director Lambert

RTC.2022-1-3

“That the meeting be adjourned at 1:24 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Deputy Director of
Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, March 17, 2022**

PRESENT:

Chair	Mark Parker
Directors	Mark Fisher Tom Greenaway Clint Lambert Chris Newell Jerry Petersen Michael Riis-Christianson – via Zoom Gerry Thiessen
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Megan D'Arcy, Agriculture Coordinator (West) – via Zoom Nellie Davis, Manager of Regional Economic Development – left at 10:18 a.m. Justin Greer, Economic Development Assistant – left at 9:50 a.m. John Illes, Chief Financial Officer Deborah Jones-Middleton, Director of Protective Services Jason Llewellyn, Director of Planning – left at 10:05 a.m., returned at 10:16 a.m. Michelle Roberge, Agriculture Coordinator (East) – via Zoom Wendy Wainwright, Deputy Director of Corporate Services
Others	Dolores Funk, Village of Burns Lake – arrived at 10:18 a.m. Bob Motion, District of Fort St. James Linda McGuire, Village of Granisle Cora McIntosh, via Zoom – arrived at 9:40 a.m. Annette Morgan, Village of Telkwa
Media	Eddie Huband, LD News

CALL TO ORDER

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

AGENDAMoved by Director Lambert
Seconded by Director Greenaway**RDC.2022-3-1**

“That the Rural/Agriculture Committee Agenda for February 10, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural/Agriculture Committee
Meeting Minutes
-February 10, 2022**Moved by Director Fisher
Seconded by Director Petersen**RDC.2022-3-2**

“That the minutes of the Rural/Agriculture Committee meeting of February 10, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Premium Pellet Referral
No. 16502 – Electoral Area F Moved by Director Greenaway
 Seconded by Director Petersen

RDC.2022-3-3 “That staff inform the applicant that the Regional District endorses the District of Vanderhoof’s Letter dated March 4, 2022 in regard to the Premium Pellet Emissions Permit Amendment.”

Moved by Director Fisher
 Seconded by Director Lambert

RDC.2022-3-4 “That Motion RDC.2022-3-3 be amended to include: that the Board encourages Premium Pellet to look at domestic pellet use and cardboard recycling in its uses”.

Opposed: Director Greenaway CARRIED
 Director Petersen

(All/Directors/Majority)

“That the question be called on motion 2022-3-3 as amended.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

AGRICULTURE REPORTS

Verbal Report – Chair Parker

- Veterinarian Shortages
 - o February 16th meeting with local veterinarians
 - o Investigating a reduction to international veterinarian accreditation programs
 - Complicated process
 - o Veterinarian Technician Program at CNC/UNBC
 - o UNBC and Washington State University in discussion regarding bridging programs
 - o Met with Kevin Boone, General Manager, BC Cattlemen’s Association
 - RDBN work in the agriculture sector is advanced
 - Mr. Boone brought forward the veterinarian shortage issue to the Honourable Lana Popham, Minister of Agriculture
 - o Continue to prioritize and advocate for 20 seats in the Western College of Veterinary Medicine at the University of Saskatchewan
 - o Investigating short, mid and long-term solutions
 - o Need for large animal veterinarians
 - o Recruitment and retention in northern BC
 - Potential loan forgiveness programs.
- Meat Cutter Training Meeting
 - o Attended a meeting regarding meat cutter training in the region March 15, 2022
 - BC Meat Cutters
 - Thompson River University (TRU)
 - College of New Caledonia (CNC)
 - School District No. 91 Nechako Lakes
 - BV Custom Slaughter
 - RDBN Agriculture Coordinators and Manager of Regional Economic Development
 - o TRU’s meat cutter course
 - o Researching options to bring a similar program to the region
 - o After the meeting staff received call from Dean of Trades at Coast Mountain College and they will reach out to Dean at CNC and TRU for further discussions

AGRICULTURE REPORTS (CONT'D)

Receipt of Chair's Verbal Reports

Moved by Director Lambert
 Seconded by Director Petersen

RDC.2022-3-5

"That Chair Parker's verbal reports be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

GO Podcast Series

Moved by Director Lambert
 Seconded by Director Greenaway

RDC.2022-3-6

"That the Committee receive the Regional Agriculture Coordinator's (West) GO Podcast Series memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

RURAL REPORTS

Grant in Aid for Gas Tax Trade

Moved by Director Petersen
 Seconded by Director Lambert

RDC.2022-3-7

"That the Committee recommend that the Board approve the following trades of Grant in Aid and Federal Gas Tax:

- 1) That Electoral Area "A" (Smithers Rural) give Electoral Area "E" (Francois/Ootsa Lake Rural) \$30,000 in Federal Gas Tax.
- 2) That Electoral Area "E" (Francois/Ootsa Lake Rural) give Electoral Area "A" (Smithers Rural) \$30,000 in Grant in Aid.
- 3) That Electoral Area "A" (Smithers Rural) give Electoral Area "F" (Vanderhoof Rural) \$10,000 in Federal Gas Tax.
- 4) That Electoral Area "F" (Vanderhoof Rural) give Electoral Area "A" (Smithers Rural) \$10,000 in Grant in Aid.
- 5) That Electoral Area "A" (Smithers Rural) give Electoral Area "D" (Fraser Lake Rural) \$7,000 in Federal Gas Tax.
- 6) That Electoral Area "D" (Fraser Lake Rural) give Electoral Area "A" (Smithers Rural) \$7,000 in Grant in Aid."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Grant in Aid – Lake Kathlyn Protection Society

Moved by Director Fisher
 Seconded by Director Lambert

RDC.2022-3-8

"That the Committee recommend that the Board approve allocating \$42,415 in Electoral Area "A" (Smithers Rural) Grant in Aid monies to Lake Kathlyn Protection Society, to be paid upon invoice submission for capital repairs for the Lake Kathlyn Weed Harvesting Service."

(All/Directors/Majority) CARRIED UNANIMOUSLY

RURAL REPORTS (CONT'D)

**COVID-19 Relief Fund
 Applications**

Moved by Director Fisher
 Seconded by Director Lambert

RDC.2022-3-9

“That the Committee recommend that the Board approve the following applications for COVID-19 Relief Funds:

-Electoral Area “A” (Smithers Rural)

- Paul Lychak Community Hall – Insurance, Hydro, Maintenance
 - \$6,533.17
- Bulkley Valley Rod and Gun Club – Insurance 2020/2021 and
 2021/2022 - \$8,091.00
- Smithers Gallery Association – Workstations - \$938.52
- Glenwood Hall Committee Association – Insurance and Hydro
 - \$6,424.13
- Telkwa Museum Society – Utilities - \$4,452.94
- Bulkley Valley Folk Music Society – Insurance and Accounting
 Fees - \$9,294.00

-Electoral Area “B” (Burns Lake Rural)

- Burns Lake Woman’s Vortex Hockey Ice Rental - \$3,494.40
- Rose Lake Community Club – Insurance and Hydro - \$1,820.86
- Decker Lake Recreation Commission – Utilities, Society Filing,
 Cleaning and Sanitizing supplies - \$2,599.87

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

- Fort St. James Community Foundation – Insurance, Society
 Fees, Website Fees, Rent - \$3,917.31
- Stuart Lake Recycling Co-op – Insurance and Hydro - \$3,126.46

-Electoral Area “D” (Fraser Lake Rural)

- Fort Fraser Community Recreation Society – Insurance -
 \$2,451.00

-Electoral Area “E” (Francois/Ootsa Lake Rural)

- Tweedsmuir Recreation Commission – Insurance and Hydro
 - \$5,119.45
- Colleymount Recreation Commission – Hydro, Propane, Society
 Registration, Chamber Membership - \$1,431.96
- Francois Tchesinkut Lake Recreation Commission – Insurance
 -\$1,430.00

-Electoral Area “F” (Vanderhoof Rural)

- Mapes Blackwater Sob Lake Community Club – Insurance and
 Hydro - \$4,050.00
- Vanderhoof Community Foundation – Directors Insurance and
 Zoom Membership - \$1,101.00
- Vanderhoof International Airshow – Insurance, Accounting
 Fees, Membership, Deposits - \$3,139.37

-Electoral Area “G” (Houston Rural)

- Granisle and District Senior Citizen’s Association Society
 – 2022 Insurance - \$6,423.00.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RURAL REPORTS (CONT'D)

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

RDC.2022-3-10

“That the Committee receive the Economic Development Assistant’s Northern Development Initiative Trust Business Façade Improvement Program Funding Update.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rural Directors’ Remuneration and HRVA Meetings Moved by Director Lambert
 Seconded by Director Newell

RDC.2022-3-11

“That the Committee receive the Chief Financial Officer’s Rural Directors’ Remuneration and HRVA Meetings memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rural Arts, Culture and Recreation Services Moved by Director Riis-Christianson
 Seconded by Director Fisher

RDC.2022-3-12

“That the Committee recommend to the Board that the Rural Arts, Culture and Recreation Budgets be included in the Regional District’s budget bylaw.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rural Contribution Fire Department Budgets Moved by Director Greenaway
 Seconded by Director Lambert

RDC.2022-3-13

“That the Committee recommend to the Board that the Rural Contribution Fire Department Budgets be included in the Regional District’s budget bylaw.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area “C” Grant in Aid for Fort St. James Search and Rescue Moved by Director Greenaway
 Seconded by Director Fisher

RDC.2022-3-14

1) “That the Committee recommend that the Board approve the taxation changes requested, and;

2) That the Committee recommend that the Board approve \$100,000.00 in Electoral Area “C” (Fort St. James Rural) Grant in Aid monies for the Fort St. James Search and Rescue for the purchase of a Search and Rescue Building.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

A Highly Opinionated
Introduction to Regional
Districts

Moved by Director Fisher
Seconded by Director Lambert

RDC.2022-3-15

“That the Committee receive the Highly Opinionated Introduction to Regional Districts – in Four Parts by Donna McMahon, Area E Director for the Sunshine Coast Regional District.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
Seconded by Director Greenaway

RDC.2022-3-16

“That the meeting be adjourned at 10:20 a.m.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Deputy Director of Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**WASTE MANAGEMENT COMMITTEE MEETING****Thursday, March 17, 2022**

PRESENT:	Chair	Mark Fisher
	Directors	Gladys Atrill – via Zoom – left at 2:15 p.m. Shane Brienen – via Zoom Chris Newell Jerry Petersen Michael Riis-Christianson – via Zoom Gerry Thiessen - left at 2:47 p.m.
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Janette Derksen, Waste Diversion Supervisor Alex Eriksen, Director of Environmental Services John Illes, Chief Financial Officer Wendy Wainwright, Deputy Director of Corporate Services
	Others	Annette Morgan, Village of Telkwa – via Zoom Linda McGuire, Village of Granisle– left at 1:35 p.m.

CALL TO ORDER

Chair Fisher called the meeting to order at 1:28 p.m.

AGENDAMoved by Director Newell
Seconded by Director Riis-Christianson**WMC.2022-3-1**

“That the Waste Management Committee Agenda for March 17, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Waste Management
Committee Meeting Minutes
February 10, 2022**Moved by Director Petersen
Seconded by Director Atrill**WMC.2022-3-2**

“That the Minutes of the Waste Management Committee for February 10, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**COMMUNITY ADVOCACY****Discussion Item – NCLGA or UBCM Extended Producer Responsibility (EPR) Resolution – Chair Fisher**

Extended Producer Responsibility (EPR) Programs supporting more than recycling programs

- Support for reuse/repair stewardship programs
- Provincial and Federal definition of EPR
- Funding for upcycling
- Potential for financial support for initiatives in northern BC and rural communities
- Chair Fisher will work with staff and bring forward a resolution for UBCM.

COMMUNITY ADVOCACY (CONT'D)

Verbal Update – Public
 Consultation Response
 -Expansion of BC Used Oil
 Management Association
 -Used Oil EPR

Moved by Director Petersen
 Seconded by Director Riis-Christianson

WMC.2022-3-3

“That the Committee receive the Verbal Update – Public Consultation Response-Expansion of BC Used Oil Management Association-Used Oil EPR.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Membership to the
 Coast Waste Management
 Association

Moved by Director Atrill
 Seconded by Director Riis-Christianson

WMC.2022-3-4

“That the Committee receive the Waste Diversion Supervisor’s RDBN Membership to the Coast Waste Management Association (CWMA).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SOLID WASTE ADVISORY COMMITTEE (SWAC) UPDATE

None

POLICY REVIEW

None

DIVERSION & RECYCLING

Disposal, Diversion & Revenue
 Part 1 – The Cost of Disposal

Moved by Director Thiessen
 Seconded by Director Atrill

WMC.2022-3-5

“That the Committee receive the Director of Environmental Services’ Disposal, Diversion & Revenue: Part 1 – The Cost of Disposal.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to having a full cost accounting in Part 2 of the Cost of Disposal.

Verbal Report – Recycle Depot Supply Challenges

Janette Derksen, Waste Diversion Supervisor provided an update.

- Discussions with Recycle BC and Green For Life Inc.
 - o Recycle BC has requested GFL to increase service levels
 - o Supplies are now being received
 - o Moving forward in a positive direction.

DIVERSION & RECYCLING (CONT'D)

Transfer Stations – Expanding Recycling Depot Programs

The following was discussed:

- Staff time to partner with bottle depots
- Bottle depots concerned regarding the loss of revenue regarding electronics
- Cost, revenue, site sharing challenges
- Option A and B
- Potentially implementing a Pilot Project
- Landfilling of electronics
- Benefits of one stop shop for recycling programs
- Competing with private business
- Current funding structure of Houston and Fraser Lake Bottle Depots.

Transfer Stations – Expanding Recycling Depot Programs Moved by Director Thiessen
 Seconded by Director Brienen

WMC.2022-3-6

“That the Committee recommend that the Board approve Option A – Expand RDBN Recycling Depot Programs to promote the “One-Stop-Shop” by taking on additional programs and receive the revenue for collected material as outlined in the Waste Diversion Supervisor’s Transfer Stations – Expanding Recycling Depot Programs memorandum.”

(All/Directors/Majority)

DEFEATED

Transfer Stations – Expanding Recycling Depot Programs Moved by Director Petersen
 Seconded by Director Atrill

WMC.2022-3-7

“That the Committee recommend that the Board work towards Option B – Establish collection points at RDBN Transfer Stations for Extended Producer Responsibility (EPR) programs currently managed by the Bottle Depots, who would receive the revenue through the stewards as outlined in the Waste Diversion Supervisor’s Transfer Stations – Expanding Recycling Depot Programs memorandum and that the information be brought forward to the Committee for consideration.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Salvage and Re-Use Programs Moved by Director Petersen
 Seconded by Director Thiessen

WMC.2022-3-8

“That the Committee receive the Waste Diversion Supervisor’s RDBN Salvage and Re-Use Programs memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DIVERSION & RECYCLING (CONT'D)

Discussion took place regarding the following:

- Moving forward with a pilot project regarding metal salvaging
- Fabric items to be discarded
- Concerns regarding designated metal salvaging areas and past issues of metal salvaging at RDBN Transfer Station and Landfill facilities
- Revenue from Metal
- Staff to bring back additional information and potential options for Committee consideration.

OPERATIONS UPDATE

Knockholt Landfill Update -Waste Re-routing Plan

Moved by Director Thiessen
 Seconded by Director Newell

WMC.2022-3-9

“That the Committee receive the Director of Environmental Services’ Knockholt Landfill Update – Waste Re-routing Plan memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Verbal Update – Department Activity

Alex Eriksen, Director of Environmental Services provided an update. He is currently preparing Request for Quotes and the Department received its used roll off truck today.

MISCELLANEOUS

Verbal Update – Pipeline Legacy Project: Wood Grinding

The following was discussed:

- CAO Helgesen and Chair Fisher met with Coastal GasLink regarding the potential purchase of a wood grinder
- Potential pipeline wood waste too significant of volumes for RDBN Solid Waste Management Facilities
- Researching potential legacy funding projects in regard to environmental services in the region.

Verbal Update – Debris Management Course Highlights

Ms. Derksen provided an overview of her attendance at the Solid Waste Association of North America (SWANA) Course regarding Debris Management in the event of a natural disaster.

FUTURE MEETING TOPICS

- Houston – Solid Waste and Recycling – April 2022
- Wood Waste Operations Update – April 2022
- Cost Recovery Plan – Review and Update – April 2022
- Disposal Fee Bylaw Changes – April 2022
- 2m3 rule – do we limit. Loopholes etc. – May 2022
- Consideration of accepting sawmill waste (Hogfuel) as daily cover material.

IN-CAMERA MOTION

Moved by Director Newell
Seconded by Director Brienen

WMC.2022-3-10

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)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district (Regional Solid Waste Advisory Committee) therefore exercise their option of excluding the public for this meeting.

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Newell
Seconded by Director Petersen

WMC.2022-3-11

“That the meeting be adjourned at 2:56 p.m.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Mark Fisher, Chair

Wendy Wainwright, Deputy Director of
Corporate Services

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

TO: Chair Thiessen and Board of Directors
FROM: Danielle Patterson, Senior Planner
DATE: March 31, 2022
SUBJECT: Rezoning Application RZ G-01-22
1st and 2nd Reading for OCP Bylaw 1972, 2022 & Rezoning Bylaw 1973, 2022

RECOMMENDATION

1. That the Board consider and approve the consultation identified in the attached consultation checklist.
2. That “Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 1972, 2022” be given first and second reading and subsequently be taken to Public Hearing.
3. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1973, 2022” be given first and second reading and subsequently be taken to Public Hearing.
4. That the Public Hearing for “Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 1972, 2022” and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1973, 2022” be delegated to the Director or Alternate Director for Electoral Area G.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

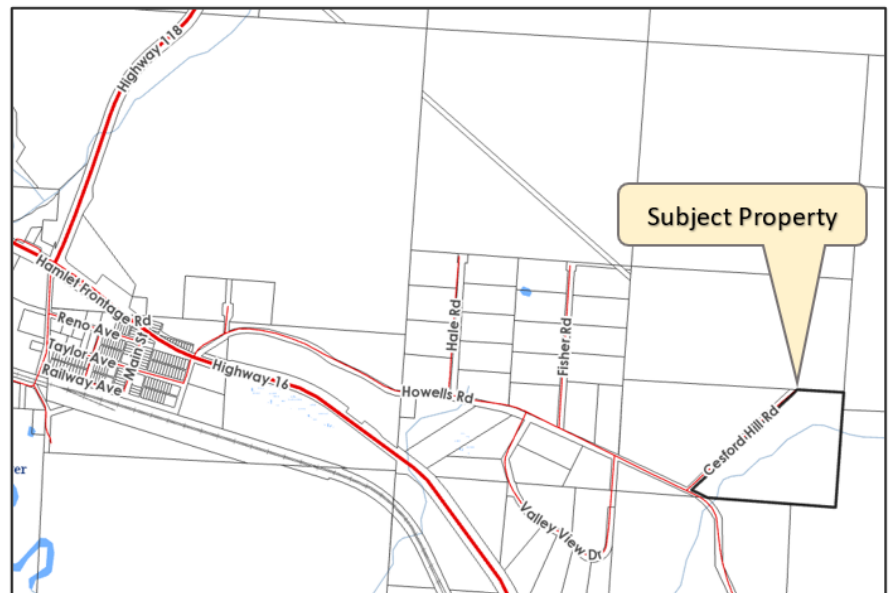
The proposed OCP amendment and rezoning of a 2.02 ha (5 ac) portion of the 14.55 ha (35.96 ac) subject property to the Rural Resource (RR) designation and the Small Holdings (H1) Zone, respectively, will allow the applicants to pursue a two-lot subdivision of these lands. The amendments and proposed subdivision fit the character of the area and no negative impacts are anticipated. Planning Department staff recommend Bylaw Nos. 1972 and 1973 receive 1st and 2nd Readings.

APPLICATION SUMMARY

Name of Owners:	Steven Sherman & Valerie Sketchley
Electoral Area:	G
Subject Property:	The South 1/2 of the Southeast 1/4 of District Lot 2627, Range 5, Coast District, Except Plans 1497 & 9206 (PID 015-132-358)
Property Size:	14.55 ha (35.96 ac)
OCP Designation:	Resource (RE) Designation in the “Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011” (the OCP)
Zoning:	Large Holdings (H2) Zone in RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Not in the ALR
Existing Land Use:	Residential/Agricultural
Location:	11436 & 11604 Cesford Hill Road, Topley, about 2.5 km from the Highway 16-Highway 118 junction (see Subject Property Map)

Proposed Zoning and Official Community Plan (OCP) Amendment

The applicants request an OCP amendment to change the Resource (RE) land use designation to Rural Residential (RR) on a \pm 2.02 ha (5 ac) portion of the subject property, as outlined in orange in the site plan below. The applicants also request a rezoning of this \pm 2.02 ha (5 ac) portion of the subject property from the Large Holdings (H2) Zone to the Small Holdings (H1) Zone. The requested changes are to facilitate a future two-lot subdivision application.



There are two existing single family dwellings on the subject property. The applicants are requesting an OCP and Zoning amendment to facilitate a two-lot subdivision so each dwelling can be owned separately. Both dwellings have separate driveways to access Cesford Hill Road and are sited approximately 170 m (557 ft) apart.

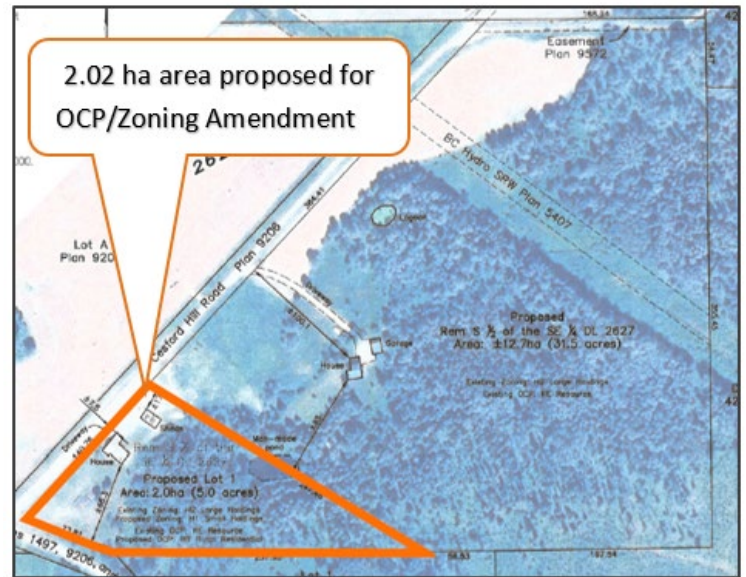
DISCUSSION

Proposed OCP Designation

The objectives of the Rural Residential (RR) designation include:

- “(1) To provide opportunities for residential parcels that fit the existing rural character of the Plan area.*
- “(2) To support opportunities for affordable housing, rental housing and special needs housing.*
- “(3) To ensure future development does not have a significant negative impact on the natural environment.*
- “(4) To protect and enhance the quality of life associated with existing and new rural residential development.”*

Proposed Site Plan

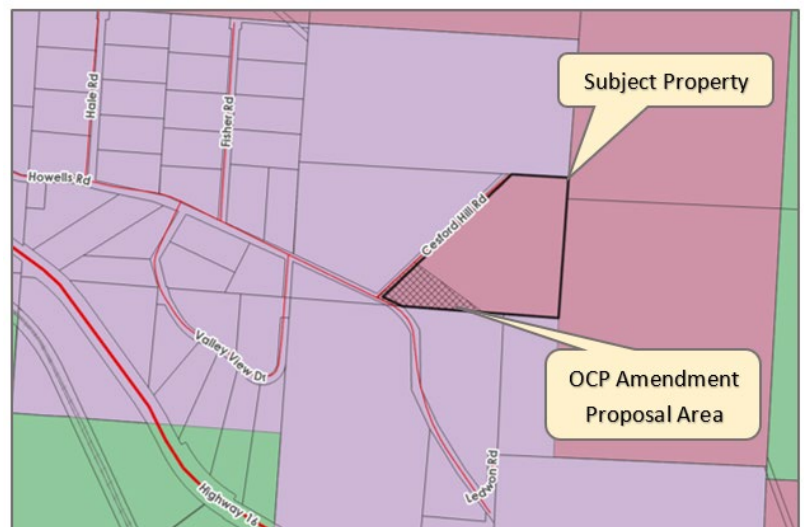


Zoning

The minimum parcel area that may be created at subdivision is 8 ha (19.77 ac) in the H2 Zone and 2 ha (4.94 ac) in the H1 Zone. The proposed subdivision meets the minimum parcel size requirements of both zones. The surrounding neighbourhood has several properties that are \pm 2 ha in area in the H1 Zone as shown in the zoning map.

OCP Map

Dark Pink = Resource Designation; Purple = Rural Residential; & Green = Agriculture



Zoning Map

Light Purple = Large Holdings (H2) Zone; Dark Purple = Small Holdings (H1) Zone; Light Green = Agriculture (AG1) Zone; Brown = Rural Resource (RR1) Zone; & Dark Green = Civic/Institutional (P1) Zone



The permitted uses in the H2 and H1 Zones are as follows:

Permitted Uses in H1 Zone		Permitted Uses in H2 Zone	
Principal	Secondary	Principal	Secondary
<ul style="list-style-type: none"> • agriculture • single family dwelling (2 SFD on properties ≥ 4 ha) • two family dwelling 	<ul style="list-style-type: none"> • kennel (properties ≥ 2 ha) 	<ul style="list-style-type: none"> • agriculture • single family dwelling • two family dwelling • portable sawmill • rural retreat • intensive agriculture (properties ≥ 8 ha) 	<ul style="list-style-type: none"> • guest ranch (with agriculture principal use) • kennel (properties ≥ 2 ha) • large kennel (properties ≥ 8 ha with a dwelling)

Staff Comments

The *Local Government Act* requires all OCP amendments be considered in conjunction with the financial plan, and any waste management plan that is applicable to the Regional District. The proposed OCP amendment bylaw is consistent with the most recent financial plan and waste management plan.

The subject property was rezoned from H1 to H2 on August 21, 1997. The property owners asked for the rezoning in 1997 because rescinded Zoning Bylaw No. 700, 1993 allowed one

single family dwelling on H1 properties and the property owners wanted two dwellings on their parcel.

The amendments and proposed subdivision fit the character of the area. No negative impacts are anticipated, and the property is within the building inspection and Topley fire protection area. Planning Department staff recommend Bylaw Nos. 1972 and 1973 receive 1st and 2nd Readings.

CONSULTATION FOR OCP AMENDMENTS

The *Local Government Act* requires local governments to consider consultation with persons, organizations and authorities it considers will be affected by an OCP amendment. Specifically, the local government must:

- (a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and
- (b) specifically the RDBN Board should consider if consultation is required with:
 - the board of any regional district that is adjacent to the area covered by the plan,
 - the council of any municipality that is adjacent to the area covered by the plan,
 - First Nations,
 - school district boards, greater boards and improvement district boards, and
 - the Provincial and federal governments and their agencies.

Also, the *Local Government Act* requires that local governments consult with the local School District regarding any amendment to an OCP. Staff recommend that the Board consider and approve the consultation options outlined in the consultation checklist.

REFERRAL COMMENTS

Electoral Area G Advisory Planning Commission: unanimously supported application.

Ministry of Transportation and Infrastructure: *“The Ministry sees no impact to our infrastructure. Pursuant to section 52(3)(a) of the Transportation Act, the Ministry of Transportation and Infrastructure is prepared to endorse the Bylaw after its third reading.”*

ATTACHMENTS

- Appendix A: OCP Amendment Consultation Checklist
- Applicant Submission
- Bylaw No. 1972, 2022
- Bylaw No. 1973, 2022

Appendix A
 Official Community Plan (OCP) Amendment
 Consultation Checklist

Associated OCP amendment application number: RZ G-01-22

Associated OCP Amendment Bylaw number: 1972

Special Conditions

- Agricultural Land Reserve
- Zoning Bylaw Floodplain Overlay
- Environmentally sensitive area
- Potential contaminated site
- Within 800 metres of a controlled access or Provincial Highway
- Crown land
- Other (specify) _____

Consideration of affected persons, organizations, and authorities

Prior to the Public Hearing for the OCP bylaw amendment, consideration has been given to consultation with the following:

Local Governments

- Cariboo Regional District
- Regional District of Fraser Fort George
- Regional District of Kitimat-Stikine
- Regional District of Peace Rive
- Village of Vanderhoof
- District of Fort St James
- Village of Fraser Lake
- Village of Burns Lake
- District of Houston
- Village of Telkwa
- Village of Granisle
- Town of Smithers
- Electoral Area G Advisory Planning Commission

Government Agencies

- Ministry of Transportation and Infrastructure
- Ministry of Agriculture
- Ministry of Environment
- Ministry of Community, Sport and Cultural Development
- Ministry of Forests, Mines and Lands
- Northern Health
- Department of Fisheries and Oceans
- Agricultural Land Commission

First Nations

- | | |
|---|--|
| <input type="checkbox"/> Binche Whut'en | <input type="checkbox"/> Nee Tahi Buhn Band |
| <input type="checkbox"/> Burns Lake Band | <input type="checkbox"/> Nuxalk Nation |
| <input type="checkbox"/> Cheslatta Carrier Nation | <input checked="" type="checkbox"/> Office of the Wet'suwet'en |
| <input type="checkbox"/> Doig River First Nation | <input type="checkbox"/> Saik'uz First Nation |
| <input type="checkbox"/> Halfway River First Nation | <input type="checkbox"/> Skin Tyee Nation |
| <input type="checkbox"/> Heiltsuk Nation | <input type="checkbox"/> Stelat'en First Nation |
| <input type="checkbox"/> Kitselas First Nation | <input type="checkbox"/> Takla Lake First Nation |
| <input type="checkbox"/> Lake Babine Nation | <input type="checkbox"/> Tl'azt'en First Nation |
| <input type="checkbox"/> Lheidli T'enneh First Nation | <input type="checkbox"/> Tsay Keh Dene Nation |
| <input type="checkbox"/> Lhoosk'uz Dene Nation | <input type="checkbox"/> Ulkatcho First Nation |
| <input type="checkbox"/> Mcleod Lake Indian Band | <input type="checkbox"/> West Moberly First Nation |
| <input type="checkbox"/> Nadleh Whut'en | <input checked="" type="checkbox"/> Wet'suwet'en First Nation |
| <input type="checkbox"/> Nak'azdli Whut'en | <input type="checkbox"/> Witset First Nation |
| <input type="checkbox"/> Nazko First Nation | <input type="checkbox"/> Yekooche First Nation |

School Districts

- School District No. 91
- School District No. 54
- Improvement Districts

Public

- Immediate neighbours (within 200 metres of subject property)
- Surrounding neighbourhood
- Region wide
- Public Hearing
- Other (specify) - RDBN Website

PROPOSED PLAN

Of Part of the South 1/2 of the Southeast 1/4 of District Lot 2627 Range 5 Coast District Except Plans 1497 and 920

BCGS 93L.059

SCALE:



The intended plot size of this plan is 432mm in width by 280mm in height (B size) when plotted at a scale of 1:2000.

This plan is based on the following Land Title and Survey Authority of BC records:

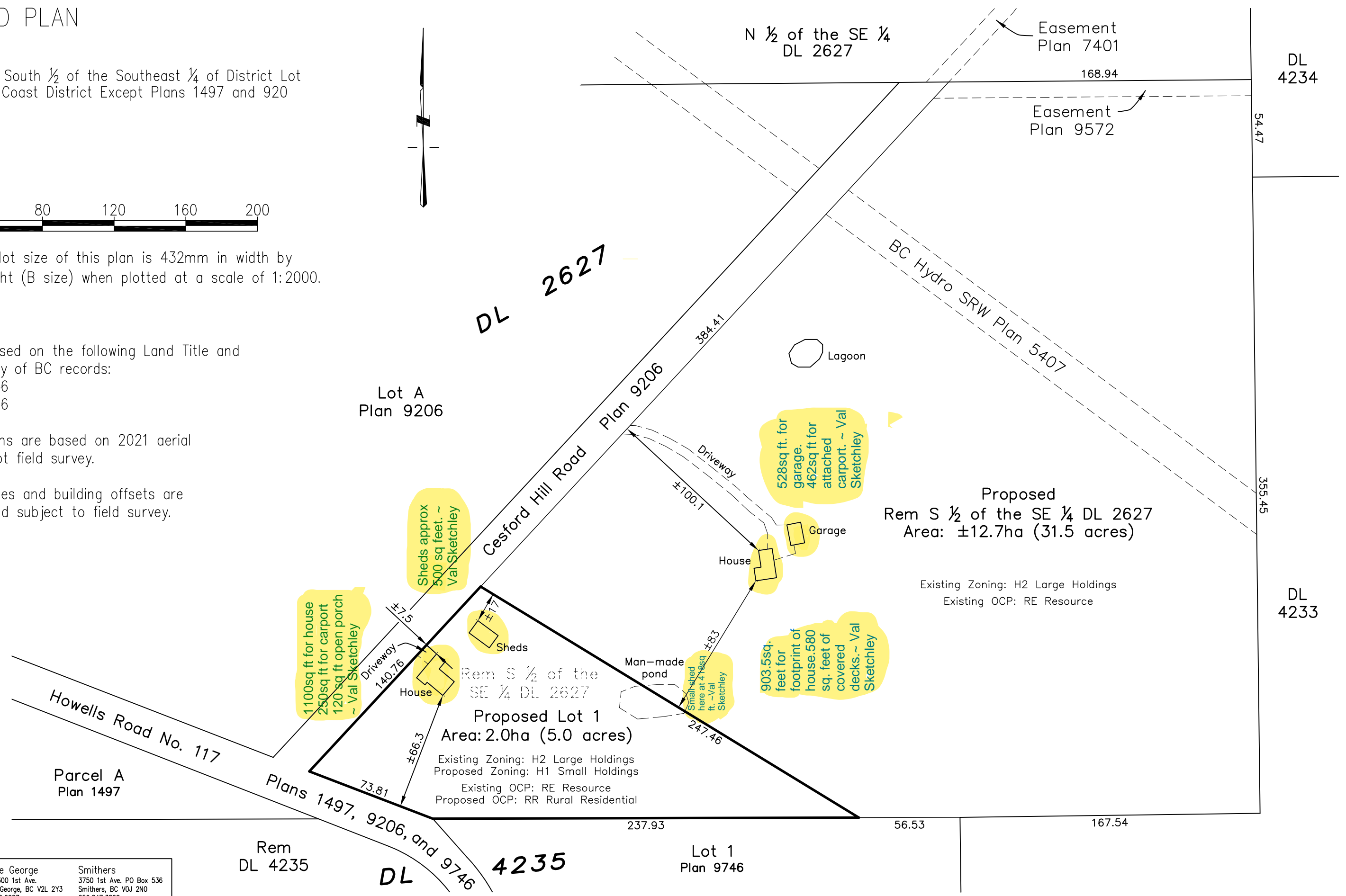
- Plan 9746
- Plan 9206

Building locations are based on 2021 aerial imagery and not field survey.

Parcel boundaries and building offsets are approximate and subject to field survey.



51



PROPOSED PLAN

Of Part of the South $\frac{1}{2}$ of the Southeast $\frac{1}{4}$ of District Lot 2627 Range 5 Coast District Except Plans 1497 and 920

BCGS 93L.059

SCALE:



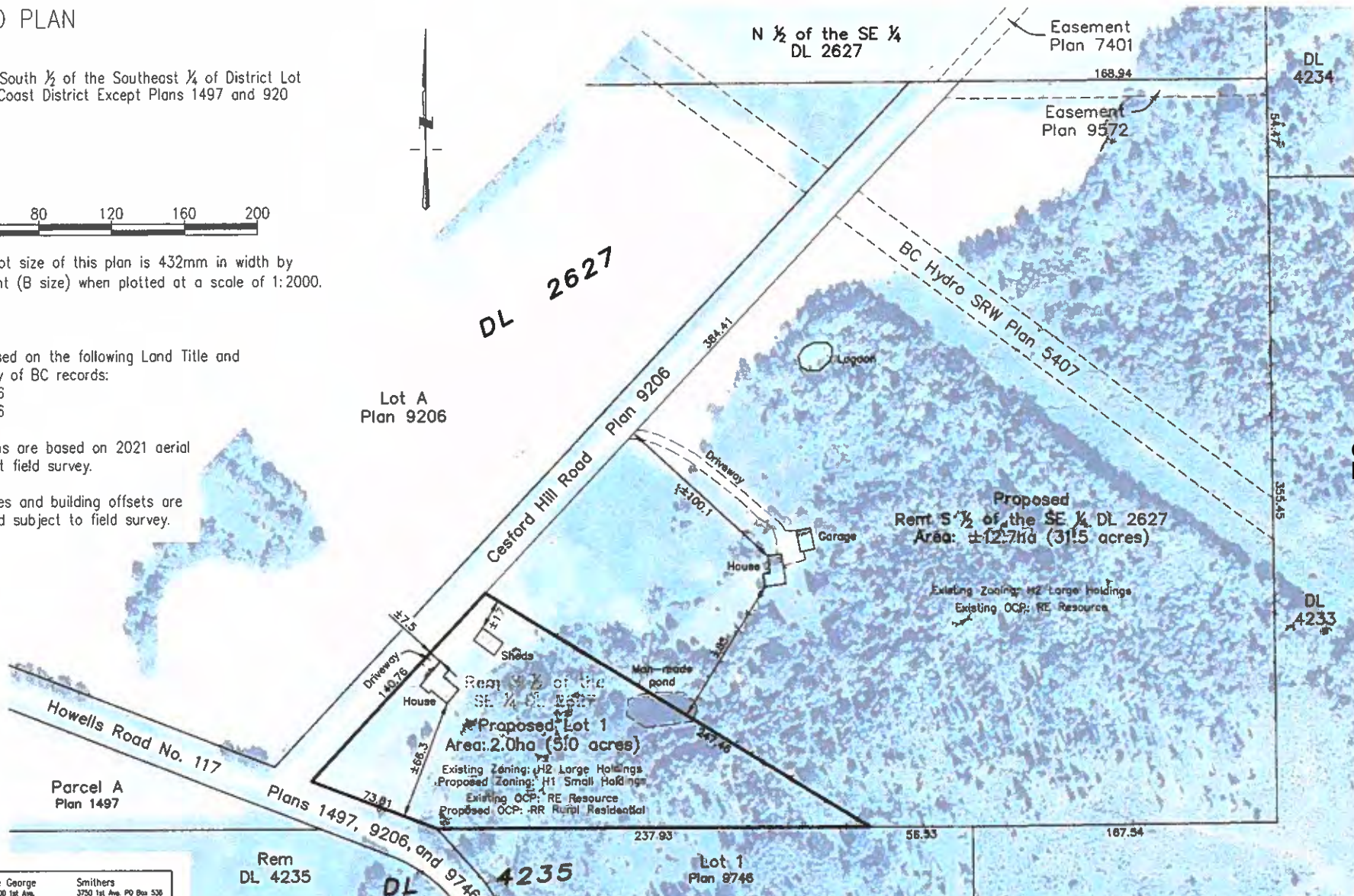
The intended plot size of this plan is 432mm in width by 280mm in height (B size) when plotted at a scale of 1:2000.

This plan is based on the following Land Title and Survey Authority of BC records:

- Plan 9746
- Plan 9206

Building locations are based on 2021 aerial imagery and not field survey.

Parcel boundaries and building offsets are approximate and subject to field survey.



CHBH LAND SURVEYING INC.

Prince George 203-1300 1st Ave. Prince George, BC V2L 2Y3 250.640.2297	Smithers 3750 1st Ave. PO Box 536 Smithers, BC V0J 2H0 250.847.3908
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REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1972

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 a ± 2.02 ha portion of these lands are rezoned from the “Large Holdings (H2)” Zone to the “Small Holdings (H1)” Zone.

The South 1/2 of the Southeast 1/4 of District Lot 2627, Range 5, Coast District, Except Plans 1497 & 9206 as shown on Schedule “A”, which is incorporated in and forms part of this bylaw.

This bylaw may be cited as “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1972, 2022”.

READ A FIRST TIME this ____ day of ____, 2022

READ A SECOND TIME this ____ day of ____, 2022

PUBLIC HEARING HELD this ____ day of ____, 2022

READ A THIRD TIME this ____ day of ____, 2022

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1972, 2022”.

DATED AT BURNS LAKE this ____ day of ____, 2022

Corporate Administrator

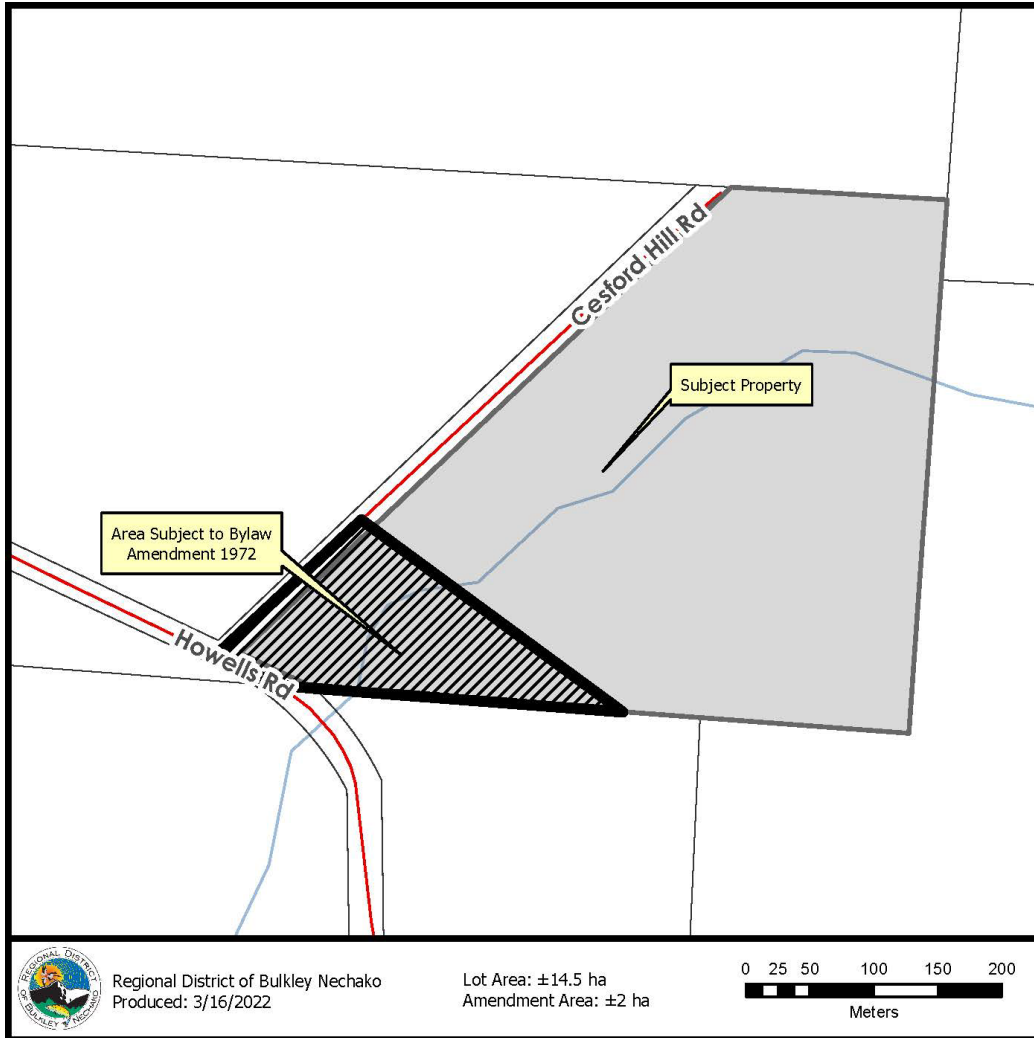
Approved pursuant to section 52(3)(a) of the *Transportation Act* this ____ day of _____, 20____

for Minister of Transportation & Infrastructure

ADOPTED this ____ day of ____, 2022

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1972

A ± 2.02 ha portion of the lands legally described as The South 1/2 of the Southeast 1/4 of District Lot 2627, Range 5, Coast District, Except Plans 1497 & 9206, rezoned from the "Large Holdings (H2)" Zone to the "Small Holdings (H1)" Zone.

I hereby certify that this is Schedule "A" of Bylaw No. 1972, 2022.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1973

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 a ± 2.02 ha portion of these lands are rezoned from the “Large Holdings (H2)” Zone to the “Small Holdings (H1)” Zone.

The South 1/2 of the Southeast 1/4 of District Lot 2627, Range 5, Coast District, Except Plans 1497 & 9206 as shown on Schedule “A”, which is incorporated in and forms part of this bylaw.

This bylaw may be cited as “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1973, 2022”.

READ A FIRST TIME this ____ day of ____, 2022

READ A SECOND TIME this ____ day of ____, 2022

PUBLIC HEARING HELD this ____ day of ____, 2022

READ A THIRD TIME this ____ day of ____, 2022

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1973, 2022”.

DATED AT BURNS LAKE this ____ day of ____, 2022

Corporate Administrator

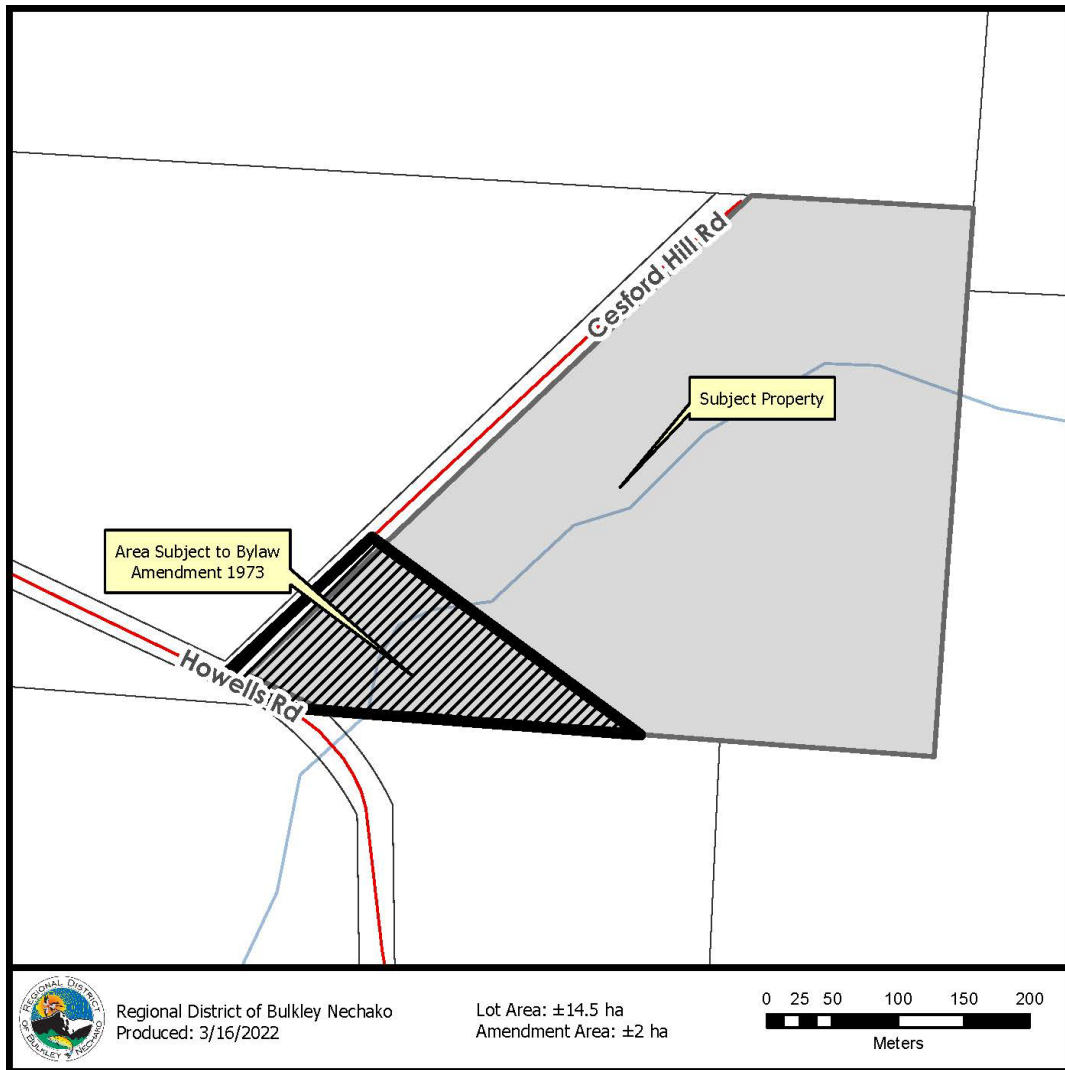
Approved pursuant to section 52(3)(a) of the *Transportation Act* this ____ day of _____, 20____

for Minister of Transportation & Infrastructure

ADOPTED this ____ day of ____, 2022

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1973

A ± 2.02 ha portion of the lands legally described as The South 1/2 of the Southeast 1/4 of District Lot 2627, Range 5, Coast District, Except Plans 1497 & 9206, rezoned from the "Large Holdings (H2)" Zone to the "Small Holdings (H1)" Zone.

I hereby certify that this is Schedule "A" of Bylaw No. 1973, 2022.

Corporate Administrator

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

TO: Chair Thiessen and Board of Directors

FROM: Danielle Patterson, Senior Planner

DATE: March 31, 2022

SUBJECT: Rezoning Application RZ A-09-21
3rd Reading for Rezoning Bylaw 1969, 2022

RECOMMENDATION

1. That the Regional District Board receive the Public Hearing Report for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1969, 2022”.
2. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1969, 2022” be given 3rd reading.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

The proposed rezoning of the property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone will allow the replacement of one of the two single family dwellings on the subject property, which was damaged by fire. Staff recommend that Rezoning Bylaw No. 1969, 2022 be given 3rd Reading.

Pursuant to Section 52(3)(a) of the *Transportation Act*, the bylaw requires endorsement by the Ministry of Transportation and Infrastructure after 3rd Reading and before adoption, as the subject property is within 800 metres of Highway 16.

APPLICATION SUMMARY

Name of Agent/Owner:	Chris Schippers, Schippers Creek Contracting Ltd.
Electoral Area:	A
Subject Property:	Lot 3, Section 11, Township 1A, Range 5, Coast District, Plan 4130
Property Size:	3.50 ha (8.65 ac)
OCP Designation:	Rural Residential (RR) in “Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014”
Zoning:	Small Holdings (H1) in RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Not in the ALR
Existing Land Use:	Residential (both residential structures are vacant)
Location:	5024 & 5084 Laughlin Road, about 175 m from Highway 16 & abutting Town of Smithers airport lands (see Subject Property Map)

Proposed Rezoning

The applicant requests a rezoning of the subject property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone to allow the construction of a second dwelling which was damaged by fire. This second dwelling was built when the property was zoned Rural II under repealed Zoning Bylaw No 18, 1970, which allowed this 5+ ac (2.02+ ha) property to have two dwellings.

DISCUSSION**Official Community Plan**

The subject property is designated Rural Residential (RR) in the “Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014” (OCP). To the north, west, and south of the property, lands are designated for Rural Residential land use.

Subject Property

OCP Policy Section 3.4.2(7) states a rezoning application to allow a second single family dwelling on a parcel may only 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.”

The application includes an initial site investigation report performed by a Registered Onsite Wastewater Practitioner stating a Type 1 lagoon is an appropriate option for the subject property. Compliance to Northern Health regulations is ensured as part of the usual building permit process.

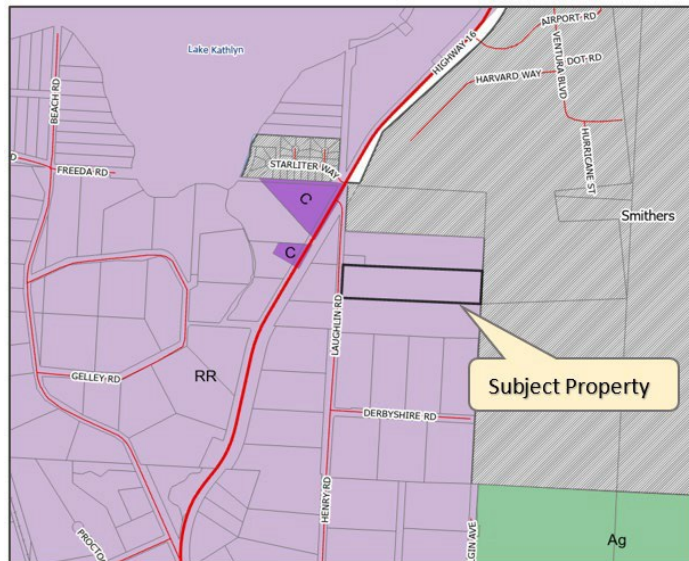
Zoning and Legal Non-Conformity

The 3.50 ha (8.65 ac) property meets the parcel size requirement of the Small Holdings (H1) Zone and Small Holdings – Additional Dwelling (H1A Zone). The difference between the H1 Zone and H1A Zone is the permitted density and maximum dwelling size for a second dwelling, a shown below:

Parcel Area	Maximum Permitted Density	
	H1 Zone	H1A Zone
Less than 2 ha (4.94 ac)	1 SFD OR 1 Two Family Dwelling	2 Single Family Dwellings (only 1 of 2 may exceed 120 m ² /1,290 ft ²) OR 1 Two Family Dwelling
2 ha (4.94 ac) or greater	2 SFD OR 1 Two Family Dwelling	

OCP Map

Light Purple = Rural Residential Designation; Dark Purple = Commercial Designation; Green = Agriculture Designation
Grey Hatching = Town of Smither



The property owner stated the second dwelling has been vacant since the fire and would need to be rebuilt to be habitable. The *Local Government Act* extinguishes legal non-conformity of the second dwelling since 75% of the value of building has been damaged/destroyed and the dwelling has been in disuse for 6+ months. Due to this, the property owner would need to rezone to H1A to rebuild the second dwelling.

Staff Comments

The applicant's proposal aligns with the Rural Residential OCP policies for considering a second single family dwelling on a parcel. Planning Department staff do not anticipate any negative outcomes from allowing a second single family dwelling on the subject property and recommend that Rezoning Bylaw No. 1969, 2022 be given 3rd Reading.

Pursuant to Section 52(3)(a) of the Transportation Act, the bylaw requires endorsement by the Ministry of Transportation and Infrastructure after 3rd Reading and before adoption, as the subject property is within 800 metres of Highway 16.

REFERRAL COMMENTS

Electoral Area A Advisory Planning Commission: supports application.

Northern Health: No comments.

Town of Smithers: No comments.

PUBLIC HEARING

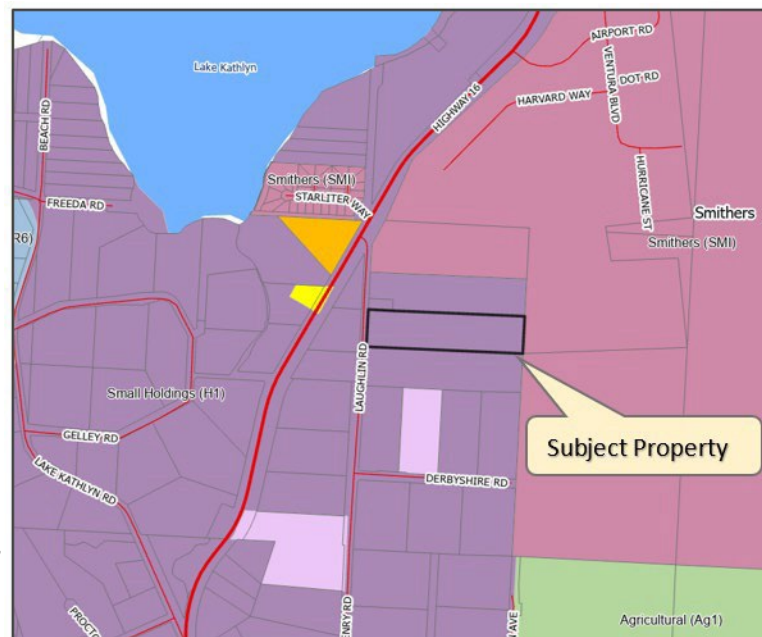
The Public Hearing for Bylaw No. 1969, 2022 was held on Tuesday, March 1, 2022 (see attached for the Public Hearing Report).

ATTACHMENTS

- Applicant Submission
- Bylaw No. 1969, 2022
- Public Hearing Report for Bylaw No. 1969, 2022

Zoning Map

Dark Purple = Small Holdings (H1) Zone; Light Purple = Small Holdings – Additional Dwelling (H1A) Zone; Yellow = General Commercial (C1) Zone; Orange = Highway Commercial (C2) Zone; and Green = Agricultural (AG1) Zone; & Pink = Town of Smithers



Initial site investigation report for rezoning application

Date: December 5, 2021

Legal Description: LOT: 3 SECT: 11 R5 CD PLAN 4130

Street Address: 5024 Laughlin Road, Smithers

Property Owner: Chris Shippers
20484 Kitseguecla Lake Road
Smithers, BC

Summary of Inspection:

The topography evidenced by deep pockets naturally lends itself to gravity fed lagoon system. (Type 1) Adjacent lots of similar size north and south (lots 2&4) contain newer Lagoon type systems.

Site Information:

Total parcel size: 8.69 Acres, 3.52 Ha

Water: A drilled well 6" dia. is located inside an insulated heated pump house near building A

Site/ Soil Evaluation: *(Surface based evidence only)*

Soil pit evaluation and hydraulic potential testing, (permeameter) will be conducted next spring to confirm results required by the Sewerage System Regulation and the Sewerage System Standard Practices Manual of the B.C. Surface evidence from field inspection reveal high percentages of clay bases soils consistent with the glacial till common in the Bulkley Valley. Mixed broken and unbroken cobble rock is also evident.

Topography:

The land form is west facing of approximately 10% slope but is very uneven with a series of hummocks and depressions ranging from 10 to 30 foot depth. There are no water courses on the property but small amounts of water (less than 12 inches) are contained in the depressions; from recent heavy rain fall.

Vegetation and wildlife:

Willow and cattails are growing in the bottom of low lying depressions. Spruce, pine and aspen found in hummocks, 60% old growth and 40% new growth. Some evidence of recent use by deer and moose is present.

Improvements Sewerage : *(Surface based evidence only)*

Building A- Fire damaged, unlivable plumbing piping leads to small rock pit, no tank or field.

Building B- Has a bathroom, older tank and field that is functioning but has not been updated to present manual standards.

Building C-unoccupied older building, old outhouse east of building- no sewerage system.

Extended site proposal:

Owner has intentions to replace the existing structures with two newer buildings utilizing both ends of the property.

Declaration:

These notes are from inspection carried out on November 25/2021 and December 3/2021 to confirm property improvements and conditions. These records and specifications are consistent with standard practice with regard to the Sewerage System Regulation and the Sewerage System Standard Practices Manual of the B.C. Ministry of Health. I have conducted a site evaluation and exercised due diligence.

Eckard F. Mendel OWO #295

Registered Onsite Wastewater Practitioner #295

Home [REDACTED]

Email: emendel@hotmail.com



SEWAGE INFORMATION MAP.

LOT 3 SECT 11 TP 1A R5 CD PL 4130

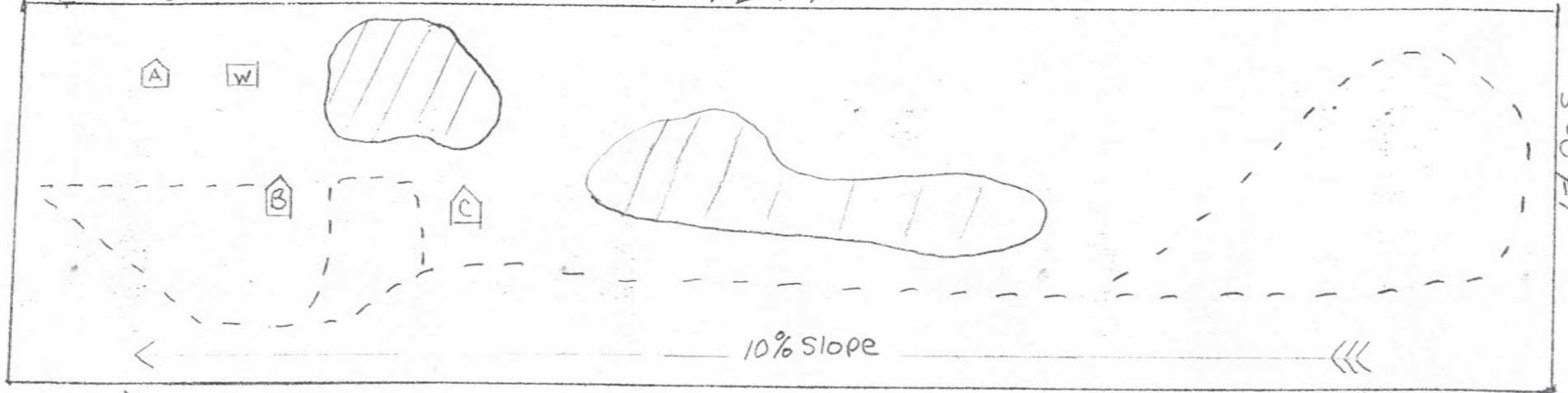
8.69 ACRES 5024 LAUGHLIN ROAD.



E.F.M.
SCALE: 125' = 1" CH
DEC - 1 2021

1261.72 FT

LAUGHLIN ROAD



road - - - - -
depression (///)
well (W)

house A, 1428 sqft, no surface evidence of sewer system, fire damage.
house B, 1265 sqft, single story log house, old sewer tank, evidence of field nearby
house C, 1325 sqft, rock wall basement, top of knoll.





REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1969

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 3, 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. 1969, 2022”.

READ A FIRST TIME this 27th day of January, 2022

READ A SECOND TIME this 27th day of January, 2022

PUBLIC HEARING HELD this 1st day of March, 2022

READ A THIRD TIME this ____ day of ____, 2022

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1969, 2022”.

DATED AT BURNS LAKE this ____ day of ____, 2022

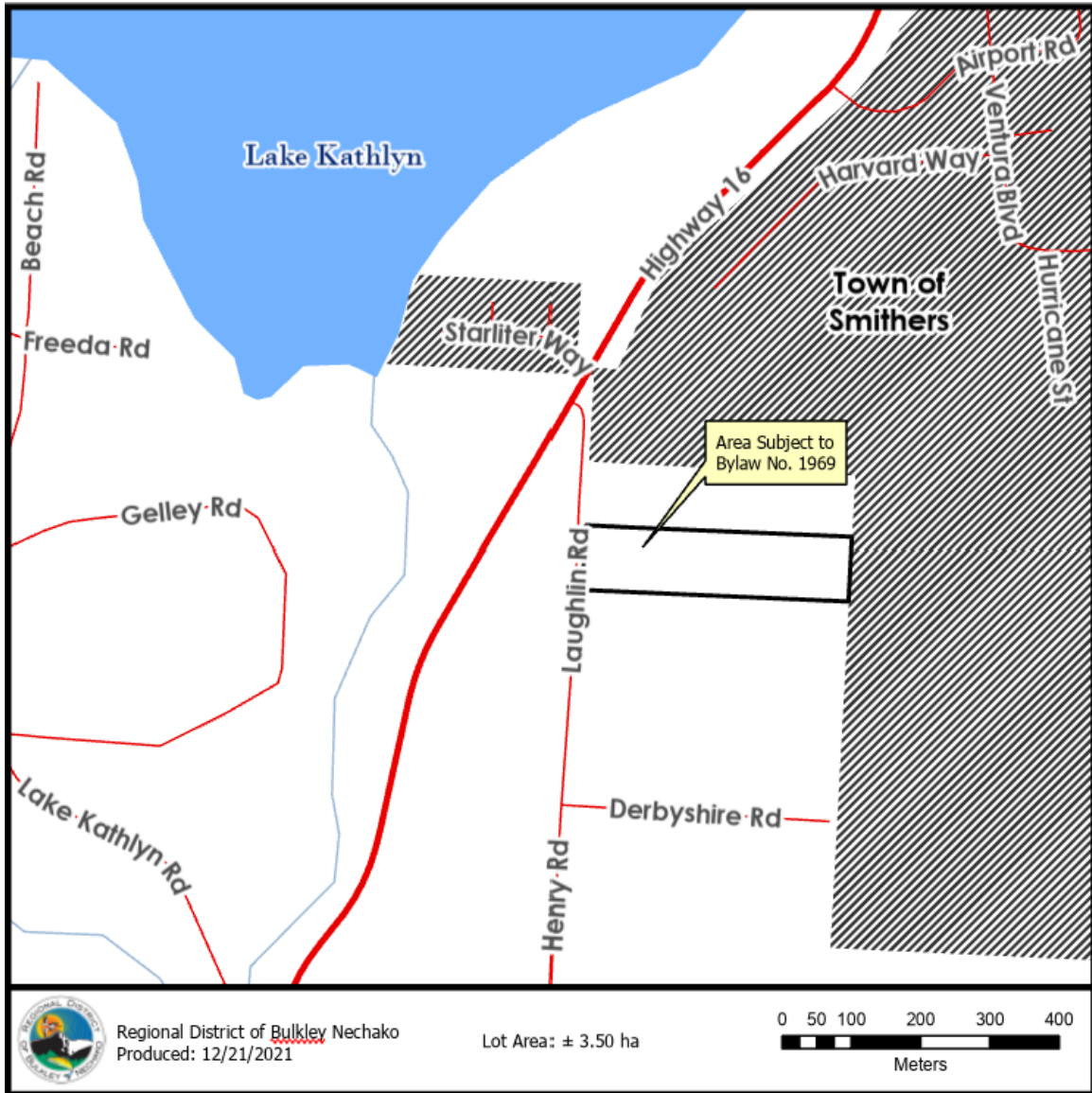
Corporate Administrator

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

ADOPTED this ____ day of ____, 2022

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1969

Lot 3, Section 11, Township 1A, Range 5, Coast District, Plan 4130, comprising ± 3.50 ha, rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings – Additional Dwelling (H1A)" Zone.

I hereby certify that this is Schedule "A" of Bylaw No. 1969, 2022.

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1969, 2022

March 1, 2022

Report of the Public Hearing held at 7:00 pm, March 1, 2022 by Zoom conference call regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1969, 2022.

ATTENDANCE:

Registered Attendees: Teresa Bradley, 5190 Laughlin Road

Unregistered Attendees: Jody Bradley, 5190 Laughlin Road

Registered and Absent: Chris Schippers, 20484 Kitsequecla Lake Road (applicant)

RDBN Chairperson: Mark Fisher, Director, Electoral Area A

RDBN Staff: Danielle Patterson, Senior Planner, Recording Secretary

CORRESPONDENCE: No written submissions to this Public Hearing.

CALL TO ORDER: The meeting was called to order by Chair Fisher at 7:00 pm

BUSINESS:

Chair Fisher Read a statement explaining bylaw 1969 and the Public Hearing process. Chair Fisher stated a link to the Public Hearing package, containing the application and referral responses, was posted in the Zoom chat and is available on the RDBN website.

Chair Fisher Stated the applicant was not present at the meeting and asked if any attendees had comments.

Teresa Bradley Asked about the septic requirements if the applicant rebuilt the second house damaged by fire.

Chair Fisher Referred question to staff.

Danielle Patterson Stated applicant provided an initial site investigation report from a Registered Onsite Wastewater Practitioner recommending a lagoon system (Type 1) due to site soil and topographical conditions. If the property were rezoned to H1A, Northern Health's septic requirements would need to be met as part of the building permit review process to rebuild the second house.

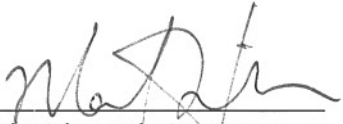
Chair Fisher Asked if Jody Bradley had any comments.

Jody Bradley No comments.

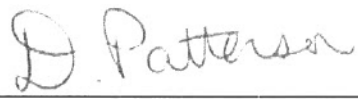
Chair Fisher Asked if there were any comments on Bylaw 1969 a second time.

Chair Fisher Asked if there were any comments on Bylaw 1969 a third time.

Chair Fisher Closed the public hearing at 7:08 pm.



Mark Fisher, Chairperson



Danielle Patterson, Recording Secretary

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

TO: Chair Thiessen and Board of Directors
FROM: Danielle Patterson, Senior Planner
DATE: March 31, 2022
SUBJECT: Rezoning Application RZ D-02-21
3rd Reading and Adoption for Rezoning Bylaw 1970, 2022

RECOMMENDATION

1. That the Regional District Board receive the Public Hearing Report for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1970, 2022”.
2. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1970, 2022” be given 3rd Reading and Adoption.

VOTING

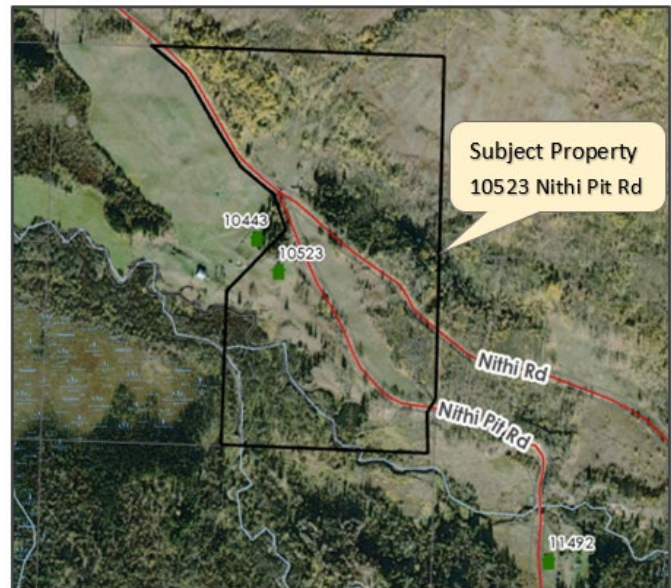
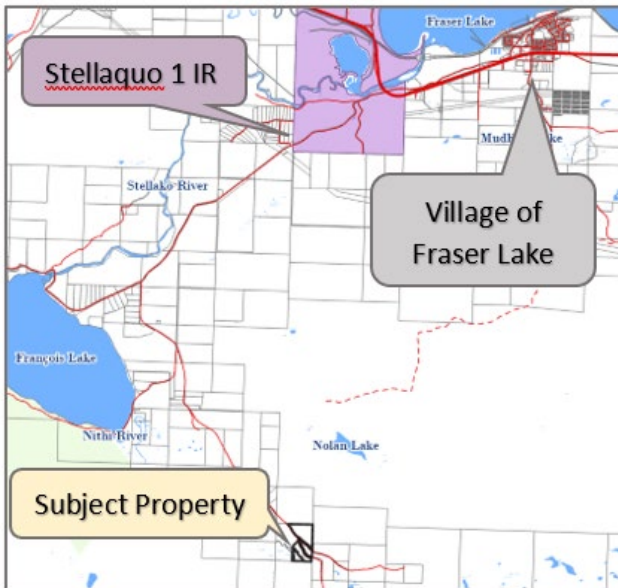
All / Directors / Majority

EXECUTIVE SUMMARY

The proposed rezoning of the subject property from the Rural Resource 1 (RR1) Zone to the Large Holdings (H2) Zone will allow the potential subdivision of the property into 3 parcels, each of which may contain up to 2 dwellings. The rezoning to H2 is in accordance with the applicable Official Community Plan. Staff recommend that Rezoning Bylaw No. 1970, 2022 be given 3rd Reading and Adoption.

APPLICATION SUMMARY

Name of Agent/Owner:	Lloyd Voth
Electoral Area:	D
Subject Property:	Lot 2, District Lot 77, Range 4, Coast District, Plan BCP39103
Property Size:	30.46 ha (75.27 ac)
OCP Designation:	Resource (RE) Designation in the “Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019”
Zoning:	Rural Resource (RR1) Zone in RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Not in the ALR
Existing Land Use:	Residential/Agricultural
Location:	10523 Nithi Pit Road, approximately 4 km from Francois Lake, 8 km from Stellaquo 1, and 11 km from the Village of Fraser Lake

Subject Property Maps:**Proposed Rezoning**

The applicant requests a rezoning of the subject property from the Rural Resource (RR1) Zone to the Large Holdings (H2) Zone. This rezoning would allow the building of a second dwelling on the property and its potential subdivision into three parcels. The applicant has provided the attached site plan showing a 2 parcel subdivision.

DISCUSSION

Official Community Plan

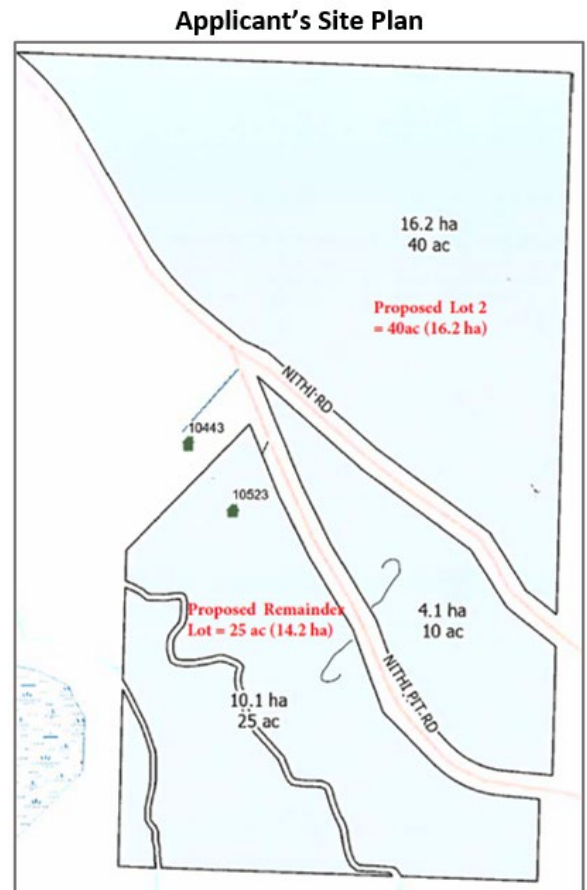
The area is designated Resource (RE) in the “Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865.” OCP Policy Sections 3.9.2(1-4) for the Resource Designation state,

“1) Only uses directly associated with agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, wilderness-oriented recreation, and necessary institutional, public, utility or transportation services use will be permitted in the Resource (RE) designation. A very limited amount of low-density residential use may be permitted within this designation, where appropriate.

2) The minimum parcel size within the Resource (RE) designation shall be 8 hectares (19.77 acres).

3) Wherever possible established routes used by cattle or wildlife; recreation lands; and rare or unique fish and wildlife habitats will be protected from incompatible land uses.

4) Access to timber and recreation lands will be preserved wherever possible.”



Zoning

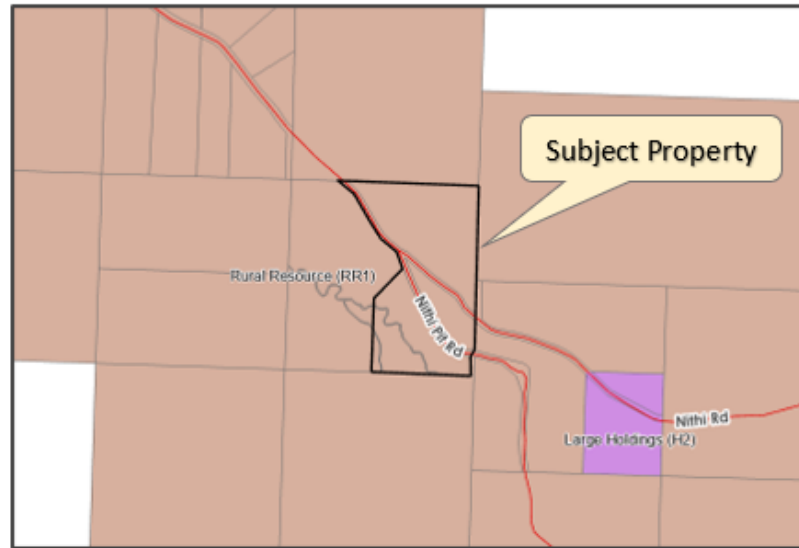
The Rural Resource (RR1) Zone has a minimum parcel size at subdivision of 28 ha (69 ac). The minimum parcel size in the Large Holdings (H2) Zone is 8 ha (19.77 ac).

The RR1 and H2 Zones have different maximum permitted densities. The H2 Zone allows a maximum of two (2) single family dwellings or one (1) two family dwelling. The RR1 Zone allows the following maximum density combinations:

- one (1) single family dwelling and three (3) cabins,
- one (1) two family dwelling and three (2) cabins, or
- four (4) cabins.

Zoning Map

Brown = Rural Resource (RR1) Zone; Purple = Large Holdings (H2) Zone; & White = No Zoning



The permitted uses in the H2 Zone and RR1 Zone are shown below:

Permitted Uses in H2 Zone		Permitted Uses in RR1 Zone	
Principal	Secondary	Principal	Secondary
<ul style="list-style-type: none"> • agriculture • portable sawmill • single family dwelling • two family dwelling • rural retreat • intensive agriculture (properties ≥ 8 ha) 	<ul style="list-style-type: none"> • guest ranch (when agriculture is a principal use) • kennel (properties ≥ 2 ha) • large kennel (properties ≥ 8 ha with a dwelling) 	<ul style="list-style-type: none"> • agriculture • portable sawmill • single family dwelling • two family dwelling • rural retreat • intensive agriculture • large kennel • cabin • farmers' market • primitive campground • veterinary clinic 	<ul style="list-style-type: none"> • guest ranch (when agriculture or intensive agriculture is a principal use)

Staff Comments

Nithi River and Burns Creek run through the southwest corner of the subject property. The Zoning Bylaw does not allow the construction of a building or structure within 15 m of these watercourses. The RDBN Floodplain Management Bylaw sets construction elevation and setback requirements that apply to all properties in the RDBN.

A restrictive covenant on title for the subject property in favour of the Ministry of Transportation and Infrastructure states the subject property may be affected by flooding and indemnifies the Crown from losses or damages related to flooding. The applicant was a

signatory (as Grantee) to the original restrictive covenant and have communicated to staff they are familiar with these restrictions.

The subject property is outside of the RDBN's building inspection and fire protection areas.

REFERRAL COMMENTS

Electoral Area D Advisory Planning Commission: supports the application.

Protective Services Department: No records related to site-specific flooding. As the subject property is outside of a fire protection area, Protective Services recommends the applicant use sprinklers for any new homes but does not recommend sprinklers as a condition of rezoning.

Stellat'en First Nation: No comments.

Village of Fraser Lake: No comments.

PUBLIC HEARING

The Public Hearing for Bylaw 1970, 2022 was held on March 15, 2022 (see attached).

ATTACHMENTS

- Bylaw No. 1970, 2022
- Public Hearing Report for Bylaw No. 1970, 2022



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1970

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

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

That “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” be amended such that the following land is rezoned from the “Rural Resource 1 (RR1) Zone to the “Large Holdings (H2)” Zone.

Lot 2, District Lot 77, Range 4, Coast District, Plan BCP39103 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. 1970, 2022”.

READ A FIRST TIME this 24th day of February, 2022

READ A SECOND TIME this 24th day of February, 2022

PUBLIC HEARING HELD this 15th day of March, 2022

READ A THIRD TIME this ____ day of ____, 2022

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1970, 2022”.

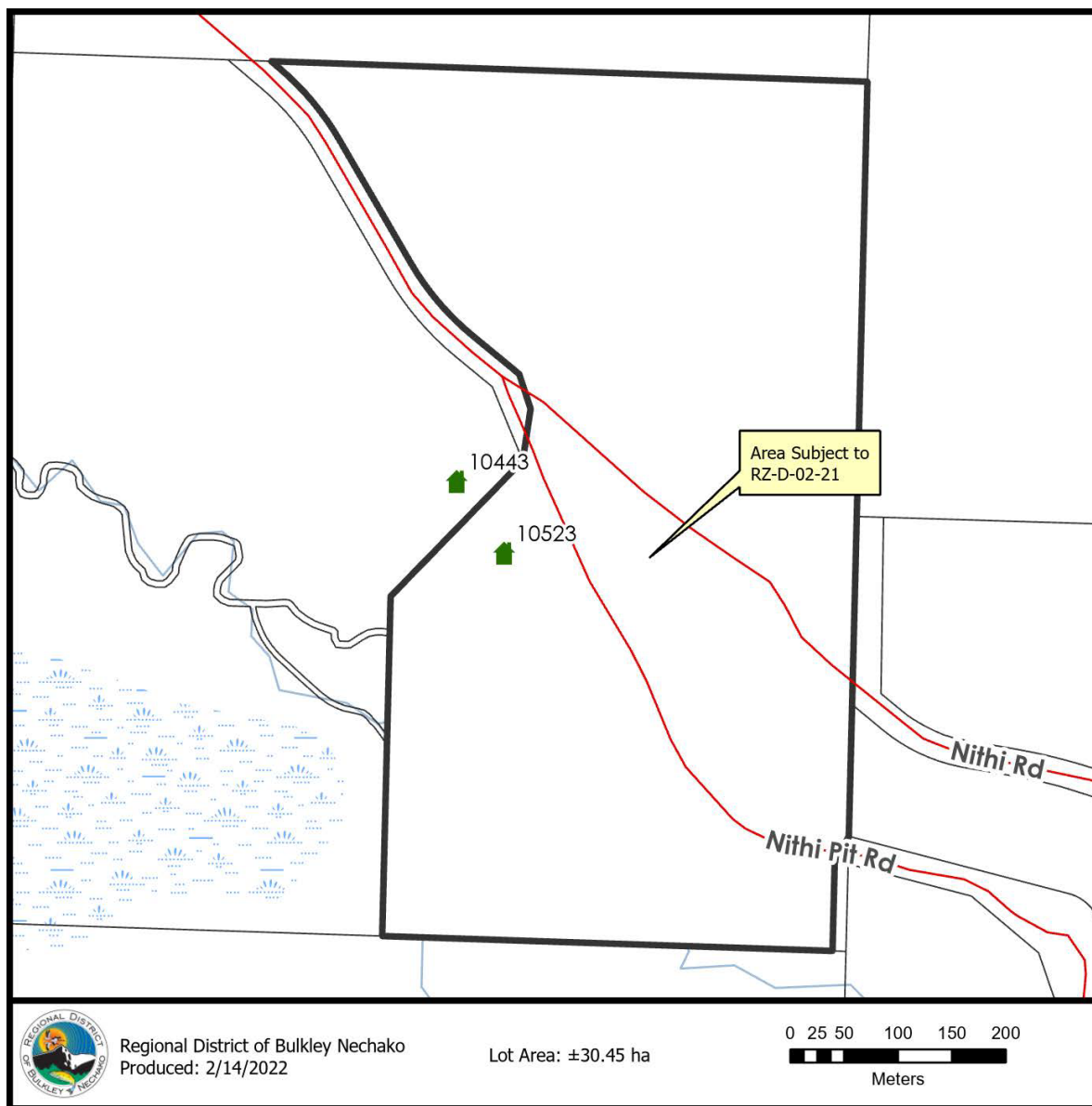
DATED AT BURNS LAKE, BC this ____ day of ____, 2022

Corporate Administrator

ADOPTED this ____ day of ____, 2022

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1970

'Lot 2, District Lot 77, Range 4, Coast District, Plan BCP39103', comprising ± 30.45 ha, rezoned from the "Rural Resource (RR1)" Zone to the "Large Holdings (H2)" Zone.

I hereby certify that this is Schedule "A" of Bylaw No. 1970, 2022.

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1970, 2022
March 15, 2022

Report of the Public Hearing held at 7:00 pm, March 15, 2022 by Zoom conference call regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1970, 2022.

ATTENDANCE:

Registered Attendees: Lloyd Voth, 10523 Nithi Pit Road, applicant
 Aaron Voth, 5581 Hayer Road, Prince George, applicant representative

RDBN Chairperson: Mark Parker, Director, Electoral Area D

RDBN Staff: Danielle Patterson, Senior Planner, Recording Secretary

CORRESPONDENCE: No written submissions to this Public Hearing.

CALL TO ORDER: The meeting was called to order by Chair Parker at 7:00 pm

BUSINESS:

Chair Parker Read a statement explaining bylaw 1970 and the Public Hearing process. Chair Parker stated a link to the Public Hearing package, with the application and referral responses, was posted in the Zoom chat and made available on the RDBN website.

Chair Parker Invited Lloyd Voth to make comments.

Lloyd Voth Applied for a rezoning for future estate planning. His child has expressed interest in building a dwelling on the property and would like part of the property to be in his name.

Chair Parker Asked Aaron Voth if he had any comments.

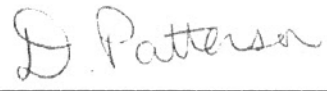
Aaron Voth No further comments as everything was captured by Lloyd Voth.

Chair Parker Asked if there were any comments on Bylaw 1970 a second time.
 Asked if there were any comments on Bylaw 1970 a third time.

Chair Parker Closed the public hearing at 7:05 pm.



 Mark Parker, Chairperson



 Danielle Patterson, Recording Secretary



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planning Technician
DATE: March 31, 2022
SUBJECT: Advisory Planning Commission Member Appointment

RECOMMENDATION

1. That the Regional District Board remove Joe Meier and Mike Kulchar from the APC for Electoral Area F.
2. That the Regional District Board appoint Joe Alderliesten to the APC for Electoral Area F for the term ending in 2022.

VOTING

All / Directors / Majority

“Regional District of Bulkley Nechako Advisory Planning Commission Bylaw No. 1501, 2009” states that the Regional District Board, by resolution, shall appoint members to an Advisory Planning Commission on the recommendation of the Electoral Area Director for a term of four years. The Board may at its sole discretion, upon recommendation of the Electoral Area Director, terminate the appointment of any member or appoint new members at any time.

The Director for Electoral Area F recommends that the Regional District Board remove Joe Meier and Mike Kulchar and appoint Joe Alderliesten to the Advisory Planning Commission for Electoral Area F.

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

TO: Chair Thiessen and Board of Directors
FROM: Danielle Patterson, Senior Planner
DATE: March 31, 2022
SUBJECT: ALR Non-Farm Use Application No. 1241

RECOMMENDATION

1. That Agricultural Land Reserve Non-Farm Use Application No. 1241 be recommended to the Agricultural Land Commission for approval with the further recommendation that:
 - a. the ALC ensures appropriate site remediation is undertaken, and
 - b. the ALC considers the recommendations of the RDBN's Agriculture Coordinator regarding fencing, traffic management, and ongoing communication with affected property users.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

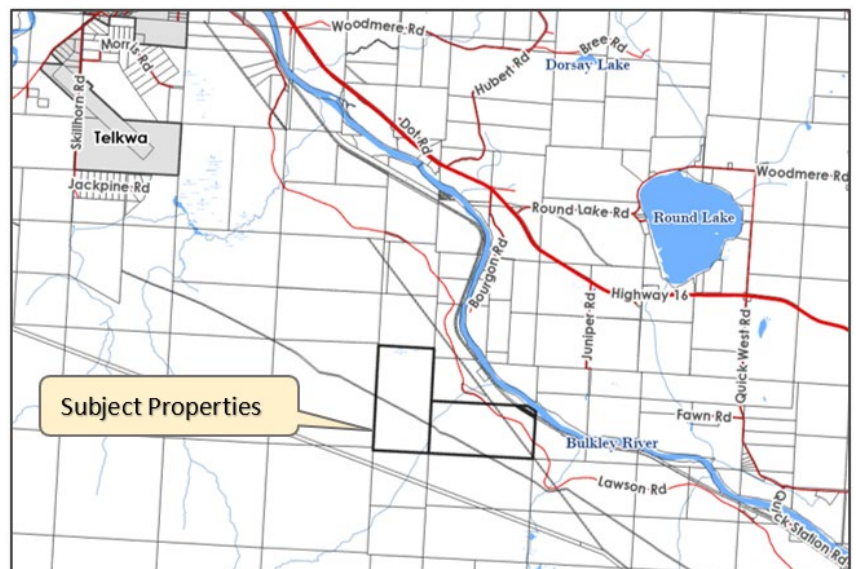
This applicant is requesting Agricultural Land Commission (ALC) approval to perform pipeline maintenance work under an unnamed creek. Staff recommend that the application be recommended to the ALC for approval, subject to the ALC ensuring appropriate reclamation, and consideration of the comments of the RDBN's Agriculture Coordinator.

APPLICATION SUMMARY

Name of Agent/Owner:	Roy Northern Environmental/Crown owned
Electoral Area:	A
Subject Properties:	Section 6 Township 6 Range 5 Coast District Except Plan 6592 & the South 1/2 of Section 5 Township 6 Range 5 Coast District Except the Right of Way of The Grand Trunk Pacific Railway
Property Sizes:	Section 6: 138.94 ha (343.32 ac) South 1/2 of Section 5: 128.75 ha (318.15 ac) Total Area: 267.69 ha (661.47 ac)
OCP Designation:	Agricultural (Ag) in “Regional District of Bulkley-Nechako Smithers Telkwa Rural OCP Bylaw No. 1704, 2014”
Zoning:	Agriculture (AG1) in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” (the Zoning Bylaw)
Existing Land Uses:	Unattended Utility/Rangeland
Location:	Lawson Road, approximately 7 km southeast of the Village of Telkwa (see subject property map)
Non-Farm Use Area:	± 1,300 m ² (± 1,554 yd)
Proposal:	

The applicant is requesting ALC Non-Farm Use approval to stage two temporary workspaces with areas of 600 m² and 700 m², respectively, next to the Pacific Northern Gas (PNG) pipeline Right of Way. These workspaces are for staging pipeline maintenance work (equipment, supplies, and personnel).

A section of the PNG pipeline that crosses an unnamed creek on the subject properties has become exposed and requires replacement.



PNG’s contractors plan to perform directional drilling to replace the exposed section of the pipeline. A PNG representative stated the PNG Right of Way does not provide adequate area in proximity of the worksite to stage all the personnel and equipment.

The applicant, subject to required approvals, intends to complete the work in mid to late 2022. Brushing and/or mowing will be done to ready the site for equipment. The two temporary workspaces will be demobilized after the pipeline replacement is completed.

DISCUSSION

Official Community Plan (OCP)

The subject properties are designated Agriculture (Ag) under the OCP. The OCP states:

Non-farm use of agricultural land shall be avoided. Applications for [...] non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances:

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

Zoning

The property is zoned Agricultural (AG1) in the Zoning Bylaw. The existing pipeline is considered an Unattended Utility, which is permitted principal use in all zones. Unintended Utilities include *“the unattended equipment and infrastructure necessary for the operation of a water, sewerage, drainage, or natural gas systems”*. The scale of pipeline maintenance workspaces is considered accessory uses to an Unattended Utility.

Referral Comments

Area A Advisory Planning Commission (APC): unanimously supported the application.

RDBN Regional Agriculture Coordinator - West Comments: *“I would recommend approval for referral request for ALR 1241 with the following considerations and recommendations:*

- 1. The applicant’s submission states that there are no agriculture activities occurring on the subject parcels, which is incorrect. Cattle graze in both subject properties during the proposed project work window.*
- 2. There should be consideration given to the extra traffic that will result on Lawson Road as a consequence of the proposed work activities. Cattle, residential and other industrial*

traffic all co-exist on the road during the summer months. Lawson Road is windy and can be quite narrow.

3. *That the ALC consider recommending that the work sites have panel fencing installed to exclude cattle from these areas.*
4. *The range tenure holder should be consulted and kept informed about the work occurring on their range to ensure that there is no disruption to their grazing activities."*

Ministry of Agriculture, Food and Fisheries Comments: *"Ministry staff note that this proposed works will have minimal impacts on agriculture. Under the Weed Control Act, the land occupier has a legal obligation to control noxious weeds on the site. Control of both plants and seeds is required as the seeds from invasive plants can lay dormant and viable in the soil for many years and can be a serious long-term problem. Ensuring that weed prevention and control plan is in place and followed during all phases of the operation is critical"* (letter attached).

Planning Department comments

The applicant noted the risk of rutting and compaction of soils and stated any disturbed land will be reclaimed once the maintenance work is completed. Planning Staff recommend support for the non-farm use application provided that the ALC give good consideration to the recommendations of the Agriculture Coordinator.

ATTACHMENTS

1. Appendix A – agriculture capability
2. Appendix B – surrounding ALR applications
3. Submitted ALR application
4. Ministry of Agriculture, Food and Fisheries referral response letter

APPENDIX A

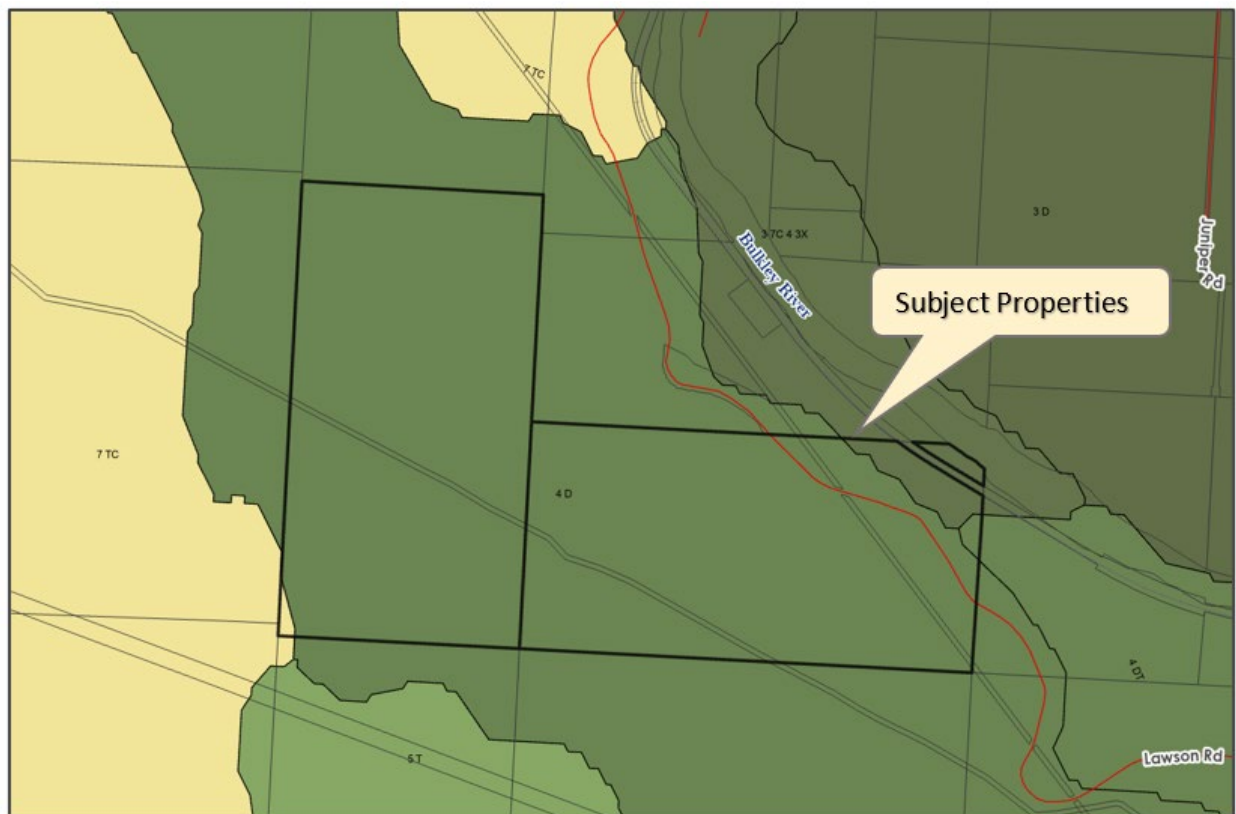
Agricultural Capability based on Canada Land Inventory Mapping

West of Lawson Road, the subject properties are Class 4D limited by undesirable soils structure and/or low permeability

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

Land in Class 4 has limitations which make it suitable for only a few crops, or the yield for a wide range of crops is low, or the risk of crop failure is high, or soil conditions are such that special development and management practises are required. The limitations may seriously affect one or more of the following practices: timing and ease of tillage, planting and harvesting, and methods of soil conservation. Soils in Subclass D have undesirable soil structure.

Agricultural Capability Map

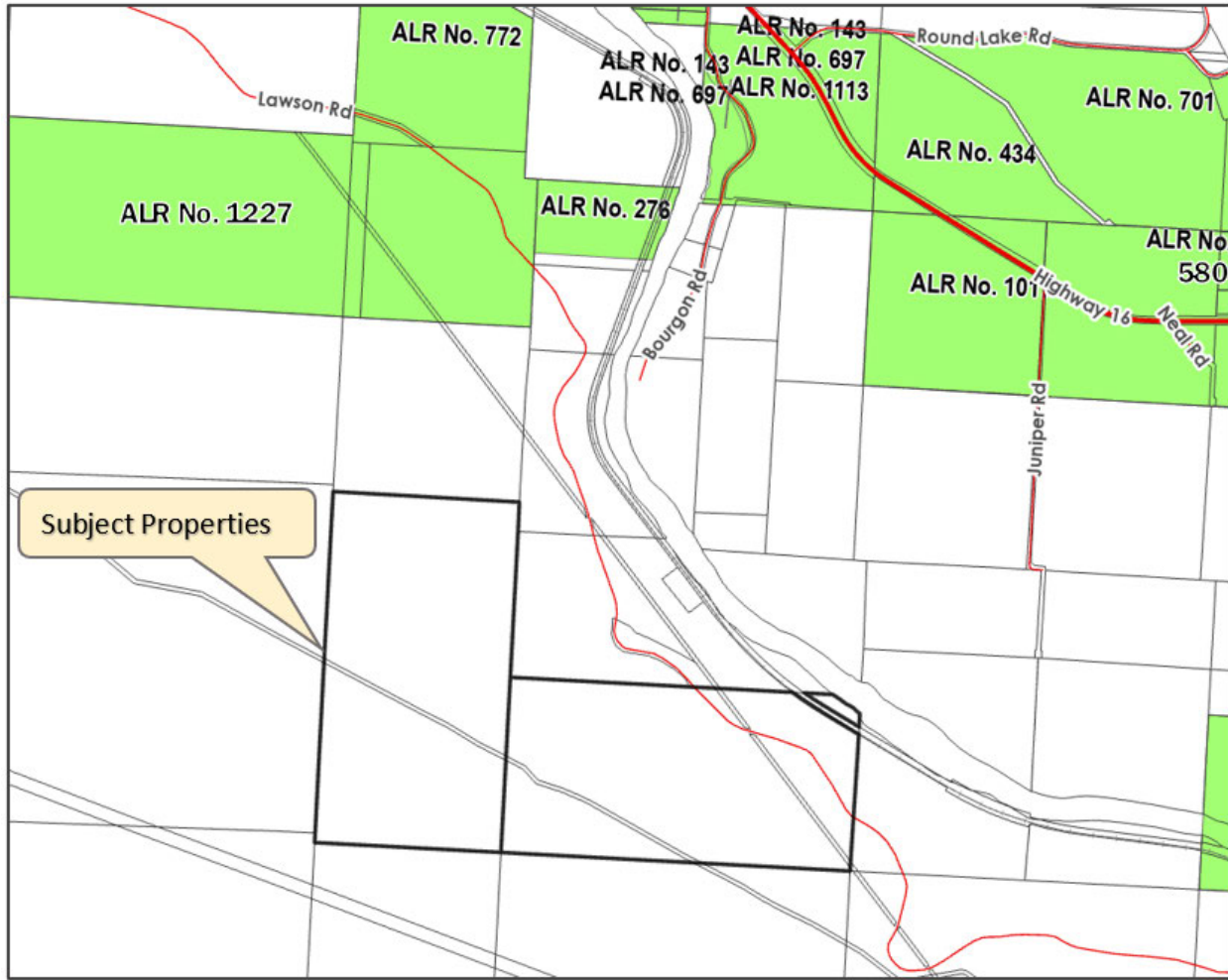


APPENDIX B:

Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation
101	Lot A, Plan 3319, District Lot 450, Range 4, Coast District	Application to subdivide land described as Lot A, Plan 3319, District Lot 450, Range 4, Coast District into two lots of 1.3 ac each.	Approval
			Approval
			Approved
143	Lot 767, Coast District, Range 5	Application to subdivide the 160 acres of the property in two parcels of ± 25 ac and ± 135 ac as divided by Bourgon Road. Creation of a 25 ac lot in this agricultural community could have formed a residential intrusion and set a precedent for future, rural residential subdivisions in the area.	Approval
			Approval
			Denied
276	N 1/2 of District Lot 1145 lying west of the Bulkley River, except part included in Plan 1166, Coast Range 5	Application to subdivide property in half.	Denial
			Denial
			Denied
434	Block A, District Lot 756, Range 5, Coast District, Plan 2045	Application to subdivide 51.53 ha into one parcel of 2.35 ha and one parcel of 49.18 ha (as divided/hooked by Highway 16).	Approval
			Approval
			Denied
580	District Lot 771, Range 5, Coast District	Application to subdivide one parcel of 6.0 ha from 51.85 ha.	Approval
			Approval
			Approved
697	District Lot 767, Range 5, Coast District	Application to subdivide a parcel of approximately 10 ha for a homesite.	Denial
			Approval
			Approved
772	Lot A, Plan 1056, District Lot 1143, Range 5, Land District 14, Coast Range 5, except Plan 9828	Application to exclude 64.62 ha from the ALR for the purpose of subdividing the whole parcel.	Denial
			Denial
			Denied
1113	District Lot 767, Except Plans 4838 12520 12534 & PRP42962, Range 5, Coast District	To subdivide property along Hwy 16 to create two lots 13 and 38 ha in size.	Approval
			Approval
			Approved
1227	Multiple (13) parcels of private and Crown lands	Non-Farm Use for transportation terminal, soil (gravel) removal, and an access corridor for a surface metallurgical coal mine	Approval (conditions)
			Approval (conditions)
			Decision pending

Surrounding Applications Map

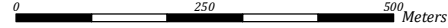


Agriculture Land Assessment Map

Proposed Workspaces

WITHIN S 1/2 SEC 5 AND SEC 6
TP 6 RGE 5
PACIFIC NORTHERN GAS LTD.

Scale: 1:10,000



LEGEND	
	Existing All Weather Access
	Proposed Access
	Existing Winter Access
	Agricultural Capability Classes
	ALR
	Indian Reserve
	Municipal Land
	Proposed Project Area
	Provincial Highway
	Main Public Road
	Secondary Public Road
	Petroleum Development Road
	Forest Service Road
	Access Road
	Driveway
	Trail
	Winter Petroleum Development Road
	Winter Access
	Railroad
	Powerline

Location: a-59-E, 93-L-10 Datum: UTM NAD 83 Z9 District: Coast
 Revision: 0 Date: Dec 1, 2021 BCGS: 93L.066
 ESRI File: 2113291ALC_R0.mxd Drawn By: KRK Field: Smithers

Fort St John
Phone: (250) 785-7474

Kelowna
Phone: (250) 868-0172

Calgary
Phone: (403) 452-0942

Chilliwack
Phone: (604) 792-4264

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GEOMATICS LAND SURVEYING LTD.
maps@vpls.ca
www.vectorgeomatics.com

H 609T026
RAN075745 A 7TC
 McCONNELL, Brian

E 608T014
93-L-10

AGRICULTURE CAPABILITY DETAILED DESCRIPTION	
CLASS 1	LAND IN THIS CLASS EITHER HAS NO OR ONLY VERY SLIGHT LIMITATIONS THAT RESTRICT ITS USE FOR THE PRODUCTION OF COMMON AGRICULTURAL CROPS.
CLASS 2	LAND IN THIS CLASS HAS MINOR LIMITATIONS THAT REQUIRE GOOD ONGOING MANAGEMENT PRACTISES OR SLIGHTLY RESTRICT THE RANGE OF CROPS, OR BOTH.
CLASS 3	LAND IN THIS CLASS HAS LIMITATIONS THAT REQUIRE MODERATELY INTENSIVE MANAGEMENT PRACTICES OR MODERATELY RESTRICT THE RANGE OF CROPS, OR BOTH.
CLASS 4	LAND IN THIS CLASS HAS LIMITATIONS THAT REQUIRE SPECIAL MANAGEMENT PRACTISES OR SEVERELY RESTRICT THE RANGE OF CROPS, OR BOTH.
CLASS 5	LAND IN THIS CLASS HAS LIMITATIONS THAT RESTRICT ITS CAPABILITY TO PRODUCING PERENNIAL FORAGE CROPS OR OTHER SPECIALLY ADAPTED CROPS.
CLASS 6	LAND IN THIS CLASS IS NONARABLE BUT IS CAPABLE OF PRODUCING NATIVE AND OR UNCULTIVATED PERENNIAL FORAGE CROPS.
CLASS 7	LAND IN THIS CLASS HAS NO CAPABILITY FOR ARABLE OR SUSTAINED NATURAL GRAZING.

LAND CAPABILITY SUBCLASSES FOR MINERAL SOILS	
A	SOIL MOISTURE DEFICIENCY
*C	ADVERSE CLIMATE
D	UNDESIREABLE SOIL STRUCTURE / LOW PERVIOUSNESS
E	EROSION
*F	LACK OF FERTILITY
*I	INUNDATION
M	LOW MOISTURE HOLDING CAPACITY
*N	SALINITY
P	STONINESS
R	DEPTH TO SOLID BEDROCK
T	ADVERSE TOPOGRAPHY
*W	EXCESS WATER
X	CUMULATIVE MINOR ADVERSE CHARACTERISTICS
*Z	PERMAFROST

* These subclasses are the same for both organic and mineral soils.

LAND CAPABILITY SUBCLASSES FOR ORGANIC SOILS	
B	WOOD IN THE PROFILE
H	DEPTH OF ORGANIC SOIL OVER BEDROCK / ROCKINESS
L	DEGREE OF DECOMPOSITION - PERMEABILITY



**AGRICULTURAL
LAND RESERVE**

**PROPOSED
10m x 60m
WORKSPACE**
(±0.060ha New Cut)

Sec 6
(Except Plan 6592)
Owner(s): Her Majesty The Queen In Right
Of The Province Of British Columbia
Title No.: TE5248
Parcel ID: 017-038-111

**S 1/2
Sec 5**
(Except the R/W of the Grand
Trunk Pacific Railway)
Owner(s): Jonas George Swenson
Title No.: 167421
Parcel ID: 015-841-286

UNNAMED CREEK

PNG PLAN PRP6592

**PROPOSED
IRREGULAR
WORKSPACE**
(±0.070ha New Cut)

TABLE OF AREAS

AREA REQUIRED WITHIN Sec 6 (CROWN)

	EXISTING	NEW CUT	TOTAL
Workspace	0.000 ha	0.060 ha	0.060 ha
TOTAL	0.000 ha	0.060 ha	0.060 ha

AREA REQUIRED WITHIN S 1/2 Sec 5 (PRIVATE)

	EXISTING	NEW CUT	TOTAL
Workspace	0.000 ha	0.070 ha	0.070 ha
TOTAL	0.000 ha	0.070 ha	0.070 ha

AREA SUMMARY

	CROWN	PRIVATE	NEW CUT	TOTAL
Associated Area	0.060 ha	0.070 ha	0.130 ha	0.130 ha
Total Application Area	0.060 ha	0.070 ha	0.130 ha	0.130 ha
Motl Area	0.000 ha	0.000 ha	0.000 ha	0.000 ha

PROPOSED ACTIVITIES DO NOT EXCEED 1400m IN ELEVATION

ALL SEASON CONSTRUCTION CONDITIONS

PROPOSED ACTIVITIES FALL WITHIN THE AGRICULTURAL LAND RESERVE

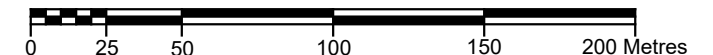
Tp 6

Rge 5

PACIFIC NORTHERN GAS LTD.

SKETCH PLAN SHOWING
PROPOSED WORKSPACES
WITHIN S 1/2 SEC 5 AND SEC 6
TP 6 RGE 5

THROUGH PRIVATE LAND AND CROWN LAND
COAST DISTRICT
BCGS: 93L.066
SCALE 1:2500



SHEET NO.: 1 OF 1

C-FILE NO.:

JOB NO.: 2113291

DWG. NO.: 2113291SK_R0

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GEOMATICS LAND SURVEYING LTD.
6884 Airport Road, PO Box 6428
Fort St. John, B.C. V1J 4H8
Ph.: (250) 785-7474 Fax (250) 785-7454
www.vectorgeomatics.com

REV. No.

0

TABLE OF REVISIONS

No.	DESCRIPTION	SURV.	CALC.	DRAWN	CHK.	MM/DD/YY	OGC APPLICATION NO.
0	ORIGINAL PLAN PREPARED			CN	PR	11/30/21	100115285

NOTES:

The location and depth of underground facilities are approximate only. Line locators are subject to errors and/or distortions from a variety of sources. Before beginning excavation with machinery, within 5 metres of the crossing area, facilities involved should be exposed by hand digging or hydrovac. Refer to applicable legislation and company policies. Distances & coordinates shown are in metres and based on NAD83, UTM (Zone 9)

Seismic lines shown thus:

Buried Pipe shown thus:

Roads shown thus:



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 64573

Application Status: Under LG Review

Applicant: Her Majesty The Queen In Right Of The Province Of British Columbia

Agent: Roy Northern Environmental

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 01/31/2022

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

Proposal Type: Non-Farm Use

Proposal: This application will be for Temporary Work Space (TWS), associated with an Horizontal Directional Drilling (HDD) operation for pipe replacement for PNG Plan PRP 6592, that is located within the Agricultural Land Reserve (ALR) (the Project). The Project is located near Telka, BC. The system provides service to residential, commercial, and industrial customers. Pipeline integrity inspections and maintenance are a regulatory requirement and necessary to ensure continued safe and reliable service to customers in the area.

Agent Information

Agent: Roy Northern Environmental

Mailing Address:

[REDACTED]

Primary Phone: [REDACTED]

Email: [REDACTED]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Crown Lands

Parcel Identifier:

Legal Description: 017-038-111

Parcel Area: 0.06 ha

Civic Address:

Date of Purchase:

Farm Classification: No

Owners

1. **Name:** Her Majesty The Queen In Right Of The Province Of British Columbia

Address:

[REDACTED]

Phone: [REDACTED]

Applicant: Her Majesty The Queen In Right Of The Province Of British Columbia

2. **Ownership Type:** Crown Lands

Parcel Identifier: 015-841-286

Legal Description: THE SOUTH 1/2 OF SECTION 5 TOWNSHIP 6 RANGE 5 COAST DISTRICT EXCEPT THE RIGHT OF WAY OF THE GRAND TRUNK PACIFIC RAILWAY

Parcel Area: 128.7 ha

Civic Address:

Date of Purchase:

Farm Classification: No

Owners

1. **Name:** Her Majesty The Queen In Right Of The Province Of British Columbia

Address:

[REDACTED]

Phone: [REDACTED]

Current Use of Parcels Under Application

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

The lands where the work will take place are all forested crown land/private land where no agriculture currently takes place. W DIAMOND RANCH has Range Tenure RAN075745 A within the proposed area.

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

There have been no agricultural improvements made to these lands. They are unfenced and uncleared to our knowledge.

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

All of the proposed temporary workspaces are adjacent to an existing pipeline ROW where repair works will be taking place.

Adjacent Land Uses

North

Land Use Type: Unused

Specify Activity: Uncleared Forested Land

East

Land Use Type: Unused

Specify Activity: Uncleared Forested Land

South

Land Use Type: Unused

Specify Activity: Uncleared Forested Land

West

Applicant: Her Majesty The Queen In Right Of The Province Of British Columbia

Land Use Type: Unused

Specify Activity: Uncleared Forested Land

Proposal

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

0.13 ha

2. What is the purpose of the proposal?

This application will be for Temporary Work Space (TWS), associated with an Horizontal Directional Drilling (HDD) operation for pipe replacement for PNG Plan PRP 6592, that is located within the Agricultural Land Reserve (ALR) (the Project). The Project is located near Telka, BC. The system provides service to residential, commercial, and industrial customers. Pipeline integrity inspections and maintenance are a regulatory requirement and necessary to ensure continued safe and reliable service to customers in the area.

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

Lands outside of the ALR cannot be used for these temporary work spaces as there is not land outside of the ALR in these areas that can be used to gain access to the pipeline right of way. These workspaces are required in the ALR in proximity to the work being conducted to allow for the work to be completed safely and expediently.

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

This work is not expected to permanently harm the agricultural land base at these sites. All workspaces are temporary and any disturbance including rutting and soil compaction that may occur will be reclaimed immediately following the completion of the work as specified in the attached Environmental Management Plan prepared by PNG. In addition, all equipment arriving on site will be clean and free of contaminants, as well as any loose soils, dirt or plant propagules to prevent the introduction or spread of noxious weeds or soil pathogens.

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

No

Applicant Attachments

- Agent Agreement-Roy Northern Environmental
- Other correspondence or file information-Construction Plan
- Other correspondence or file information-ALR Map
- Proposal Sketch-64573

ALC Attachments

None.

Decisions

None.



Date: March 16, 2022

File: ALR 1226

Deneve Vanderwolf, Planner 1/ Regional Transit Coordinator
Planning Department
Regional District of Bulkley-Nechako

VIA EMAIL: Deneve.Vanderwolf@rdbn.bc.ca

Re: ALC Non-Farm Use Application – Temporary Work for Pipeline Maintenance

Dear Deneve Vanderwolf,

Thank you for providing the B.C. Ministry of Agriculture, Food and Fisheries (Ministry) with the opportunity to comment on the Agricultural Land Commission (ALC) Non-Farm Use application to perform temporary work for pipeline maintenance on Crown Land located on Lawson Road, approximately 7km southeast of the Village of Telkwa. Ministry staff have reviewed the referral and provide the following comments:

- Ministry staff note the work is to replace a section of pipeline under an unnamed creek on two Crown properties.
- The Non-Farm Use application is for an area of approximately 1300 m² (0.13 ha).
- The subject area is not currently under any agricultural production, nor is there a history of any agricultural development, however there is an existing range tenure over the subject area.
- Ministry staff recommend contacting the Range tenure holder and notifying them of the works proposed as it could affect the management of their livestock.
- The subject area is not adjacent to any agricultural production and is surrounded by forest landscape.
- The subject area is rated as Class 4 soils according to the Canada Land Inventory mapping classification system. Class 4 soils have limitations that require special management practices or severely restrict the range of crops.
- The topography of the subject area was not described in the application package.
- The applicant has stated the temporary workspaces will be demobilized after the work is completed.
- The applicant has stated that no fill will be transported onto the subject area to carry out the proposed works.

- Ministry staff note that this proposed works will have minimal impacts on agriculture.
- Under the [Weed Control Act](#), the land occupier has a legal obligation to control noxious weeds on the site. Control of both plants and seeds is required as the seeds from invasive plants can lay dormant and viable in the soil for many years and can be a serious long-term problem. Ensuring that weed prevention and control plan is in place and followed during all phases of the operation is critical.

If you have any questions or concerns about our comments, please do not hesitate to contact me.

Sincerely,

Marisa McDonald, P. Ag
Land Use Planner
B.C. Ministry of Agriculture, Food and
Fisheries
Phone: 236-713-2265
Email: Marisa.McDonald@gov.bc.ca

Email copy: Michael McBurnie, ALC Land Use Planner, Michael.McBurnie@gov.bc.ca

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

TO: Chair Thiessen and Board of Directors
FROM: Lindsay King, Planner
DATE: March 31, 2021
SUBJECT: Telus Wireless Communication Facility No. BC109426

RECOMMENDATION

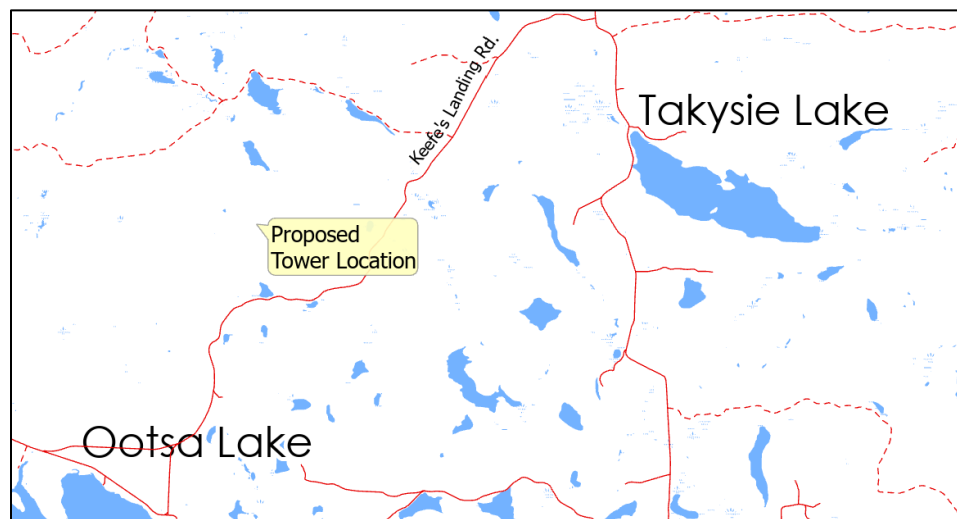
That the Regional District Board direct staff to send a letter stating that the RDBN has no objection to the proposed communications tower location, and that the RDBN would like to engage with Telus regarding service levels and opportunity to collaborate in relation to the RDBN's Broadband strategy.

VOTING

All / Directors / Majority

DISCUSSION

The Regional District has received a referral from TELUS c/o Cypress Land Services regarding the construction of a communications tower to improve wireless communications service in the Keefe's Landing area.



This site (locally known as the Verdun Lookout) has an existing tower. However, it will not meet technical or network requirements, so Telus proposes replacing it with a 48-metre-tall wireless communication tower. The location in question is not zoned. The Regional District permits unattended public service or utility buildings and structures having no exterior storage of any kind in all zones of the Regional District of Bulkley-Nechako Zoning Bylaw. Staff also note that zoning cannot regulate telecommunications towers under federal jurisdiction. The application area is not within the Agricultural Land Reserve.

INDUSTRY CANADA CONSULTATION REQUIREMENTS

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

The proponent must:

- Provide written notification to the public, the land-use authority and Industry Canada of the proposed antenna system installation or modification.
- Engage the public and land-use authority to address relevant questions, comments, and concerns regarding the proposal.
- Provide the public and land-use authorities with the opportunity to respond in writing to the proponent's ability to address reasonable and relevant concerns.

The aim of consultation with the land-use authority is:

- to discuss site options,
- ensure that local processes related to antenna systems are respected,
- address reasonable and relevant concerns from the land-use authority and the community; and,
- obtain land-use authority concurrence in writing.

TELUS CONSULTATION WITH THE PUBLIC

The consultation results presented by Telus are attached in the below link. Telus published the attached public notice in the Lakes District Newspaper on December 22, 2021. Notices were sent to all owners of property within three times the proposed tower's height, which for this tower is 144 m. Telus states that they received the two supportive comments, located in Appendix 4 in the attachment, during the consultation period.

STAFF COMMENTS

Staff have no concerns regarding the location of the proposed communications tower. The Planning Department consulted with the Economic Development Department regarding the recommendation on engagement with Telus.

ATTACHMENTS

[Summary of Consultation Document](#)



REGIONAL DISTRICT OF BULKLEY-NECHAKO

STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Lindsay King, Planner
DATE: March 31, 2022
SUBJECT: Endako Weir Project

RECOMMENDATION

Receipt

VOTING

All / Directors / Majority

BACKGROUND

In May 2021, the Upper Fraser Fisheries Conservation Alliance (UFFCA) initiated consultation with the RDBN regarding the Endako Weir Project, the construction of a passive rock weir on the Endako River at the outlet of Burns Lake. The weir would slow the release of water from Burns Lake and Decker Lake during the summer, resulting in increased flows in the Endako River in the fall when chinook salmon and kokanee salmon are spawning in the river.

The RDBN encouraged the UFFCA and the Province to carefully evaluate the potential flooding and bank erosion impacts associated with higher water levels in Burns Lake and Decker Lake and consider the public input received.



DISCUSSION

The UFFCA has recently provided the RDBN with a *Shoreline Erosion and Water Quality Risk Assessment* (link) report for the Proposed Endako River Weir. This report, which the UFFCA contracted out to Environmental Dynamics Inc., outlines the following recommendations for the UFFCA:

1. Regularly assess sediment deposition on the lakeside and downstream sides of the proposed weir.
2. Install a stage sensor in Decker Lake so that the UFFCA can monitor water levels during weir operations.
3. Monitor shoreline erosion on areas identified as having “high” and “very high” erosion hazard ratings.
4. Monitor the conditions of shoreline vegetation for signs of vegetation redistribution, thinning, and drowning.
5. Consult engineers to assess the potential impact on highways and railways.
6. Contact two private landowners on Burns Lake whose properties are “barely above current lake levels” and who could experience “extended periods of flooding when the duration of high-water periods is increased.” (See Appendix C for mapping)
7. Develop informative signage that provides information on weir design, operations, potential changes to water levels, and the impact on salmon populations.

ATTACHMENTS

[Shoreline Erosion and Water Quality Risk Assessment report](#)



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning / Danielle Patterson, Senior Planner
DATE: March 31, 2022
SUBJECT: Bill 26 [Municipal Affairs Statutes Amendment Act (No. 2)]

RECOMMENDATION

Receipt

VOTING

All / Directors / Majority

INTRODUCTION

Bill 26 [Municipal Affairs Statutes Amendment Act (No. 2)] received Royal Assent on November 25, 2021 and came into force on February 28, 2022. Bill 26 amends the *Local Government Act* and *Community Charter* and affects the RDBN in the following manner.

- Public hearings are not required for a zoning bylaw (or rezoning) if it is consistent with the applicable Official Community Plan (OCP).
- The Board may establish, by bylaw, alternative public notice requirements in place of the standard requirement for publication in 2 consecutive issues of a newspaper.
- The Board may delegate the authority to issue a development variance permit for certain “minor” variances to staff by bylaw.
- The notice requirement for calling of a Special Board Meeting are changed.
- The Board must consider establishing a code of conduct following an election, and if a code is not established it must publicly state the reasons for that decision.

This report is intended to introduce the Board to the new requirements and opportunities under the legislation for the Board’s information and preliminary discussion. Following this discussion staff will consider the Board’s comments, complete its evaluation of the available information, and report back to the Board with recommendations.

PUBLIC HEARINGS & OCP CONSISTENCY

Prior to February 28, 2022, local governments could choose to waive public hearings for zoning bylaw amendments if they were subject to and consistent with an OCP. This required a motion waiving the public hearing after the 1st and 2nd reading of the bylaw. A newspaper notice stating the public hearing was being waived was also required.

Bill 26 amended Section 464 of the *Local Government Act* with the intent that zoning bylaws may be adopted without a public hearing, thereby removing the need for local governments to waive the public hearing. Where no public hearing is held, the RDBN must give public notice that 1st reading will be considered by the Board on a date specified in the notice. The notice must meet the same standard as that for a public hearing.

Public hearings must be held for official community plan bylaws, early termination of land use contracts, and zoning bylaws applicable in the portion of Electoral Area E not served by an official community plan.

RDBN Follow-up Action

The ability to not hold a public hearing will not save any time or make the process more efficient as the public hearing process replaced by a requirement to public notice prior to 1st reading. Staff are supportive of continuing with public hearings for all zoning bylaws, and only skipping that process in exceptional circumstances. The current process is that immediately following 1st and 2nd reading of a zoning bylaw the Board directs staff to hold a public hearing and delegates that hearing to the applicable Electoral Area Director. Unless directed otherwise by the Board staff will continue with that process.

DEFAULT PUBLICATION REQUIREMENTS

Bill 26 amended Section 94 of the *Community Charter* and Section 466 (3) of the *Local Government Act* with Sections 94.1. Section 94.1 contains newspaper notification requirements which are like the old Section 94 requirements. The new section contains more detail regarding newspaper use and provides an increased flexibility where a community (such as Granisle and Fraser Lake) is not served by a newspaper. It is noted that Bill 26 has amended Section 225 of the *Local Government Act* to apply Section 94 notification requirements to the adoption, repeal, or amendment of a Procedures Bylaw.

RDBN Follow-up Action

The RDBN does not have to amend its newspaper notification procedures to meet the default newspaper notification requirements.

ALTERNATIVE PUBLIC NOTICE BYLAW

Bill 26 added Section 94.2 to the *Community Charter* to allow, by bylaw, the establishment of alternative means of providing public notice instead of publishing notice in the newspaper in accordance with Section 94.1. A bylaw adopted under this section must specify at least 2 means of providing public notice to be published at least 7 days before the date of the matter of the notice (unless another timeframe is given in the *Community Charter*).

A bylaw establishing alternative means of public notice may be adopted for the following activities:

- An alternative approval process (Section 86, *Community Charter*).
- Updating the parcel role tax (Section 208, *Community Charter*).
- A Local Area Service on Board initiative (Section 213, *Community Charter*).
- Procedures Bylaw adoption, repeal or amendment (Section 225, *Local Government Act*).
- Providing certain kinds of assistance (Section 272, *Local Government Act*).
- Disposition of land or improvements (Section 286, *Local Government Act*).
- Annual reporting on regional district finances (Section 376, *Local Government Act*).
- A public hearing, or notice of 1st Reading of a zoning bylaw if a public hearing is not held (Section 466 and 467, *Local Government Act*).
- Issuance of a Temporary Use Permit (Section 494, *Local Government Act*).
- Heritage Designation bylaw adoption (Section 612, *Local Government Act*).

An alternative public notice bylaw must include at least 2 methods of notice. The bylaw must be developed in accordance with the principles established by the Minister of Municipal Affairs in their document titled "[Public Notice Guidance Materials: For BC Local Governments \(Feb. 2022\)](#)" and [Ministerial Order # M55](#). The notifications used must be reliable, suitable, and accessible. Under the provincial guidelines Twitter is not acceptable because of the display limitations. Non-government Facebook accounts or webpages may not be acceptable for reliability or subjectivity reasons. Radio and TV is not acceptable because the information is only quickly displayed or read which limits access to the information.

Acceptable methods to display public notice include:

- local newspaper;
- RDBN website;
- Bulkley-Nechako Emergency and Public Alerts System;

- community newsletters (Local Connector / Bulkley Browser Phrasor Connector);
- local government Facebook page;
- direct e-mail or mailout; and
- posting at recreation centres of other public notification board (not allowed if a public notice posting place under a Procedures Bylaw).

RDBN Follow-up Action

An alternative public notice bylaw under section 94.2 is adopted at the discretion of the RDBN Board. There are “pros” and “cons” for each type of notification method related to differences across the RDBN, the changing role of social media, and the way different sectors of the public accesses information. There are also administrative and cost factors to consider. These “pros” and “cons” are briefly outlined, from staff’s perspective, in the attached Appendix A for discussion purposes.

Based on staff’s preliminary evaluation of the options available staff are considering recommending replacement of the default public notice requirement (2 newspaper notices) with the following alternative public notice methods:

- newspaper notice (one);
- RDBN website notice; and
- Bulkley-Nechako Emergency and Public Alerts System notice.

Notice regarding public hearings would also include the added requirements outlined under the *Local Government Act* and the “Development Procedures Bylaw” which include direct notice mailed to adjacent property owners within 200 metres and signage placed on the property.

The Board may also consider adopting a public notice policy which may supplement the formally established and mandatory notification requirements. This policy could apply to things such as the use of Twitter or Facebook.

DEVELOPMENT VARIANCE PERMITS DELEGATION

Bill 26 added Section 498.1 and amended Section 499 of the *Local Government Act* to allow the Board to delegate to staff, by bylaw, the power to issue a development variance permit (DVP) for a minor variance. The intent is to allow increased decision-making efficiency where a variance request is defined as minor. The delegation may apply to requirements relating to the siting, size, and dimension of buildings; off street parking and loading; signage; and screening and landscaping.

If the Board delegated certain DVP approval authority to staff the Board must also define by bylaw the criteria determining what is a “minor” variance, guidelines staff must consider in deciding whether to issue a DVP, and the process for a property owner to ask the Board to reconsider a staff decision. It is noted that there is no requirement for the RDBN to provide public notice where a DVP is considered under delegated authority.

RDBN Follow-up Action

Staff are not anticipating recommending that the Board delegate the power to issue DVPs to staff. However, a bylaw can be prepared for consideration at the Board’s direction.

CALLING A SPECIAL BOARD MEETING

Bill 26 amends Section 220 of the *Local Government Act* by replacing the requirement for 5 days notice to Directors that a meeting shall be held, with a requirement for 24-hour notice. It also adds the ability for the Board to waive the requirement for any notice of a special Board meeting by unanimous vote of all Directors.

RDBN Follow-up Action

Staff will amend procedures as necessary.

BOARD CODE OF CONDUCT

Bill 26 added Sections 131.1 and 131.2 to the *Community Charter* to require the Board to consider, within 6 months following a general local election, whether the Board’s existing code of conduct should be reviewed. If the Board decides to not review their code of conduct it must make a statement respecting the reasons for that decision available to the public.

If the Board decides to not review the code of conduct it must reconsider that decision before January 1st of the year of the next general election. If the Board confirms their decision to not review their code of conduct on reconsideration it must make a statement respecting the reasons for that decision available to the public.

RDBN Follow-up Action

Staff will present the Board’s code of conduct to the Board for consideration of review following the next general local election.

ATTACHMENTS

- Schedule A: Public Notice Options
- [Public notice guidance materials: for B.C. local governments \(link\)](#)
- [Minister of Municipal Affairs in Ministerial Order No. M55 \(link\)](#)

APPENDIX A: PUBLIC NOTICE OPTIONS

Newspapers

There are 5 newspapers in RDBN boundaries: Burns Lake Lakes District News, Caledonia Courier (Fort St. James), Houston Today, Smithers Interior News, and Vanderhoof Omineca Express.

Pros

- ✓ Established and expected means of notification with good distribution.
- ✓ Consistent weekly release dates and costs.

Challenges

- ✗ Public must purchase hard copies or electronic subscriptions of newspapers.
- ✗ Village of Telkwa, Village of Granisle, and Village of Fraser Lake do not have local newspapers.
- ✗ Some rural residents may not identify with/choose to access the closest local paper. For example, residents of Cluculz Lake are geographically closer to Vanderhoof but may access the Prince George Citizen for local news.
- ✗ Publication costs are high.

Community Advertising Publications

The three main free advertising publications are listed below. They have unique release, frequencies, and prices.

- The Local Connector (available weekly in Lakes District and Bulkley Valley).
- The Bulkley Browser (available biweekly in Smithers-Telkwa area).
- The Fraser Connector (available monthly in Fraser Lake, Endako, and Fort Fraser area).
- The Gander (available weekly in the Vanderhoof Area)

Opportunities

- ✓ Cost effective.
- ✓ Free to the public with fair distribution.
- ✓ Fraser Connector serves an area not well covered by a newspaper.

Challenges

- ✗ Do not cover the entire region.
- ✗ May not be reliable in the long term.
- ✗ Various publication dates and frequencies.

RDBN Website

Opportunities

- ✓ Reliable, cost effective, and easy access.
- ✓ Space to present all relevant information.

Challenges

- ✘ Not accessible without internet and computer / phone access.
- ✘ Limited public use at present.

Emergency and Public Alerts System Notice*Opportunities*

- ✓ Reliable, cost effective, and easy access.
- ✓ Can target a specific area with great accuracy.
- ✓ Flexible distribution format.

Challenges

- ✘ Not accessible without internet and computer / phone access.
- ✘ Limited public use at present (requires subscription).

Facebook*Opportunities*

- ✓ Effective at reaching users of the platform and easily shared among users.
- ✓ Reduces time between preparation of notice and the advertising of the notice.
- ✓ Reliable, cost effective, and easy access.
- ✓ Paid advertisements can target residents

Challenges

- ✘ Business policy and practice subject to change.
- ✘ Level of use may change as the social media environment changes.
- ✘ Not accessible to people without access to internet/smartphones with data plans.

Additional & Expanded Direct Mail Outs*Opportunities*

- ✓ Can target a specific area with great accuracy.
- ✓ May be cost effective in very low-density areas (92 ¢ per notice).

Challenges

- ✘ May not be cost effective with staff time for higher density rural areas.
- ✘ Does not include renters.
- ✘ Does not provide an opportunity for notification of the broader community.

Postings at Notice Boards.*Opportunities*

- ✓ Cost effective.

Challenges

- ✘ Very limited reach.

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

TO: Chair Thiessen and Board of Directors

FROM: Danielle Patterson, Senior Planner

DATE: March 31, 2022

SUBJECT: Update on ALC residential flexibility & additional dwelling regulations

RECOMMENDATION

Receive.

VOTING

All / Directors / Majority

INTRODUCTION

On December 31, 2021, changes to the Agricultural Land Commission's (ALC) *Agricultural Land Reserve (ALR) Use Regulation* to increase residential flexibility by allowing an additional dwelling on a parcel, subject to local government and ALC regulations, went into effect.

A staff report about the residential flexibility changes was presented to the Board at the December 16, 2021 Board's meeting (see attached). In response to that report, the Board requested information on the feasibility of changing the RDBN's total floor area definition in Zoning Bylaw 1800, 2020 (the Zoning Bylaw) to maximize floor area for additional dwellings. This report addresses that request along with other points of clarification related to residential flexibility in the ALR.

DISCUSSION**Total floor area definition for additional dwellings in the ALR**

While previous verbal and webinar communications between ALC staff and RDBN staff stated local governments could use their own definition of floor area, ALC planners have confirmed local

governments may now only use their own floor area definitions if it is more restrictive than the ALC's definitions.

Removal of soil and placement of fill

An application for an ALC Notice of Intent (NOI) for placement of fill or removal of soil exceeding 1,000 m² (1,195 yd²) for the construction or maintenance of a principal dwelling is still required. NOI applications remain a requirement for other residential uses, including the construction of an additional dwelling. Staff have received the following clarification from the ALC for NOIs:

- The “principal dwelling” for NOIs is the first dwelling constructed on the property.
- Septic systems for additional dwellings may be exempt from requiring an NOI in some circumstances, e.g., modifying and tying into the principal dwelling’s septic system.
- Additional dwellings in the same footprint as an existing building, e.g., second storey of a farm building, or conversion of an existing shop, do not need an NOI application.
- When the principal and additional dwellings are built in the same 1,000 m² footprint (yard, dwellings, septic system, and driveways), the additional dwelling may not require an NOI.
- When local government staff are unsure if a dwelling qualifies for a NOI exemption, the property owner may email the ALC, who can confirm via email if the property is exempt.

Selection of the principal and additional dwelling

An “Additional dwelling” must be less than 90 m² (parcels 40 ha or smaller) or 186 m² (parcel over 40 ha). Planning Department staff have confirmed with the ALC that for purposes of secondary suites or tourist accommodations, the property owner may choose which dwelling is considered the “principal dwelling” regardless of placement order or total floor area definitions. This has important implications, as ALR regulations only allow secondary suites and tourist accommodations in the “principal dwelling”.

ATTACHMENTS

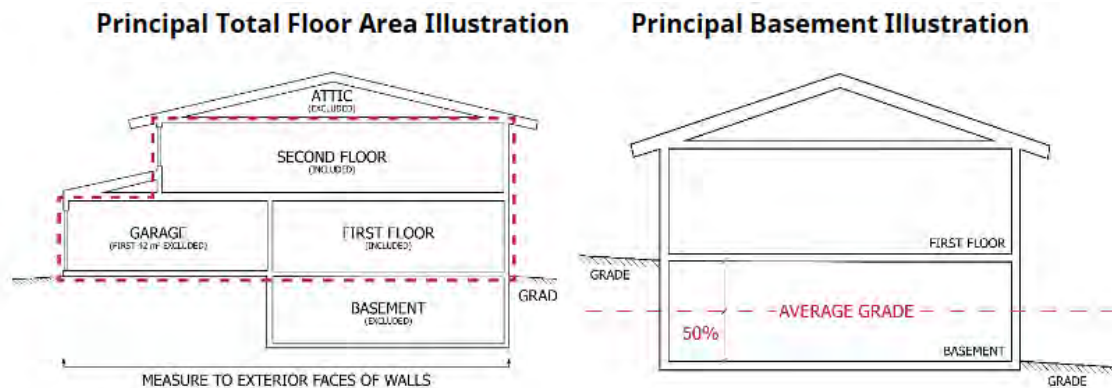
- Total floor area definitions
- Residential flexibility in the ALR: frequently asked questions
- ALC regulation changes to residential flexibility options – December 16, 2021 staff report

FLOOR AREA DEFINITION COMPARISONS

ALC Definitions [used to calculate floor area for dwellings when located in ALR]

For principal residences: “total floor area” for a principal residence means, for purposes of the ALCA and ALR Use Regulation and pursuant to Commission Resolution No. 056N-2019, the total area of all floors measured to the outer surface of the exterior walls, including corridors, hallways, landings, foyers, staircases, stairwells, enclosed balconies, enclosed porches or verandas, and excluding:

- (a) attached garages and unenclosed carports to a cumulative maximum of 42 m²;
- (b) basements that do not end beyond the outer surface of the exterior wall of the first floor, with basement meaning that portion of any floor area having more than one-half its vertical height below the average finished grade at the perimeter of a building;
- (c) attics, with attic meaning the unfinished space between the roof and the ceiling of the top storey of a building or between a partial wall and a sloping roof.



For additional residence: “total floor area” (TFA) of the additional 90 or 186 m² residence permitted in the ALR Use Regulation (if permitted by local government bylaw or First Nation Government law), pursuant to Commission Resolution No. 086N/2021, is measured to the outer surface of exterior walls including corridors, hallways, landings, foyers, staircases, stairwells, enclosed balconies, enclosed porches or verandas, basements, and attached garages as part of the TFA unless the additional residence occupies the second storey above a one storey garage or is contained within a permitted building, and excludes attics with attic meaning the unfinished space between the roof and ceiling of the top storey of a building or between a partial wall and a sloping roof.”

RDBN Zoning Bylaw Definitions

Total floor area: “means the total area of all the floors in a Structure measured to the exterior faces of the exterior walls of the Structure, excluding crawl spaces with a vertical clearance of less than 1.8 metres.”

- Used for 55m² of personal use storage structures (uses permitted in all zones) and cabins.

Gross floor area: “means the total area of all the floors in a Structure measured to the exterior faces of the exterior walls of the Structure, excluding the area used for off-street loading, and areas used exclusively for parking, mechanical equipment, stairways, and crawl spaces with a vertical clearance of less than 1.8 metres.”

- Used for dwellings in H1A (second dwelling only), R9, R10, and R11 zones.



**RESIDENTIAL FLEXIBILITY IN THE ALR:
Frequently Asked Questions**

December 2, 2021

BACKGROUND: On December 31, 2021, changes to the residential uses permitted in the ALR Use Regulation will come into force and effect.

This *Residential Flexibility in the ALR Frequently Asked Questions* document provides interpretation and clarification of the regulations and details any positions formally adopted by the Commission.

Refer to ALC Information Bulletin 05 Residences in the ALR for a more detailed interpretation of the *Agricultural Land Commission Act* and the ALR Use Regulation. Note that until December 31, 2021, Information Bulletin 05 will have both “Current” and “As of December 31, 2021” versions posted [here](#).

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GENERAL

Q1: What are the new regulations for residential flexibility?

[Order in Council 438/2021](#), which was released on July 12, 2021 and will amend Part 4 of the Agricultural Land Reserve Use Regulation, provides for new regulations for residential uses in the ALR based on property size and the size of the existing principal residence which will be effective December 31, 2021.

On a property less than 40 ha, where there is a principal residence of 500 m² or less, one 90 m² additional residence may be permitted, subject to local government bylaws or First Nation Government laws.

On a property larger than 40 ha, where there is a lawfully constructed principal residence*, one 186 m² additional residence may be permitted, subject to local government bylaws or First Nation Government laws.

*a lawfully constructed principal residence refers to a residence that pre-dates the legislative changes made on February 22, 2019 under Bill 52 or a residence larger than 500 m² as approved by the ALC and constructed with appropriate authorizations. [Back to Top](#)

Q2: How were the new regulations decided?

The Ministry of Agriculture, Food and Fisheries in January 2020 publicly proposed its policy direction to increase residential flexibility in the ALR, as described in the [Ministry of Agriculture Policy Intentions Paper: Residential Flexibility in the ALR](#). Subsequently, the Ministry undertook consultation with interested local governments and received public feedback to assist in further developing the policy options outlined in the Intentions Paper. A summary of the feedback was provided in the [What We Heard Report](#). [Back to Top](#)

Q3: When do the new regulations take effect?

December 31, 2021. [Back to Top](#)

Q4: What was the Ministry of Agriculture, Food and Fisheries' intention with the new regulations?

In the Ministry's July 12, 2021 [News Release](#) associated with [Order in Council 438/2021](#), the policy intention behind the regulation changes was described. In short, the changes are intended to provide farmers and non-farmers in the ALR the opportunity to have a small secondary residence. [Back to Top](#)

PRINCIPAL OR EXISTING ADDITIONAL RESIDENCES

Q5: How is total floor area calculated to confirm the size of an existing residence?

Local government and First Nation Government staff may use existing building plans, where available, to confirm the size of an existing residence. If building plans are not available, the local government or First Nation Government will have to work with the applicant to get the necessary information to confirm the existing residence size. [Back to Top](#)

Q6: If there is an existing 9 m wide manufactured home and a principal residence, is an additional residence permitted?

No. The proposed additional residence would be the third residence and must be applied for through a Non-Adhering Residential Use (NARU) application to the ALC. In considering the application, the Commission cannot grant permission for the third residence unless it is necessary for farm use. [Back to Top](#)

Q7: If I have a principal residence and farm worker accommodation, can I have an additional residence?

No. Farm worker accommodation is considered a residence. The proposed additional residence would be the third residence and must be applied for through a Non-Adhering Residential Use (NARU) application to the ALC. In which case, the Commission must consider whether the residence is necessary for farm use. [Back to Top](#)

Q8: Can I convert an existing residence that is larger than 90/186 m² into a 90/186 m² residence?

Not without applications to the ALC. The conversion of a larger residential structure by declaring portions of the structure uninhabitable requires an application to the ALC. For example, if you have a 125 m² house and you are proposing to make 35 m² uninhabitable, an application to the Commission would be required. [Back to Top](#)

Q9: Can I convert a portion of a structure that is larger than 90/186 m² into a 90/186 m² residence?

It depends. The conversion of an existing structure like a barn to now include a 90/186 m² residence may be permitted if the residence portion is on the second storey or if there is a clear separation between the residence and the remaining structure. For example, that might be accomplished with a fire wall and no internal access between the residential and non-residential areas. [Back to Top](#)

Q10: Can a local government restrict a principal residence size to less than 500 m²?

Yes, residential uses under the ALR Use Regulation may be further restricted and/or prohibited by a local government or First Nation Government. [Back to Top](#)

Q11: For parcels over 40 ha with no residence currently on it, does the 500 m² principal residence size restriction still apply?

Yes, any principal residences constructed after February 22, 2019 must be 500 m² or less, except where approved through application by the ALC. [Back to Top](#)

Q12: Where there is a legal, existing residence larger than 500 m², is a new additional residence permitted?

You must first consider the size of the parcel.

If the property is less than 40 ha, then no. A new additional residence is only permitted on such properties if the principal residence has a total floor area of 500 m² or less.

If the property is larger than 40 ha, then yes, subject to local government bylaws or First Nation Government laws. The principal residence must be lawfully constructed* to have an additional residence.

*a lawfully constructed principal residence refers to a residence that pre-dates the legislative changes made on February 22, 2019 under Bill 52 or a residence larger than 500 m² as approved by the ALC and constructed with appropriate authorizations. [Back to Top](#)

90 M² OR 186 M² ADDITIONAL RESIDENCES

Q13: What types of residences meet the requirements of the new regulations?

As outlined in the Ministry's [News Release](#), 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*
- permitting a principal residence to be constructed in addition to a manufactured home that was formerly a principal residence*

*After December 30, 2021, the size of a new manufactured home that is an additional residence must not exceed the applicable limit of either 90 or 186 m² unless the necessary authorizations have been received by December 30, 2021 as s. 32 (3) of the ALR Use Regulation read on December 30, 2021:

(3) An additional residence that is a manufactured home and that is not a pre-existing residential structure is permitted if

- (a) the manufactured home is 9 m or less in width,
- (b) the manufactured home is used only by the owner or any of the following persons who are related within the meaning of subsection (4):
 - (i) a person who is the owner's
 - (A) parent, grandparent or great grandparent,
 - (B) sibling, or
 - (C) child, grandchild or great grandchild;
 - (ii) the owner's spouse, or a person who is a parent of the owner's spouse,
- (c) all required authorizations to locate the manufactured home on the agricultural land are granted before December 31, 2021, and
- (d) the size and siting of the manufactured home is not altered after December 31, 2021, unless permitted under section 25 or 45 of the Act.

The type of housing may be further restricted and/or prohibited by local government bylaw or First Nation Government laws. [Back to Top](#)

Q14: How is total floor area calculated to confirm the size of an additional residence?

Total floor area (TFA) of the additional 90 or 186 m² residence permitted in the ALR Use Regulation (if permitted by local government bylaw or First Nation Government law), pursuant to Commission Resolution No. 086N/2021, is measured to the outer surface of exterior walls including corridors, hallways, landings, foyers, staircases, stairwells, enclosed balconies, enclosed porches or verandas, basements, and attached garages as part of the TFA unless the additional residence occupies the second storey above a one storey garage or is contained within a permitted building, and excludes attics with attic meaning the unfinished space between the roof and ceiling of the top storey of a building or between a partial wall and a sloping roof.

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Q15: Can the additional residence be used for farm worker accommodation?

Yes, the additional residence may be used for farm worker accommodation. Only one additional residence is permitted, so it cannot be divided up into multiple separate units or suites which would constitute multiple residences. As in other cases, the additional residence must also be permitted by the local government or First Nation Government.

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Q16: Can the additional residence be used as a short-term vacation rental?

Yes, the additional residence may be used for a short-term vacation rental. Only one additional residence is permitted, so it cannot be divided up into multiple separate units or suites which would constitute multiple residences. As in other cases, the additional residence must also be permitted by the local government or First Nation Government.

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Q17: After December 31, 2021, can a 9 m wide manufactured home be placed during the construction/renovation of a principal residence on an interim basis?

No. Unless necessary authorizations have been received by December 31, 2021, a 9 m wide manufactured home cannot be placed as an additional residence (temporary or permanent) as the size exceeds 90/186 m². A 9 m wide manufactured home is typically around 205 m². A Non-Adhering Residential Use (NARU) application to the ALC would be required. [Back to Top](#)

Q18: Can the principal residence and additional residence sizes be manipulated to fall within the total areas permitted for residential uses (e.g., a 510 m² residence and an 80 m² residence)?

No. A principal residence must not exceed a total floor area of 500 m², and an additional residence must not exceed a total floor area of 90 or 186 m², depending on the property size. [Back to Top](#)

TOTAL FLOOR AREA

Q19: How is total floor area calculated for these additional residences?

The ALC's definition for "**total floor area**" (TFA) of the additional 90 or 186 m² residence permitted in the ALR Use Regulation (if permitted by local government bylaw or First Nation Government law), pursuant to Commission Resolution No. 086N/2021, is measured to the outer surface of exterior walls including corridors, hallways, landings, foyers, staircases, stairwells, enclosed balconies, enclosed porches or verandas, basements, and attached garages as part of the TFA unless the additional residence occupies the second storey above a one storey garage or is contained within a permitted building, and excludes attics with attic meaning the unfinished space between the roof and ceiling of the top storey of a building or between a partial wall and a sloping roof.

TFA for principal residences – see [Q5 above](#).

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Q20: Can an additional residence have a basement and garage?

The Ministry of Agriculture's policy intention is that these additional residences be like carriage houses, garden suites and guest houses which don't commonly have basements and garages associated with them.

The ALC's definition of total floor area for an additional residence does allow for a basement and/or attached garage, but they count towards the total floor area (i.e. are included in the 90 m²/186 m² calculation). [Back to Top](#)

Q21: Is the 90 m²/186 m² a total floor area or building footprint?

Total floor area. [Back to Top](#)

SECONDARY SUITES

Q22: Can I have a secondary suite in the additional residence?

No. Section 31 of the ALR Use Regulation permits only a single secondary suite in the principal residence, where a local government bylaw permits or First Nation Government law allows. [Back to Top](#)

Q23: If there is a secondary suite in a principal residence, does a property still qualify for an additional residence?

Yes, subject to the total floor area requirements and local government bylaws or First Nation Government laws. [Back to Top](#)

Q24: Can a local government restrict a secondary suite use within a principal residence?

Yes, residential uses under the ALR Use Regulation may be further restricted and/or prohibited by a local government or First Nation Government. [Back to Top](#)

RESIDENTIAL ACCESSORY STRUCTURES

Q25: Are there residential accessory structures that are necessary for an additional residence?

Under s. 30 of the ALR Use Regulation, structures (other than residential structures) and driveways or utilities are permitted if they are necessary for a permitted residential use such as an additional residence.

The ALR Use Regulation does not exempt additional residences from the Act's restrictions on removing soil from or placing fill on agricultural land. Fill means any material brought onto agricultural land other than materials exempted by regulation, including structural fill and gravel. Soil and Fill Information - [See Q30](#) below. [Back to Top](#)

ORDER OF PLACEMENT

Q26: Can the 90/186 m² residence be placed before or simultaneously with the 500 m² principal residence?

Yes. Order of placement does not matter provided the total floor area limitations for the principal and additional residences are adhered to. In addition, the principal and additional residence must not be attached to, or part of, one another. [Back to Top](#)

MANUFACTURED HOMES

Q27: After December 31, 2021, does the 9 m wide manufactured home have to be used by the owner or the owner's immediate family?

This answer applies to an additional residence that is a manufactured home 9 m or less in width for which all required authorizations are granted before December 31, 2021. After December 31, 2021 the manufactured home may be used by anyone, subject to local government bylaws or First Nation Government laws.

If there is a restrictive covenant held by the local government or First Nation Government requiring a manufactured home to be used only for immediate family, land owners can get in touch with that local government or First Nation Government to determine whether it can be discharged or not.

If there is a restrictive covenant held by the ALC requiring that a manufactured home can only be used for immediate family, land owners can get in touch with the ALC directly to determine whether it can be discharged or not.

Requests for ALC-held covenants can be made to the land use planning team within the applicable administrative region via email to the addresses listed below:

- South Coast: ALC.SouthCoast@gov.bc.ca
- Island: ALC.Island@gov.bc.ca
- Kootenay: ALC.Kootenay@gov.bc.ca
- Interior: ALC.Interior@gov.bc.ca
- North: ALC.North@gov.bc.ca
- Okanagan: ALC.Okanagan@gov.bc.ca

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Q28: Can an addition be added to a 9 m wide manufactured home after December 31, 2021?

No. After December 31, 2021, an existing or authorized 9 m wide manufactured home is considered grandfathered provided the size and siting is not altered. Additions to a grandfathered manufactured home require a NARU application to the ALC. [Back to Top](#)

Q29: Can I replace an existing grandfathered manufactured home after December 31, 2021?

No. After December 31, 2021, an existing or authorized 9 m wide manufactured home is considered grandfathered, but there is no automatic right of replacement. To replace a grandfathered 9 m wide manufactured home, that is not a principal residence, requires a NARU application to the ALC. In which case, the Commission must consider whether the residence is necessary for farm use. [Back to Top](#)

SOIL AND FILL USE

Q30: Is an application to the ALC required if the removal of soil or placement of fill is required for the construction of an additional residence?

Yes. Fill means any material brought onto agricultural land other than materials exempted by regulation, including structural fill and gravel.

It is likely that most, if not all, additional residences will require the submission of a Notice of Intent (NOI) application to the ALC before a local government issues a building permit. The application fee is \$150 and is submitted on the ALC's application portal. [Read more about soil and fill uses in ALC Information Bulletin 07.](#)

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Q31: Are there any exemptions or an amount of soil removal or fill placement that is permitted for an additional residence without a Notice of Intent (NOI)?

No. [Back to Top](#)

Q32: Does the 1,000 m² threshold for fill placement or soil removal for a principal residence remain in effect after the residential flexibility changes take effect on December 31, 2021?

Yes, under s. 35(a) of the ALR Use Regulation the permitted 1,000 m² fill area continues to apply to the construction of a principal residence. There are no fill placement or soil removal provisions for the 90/186 m² additional residence. It is likely that most, if not all, additional residences will require the submission of a Notice of Intent (NOI) to the ALC before a local government issues a building permit. The application fee is \$150 and is submitted on the ALC's application portal. [Back to Top](#)

Q33: If a local government bylaw does not regulate soil or fill, would the ALC be the enforcement agency if someone places fill associated with an additional residence?

Yes. However, local governments and First Nation Governments are not permitted to issue building permits for an additional residence where structural fill, including aggregate, is necessary for the construction of the 90/186 m² additional residence, unless the fill placement was approved in accordance with the *Agricultural Land Commission Act* and ALR Use Regulation, i.e. an approved Notice of Intent. [Back to Top](#)

APPLICATIONS

Q34: Can a landowner apply for a third or more residence?

Yes, a landowner may submit a Non-Adhering Residential Use (NARU) application for a third or more residence. However, under the *Agricultural Land Commission Act* the ALC must not grant permission for such a residence unless it is necessary for a farm use. [Back to Top](#)

BUILDING STRATA CONVERSIONS

Q35: Is it the intention that both residences would be maintained under a common real estate entity?

Yes. There is no right to subdivision with the construction of an additional residence.

Subdivision of ALR land requires an application to the ALC. Strata conversion is considered a subdivision requiring an application for subdivision to the ALC. [Back to Top](#)

Q36: How will the ALC ensure that the residences are not stratified after a building permit is issued?

Building stratification is a form of subdivision which requires an application to the ALC.

Under Section 19 of the *Agricultural Land Commission Act*, the Registrar of Titles must not, under the *Land Title Act* or the *Strata Property Act*, accept an application for the deposit of a plan if it would cause the subdivision of agricultural land. [Back to Top](#)

MISCELLANEOUS

Q37: How does the additional residence apply to agri-tourism accommodation?

If an applicant would like to use the additional residence for agri-tourism accommodation purposes, it will be counted towards the 10 permitted agri-tourism accommodation units and must meet all other requirements of s. 33 of the ALR Use Regulation. Agri-tourism accommodation may be further restricted and/or prohibited by a local government or First Nation Government. [Back to Top](#)

Q38: How does the regulation apply when a property is partially in the ALR?

The ALC only regulates the portion of the property that falls within the ALR, though local government bylaws may also apply. Outside of the ALR, only local government bylaws apply. [Back to Top](#)

--End--



REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Danielle Patterson, Senior Planner
DATE: December 16, 2021
SUBJECT: ALC regulation changes to residential flexibility options

RECOMMENDATION

That the Board of Directors receive the staff report on ALC regulation changes to residential flexibility options.

VOTING

All Directors / Majority

INTRODUCTION

Order in Council 438/2021 was released on July 12, 2021, to increase residential flexibility in the *Agricultural Land Reserve (ALR) Use Regulation* which goes into effect on December 31, 2021.

In September 2021, RDBN planning staff attended an Agriculture Land Commission (ALC) webinar on the upcoming residential flexibility changes (see Attachments for webinar slides). During the webinar, ALC staff stated some fine-tuning of the policies and procedures were being developed. On December 2, 2021 the ALC released an updated Information Bulletin 05 (see Attachments) to include the residential flexibility changes.

DISCUSSION

Additional Dwellings – form, density, and RDBN zoning

The change in legislation allows a small additional residence in addition to the principal residence on a property in the ALR. The occupancy of the additional dwelling is no longer restricted to immediate family. The additional dwelling may take a variety of forms, including but not limited to: a garden suite, a carriage house, a manufactured home, and dwelling unit above an existing building. The second dwelling may have a secondary suite. The additional dwelling does not require an ALC application but local governments may further regulate the additional dwelling

(size, location, form, whether they can contain secondary suites) or restrict second dwellings altogether in their bylaws.

Implications for RDBN:

No changes are required to Zoning Bylaw 1800, 2020. The vast majority of ALR lands located in the RDBN are zoned Agriculture (AG1) in the Zoning Bylaw or are not zoned.

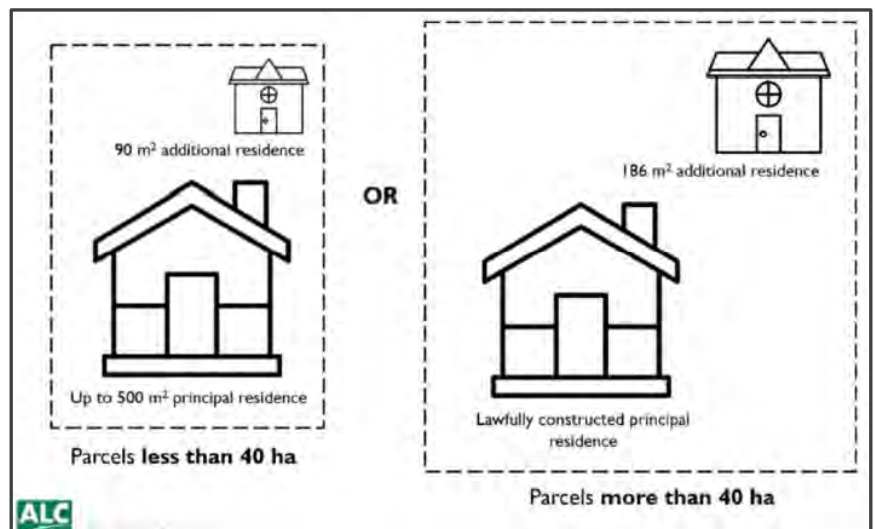
Section 16.0.2.1 of the AG1 zone states “[n]ot more than one Single Family Dwelling shall be located on a Parcel unless additional dwellings are permitted pursuant to the Agricultural Land Commission Act”; therefore, an additional single family dwelling is allowed in the AG1 Zone for properties located in the ALR. While most AG1 zoned properties are within the ALR, this creates a situation where the AG1 properties outside of the ALR have a lower allowable maximum density per parcel. The AG1 Zone limits housing forms to single family dwellings which may include a secondary suite that does not exceed the 90 m² (968 ft²) or 40% of total floor area, whichever is less.

Additional dwellings – size limits

On parcels 40 ha or less, additional dwellings are limited to 90 m² (968 ft²) when the principal dwelling is 500 m² or less.

On parcels over 40 ha, additional dwellings are limited to 186 m² (2,002 ft²) when the principal dwelling is lawfully constructed¹.

If a parcel does not comply with either of the above situations, e.g., a parcel under 40 ha with a dwelling over 500 m², an additional dwelling would not be permitted without an approved ALC Non-Adhering Residential Use application.



The ALC does not regulate the order of placement of the two dwellings, meaning a property owner may build the smaller “additional” dwelling first.

¹ A lawfully constructed principal residence refers to a residence that pre-dates the legislative changes made on February 22, 2019 under Bill 52 or a residence larger than 500 m² as approved by the ALC and constructed with appropriate authorizations.

Additional dwellings – calculating floor area

The ALC has an existing definition of Total Floor Area (TFA) that applies only to principal residences. The ALC has a new definition of TFA specific to the additional dwelling, which goes into effect on December 31, 2021:

“total floor area” (TFA) of the additional 90 or 186 m² residence permitted in the ALR Use Regulation (if permitted by local government bylaw or First Nation Government law), pursuant to Commission Resolution No. 086N/2021, is measured to the outer surface of exterior walls including corridors, hallways, landings, foyers, staircases, stairwells, enclosed balconies, enclosed porches or verandas, basements, and attached garages as part of the TFA unless the additional residence occupies the second storey above a one storey garage or is contained within a permitted building, and excludes attics with attic meaning the unfinished space between the roof and ceiling of the top storey of a building or between a partial wall and a sloping roof.”

Implications for RDBN:

Calculating the floor area of dwellings is critical during the building permit review process. The Zoning Bylaw definition is more restrictive than the ALC’s definitions, which include certain exemptions for attached garages and unenclosed carports up to 42 m², basements below grade (principal dwelling only) as well as attics (principal and additional dwelling). The RDBN Zoning Bylaw definition of TFA states,

“FLOOR AREA, TOTAL (TFA) means the total area of all the floors in a Structure measured to the exterior faces of the exterior walls of the Structure, excluding crawl spaces with a vertical clearance of less than 1.8 metres.”

While ALC staff have advised on multiple occasions that local governments may use their own definitions from zoning bylaws to calculate total floor area, no formal documents to date have been published on the ALC website confirming this. As such, a conservative approach is to use the ALC definitions when reviewing dwellings located in the ALR. Currently the RDBN uses the definition provided by the ALC to calculate TFA for principal residences on ALR properties to ensure that they do not exceed the 500 m² size ALC restriction. Staff will need to incorporate the TFA definition for the 90m²/186m² additional dwelling into building permit and zoning reviews.

While the ALC states a second dwelling may occupy the second storey of an existing garage or other farm building, many farm buildings are exempt from requiring a building permit. Property owners may face challenges ensuring an existing building has the structural capabilities to support an additional dwelling on the second storey when no permits were issued for the original building.

Additional and oversized dwellings

Property owners that want more than two dwellings or want dwellings larger than permitted in the ALC regulations will require an ALC Non-Adhering Residential Use application. The additional dwellings will only be considered by the ALC if necessary for farm use. Property owners with extra

dwellings and oversized dwellings built prior to the new ALC regulations do not have a right to replace if 75% or more of the dwelling has been substantially damaged or destroyed.

Removing soil and placing fill

The removal of soil or the placement of fill up to 1,000 m² (1,195 yd²) remains a permitted use in the ALR for the construction or maintenance of a principal dwelling. The requirement to apply for Notice of Intent (NOI) application for placing fill or removing soil exceeding an amount of 1,000 m² (1,195 yd²) for the construction or maintenance of a principal dwelling remains. Further, NOI applications will remain a requirement for other residential uses, including the construction of the newly permitted additional dwelling.

Implications for RDBN:

Staff will not be able to issue building permits associated with the additional dwellings that require the removal of soil or placement of fill until the applicant has their NOI application approved by the ALC. This would include the construction or expansion of a driveway to the additional dwelling.

Many applicants for building permits lack familiarity with the NOI process and do not apply for the NOI in advance of a building permit. Based on ALC advice, waiting on NOI decisions may add 60 to 90 days to the building permit processing timeline.

Property owners may want a second driveway for the additional dwellings. Many applicants for building permits do not realize second residential driveways, even when accessed on no-controlled access highways, require a Highway Use Permit from the Ministry of Transportation and Infrastructure.

ATTACHMENT (links)

- [ALC's Regional Seminar on Residential Flexibility](#)
- [ALC Information Bulletin 05 – Residences in the ALR of December 31, 2021](#)



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: March 31, 2022
SUBJECT: Recreation Contribution Service Bylaws

RECOMMENDATION

That the Board direct staff to move forward with implementation of a recreation contribution service as proposed in the March 31, 2022 staff report.

VOTING

All / Directors / Majority

EXECUTIVE SUMMARY

The work plan for the Parks and Trails service presented to the Board in 2020 included the development of an implementation strategy for a recreation contribution service where funds are collected as taxation and distributed to societies providing recreation services. This report outlines a proposed implementation strategy.

THE IMPLEMENTATION PROCESS

Staff are proposing to implement the contribution service to allow for taxation and funds distribution in 2023. The following process and timelines are proposed.

Step 1-	Formal referral to participating municipalities	April 2022
Step 2	Board consideration of bylaws at 1 st and 2 nd reading	May 2022
Step 3 -	Alternative approval process	June 2022
Step 4 -	Council authorization of Bylaws	August 2022
Step 5 -	Submission of Bylaws to Province	August 2022
Step 6 -	Board consideration of adoption of Bylaws	October 2022
Step 7 -	Confirmation of taxation amount for 2023	January 2023
Step 8 -	Board Approval of funds disbursement process	February 2023
Step 9 -	Board approval of fund disbursements and agreements	April – May 2023
Step 10 -	Fund disbursement	June – August 2023

The Bylaws

Staff have drafted the attached “Recreation Contribution Service Establishment Bylaws” to match the service areas for the Parks and Trails Service Establishment Bylaws, with the exception that the Village of Telkwa has been added to the Electoral Area A bylaw. This was done in hope of their participation. On direction staff can draft recreation contribution service establishment bylaws for Electoral Areas D and F.

The draft bylaws may include a maximum annual requisition amount of up to fifty (\$0.50) cents per one thousand (\$1,000) DOLLARS of net taxable value based on elector assent through an alternative approval process.

Municipal and Electoral Area Director Consultation

Should the Board approve the above recommendation, staff will approach each Electoral Area and Municipal Director within the proposed service areas to determine their interest in participation in the service, and the proposed maximum annual requisition amount. Staff will also reach out to the Directors for Electoral Areas D or F to determine if there is an interest in a service in those areas. If there is interest staff may also reach out to the Village of Fraser Lake or the District of Vanderhoof regarding participation.

Taxation Implications

The table below shows an approximation of the taxation implications and taxation rates associated with raising \$100,000 from each proposed recreation contribution service area. The \$100,000 taxation level was chosen for illustrative purposes only.

RECREATION CONTRIBUTION SERVICE TAXATION IMPLICATIONS			
JURISDICTION	ASSESSMENT	RATE PER \$1000	REVENUE
Electoral Area B, E and Burns Lake Service Area			
Electoral Area B	\$36,998,086	\$0.11	\$40,118
Electoral Area E	\$32,109,658		\$34,817
Village of Burns Lake	\$23,115,249		\$25,065
TOTAL	\$92,222,993		\$100,000
Electoral Area A, and Smithers Service Area			
Electoral Area A	\$121,069,256	\$0.04	\$42,608
Town of Smithers	\$139,454,639		\$49,079
Village of Telkwa	\$23,620,657		\$8,313
TOTAL	\$284,114,552		\$100,000
Electoral Area C and Fort St. James Service Area			
Electoral Area C	\$65,944,757	\$0.10	\$66,950
Fort St James	\$32,554,304		\$33,050
TOTAL	\$98,499,061		\$100,000
Electoral Area G, Granisle, and Houston Service Area			
Electoral Area G	\$27,403,955	\$0.13	\$35,019
Houston	\$48,428,802		\$61,886
Granisle	\$2,422,372		\$3,095
TOTAL	\$61,476,870		\$100,000

It will be up to each participating jurisdiction to set the annual taxation as part of step 7 in the implementation process. This amount will need to be confirmed as part of the budget process annually.

The Fund Distribution Process

Staff must establish a process to determine how to distribute the funds. This could be through a formal application process with disbursement decisions made by Directors, or the Board could establish a Recreation Funds Advisory Committee (RFAC) for each contribution service area. This committee could be tasked with reviewing applications for funding through this service and making disbursement recommendations to the Board. The RFAC could make recommendations to the Board regarding fund allocation.

Step 8 above includes Board approval for the funds distribution process, and a terms of reference and procedures policy for these committees, if necessary. This will be done in close consultation with Directors involved in the service.

Where funds are allocated to a society providing a recreation opportunity for multiple years, that society may be asked to enter into a written agreement with the RDBN regarding the use of the funds. Entering into this agreement may allow the society to be provided insurance coverage through the RDBN.

RDBN Parks and Recreation Service Taxation Overview

For comparison purposes, and to allow the Board to understand the total taxation implications associated with parks and trails in the RDBN the preliminary budget for the planning, establishment, and operation of RDBN owned and operated Parks and Trails is outlined below.

RDBN PARKS AND TRAILS SERVICE PROPOSED TAXATION FOR 2022			
JURISDICTION	ASSESSMENT	RATE PER \$1000	REVENUE
Electoral Area A, and Smithers Service Area			
Electoral Area A	\$121,069,000	0.027	\$38,775
Town of Smithers	\$139,455,000		\$33,663
TOTAL	\$260,524,000		\$72,437
Electoral Area B, E and Burns Lake Service Area			
Electoral Area B	\$36,998,000	0.034	\$12,427
Electoral Area E	\$32,110,000		\$10,824
Village of Burns Lake	\$23,115,000		\$7,792
TOTAL	\$92,223,000		\$31,088
Electoral Area C and Fort St. James Service Area			
Electoral Area C	\$65,945,000	0.024	\$7,891
Fort St James	\$32,554,000		\$15,983
TOTAL			\$23,874
Electoral Area G, Granisle, and Houston Service Area			
Electoral Area G	\$27,410,000	0.03	\$9,032
	\$448,429,000		\$14,775
Granisle	\$2,200,000		\$739
TOTAL	\$78,255,000		\$31,088

ATTACHMENTS

1. Electoral Area A Recreation Contribution Service Establishment Bylaw No. ????, 2022
2. Electoral Areas B and E Recreation Contribution Service Establishment Bylaw No. ????, 2022
3. Electoral Area C Recreation Contribution Service Establishment Bylaw No. ????, 2022
4. Electoral Area G Recreation Contribution Service Establishment Bylaw No. ????, 2022



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**ELECTORAL AREA A RECREATION CONTRIBUTION SERVICE ESTABLISHMENT
BYLAW NO. ?????, 2022**

A Bylaw to establish a service for financial contributions to societies providing recreation services in Electoral Area A.

WHEREAS a Regional District may, pursuant to the *Local Government Act*, operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of contributing financially to societies providing recreation services within Electoral Area A;

AND WHEREAS participating area approval has been obtained in accordance with the *Local Government Act*;

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

Service Established

1. The Regional District hereby establishes, within the boundaries of Electoral Areas A, the Town of Smithers, and the Village of Telkwa a service for the purpose of contributing financially to Societies providing recreation services for residents in Electoral Area A, the Town of Smithers, and the Village of Telkwa.

Boundaries

2. The boundaries of the service area shall be all of Electoral Area A, the Town of Smithers, and the Village of Telkwa.

Participating Areas

3. The participating areas are Electoral Area A, the Town of Smithers, and the Village of Telkwa.

Cost Recovery

4. The annual cost of providing the service shall be recovered by one or more of the following methods:

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

Tax Base for Property Value Taxes

- 5. The tax base for property value taxes shall be for the participating municipalities in accordance with section 384 (2) (d) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.
- 6. The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (a) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.

Maximum Requisition

- 7. The maximum amount that may be requisitioned annually for the costs of this local service shall be FIFTY (\$0.50) CENTS per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements.

Apportionment

- 8. The cost of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the service area.

Citation

- 9. This Bylaw may be cited as "Electoral Area A Recreation Contribution Service Establishment Bylaw No. ????, 2022."

READ A FIRST TIME this day of , 2022

READ A SECOND TIME this day of , 2022

READ A THIRD TIME this day of , 2022

I hereby certify that this is a true and correct copy of Bylaw No. ????.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2022

ASSENT OF ELECTORS OBTAINED this day of , 2022

ADOPTED this day of , 2022

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**ELECTORAL AREAS B AND E RECREATION CONTRIBUTION SERVICE
ESTABLISHMENT BYLAW NO. ?????, 2022**

A Bylaw to establish a service for financial contributions to societies providing recreation services in Electoral Areas B and E.

WHEREAS a Regional District may, pursuant to the *Local Government Act*, operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of contributing financially to societies providing recreation services within Electoral Areas B and E;

AND WHEREAS participating area approval has been obtained in accordance with the *Local Government Act*;

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

Service Established

1. The Regional District hereby establishes, within the boundaries of Electoral Areas B and E, and the Village of Burns Lake a service for the purpose of contributing financially to Societies providing recreation services for residents in Electoral Areas B and E and the Village of Burns Lake.

Boundaries

2. The boundaries of the service area shall be all of Electoral Areas B and E, and the Village of Burns Lake.

Participating Areas

3. The participating areas are Electoral Areas B and E, and the Village of Burns Lake.

Cost Recovery

4. The annual cost of providing the service shall be recovered by one or more of the following methods:
 - a. Property value taxes imposed in accordance with Division 3, Part 11 of the

Local Government Act

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

Tax Base for Property Value Taxes

- 5. The tax base for property value taxes shall be for the participating municipalities in accordance with section 384 (2) (d) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.
- 6. The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (a) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.

Maximum Requisition

- 7. The maximum amount that may be requisitioned annually for the costs of this local service shall be FIFTY (\$0.50) CENTS per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements.

Apportionment

- 8. The cost of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the service area.

Citation

- 9. This Bylaw may be cited as "Electoral Areas B and E Recreation Contribution Service Establishment Bylaw No. ????, 2022."

READ A FIRST TIME this day of , 2022

READ A SECOND TIME this day of , 2022

READ A THIRD TIME this day of , 2022

I hereby certify that this is a true and correct copy of Bylaw No. ????.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2022

ASSENT OF ELECTORS OBTAINED this day of , 2022

ADOPTED this day of , 2022

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**ELECTORAL AREA C RECREATION CONTRIBUTION SERVICE ESTABLISHMENT
BYLAW NO. ?????, 2022**

A Bylaw to establish a service for financial contributions to societies providing recreation services in Electoral Area C.

WHEREAS a Regional District may, pursuant to the *Local Government Act*, operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of contributing financially to societies providing recreation services within Electoral Area C;

AND WHEREAS participating area approval has been obtained in accordance with the *Local Government Act*;

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

Service Established

1. The Regional District hereby establishes, within the boundaries of Electoral Areas C, and the District of Fort St. James a service for the purpose of contributing financially to Societies providing recreation services for residents in Electoral Area C and the District of Fort St. James.

Boundaries

2. The boundaries of the service area shall be all of Electoral Area C, and the District of Fort St. James.

Participating Areas

3. The participating areas are Electoral Area C, and the District of Fort St. James.

Cost Recovery

4. The annual cost of providing the service shall be recovered by one or more of the following methods:
 - a. Property value taxes imposed in accordance with Division 3, Part 11 of the

Local Government Act

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

Tax Base for Property Value Taxes

- 5. The tax base for property value taxes shall be for the participating municipalities in accordance with section 384 (2) (d) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.
- 6. The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (a) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.

Maximum Requisition

- 7. The maximum amount that may be requisitioned annually for the costs of this local service shall be FIFTY (\$0.50) CENTS per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements.

Apportionment

- 8. The cost of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the service area.

Citation

- 9. This Bylaw may be cited as "Electoral Area C Recreation Contribution Service Establishment Bylaw No. ????, 2022."

READ A FIRST TIME this day of , 2022

READ A SECOND TIME this day of , 2022

READ A THIRD TIME this day of , 2022

I hereby certify that this is a true and correct copy of Bylaw No. ????.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2022

ASSENT OF ELECTORS OBTAINED this day of , 2022

ADOPTED this day of , 2022

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**ELECTORAL AREA G RECREATION CONTRIBUTION SERVICE ESTABLISHMENT
BYLAW NO. ?????, 2022**

A Bylaw to establish a service for financial contributions to societies providing recreation services in Electoral Area G.

WHEREAS a Regional District may, pursuant to the *Local Government Act*, operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of contributing financially to societies providing recreation services within Electoral Area G;

AND WHEREAS participating area approval has been obtained in accordance with the *Local Government Act*;

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

Service Established

1. The Regional District hereby establishes, within the boundaries of Electoral Area G, the District of Houston, and the Village of Granisle a service for the purpose of contributing financially to Societies providing recreation services for residents in Electoral Area G, the District of Houston, and the Village of Granisle.

Boundaries

2. The boundaries of the service area shall be all of Electoral Area G, the District of Houston and the Village of Granisle.

Participating Areas

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

Cost Recovery

4. The annual cost of providing the service shall be recovered by one or more of the following methods:

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

Tax Base for Property Value Taxes

- 5. The tax base for property value taxes shall be for the participating municipalities in accordance with section 384 (2) (d) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.
- 6. The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (a) of the *Local Government Act* - the net taxable value of land and improvements in the participating area.

Maximum Requisition

- 7. The maximum amount that may be requisitioned annually for the costs of this local service shall be FIFTY (\$0.50) CENTS per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements.

Apportionment

- 8. The cost of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the service area.

Citation

- 9. This Bylaw may be cited as "Electoral Area G Recreation Contribution Service Establishment Bylaw No. ????, 2022."

READ A FIRST TIME this day of , 2022

READ A SECOND TIME this day of , 2022

READ A THIRD TIME this day of , 2022

I hereby certify that this is a true and correct copy of Bylaw No. ????.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2022

ASSENT OF ELECTORS OBTAINED this day of , 2022

ADOPTED this day of , 2022

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: March 31, 2022
SUBJECT: BC Energy Step Code Board Update

RECOMMENDATION

Receipt

VOTING

All / Directors / Majority

INTRODUCTION

The BC Energy Step Code, first introduced in 2017, establishes targets relating to the energy efficiency of buildings. Adoption of the Step Code by local governments has been voluntary; however, the Province may make implementation at step 3 mandatory in late 2022 by amendment to the BC Building code.

This report provides an overview of the RDBN's engagement with the Province regarding the Step Code, provides an update on the Step Code implementation process, and identifies a number of Provincial Government consultation opportunities relating to the Step Code and energy efficiency initiatives.

BACKGROUND

What is the BC Energy Step Code?

The Province's Climate Leadership Plan set a goal that all new buildings in British Columbia will be net zero by 2032. A net-zero energy building is one that has reduced energy requirements and renewable energy systems, so that the building produces as much energy as it consumes. The Energy Step Code is a Provincial Government initiative designed to have local governments implement the requirements for all new building to be net zero ready by 2032.

The Energy Step Code is performance based. Building will be required to be energy modelled prior to construction to ensure the building meets the energy efficiency standard of the “step” being implemented. The building must then be “commissioned”, including testing for airtightness prior to occupancy. Each “step” establishes targets relating to the efficiency of the total building, the building envelope (air leakage, insulation, windows and doors, etc.) and the performance of the mechanical systems (heating, cooling, ventilation, etc.). This design and testing work must be performed by a qualified “energy advisor.” Energy advisors must pass specified exams and be registered with Natural Resources Canada as having met the required qualifications to deliver EnerGuide rating services for eligible homes in Canada.



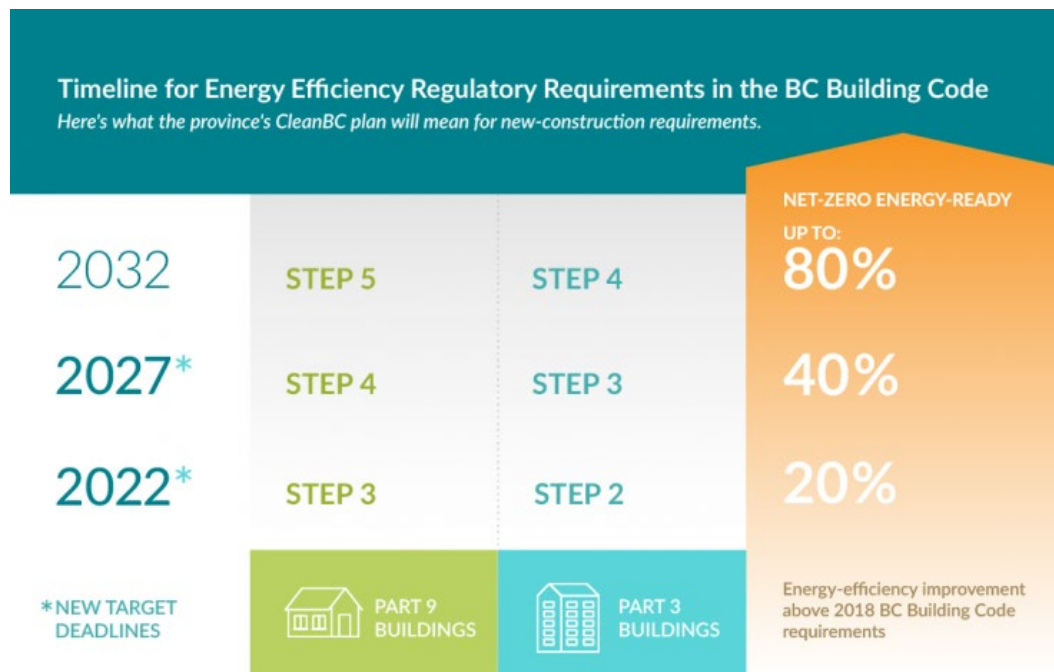
Implementing the BC Energy Step Code through the local government Building Permit process will include the following steps:

- The builder works with an energy advisor during building design to create a model of the proposed building showing it will meet the applicable energy efficiency standard or “step”.
- The energy advisor provides a standardized report including a satisfactory energy model at time of building permit application. A building permit could not be issued without this report from an energy advisor.
- The builder must inform the energy advisor of any changes to the building design (e.g. window specifications, mechanical system, insulation level, etc) to ensure that the energy model indicates compliance to the applicable energy efficiency standard.
- A mid-construction blower door test conducted by an energy advisor to test airtightness before finishing is advised but may not be required.

- A final inspection and air-tightness test is conducted by an energy advisor, who then submits a standardized “as-built” report to the local government prior to final inspection or occupancy, to verify airtightness and energy performance.
- If minimum required energy efficiency and adequate air-tightness is not achieved, as verified by the energy advisor, an occupancy permit may not be issued.

What is Expected of Local Governments?

The Province has requested that the Step Code’s modelling and testing requirements and performance targets be voluntarily adopted by local governments in advance of mandatory implementation (potentially in late 2022). The Province has developed a [Best Practices Guide](#) that provides local governments with guidelines on implementation.



RDBN ENGAGEMENT WITH THE PROVINCE ON STEP CODE CONCERNS

Implementation of the Step Code may result in an incremental increase in building inspection costs associated with staff education and training, and increased application processing times. There may also be increased materials cost to builders. The most notable potential impact, in staff’s opinion, relates to the additional costs associated with retaining an energy advisor to undertake the necessary energy modeling, airtightness testing, and commissioning of building equipment. Even with good success in developing professional capacity in the region the cost to retain the services of these professionals, especially in rural and remote areas, may be relatively high. It is expected that in some areas it may be a challenge to retain the necessary services at any cost.

The Step Code process is expected to be notably problematic for owner / builders and for log home builders. It is also expected that the Step Code will result in an increased use of manufactured and modular homes.

The following is a summary of the RDBN's engagement with the Province regarding Step Code implementation concerns.

2017

- The RDBN Board sent a letter dated March 24, 2017 to the Minister Responsible for Housing expressing concern with the BC Energy Step Code (attached).
- The Assistant Deputy Minister Responsible for housing sent a letter dated May 8, 2017 to the RDBN (attached).

2020

- The Town of Smithers requested and obtained Board support for a UBCM resolution asking for an exemption from the BC Energy Step Code.
- At the 2020 UBCM Directors discussed the impact of the BC Energy Step Code, and other building issues with the Ministry of Municipal Affairs and Housing. See the attached document titled "Briefing Notes: Building Costs in the RDBN".
- The Deputy Minister of Municipal Affairs and Housing sent a letter dated November 6, 2020 to the RDBN (attached).

2021

- The RDBN sent a letter dated January 29, 2021 to the Minister Responsible for Housing raising concerns relating to the Energy Step Code and other building issues (attached).
- The Minister Responsible for Housing sent a March 5, 2021 e-mail to the RDBN (attached).
- The Community Energy Association presented to the Committee of the whole on the BC Step Code on May 13, 2021.

THE COMMUNITY ENERGY ASSOCIATION

The Community Energy Association (CEA) has done a commendable job promoting the BC Energy Step Code, assisting local governments in preparation for implementation, and informing builders on the process. The *Building A Legacy- North* website at www.communityenergy.ca/BAL-north contains good information including a webinar titled "Step Code Solutions for northern BC."

There are also grants available to cover Step Code related costs for builders wanting to voluntarily undertake the Step Code process. Funding is also available to local governments to

purchase blower-door airtightness testing equipment. The CEA has also worked with staff to coordinate training sessions for builders (as discussed later in this report).

In early 2021 the Province established the “Local Government Step Code Peer Network – Deep Dive.” This group was formed by the CEA to meet quarterly to focus on local government and building industry implementation of the Step Code in the north. The meetings focus on the technical and procedural issues associated with implementation of the step code.

RDBN AND BUILDER READINESS

To date no RDBN member municipality, or local government north of the RDBN, has initiated early adoption of the Step Code. Early adoption, in staff’s opinion, will not notably reduce the impact in any meaningful way. RDBN staff have ensured that all known local builders are aware of the implications of the BC Step Code and have been advised to establish a working relationship with existing energy advisors.

At present there are 2 Energy advisers in Prince George and one in Terrace. Staff are aware of one local builder who is undergoing the training to become an energy advisor. Hopefully, over time energy advisor supply will increase to meet the region’s demand. It is noted that builders remain challenged to retain the services of architects and engineers as part of the building process given their limited availability in the region.

The Provincial response to local government concerns regarding the Step Code has been interpreted as being a result of limited staff capacity and expertise, budgets, or leadership. It is unclear whether the Province understands how our overall low density and large geographic area frustrate our ability to adapt to the changing building regulatory environment in the Province. We are at a notable disadvantage to more populated regions of the province.

RDBN staff have asked the Community Energy Association to reinforce our concerns with the Province and encourage consideration of alternative option to achieve improved energy efficiency. For example persons other than an energy advisors could be allowed to perform the onsite final inspection and air-tightness test allowing out of region energy advisors to more easily service the north.

STEP UP TO STEP CODE WEEK

The CEA is hosting a series of information sessions across the north during “Step up to Step Code Week” from April 11-14. These sessions are an opportunity for contractors to learn about the process. Staff are working with the BC Energy Association to promote the session for RDBN contractors which is scheduled on April 13th at 3:00 pm.

There is a session designed specifically for Elected Officials across Northern BC. This session will cover the Community Energy Association’s perspective on the benefits of the Step Code and implementation by local governments. The Elected Officials session is scheduled for April 13

from 12:00 pm - 1:00 pm. Directors seeking more information or wishing to register can contact Planning Department staff or register directly at the following link.

<https://www.communityenergy.ca/events/>

CLIMATE ACTION NETWORK FOR NORTHERN BC

The CEA is spearheading an initiative to establish a “climate-action network in and for Northern BC” and are inviting interested persons to a meeting to collaborate on local climate action for the benefit of the region.

The CEA explains that:

“Momentum is building towards lower-carbon solutions in energy systems, housing, and transportation, etc. but local governments in Northern BC often lack staff, budget, and expertise to realize opportunities and leadership. The limited capacity in individual communities, however, may be overcome by working together and with partners from outside of local government. That’s the idea behind this invitation to you.”

At this meeting the Community Energy Association will share updates on expansion of EV charging infrastructure through the north, the state of our readiness for the Energy Step Code, and some implications of the recent BC Budget. The inaugural meeting is scheduled via Zoom on April 4 at 12 noon. Interested persons can Please register at <https://us02web.zoom.us/meeting/register/tZYuceqqrD4jG9AjfXNV3q7-c6jumHV21NkY> to receive the Zoom details.

ATTACHMENTS

Letter dated March 24, 2017 to the Minister Responsible for Housing.

Letter dated May 8, 2017 from the Assistant Deputy Minister Responsible for housing.

UBCM Housing Cost Briefing Notes.

Letter dated November 6, 2020 from the Deputy Minister of Municipal Affairs and Housing.

Letter dated January 29, 2021 to the Minister Responsible for Housing.

E-mail received from the Attorney General dated March 5, 2021.

[Best Practices Guide \(link\)](#)

[Step up to Step Code Week Brochure \(link\)](#)



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

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

March 24th, 2017

Rich Coleman
Minister of Natural Gas Development and Minister Responsible for Housing and Deputy Premier
Room 128, Parliament Buildings
Victoria, BC
V8V 1X4

Sent by e-mail to: rich.coleman.MLA@leg.bc.ca

Dear Minister Coleman:

This is the third letter that the Region District Board has asked me to write to you in my role as Board Chair in the last few months regarding the negative impacts associated with your Ministry's initiatives. The first letter was regarding the introduction of mandatory qualification requirements for local government building officials. The second letter was regarding the impact of the new Homeowner Protection Office's eligibility requirements for Owner Builder Authorizations. Unfortunately, I am required to now send this letter regarding the Energy Step Code.

The Energy Step Code will introduce notable new costs for building materials, mechanical equipment, and testing by professionals. Given our climate, and limited access to the professional services requires by the step code, the challenges and impacts to our region can be expected to be notably greater than in other areas of the province. The plan to allow local government to move towards net zero building in voluntary stages prior to mandatory implementation does little to resolve the inevitable negative impacts associated with the strategy.

As you are aware the increasingly high cost of construction in relation to property values limits the amount of new building construction in our region. Also, we believe that the new Homeowner Protection Office's eligibility requirements for Owner Builder Authorizations has further reduced new home construction in our region. The additional costs associated with the Energy Step Code would further stifle new building. It would not be responsible for the RDBN to voluntarily implement the Energy Step Code in the foreseeable future.

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

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

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

The RDBN appreciates the intent behind the Energy Step Code; however, the anticipated impact is counterproductive to the intent. The reality in our region is that the costs associated with the Step Code will result in older less energy efficient homes not being replaced by new homes.

As a region our challenge is to grow and diversify our local economy while managing the effects of the pine beetle infestation. These challenges are exacerbated by the array of new Provincial Government regulations that control how we provide services to our residents, download responsibility, stifle development, and increase taxation. The Province needs to better understand and consider the negative impacts of its decisions on the wellbeing of northern and rural British Columbia.

Please reconsider the implementation of the Energy Step Code in our region.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Miller', with a large, stylized initial 'B'.

Bill Miller, Chair,
Regional District of Bulkley-Nechako Board



**BRITISH
COLUMBIA**

RECEIVED Ref: 23093

MAY 15 2017

May 8, 2017

Mr. Bill Miller, Chair
Regional District of Bulkley-Nechako
37 - 3rd Avenue
PO Box 820
Burns Lake BC V0J 1E0

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Mr. Miller:

Thank you for your March 24, 2017 letter addressed to the Honourable Rich Coleman, Minister Responsible for Housing, regarding the impact of the BC Energy Step Code in the Regional District of Bulkley-Nechako. As the Assistant Deputy Minister for the Office of Housing and Construction Standards, I am pleased to respond.

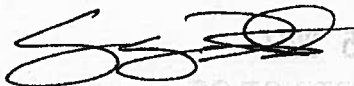
I appreciate your feedback on the potential impacts of the Energy Step Code, particularly coming on the heels of new qualification requirements for owner-builders and building officials. Unlike the new qualification requirements for builders and building officials, the Energy Step Code is entirely voluntary. Local governments are not required to start referencing the Energy Step Code in bylaws, but may do so if they choose.

To manage the implementation of the Energy Step Code, the Province has established the Energy Step Code Council, a multi-stakeholder committee tasked with supporting local governments and industry with training, communication, and research. The Energy Step Code Council has commissioned research on anticipated costs of the Energy Step Code in all climate zones across British Columbia, and this research will be made public once finalized. The results of this research will help guide local governments towards implementation of the Energy Step Code that balances housing affordability and capacity in the industry.

.../2

In closing, I would like to reiterate the current voluntary nature of the Energy Step Code. The Province recognizes that successful implementation over the long term will require attentiveness to the particular challenges faced by every region. Thank you, again, for sharing the concerns of the Regional District of Bulkley-Nechako.

Respectfully,



Greg Steves
Assistant Deputy Minister

RECEIVED
MAY 15 2017
REGIONAL DISTRICT OF
BULKLEY-NECHAKO

May 8 2017
Mr. Bill Miller, Chair
Regional District of Bulkley-Nechako
31 - 2 Avenue
P.O. Box 820
Bulkley Lake BC V0J 1E9

Dear Mr. Miller,

Thank you for your March 24, 2017 letter addressed to the Honourable Rick Coleman, Minister Responsible for Housing, regarding the impact of the BC Energy Step Code in the Regional District of Bulkley-Nechako. As the Assistant Deputy Minister for the Office of Housing and Construction Standards, I am pleased to respond to your feedback on the potential impacts of the Energy Step Code, particularly coming on the heels of new qualification requirements for owner-builders and building officials. Unlike the new qualification requirements for builders and building officials, the Energy Step Code is entirely voluntary. Local governments are not required to start enforcing the Energy Step Code in bylaws, but may do so if they choose.

To manage the implementation of the Energy Step Code, the Province has established the Energy Step Code Council, a multi-stakeholder committee tasked with supporting local governments and industry with training, commissioning research and testing. The Energy Step Code Council has commissioned research on anticipated costs of the Energy Step Code in all climate zones across British Columbia, and this research will be made public once finalized. The results of this research will help guide local governments towards implementation of the Energy Step Code that balances housing affordability and capacity in the industry.



Briefing Notes

Building Costs in the RDBN

The Issue

The increasingly high cost of construction in relation to property values limits the amount of new building construction in our region. The cost of building a new home in the RDBN is, in most areas, notably higher than the resale value of that home. Owners are not building homes for profit, and in most areas of the region it is much cheaper to purchase and renovate an existing home rather than construct a new home. The result is that housing stock in the region is not being adequately replaced, and the existing housing stock is getting older and older. This issue is impacting our ability to attract new residents and diversify our economy.

Owner Builder Authorizations

As of July 2016 a resident cannot build their own house without first passing an exam which is intended to test their knowledge of construction basics. This is in addition to the many other regulations that the Province has put in place to govern residential builders in BC. In the RDBN's opinion the owner builder authorizations exam requirement has no positive impact on the quality of construction in our region. However, it is unnecessarily increasing the cost of construction and is discouraging the construction of new dwellings. The owner builder authorization exam was implemented to improve the quality of construction of owner built homes. However, this issue is not a concern in our region. Owner builders are not building to a lesser standard than licensed builders. They are building their own home and are motivated to build with care, and the RDBN Building Inspectors work closely with owner builders throughout the building process.

The northern lifestyle, and the character and experiences of many of our residents, does not predispose them to be effective in passing written exams. However, that same lifestyle, character, and experience has provided a good understanding of the building process. A written exam process is not an effective tool to determine our resident's capacity to undertake the building of their home.

In many areas of the region there is a very limited supply of licensed builders and there are long waits for their services. Enticing a licensed builder to certain areas requires very high fees for their services. In some areas of our region it is challenging to retain a licensed builder at any cost.

Energy Step Code

The additional costs associated with the Energy Step Code will further stifle new building. It would not be responsible for the RDBN to voluntarily implement the Energy Step Code in the foreseeable future. The Energy Step Code will introduce notable new costs for building materials, mechanical equipment, and testing by professionals. Given our climate, and limited access to the professional services required by the step code, the challenges and impacts to our region can be expected to be notably greater than in other areas of the province. The plan to allow local government to move towards net zero building in voluntary stages prior to

mandatory implementation does little to resolve the inevitable negative impacts associated with the strategy.

Tiny Homes

The Regional District of Bulkley-Nechako is seeing increased public interest in living in a very small home, which is fuelled by a desire to live in a more sustainable manner, and to reduce housing construction costs. The demand for very small homes is being met, in part, by recreational vehicles that are designed to look and function like a small house. These units are commonly called “tiny homes”.

Tiny homes are commonly built to the standard of a recreational vehicle, in part, Ilding Code. The RDBN Planning Department is sympathetic to the intent behind the “tiny home” movement, however, year-round living in recreational vehicles is not the solution, for several safety and land use reasons.

The regulatory challenges that many local governments face would be notably reduced if it was easier to build a functional tiny home in accordance with the BC Building Code.

Summary

The RDBN requests the following:

- The owner builder authorizations exam requirement should not exist in the RDBN, and owner builders should be allowed to retain the services of a construction manager to assist them in the building process, without having to retain the services of a licensed builder.
- There should be no mandatory implementation of the Energy Step Code, and the Province should work with northern local governments to identify a strategy that will work in the north and encourage the building of new homes.
- The Province should initiating a process, in consultation with local governments, to review how the BC Building Code can be changed to better accommodate the building of tiny homes.



November 6, 2020

Ref: 256877

His Worship Mayor Gerry Thiessen, Chair
and Members of the Board
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake BC V0J 1E0

Dear Chair Thiessen and Board Members:

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

As Deputy Minister, I write to acknowledge topics raised during your conference call, which included the Owner Builder Authorization exam requirement, B.C. Energy Step Code costs, and tiny homes.

The Owner Builder Authorization exam requirement strengthens consumer protection for both the owner and any subsequent buyers and reflects extensive collaboration with industry and consumer representatives. I understand you noted concerns around rising building costs; however, I am sure you will agree building safely constructed homes that meet B.C. Building Code (Building Code) requirements is essential. Unlicensed builders with experience as construction managers are encouraged to apply to become licensed builders so they can continue to work in their chosen field. BC Housing regularly accepts this type of previous unlicensed experience with owner-built homes to help remove barriers to entry into the licensed builder pool, particularly in more rural areas.

Ministry of Municipal Affairs and Housing staff advise that during the discussion you shared your perspective that the B.C. Energy Step Code (Step Code) will introduce new costs for building materials, equipment and testing by professionals and your concern that older homes will not be replaced by new homes. I recognize that for smaller rural and remote communities, adapting permits and inspection practices to meet new Building Code requirements comes with unique challenges.

.../2

His Worship Mayor Gerry Thiessen, Chair
and Members of the Board
Page 2

At the same time, you may be interested in some practical examples from other communities. I encourage the Regional District of Bulkley-Nechako staff to reach out to the City of Kimberley to learn more about its experience, and review some of the case studies of homes that have found affordable ways to build to the Step Code. Andy Christie is a building official with the City of Kimberley who has direct experience with the Step Code and can be reached by email at: achristie@kimberley.ca.

Experienced energy advisors and energy modellers can help advise builders on cost-effective strategies to meet Step Code requirements. The provincial government launched the energy advisor search tool in fall 2019; the search tool is available online at: <https://betterhomesbc.ca/ea/>. Currently, seven energy advisor firms are identified as serving the Burns Lake area.

Finally, ministry representatives also appreciated hearing about the Regional District's increased interest in tiny homes. Tiny homes are certainly one option to help a community access safe and affordable housing. You mentioned it can be challenging to build functional tiny homes to the standards required by the Building Code and that you would like to see changes to it. The Building Code has no limit on how small a house can be built, provided it meets the minimum standard for the protection for people and the protection of the environment.

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

Sincerely,



Kaye Krishna
Deputy Minister

pc: Curtis Helgensen, Chief Administrative Officer, Regional District of Bulkley Nechako



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

REGIONAL DISTRICT
OF BULKLEY-NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

January 29, 2021

The Honourable David Eby, QC
Attorney General and Minister responsible for Housing
PO Box 9044 Stn Prov Govt
Victoria, BC V8W 9E2

E-mail: AG.Minister@gov.bc.ca

Re: Housing Issues in the RDBN

Dear Minister Eby:

Congratulations on your new responsibilities in relation to housing in BC. This letter is regarding several housing issues that are important to the Regional District of Bulkley-Nechako (RDBN). These issues were most recently raised in a meeting with the Minister of Municipal Affairs and Housing during the 2020 Union of BC Municipalities (UBCM) Annual Convention. The RDBN's concerns relate to Provincial regulations which are unnecessarily increasing the cost of new home construction in our region. Specifically, the RDBN's concerns relate to the Province's Owner / Builder restrictions, the B.C. Energy Step Code, and the impact of the BC Building Code on tiny home construction.

As a follow up to the above mentioned UBCM Minister meeting the RDBN was sent the attached November 6, 2020 letter from Deputy Minister Kaye Krishna. Unfortunately, it appears from the November 6th response that the RDBN's concerns are not fully appreciated by the Province.

Owner Builder Restrictions

The Province's November 6 letter justifies the Province's owner / builder restrictions by referencing the benefits of building safely constructed homes that meet the B.C. Building Code. However, in our opinion the owner / builder restrictions, including the owner builder authorizations exam requirement, have little positive impact on the quality of construction and building safety in our region. In the RDBN the cost to build a new home typically exceeds the market value of that home. Owner / builders are building their own home with no intention to sell that home in the near future. They are building their own home and are motivated to build

MUNICIPALITIES:

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

ELECTORAL AREAS:

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B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

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TF: 800-320-3339

with care. They are not building to a lesser standard than licensed builders. The RDBN Building Inspectors work closely with owner / builders throughout the building process.

In many areas of our region the supply of licensed builders is very limited, and there are long waits for their services. Enticing a licensed builder to certain areas requires very high fees for their services. And in some areas it is challenging to retain a licensed builder at any cost. The restrictions on owner / builders increases construction costs, discourages new construction, and encourages the building of pre-manufactured modular and manufactured homes over site-built housing. The owner builder authorizations exam requirement should not exist in the RDBN. Owners should be allowed to act as construction manager, or retain the services of a construction manager, to assist them in the building process, without having to retain the services of a licensed builder.

Energy Step Code

The RDBN appreciates the recognition expressed in the Province's November 6 letter that adapting permits and inspection practices to meet new Building Code requirements comes with unique challenges for smaller rural and remote communities. However, permitting and process issues were not raised as RDBN concerns. The concerns are specific to the requirements for on-site testing by professionals as part of the building process. Even with good success in developing professional capacity in the region, the cost to retain the services of these professionals, especially in rural and remote areas, will be high. In some areas it may be a challenge to retain the necessary services at any cost.

The RDBN used the "energy advisor search tool" recommended in the Province's November 6 letter. According to this tool there are six energy advisor firms identified by the Province as serving the RDBN. Two of these firms provide service from Calgary, one provides service from Kelowna or North Vancouver, one provides service from Prince George or Terrace, and one provides service from Prince George. The lack of a service provider in our region highlights our concerns regarding the cost to residents associated with testing.

The RDBN appreciates the intent behind the Energy Step Code; however, the anticipated impact is expected to be counterproductive to the intent. As previously noted, the cost to build a new home typically exceeds the market value of that home. Therefore, the increased costs associated with the Step Code will discourage the replacement of older less energy efficient homes with new homes. The Province should work with northern local governments to identify a strategy that will work in the north and encourage the building of newer more energy efficient homes.

Tiny Homes

The Province's November 6 letter notes that the *BC Building Code* does not directly limit how "small of a house can be built". However, there are Building Code restrictions that make it challenging to build a functional tiny home. These regulations should be reconsidered to make it easier and more practical to build a functional tiny home. These standards relate to things

such as minimum room sizes, ceiling height, and stair access. The Province is encouraged to consider initiating a process, in consultation with local governments, to review how the *BC Building Code* can be changed to better accommodate the building of tiny homes.

The Big Picture in Northern BC

The increasingly high cost of construction in relation to property values limits the amount of new home construction in our region. Housing stocks are not being diversified to meet changing housing needs, and the existing housing stock is getting older and is not being adequately replaced. These issues have serious long-term implications. The lack of limited new home construction is being exacerbated by Provincial Government initiatives and regulations which increase the cost of new home construction. The Board of the RDBN asks that the Province take a meaningful look at the issues we have raised and consider the impacts on our region.

Yours truly,

A handwritten signature in black ink, appearing to read 'Gerry Thiessen', with a long horizontal flourish extending to the right.

Gerry Thiessen
Chair



November 6, 2020

Ref: 256877

His Worship Mayor Gerry Thiessen, Chair
and Members of the Board
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake BC V0J 1E0

Dear Chair Thiessen and Board Members:

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

As Deputy Minister, I write to acknowledge topics raised during your conference call, which included the Owner Builder Authorization exam requirement, B.C. Energy Step Code costs, and tiny homes.

The Owner Builder Authorization exam requirement strengthens consumer protection for both the owner and any subsequent buyers and reflects extensive collaboration with industry and consumer representatives. I understand you noted concerns around rising building costs; however, I am sure you will agree building safely constructed homes that meet B.C. Building Code (Building Code) requirements is essential. Unlicensed builders with experience as construction managers are encouraged to apply to become licensed builders so they can continue to work in their chosen field. BC Housing regularly accepts this type of previous unlicensed experience with owner-built homes to help remove barriers to entry into the licensed builder pool, particularly in more rural areas.

Ministry of Municipal Affairs and Housing staff advise that during the discussion you shared your perspective that the B.C. Energy Step Code (Step Code) will introduce new costs for building materials, equipment and testing by professionals and your concern that older homes will not be replaced by new homes. I recognize that for smaller rural and remote communities, adapting permits and inspection practices to meet new Building Code requirements comes with unique challenges.

.../2

His Worship Mayor Gerry Thiessen, Chair
and Members of the Board
Page 2

At the same time, you may be interested in some practical examples from other communities. I encourage the Regional District of Bulkley-Nechako staff to reach out to the City of Kimberley to learn more about its experience, and review some of the case studies of homes that have found affordable ways to build to the Step Code. Andy Christie is a building official with the City of Kimberley who has direct experience with the Step Code and can be reached by email at: achristie@kimberley.ca.

Experienced energy advisors and energy modellers can help advise builders on cost-effective strategies to meet Step Code requirements. The provincial government launched the energy advisor search tool in fall 2019; the search tool is available online at: <https://betterhomesbc.ca/ea/>. Currently, seven energy advisor firms are identified as serving the Burns Lake area.

Finally, ministry representatives also appreciated hearing about the Regional District's increased interest in tiny homes. Tiny homes are certainly one option to help a community access safe and affordable housing. You mentioned it can be challenging to build functional tiny homes to the standards required by the Building Code and that you would like to see changes to it. The Building Code has no limit on how small a house can be built, provided it meets the minimum standard for the protection for people and the protection of the environment.

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

Sincerely,



Kaye Krishna
Deputy Minister

pc: Curtis Helgensen, Chief Administrative Officer, Regional District of Bulkley Nechako

From: [Deneve Vanderwolf](#)
To: [Jason Llewellyn](#)
Subject: Fwd: [EXTERNAL]: File No. 613481
Date: Friday, March 5, 2021 1:46:43 PM

Deneve

Begin forwarded message:

From: "AG Correspondence AG:EX" <MAG.Correspondence@gov.bc.ca>
Date: March 5, 2021 at 1:30:27 PM PST
To: Deneve Vanderwolf <deneve.vanderwolf@rdbn.bc.ca>
Subject: [EXTERNAL]: File No. 613481

Gerry Thiessen
Chair, Regional District of Bulkley-Nechako
Email: deneve.vanderwolf@rdbn.bc.ca

Dear Gerry Thiessen:

Thank you for your correspondence of January 29, 2021, concerning the impact that certain provincial programs are having on new housing construction in the Regional District of Bulkley-Nechako. As Attorney General and Minister Responsible for Housing, I am pleased to respond.

The Province is committed to making new construction more energy efficient. To support local governments and builders in achieving this goal, financial and other incentives are available to offset costs. Specific to your concerns, up to \$2,000 in funding is available for the cost of an energy advisor through CleanBC's Better Homes New Construction Program:

https://betterhomesbc.ca/rebates/cleanbc-new-construction/?mc_cid=2b853cf486&mc_eid=bc9a8c4721

A full list of other available incentives can be explored by using CleanBC's Rebate Search Tool at the following website:

<https://betterhomesbc.ca/rebate-search-tool/?buildingType=Building%20a%20home>

The BC Energy Step Code requires energy modelling and airtightness testing, but only the latter requires an energy advisor to be on-site.

As you point out, one of the challenges to attracting energy advisors to a region is creating sufficient demand for their services. The East Kootenay region is an example of a rural region creating regional demand for locally based energy

advisors. Their experience is documented in the Building A Legacy toolkit found at: www.communityenergy.ca/bal. This toolkit is intended to support local governments in implementing the BC Energy Step Code. I have directed ministry staff in the Building and Safety Standards Branch to follow up with you directly on this issue and connect your community with available supports.

The owner builder requirements of the *Homeowner Protection Act* strengthen consumer protection for both the owner builder and any subsequent purchaser by ensuring owner builders have the knowledge and understanding of building and safety standards, as well as their statutory obligations and requirements. With an Owner Builder Authorization, owners can act as their own construction managers and hire trades, if they take direct responsibility for overseeing the work. A free study guide is available online that people interested in building their own home can use to assess their ability to build or directly manage the construction. Both the exam and training are currently offered online, making it easier and less costly for owner builders. Further owner builder information is located on BC Housing's website at:

www.bchousing.org/licensing-consumer-services/owner-builder/

Manufactured and modular homes are affordable, constructed to a high standard and can have an identical appearance to homes built completely on-site. A number of communities in British Columbia are already embracing this form of housing as part of strategies to address the need for more affordable housing. Additional resources on this topic, including case studies of communities which have achieved such successes, are available through the BC Housing research centre at: www.bchousing.org/research-centre/library/housing-affordability.

Many 'tiny' homes are classified as manufactured or modular homes as they are built elsewhere and transported to the site. The BC Building Code establishes the minimum standard for the health and safety of building occupants. Relaxing these requirements without carefully evaluating the potential consequences can place the building occupants at significant risk. Many communities in British Columbia as well as those in other provinces have expressed interest in 'tiny' homes as a way to address housing affordability. As the BC Building Code is largely based on the model National Building Code, tiny homes have been raised as an item for the national code development process.

I appreciate that policies regarding housing and construction can affect rural communities differently than urban communities. Thank you again for taking the time to outline what is happening in the Regional District of Bulkley-Nechako. I have ensured your comments have been shared with our policy teams for their consideration.

Yours truly,

David Eby, QC

Attorney General and
Minister Responsible for Housing

Email secured by Check Point



REGIONAL DISTRICT OF BULKLEY-NECHAKO MEMORANDUM

To: Chairperson Thiessen and Board of Directors
From: Alex Eriksen, Director of Environmental Services
Date: March 31, 2022
Subject: Rescind motion to not sign lease or license of occupation renewal documents for RDBN Waste Management Facilities.

RECOMMENDATION

That the Board rescind a portion of motion 2013-11-19 to Not Sign Waste Management Facility Lease or licences of occupation renewals.

BACKGROUND

In 2012 and 2013, the RDBN Environmental Services Department experienced challenges with the Ministry of Forests, Lands and Natural Resources Operations (FLNRO) over the wording in certain sections of the Leases and Licenses of Occupation that the RDBN holds for its Landfills and Waste Transfer Stations.

The RDBN was requesting changes to the wording of leases and licenses of occupation. The new wording in the leases would state that the RDBN operates its Landfill and Transfer Station sites under the guidance and jurisdiction of the Ministry of Environment and Climate Change (MOECC). The RDBN also wanted FLNRO to release the RDBN from liability and responsibility for the sites after legal closure and abandonment once the provisions of the Operational Certificate had occurred.

The RDBN retained its solicitors for their advice in this situation (and at the time agreed with the RDBN's position.) After several months of correspondence between the RDBN and FLNRO, several wording changes were made to the lease documents that satisfied the RDBN and its solicitors. Subsequently one more lease document was changed to the satisfaction of the RDBN. The two changed leases came from the MOECC in Pr. George. The MOECC provincial divisions do not align with the RDBN regional boundaries which means that the eastern portion of the region is managed from Prince George and the Western portion from Smithers. While the Prince George office had agreed to amend the Lease wording, the Smithers office would not, which led to the stalemate and consequent motion to passed by the board not to sign any new lease agreements for RDBN waste management facilities. The 2013 motion is as follows:



Lease and Licenses Wording
Rescind Motion to Not Renew
March 31 2022

Items to be Brought Forward
to the Public Agenda from
Special (In-Camera) Meetings
of the Regional District Board

Moved by Director Stoltenberg
Seconded by Director MacDougall

2013-11-19

“That the Regional District of Bulkley-Nechako Board of Directors ratify the release of the motions as written from the Special (In-Camera) meetings:

February 21, 2013

I.C. 2013-2-4

Vanderhoof Landfill/Transfer Station Lease Renewal

“That the Regional District of Bulkley-Nechako Board of Directors refuse to sign the new lease document from the Ministry of Forests, Lands and Natural Resource Operations regarding the Vanderhoof Landfill/Transfer Station; and further, that the Regional District of Bulkley-Nechako Board of Directors direct staff to schedule a meeting between Bill Miller, Chair, RDBN, a Director nominated by the Chair, RDBN staff and the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations regarding the Vanderhoof Landfill/Transfer Station lease renewal document.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY”

In 2019, FLNRORD standardized the wording for lease and licence of occupation agreements and would no longer consider amendments to the language. The previous Director of Environmental Services contacted the solicitor who advised the RDBN in 2013. After review of the new wording, the new advice from the solicitor was that the RDBN was better-off signing the new agreements than operating on expired ones.

UPDATE

In 2020 and 2021 staff was contacted by FLNRORD with several agreements for signing and discussions regarding the history or the document wording ensued. FLNRORD confirmed that the wording was standardized and non-negotiable. Regardless of landfill status (active, closed or abandoned) the RDBN is liable in perpetuity for the environmental impact of these sites. There are standard paragraphs that are not relevant to specific sites, however, these are superseded by the operational certificate or by landfill classification requirements in the regulations.

The RDBN is currently operating on numerous expired lease and licences and risks facing severe fines if new agreements are not formalized.

Lease and Licenses Wording
Rescind Motion to Not Renew
March 31 2022



Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Alex Eriksen".

Alex Eriksen
Director of Environmental Services

Attachments:
None



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM**

To: Chair Thiessen and Board of Directors

From: Janette Derksen, Waste Diversion Supervisor

Date: March 31, 2022

Subject: Electronics Pilot Program – Secondary Collection Point for Bottle Depot

RECOMMENDATION

That the Board authorize staff to develop a Pilot Program for the collection of electronics recyclables at the Vanderhoof Transfer Station on behalf of the Nechako Valley Bottle Depot.

BACKGROUND

On March 17, 2022, staff presented the Memorandum titled: “Transfer Stations – Expanding Recycling Depot Programs” (attached) to the Waste Management Committee which discussed options for additional EPR programs at the transfer stations based on the ‘one-stop-shop’ concept.

The Waste Management Committee moved the motion to pursue Option B which would use RDBN Transfer Stations as a collection point for certain EPR programs operated by the Local Bottle Depots. In this model, the RDBN would not receive revenue from the collected material. The Committee requested that staff draft an agreement or concept model that would specify the terms of service for such a program.

Moving forward with Option B requires Board approval.

PILOT PROGRAM

Staff have determined that Vanderhoof is the most appropriate location to try Option B. The Vanderhoof Bottle Depot is a non-profit organization that uses revenue to fund school programs. They are operated by volunteers and have fewer open hours than other Bottle Depots. a consequence of the opening hours is a high volume of recyclable material being received at the RDBN Transfer Station tip-floor for disposal.

The Pilot Program would only include Electronics Recycling, as this is the program of concern in terms of potential revenue loss for the Bottle Depots if the RDBN were to compete for this material.

The Vanderhoof Transfer Station and Recycling Depot would become a secondary collection location for electronics recycling and remain the primary location for other programs the RDBN already runs.

Staff see the most practical service concept to include the following:

1. Term of the agreement: 6 months.
 2. Requirement that the Bottle Depot supply all necessary materials needed to safely collect the material and advertise the program.
 3. Require that the Bottle Depot is solely responsible for the cost and logistics of servicing the site.
 4. Determine a servicing (pick up) schedule or mechanism for timely “as-needed” servicing. This
-



would specify the volume of material allowed to be stored at RDBN sites.

5. Develop a mechanism for reporting, tracking volumes, assessing the program and enforcing compliance with the agreement.

OTHER PROGRAMS

Staff will continue to explore other EPR programs such as lights and lamps, power tools, smoke & gas detectors, small appliances, and bulky equipment.

Respectfully submitted

Janette Derksen
Waste Diversion Supervisor

Attachments:

1. March 17, 2022 WMC Memo: Transfer Stations – Expanding Recycling Depot Programs



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chair Fisher and Waste Management Committee
 From: Janette Derksen, Waste Diversion Supervisor
 Date: March 17, 2022
 Subject: Transfer Stations – Expanding Recycling Depot Programs

RECOMMENDATION

Receive and Discuss

BACKGROUND

During the February 10, 2022 Waste Management Committee meeting, staff brought forward the topic of Expanding Recycle Depot Programs for discussion. The Board was generally in support of the “One-Stop-Shop” concept for RDBN Sites but had concerns about the potential impacts to local Bottle Depots which generate revenue through the same programs that the RDBN is considering incorporating. The Regional District’s Solid Waste Management Plan also supports the opportunity to include more EPR programs at the transfer stations.

The EPR programs that could potentially be added would include the collection of: electronics, small appliances, lights & lamps, power tools, bulky equipment and household detectors.

The benefits of the “One-Stop-Shop” concept include convenience for the public, increased diversion from landfills and increased revenue from collected material. The potential downsides to this approach are impacts to private Bottle Depot revenue and potential additional expenses for program establishment and management.

UPDATE

Staff was asked to provide additional information on the specific impacts to the local Bottle Depots, and specifically the current revenue for Electronics recycling program for the relevant Bottle Depots.

Bottle Depots are not collecting their full potential of any material, as RDBN site staff are seeing large amounts of recyclable material entering the Transfer Stations and Landfills. For example, the total potential disposal of electronics is 2.5kg per person per year. One of the Bottle Depots reported their tonnage which correlated to only 48% of their full potential with the given population. Currently the Bottle Depots in the RDBN generate between \$5,000-6,000 of revenue from electronics recycling.

Staff reached out to the managers/owners of the Burns Lake, Smithers and Nechako Valley Bottle Depots, who expressed the following:

- All were in support of increased diversion and acknowledged the advantage of having the EPR programs hosted at RDBN Transfer Stations.
- They understood that the program stewards would support the multiple drop off locations within a community to capture more in-scope material.
- All were concerned with the potential negative impact to their revenue stream should the RDBN

host the same EPR programs, especially with the Electronics Program. However, the potential revenue loss associated with sharing these programs was not detrimental to the success of the business. All understood why the RDBN is considering this, but not all were in support of the initiative due to revenue loss and potential employment hours loss. They requested that they be informed of developments and decisions.

- Several partnership opportunities were suggested and generally centered around using RDBN Recycling Depots as collection points for the Bottle Depots who would then receive revenue for the material. The Bottle Depots generally have limited space to package and store the program materials in question and this type of partnership would be very beneficial for them.

OPTIONS

As a local government the goal is not to compete with private business for revenue nor is it to subsidize their operations, so this is a challenging issue. Staff has provided several simplified options for waste diversion by incorporating additional EPR programs as follows:

Option A

Expand RDBN Recycling Depot Programs to promote the “One-Stop-Shop” by taking on additional programs and receive the revenue for collected material. This would compete directly with the Bottle Depots but would not include Return-It Deposit Containers.

Options B

Establish collection points at RDBN Transfer Stations for EPR programs currently managed by the Bottle Depots, who would receive the revenue through the steward. The goal would be to try and minimize RDBN staff time used for this and have robust agreements with the Bottle Depots for servicing the on-site program.

Option C

The RDBN would only take on programs that local Bottle Depots are willing to share.

The precise mechanisms for the above options have not been finalized and will likely require pilot initiatives to determine what challenges need to be addressed. Initiatives for any of the above items or new options will be brought forward to the Committee before implementation



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**Regional District of Bulkley-Nechako
Board of Directors**

To: Chair Thiessen and Board of Directors
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: March 31, 2022
Subject: Committee Meeting Recommendations – March 17, 2022

RECOMMENDATION: (all/directors/majority)

Recommendation 1 to 11 as written

BACKGROUND

The following are the recommendations from the March 17, 2022 Committee Meetings for the Regional Board's consideration and approval.

Committee of the Whole Meeting – March 17, 2022

Recommendation 1:

Re: Federation of Canadian Municipalities 2022 Conference – June 2-5, 2022 in Regina, SK and Online

"That CAO Helgesen be authorized to attend the Federation of Canadian Municipalities 2022 Conference online and that the conference be streamed in the RDBN Boardroom from June 2 to 5, 2022."

Recommendation 2:

Re: North Central Local Government Association AGM and Convention – May 3-5, 2022 – In-person or Virtual

"That the Chair and any Rural Directors be authorized to attend the North Central Local Government Association (NCLGA) AGM and Convention from May 3-5, 2022 either in-person or virtually."

Recommendation 3:

Re: RDBN Workplace Bullying, Discrimination, Harassment and Violence Policy

"That the Regional District of Bulkley-Nechako Workplace Bullying, Discrimination, Harassment, and Violence Policy be approved and that the RDBN Anti-Harassment Policy be rescinded."



Regional District of Bulkley-Nechako Board of Directors

Committee of the Whole Meeting – March 17, 2022 (CONT'D)

Recommendation 4:

Re: Transit and Parks and Trails Budget

“That the Transit and Parks and Trails budgets be included in the Regional District’s budget bylaw.”

Recommendation 5:

Re: Truth and Reconciliation Call to Action Recommendation 43 Report

“That the Board direct staff to draft a report in regard to Recommendation 43 – We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the *United Nations Declaration on the Rights of Indigenous Peoples*.”

Recommendation 6:

Re: Write a Letter to the BC Electoral Boundaries Commission

“That the Board write a letter to the BC Electoral Boundaries Commission in regard to its Invitation for Input regarding Electoral Area Boundaries and requesting no changes be made to the electoral areas of the within the RDBN.”

Rural/Agriculture Committee Meeting – March 17, 2022

Recommendation 7:

Re: Grant in Aid for Gas Tax Trade

“That the Board approve the following trades of Grant in Aid and Federal Gas Tax:

1) That Electoral Area “A” (Smithers Rural) give Electoral Area “E” (Francois/Ootsa Lake Rural) \$30,000 in Federal Gas Tax.

2) That Electoral Area “E” (Francois/Ootsa Lake Rural) give Electoral Area “A” (Smithers Rural) \$30,000 in Grant in Aid.

3) That Electoral Area “A” (Smithers Rural) give Electoral Area “F” (Vanderhoof Rural) \$10,000 in Federal Gas Tax.

4) That Electoral Area “F” (Vanderhoof Rural) give Electoral Area “A” (Smithers Rural) \$10,000 in Grant in Aid.



Regional District of Bulkley-Nechako Board of Directors

Rural/Agriculture Committee Meeting – March 17, 2022 (CONT'D)

5) That Electoral Area "A" (Smithers Rural) give Electoral Area "D" (Fraser Lake Rural) \$7,000 in Federal Gas Tax.

6) That Electoral Area "D" (Fraser Lake Rural) give Electoral Area "A" (Smithers Rural) \$7,000 in Grant in Aid."

Recommendation 8:

Re: Grant in Aid – Lake Kathlyn Protection Society

"That the Board approve allocating \$42,415 in Electoral Area "A" (Smithers Rural) Grant in Aid monies to Lake Kathlyn Protection Society, to be paid upon invoice submission for capital repairs for the Lake Kathlyn Weed Harvesting Service."

Recommendation 9:

Re: COVID-19 Relief Fund Applications

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

-Electoral Area "A" (Smithers Rural)

- Paul Lychak Community Hall – Insurance, Hydro, Maintenance - \$6,533.17
- Bulkley Valley Rod and Gun Club – Insurance 2020/2021 and 2021/2022 - \$8,091.00
- Smithers Gallery Association – Workstations - \$938.52
- Glenwood Hall Committee Association – Insurance and Hydro - \$6,424.13
- Telkwa Museum Society – Utilities - \$4,452.94
- Bulkley Valley Folk Music Society – Insurance and Accounting Fees - \$9,294.00

-Electoral Area "B" (Burns Lake Rural)

- Burns Lake Woman's Vortex Hockey Ice Rental - \$3,494.40
- Rose Lake Community Club – Insurance and Hydro - \$1,820.86
- Decker Lake Recreation Commission – Utilities, Society Filing, Cleaning and Sanitizing supplies - \$2,599.87

-Electoral Area "C" (Fort St. James Rural)

- Fort St. James Community Foundation – Insurance, Society Fees, Website Fees, Rent - \$3,917.31

- Stuart Lake Recycling Co-op – Insurance and Hydro - \$3,126.46

-Electoral Area "D" (Fraser Lake Rural)

- Fort Fraser Community Recreation Society – Insurance - \$2,451.00



Regional District of Bulkley-Nechako Board of Directors

Rural/Agriculture Committee Meeting – March 17, 2022 (CONT'D)

-Electoral Area "E" (Francois/Ootsa Lake Rural)

- Tweedsmuir Recreation Commission – Insurance and Hydro - \$5,119.45
- Colleymount Recreation Commission – Hydro, Propane, Society Registration, Chamber Membership - \$1,431.96
- Francois Tchesinkut Lake Recreation Commission – Insurance -\$1,430.00

-Electoral Area "F" (Vanderhoof Rural)

- Mapes Blackwater Sob Lake Community Club – Insurance and Hydro - \$4,050.00
- Vanderhoof Community Foundation – Directors Insurance and Zoom Membership - \$1,101.00
- Vanderhoof International Airshow – Insurance, Accounting Fees, Membership, Deposits - \$3,139.37

-Electoral Area "G" (Houston Rural)

- Granisle and District Senior Citizen's Association Society – 2022 Insurance - \$6,423.00."

Recommendation 10:

Re: Rural Contribution Fire Department Budgets

"That the Rural Contribution Fire Department Budgets be included in the Regional District's budget bylaw."

Recommendation 11:

Re: Electoral Area "C" Grant in Aid for Fort St. James Search and Rescue

- 1) "That that the Board approve the taxation changes requested, and;
- 2) That the Committee recommend that the Board approve \$100,000.00 in Electoral Area "C" (Fort St. James Rural) Grant in Aid monies for the Fort St. James Search and Rescue for the purchase of a Search and Rescue Building."



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**Regional District of Bulkley-Nechako
Board of Directors**

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: March 31, 2022
Subject: Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021

RECOMMENDATION: **(all/directors/majority)**

That "Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021" be adopted this 31st day of March, 2022.

BACKGROUND

The Alternative Approval Process was conducted regarding Regional Broadband Infrastructure Service Bylaw No. 1951, 2021. The Certificate of Alternative Approval Process Results is attached. The Board may now proceed with adoption of the bylaw.

ATTACHMENTS

1. Certificate of Alternative Approval Process
2. Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1951****A bylaw to establish a service for providing broadband infrastructure throughout the Regional District of Bulkley-Nechako**

WHEREAS Regional District may, pursuant to the *Local Government Act*, operate any service that it considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board wishes to establish a service for providing broadband and infrastructure for communities within the Regional District;

AND WHEREAS participating area approval has been obtained in accordance with the *Local Government Act*;

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

Service Established

1. There is hereby established a service to be known as the “Regional Broadband Infrastructure Service.”

Definition

2. In this bylaw, unless the context otherwise requires, “**broadband infrastructure**” means infrastructure that supports or enables access to high-speed internet and other communication or telecommunication networks.

Service Described

3. The service hereby established includes the design, development, construction, operation and maintenance of broadband infrastructure within the service area.

Boundaries

4. The boundaries of the service area are the Town of Smithers, District of Houston, District of Vanderhoof, Village of Burns Lake, District of Fort St. James, Village of Granisle, Electoral Areas A (Smithers Rural), B (Burns

Lake Rural), C (Fort St. James Rural), D (Fraser Lake Rural), E (Francois Ootsa Lake Rural), F (Vanderhoof Rural), and G (Houston Rural).

Participating Areas

5. The participating areas are the Town of Smithers, District of Houston, District of Vanderhoof, Village of Burns Lake, District of Fort St. James, Village of Granisle, Electoral Areas A (Smithers Rural), B (Burns Lake Rural), C (Fort St. James Rural), D (Fraser Lake Rural), E (Francois Ootsa Lake Rural), F (Vanderhoof Rural), and G (Houston Rural).

Cost Recovery

6. The annual cost of operating the service shall be recovered by one or more of the following methods:
 - a. Property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
 - b. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
 - c. Revenues raised by other means authorized by the *Local Government Act* or another act.

Requisition

7. The maximum amount that may be requisitioned annually for the service is the equivalent of \$0.01 per \$1,000 of the net taxable value of land and improvements in the service area.

Apportionment

8. The cost of the Service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the service area.

Citation

9. This bylaw may be cited for all purposes as “Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021.”

READ A FIRST TIME this 24th day of June, 2021

READ A SECOND TIME this 24th day of June, 2021

READ A THIRD TIME AS AMENDED this 23rd day of September, 2021

I hereby certify that the foregoing is a true and correct copy of "Regional Broadband Infrastructure Service Establishing Bylaw No. 1951, 2021" at third reading.



Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 5th day of November, 2021

APPROVAL OF THE ELECTORS RECEIVED ON the 22nd day of February, 2022

ADOPTED this day of , 2022.

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1951 as adopted.

Corporate Administrator



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: March 31, 2022
Subject: RDBN Retirement Policy

RECOMMENDATION: (all/directors/majority)

That the attached Regional District of Bulkley-Nechako Retirement Policy be approved and that the RDBN Superannuation and Retirement Policy be rescinded.

Further, that the Board direct staff to establish a reserve for retirement allowances.

BACKGROUND

As part of the workplace policy manual review and amendment process, the RDBN Retirement Policy has been updated. Changes to the policy include:

1. Removing references to Superannuation which are covered by the Municipal Pension Plan Policy.
2. Changing the minimum retirement age to 55 at which time some employees are eligible to retire.
3. Including a requirement that the employee must have a minimum of 5 years continuous employment with the RDBN.
4. Requiring proof of drawing superannuation to be eligible.

ATTACHMENTS

1. RDBN Retirement Policy (New)
2. RDBN Superannuation and Retirement Policy (Old)



Regional District of Bulkley-Nechako
Corporate Policy Manual

REGIONAL DISTRICT OF BULKLEY-NECHAKO RETIREMENT POLICY

All permanent employees retiring at age 55 or older, with a minimum of five (5) years continuous employment with the Regional District, shall be granted one week's pay for each full year of continuous employment to a maximum of three (3) months. This amount shall be payable to the employee upon proof of application to the Municipal Pension Plan.



(c) Superannuation

UNDER REVIEW

REGIONAL DISTRICT OF BULKLEY-NECHAKO
SUPERANNUATION AND RETIREMENT

The provisions of the Public Sector Pension Plans Act will apply.

- (a) All full time employees (eighteen years or over and fifteen years or more under the maximum retirement age) must be enrolled as contributors to the Public Sector Pension Plan when they have:

(1) been appointed as a member of the permanent staff,

or

(2) have been employed by the Regional District of (12) months,

whichever is earlier. However, with Regional Board approval, an employee fifty years of age or over and under the maximum age who wishes to enroll as a contributor may do so.

- (b) Retirement

Every permanent employee retiring at normal retirement age, 60 to 65, from the service of the Regional District shall be granted one week's pay for each year of continuous employment to a maximum of three (3) months.

UNDER REVIEW



Regional District of Bulkley-Nechako

To: Board of Directors
From: John Illes, Chief Financial Officer
Date: March 31, 2022
Re: **Budget Adoption**

Recommendation (All/Directors/Majority):

“That Bylaw 1971 be given third reading as amended and adopted”

Discussion:

The Regional District is required to adopt its Five-Year Financial Plan every year before or on March 31. This budget reflects the minor changes requested by the Directors since the first two readings of the bylaw in January.

The budget bylaw presented in this memo is based on the Completed Assessments prepared by BC Assessment. Taxation must be completed based on the revised assessments. If the assessments are revised in time to prepare a new bylaw in time to be considered for the next meeting a supplemental agenda will be prepared. If not a minor budget amendment to reflect the new assessment will be prepared for a special Board Meeting on April 14.

Tax Rates:

The tax rates for major services are expected to fall 13.7% for rural property owners and 10.3% for municipal property owners. However, if you factor in the increase in the price of property in the Regional District of 12% (the average increase for all properties combined) the total taxes paid are expected to drop by 3.3% for rural property owners and increase by 0.5% for municipal property owners.

Because the assessments for many properties increased by more than 12%, especially residential properties, some property owners could see property tax bill increases in 2022.

Requisition Changes:

The Major service requisition (or the total amount of tax collected) is increasing by 3.24% in 2022, slightly under the B. C. consumer price index (CPI) of 3.9% for 2021.

**Debt:**

The Regional District currently does not have any plans to raise funds from the issuance of debt for the years 2022 to 2026.

Regional Districts hold debt for member municipalities. The Regional District will collect \$797,885 from its member municipalities and will pay the Municipal Finance Authority the same amount in principal and interest payments.

In the past, the Regional District has a small amount of debt issued for its own purposes and will pay the Municipal Finance Authority \$25,014 in principal and interest payments in 2022 and has a total of \$366,534.95 in debt outstanding. The following debt is outstanding as of December 31, 2021:

Round Lake Fire Service:	\$ 12,857.71
Topley Fire Service	\$313,000.63
Luck Bay Fire Service	\$ 40,946.61

Capital:

The Regional District does not “have” a capital budget but rather each service area in the Regional District has its own capital budget. Below is a summary of the capital expenses:

Administration:	\$ 50,000	New Passenger Vehicle	
Environmental Services	\$2,286,000	various including:	
		KLF Phase 3B/C	\$725,000
		Trailer (Walking Floor)	\$175,000
		Air Curtain Burner	\$100,000
		Roll off truck	\$150,000
		Excavator	\$100,000
Sewer System Upgrades	\$ 45,000	Fort Fraser upgrades	
Water System Upgrades	\$ 100,000	Dock Avenue in Fort Fraser	
Fort Fraser Fire	\$ 762,000	Fire Trucks	
Luck Bay Fire	\$ 14,204	Capital upgrades to satellite fire station	
Southside Fire	\$ 100,000	Fire Department vehicles	
Bulkley Valley Pool	\$ 50,000	Pool capital upgrades	
Cluculz Lake & 911 Tower	\$ 75,000	Tower and Batteries	
Total	\$3,482,204		

Attachment:

**Bylaw 1971
Major Budgets Summary (Table 1)
Year one (2022) Summary of the budget
Requisitions by Jurisdiction**

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1971

**Being a bylaw to adopt the Financial Plan
for the years 2022 to 2026**

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

1. Schedule "A", attached hereto and made part of this bylaw, is the Financial Plan for the Regional District of Bulkley-Nechako for the years 2022 through 2026.
2. This bylaw may be cited as "Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 1971, 2022".

READ A FIRST TIME this 27th day of January, 2022

READ A SECOND TIME this 27th day of January, 2022

READ A THIRD TIME AS AMENDED this day of ,2022

ADOPTED this day of ,2022

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1971 as adopted.

Corporate Administrator

Service	2022	2023	2024	2025	2026	2022	2023	2024	2025	2026	FUNDING					2022	2022	2023	2024	2025	2026	2022	2023	2024	2025	2026
	Taxes	Taxes	Taxes	Taxes	Taxes	Parcel Taxes	Parcel Taxes	Parcel Taxes	Parcel Taxes	Parcel Taxes	Fees and Charges	Fees and Charges	Fees and Charges	Fees and Charges	Fees and Charges	Proceeds of Borrowing	Other Revenue	Other Revenue	Other Revenue	Other Revenue	Other Revenue	Total Funding	Total Funding	Total Funding	Total Funding	Total Funding
1101 Rural Government Services	334,628	327,134	327,298	328,838	336,009											989,183	989,183	989,183	989,183	989,183	989,183	1,323,811	1,316,317	1,316,481	1,318,020	1,325,191
1131 Area "A" Grant in Aid	10,000	0	0	0	0																	10,000	0	0	0	0
1132 Area "B" Grant in Aid	0	0	0	0	0																	0	0	0	0	0
1133 Area "C" Grant in Aid	0	0	0	0	0																	0	0	0	0	0
1134 Area "D" Grant in Aid	0	0	0	0	0																	0	0	0	0	0
1135 Area "E" Grant in Aid	7,933	0	0	0	0												8,964	0	0	0	0	16,897	0	0	0	0
1136 Area "F" Grant in Aid	63,496	0	0	0	0																	63,496	0	0	0	0
1137 Area "G" Grant in Aid	0	0	0	0	0																	0	0	0	0	0
1200 General Government Services	936,324	820,104	841,541	865,225	902,464											453,041	292,247	292,247	292,247	292,247	292,247	1,389,365	1,112,351	1,133,788	1,157,472	1,194,711
1206 Nechako Watershed/Fraser Basin Council	3,930	13,280	13,484	13,693	13,906												755	755	755	755	755	4,685	14,034	14,239	14,448	14,661
1301 Feasibility Studies	0	0	0	0	0																	0	0	0	0	0
1501 Local Community of Fort Fraser	3,255	6,043	6,043	6,043	6,043												5,000	5,000	5,000	5,000	5,000	8,255	11,043	11,043	11,043	11,043
1701 Chinook Community Forest	0	0	0	0	0												12,680	12,680	12,680	12,680	12,680	12,680	12,680	12,680	12,680	12,680
2401 Area "A" Economic Development	0	0	0	0	0																	0	0	0	0	0
2402 Area "B" Economic Development	76,364	73,673	73,673	73,673	73,673																	76,364	73,673	73,673	73,673	73,673
2403 Area "C" Economic Development	0	0	0	0	0																	0	0	0	0	0
2404 Area "D" Economic Development	0	0	0	0	0																	0	0	0	0	0
2405 Area "E" Economic Development	9,095	25,450	25,450	25,450	25,450												10,278	5,000	5,000	5,000	5,000	19,373	30,450	30,450	30,450	30,450
2406 Area "F" Economic Development	0	0	0	0	0																	0	0	0	0	0
2407 Area "G" Economic Development	0	0	0	0	0																	0	0	0	0	0
2500 Regional Economic Development	385,475	330,883	330,883	337,964	337,965												246,696	246,696	246,696	246,696	246,696	632,171	577,579	577,579	584,661	584,662
3101 Member Fiscal Services	0	0	0	0	0												797,885	797,885	797,885	797,885	797,885	797,885	797,885	797,885	797,885	797,885
4101 Planning	309,724	314,668	319,711	324,855	330,101						23,000	23,000	23,000	23,000	23,000		39,338	39,338	39,338	39,338	39,338	372,062	377,006	382,049	387,193	392,440
4201 Building Inspection	214,431	230,924	249,266	257,776	266,455						125,000	125,000	125,000	125,000	125,000		200,544	200,544	200,544	200,544	200,544	539,975	556,468	574,810	583,320	591,999
4301 Development Services	327,725	380,984	387,472	394,090	400,841						1,400	1,400	1,400	1,400	1,400		37,830	45,038	45,038	45,038	45,038	366,955	427,422	433,910	440,528	447,280
4401 Building Numbering Extended Service	5,439	9,485	9,648	9,813	9,981												1,078	1,078	1,078	1,078	1,078	6,517	10,563	10,725	10,891	11,059
4501 Uninsightly Premises Regulatory Control	26,659	(2,177)	(2,177)	(2,177)	(2,177)												66,324	3,127	3,127	3,127	3,127	92,983	950	950	950	950
4601 Bylaw Enforcement	0	0	0	0	0												63,197	64,089	64,999	65,927	66,873	63,197	64,089	64,999	65,927	66,873
5101 Environmental Services	3,783,305	4,207,875	4,284,736	4,348,079	4,077,513												1,837,167	1,294,667	1,144,667	1,144,667	1,144,667	5,620,472	5,502,542	5,429,404	5,492,746	5,222,180
5901 Invasive Plant Control	4,359	12,540	12,540	12,540	12,540												938	938	938	938	938	5,297	13,478	13,478	13,478	13,478
5902 Lake Kathlyn Aquatic Weed Harvesting	0	0	0	0	0	8,182	8,765	8,765	8,765	8,765	750	750	750	750	750		0	0	0	0	0	8,932	9,515	9,515	9,515	9,515
5903 Glacier Gulch Water Diversion	0	0	0	0	0	3,167	3,228	3,228	3,228	3,228	205	205	205	205	205		0	0	0	0	0	3,372	3,433	3,433	3,433	3,433
6101 Ft. Fraser Sewer System	0	0	0	0	0	45,474	47,999	47,927	47,864	47,809	28,005	28,565	29,136	29,719	30,314		0	0	0	0	0	73,479	76,565	77,064	77,583	78,123
6201 Ft. Fraser Water System	0	0	0	0	0	63,196	52,410	51,831	51,246	50,656	44,306	45,192	46,096	47,018	47,958		0	0	0	0	0	107,502	97,602	97,927	98,264	98,614
6301 Cluculz Lake - Somerset Estates Sewer	0	0	0	0	0	8,500	11,250	11,250	14,063	14,063							0	0	0	0	0	8,500	11,250	11,250	14,063	14,063
6401 Pump & Haul Sewer Disposal	0	0	0	0	0						500	500	500	500	500							500	500	500	500	500
6402 Liquid Waste Disposal	0	0	0	0	0						5,000	5,000	5,000	5,000	5,000		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
7101 Ft. Fraser Fire Protection	57,404	57,047	57,131	57,218	57,305						7,500	7,500	7,500	7,500	7,500		40,000	0	0	0	0	104,904	64,547	64,631	64,718	64,805
7102 Southside Rural Fire Protection	56,500	56,779	56,779	56,779	56,779												0	0	0	0	0	56,500	56,779	56,779	56,779	56,779
7103 Topley Rural Fire Protection	89,935	89,935	89,935	89,935	89,935																	89,935	89,935	89,935	89,935	89,935
7201 Burns Lake Rural Fire Protection	144,864	148,773	149,222	152,130	155,095																	144,864	148,773	149,222	152,130	155,095
7202 Ft.St.James Rural Fire Protection	118,647	118,799	121,122	123,491	125,907																	118,647	118,799	121,122	123,491	125,907
7203 Houston Rural Fire Protection	18,568	17,774	17,774	17,774	17,774																	18,568	17,774	17,774	17,774	17,774
7204 Luck Bay Rural fire Protection	44,333	45,361	45,397	45,432	45,469																	44,333	45,361	45,397	45,432	45,469
7205 Smithers Rural Fire Protection	253,710	299,387	305,178	311,085	317,110																	253,710	299,387	305,178	311,085	317,110
7206 Telkwa Rural Fire Protection	112,746	119,594	119,594	119,594	119,594																	112,746	119,594	119,594	119,594	119,594
7207 Vanderhoof Rural Fire Protection	40,110	40,834	41,487	42,140	42,793																	40,110	40,834	41,487	42,140	42,793
7208 Round Lake Fire Protection	11,620	11,004	11,114	11,114	11,114																	11,620	11,004	11,114	11,114	11,114
7301 Cluculz Lake Emergency Response	23,377	23,377	23,377	23,377	23,377												0	0	0	0	0	23,377	23,377	23,377	23,377	23,377
7501 9-1-1 Service	433,027	345,108	357,335	369,713	382,243						115,000	110,000	105,000	100,000	95,000		41,880	41,880	41,880	41,880	41,880	589,907	496,988	504,216	511,593	519,123
7601 Emergency Preparedness Planning	403,698	400,409	401,844	408,718	410,211												1,196,090	795,475	729,943	729,94						

Service						TRANSFERS From/(To)										
	2022	2023	2024	2025	2026	2022	2023	2024	2025	2026	2022	2023	2024	2025	2026	
	Reserve Funds	Reserve Funds	Reserve Funds	Reserve Funds	Reserve Funds	Surplus of Prior Year	Surplus of Prior Year	Equity NON CASH Transfer	Equity NON CASH Transfer	Equity NON CASH Transfer	Equity NON CASH Transfer	Equity NON CASH Transfer	Total Transfers	Total Transfers	Total Transfers	Total Transfers
1101 Rural Government Services	(109,116)	(168,116)	(168,116)	(168,116)	(113,116)							(109,116)	(168,116)	(168,116)	(168,116)	(113,116)
1131 Area "A" Grant in Aid						77,928	0					77,928	0	0	0	0
1132 Area "B" Grant in Aid						28,311	0					28,311	0	0	0	0
1133 Area "C" Grant in Aid						142,836	0					142,836	0	0	0	0
1134 Area "D" Grant in Aid						28,653	0					28,653	0	0	0	0
1135 Area "E" Grant in Aid						10,536	0					10,536	0	0	0	0
1136 Area "F" Grant in Aid						2,974	0					2,974	0	0	0	0
1137 Area "G" Grant in Aid						13,419	0					13,419	0	0	0	0
1200 General Government Services	(35,000)	(155,000)	(155,000)	(155,000)	(105,000)	134,000	0	80,000	80,000	80,000	80,000	179,000	(75,000)	(75,000)	(75,000)	(25,000)
1206 Nechako Watershed/Fraser Basin Council						9,149	0					9,149	0	0	0	0
1301 Feasibility Studies						47,462	0					47,462	0	0	0	0
1501 Local Community of Fort Fraser						8,288	0					8,288	0	0	0	0
1701 Chinook Community Forest						270	0					270	0	0	0	0
2401 Area "A" Economic Development						24,500	0					24,500	0	0	0	0
2402 Area "B" Economic Development						(239)	0					(239)	0	0	0	0
2403 Area "C" Economic Development							0					0	0	0	0	0
2404 Area "D" Economic Development							0					0	0	0	0	0
2405 Area "E" Economic Development						11,077	0					11,077	0	0	0	0
2406 Area "F" Economic Development							0					0	0	0	0	0
2407 Area "G" Economic Development							0					0	0	0	0	0
2500 Regional Economic Development						86,628	0					86,628	0	0	0	0
3101 Member Fiscal Services							0					0	0	0	0	0
4101 Planning							0					0	0	0	0	0
4201 Building Inspection	0	0	30,000	(10,000)	(10,000)			12,485	12,485	12,485	12,485	12,485	12,485	42,485	2,485	2,485
4301 Development Services												0	0	0	0	0
4401 Building Numbering Extended Service						3,888	0					3,888	0	0	0	0
4501 Unsanitary Premises Regulatory Control						2,763	0					2,763	0	0	0	0
4601 Bylaw Enforcement	(10,500)	(10,500)	(10,500)	(10,500)	34,500			0	0	0	0	(10,500)	(10,500)	(10,500)	(10,500)	34,500
5101 Environmental Services	0	0	0	0	0	1,500,000	0	700,000	700,000	700,000	700,000	2,200,000	700,000	700,000	700,000	700,000
5901 Invasive Plant Control						20,681	0					20,681	0	0	0	0
5902 Lake Kathlyn Aquatic Weed Harvesting						583	0					583	0	0	0	0
5903 Glacier Gulch Water Diversion						61	0					61	0	0	0	0
6101 Ft. Fraser Sewer System	2,418	(12,082)	(12,082)	(12,082)	(12,082)	33,105	0	16,000	16,000	16,000	16,000	51,523	3,918	3,918	3,918	3,918
6201 Ft. Fraser Water System	49,860	(35,140)	(35,140)	(35,140)	(35,140)	4,788	0	100,000	100,000	100,000	100,000	154,648	64,860	64,860	64,860	64,860
6301 Cluculz Lake - Somerset Estates Sewer	(13,236)	(200)	(200)	(3,013)	(3,013)	15,386	0					2,150	(200)	(200)	(3,013)	(3,013)
6401 Pump & Haul Sewer Disposal							0					0	0	0	0	0
6402 Liquid Waste Disposal						4,959	0					4,959	0	0	0	0
7101 Ft. Fraser Fire Protection	681,851	(15,000)	(15,000)	(15,000)	(15,000)	32,089	0	10,800	10,800	10,800	10,800	724,740	(4,200)	(4,200)	(4,200)	(4,200)
7102 Southside Rural Fire Protection						3,398	0	18,000	18,000	18,000	18,000	21,398	18,000	18,000	18,000	18,000
7103 Topley Rural Fire Protection	(5,900)	(5,900)	(5,900)	(5,900)	(5,900)	(1,196)	0	23,000	23,000	23,000	23,000	15,904	17,100	17,100	17,100	17,100
7201 Burns Lake Rural Fire Protection							0					0	0	0	0	0
7202 Ft.St.James Rural Fire Protection	66,479					0	0					66,479	0	0	0	0
7203 Houston Rural Fire Protection						20	0					20	0	0	0	0
7204 Luck Bay Rural fire Protection	9,204	(5,000)	(5,000)	(5,000)	(5,000)	4,106	0	9,300	9,300	9,300	9,300	22,609	4,300	4,300	4,300	4,300
7205 Smithers Rural Fire Protection	40,000	0	0	0	0	0	0					40,000	0	0	0	0
7206 Telkwa Rural Fire Protection	0	0	0	0	0	0	0					0	0	0	0	0
7207 Vanderhoof Rural Fire Protection							0					0	0	0	0	0
7208 Round Lake Fire Protection	0	(1,500)	(1,500)	(1,500)	(1,500)	(2,481)	0	600	600	600	600	(1,881)	(900)	(900)	(900)	(900)
7301 Cluculz Lake Emergency Response	0	0	0	0	0	0	0					0	0	0	0	0
7501 9-1-1 Service	75,000	0	0	0	0	0	0	70,000	70,000	70,000	70,000	145,000	70,000	70,000	70,000	70,000
7601 Emergency Preparedness Planning	(34,021)	0	0	0	0	34,021	0	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
7701 Burns Lake & Area Victim Services						251	0					251	0	0	0	0
7702 Smithers Victim Services						0	0					0	0	0	0	0
8101 Lakes District Airport	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	36,010	0					11,010	(25,000)	(25,000)	(25,000)	(25,000)
8202 FSJ Seniors Helping Seniors Transportation Service						179	0					179	0	0	0	0
8203 Regional Transit Service	(10,000)	0	0	0	0	3,385	0					(6,615)	0	0	0	0
9101 Decker Lake Street Lighting						0	0					0	0	0	0	0
9102 Endako Street Lighting						0	0					0	0	0	0	0
9103 Ft. Fraser Street Lighting						0	0					0	0	0	0	0
9104 Gerow Island Street Lighting						0	0					0	0	0	0	0
9106 Colony Point Street Lighting						695	0					695	0	0	0	0
9107 Laidlaw Street Lighting						0	0					0	0	0	0	0
10101 Bulkley Valley Regional Pool and Rec. Centre	(200,600)	(200,600)	(200,600)	(200,600)	(200,600)	55,000	25,000	120,000	120,000	120,000	120,000	(25,600)	(55,600)	(80,600)	(80,600)	(80,600)
10102 Vanderhoof Pool	(15,000)	(15,000)	(15,001)	(15,002)	(15,003)	0	0					(15,000)	(15,000)	(15,001)	(15,002)	(15,003)
10201 Ft.St.James Arena Grant						1	0					1	0	0	0	0
10202 Burns Lake Arena						0	0					0	0	0	0	0
10301 Smithers Rural Recreation/Culture						1	0					1	0	0	0	0
10302 Vanderhoof Recreation & Culture						0	0					0	0	0	0	0
10303 Lakes District Recreation and Culture						40,805	0					40,805	0	0	0	0
10401 Ft Fraser Cemetary Grant						489	0					489	0	0	0	0
10402 Topley Cemetery Grant						0	0					0	0	0	0	0
10501 Smithers, Telkwa, Houston TV Rebroadcast						394	0					394	0	0	0	0
10502 Fraser Lake and Area TV Rebroadcasting						3,166	0					3,166	0	0	0	0
10503 Ft. St. James and Area TV Rebroadcasting						1,209	0					1,209	0	0	0	0
10504 Burns Lake and Area TV Rebroadcasting	0	0	0	0	0	465	0					465	0	0	0	0
10602 Fraser Lake Rural Library Grant						3,770	0					3,770	0	0	0	0
10603 Fort St. James Library						37	0					37	0	0	0	0
10801 Fort Fraser Community Hall						413	0					413	0	0	0	0
10802 Braeside Community Hall							0					0	0	0	0	0
10902 Bulkley Valley Trails	80,000	0	0	0	0	0	0					80,000	0	0	0	0
10903 Houston Trails						0	0					0	0	0	0	0
10904 Lakes Trails	180,000	0	0	0	0	0	0					180,000	0	0	0	0
10905 Fort St. James Trails						0	0					0	0	0	0	0
Total for all Departments	726,438	(649,039)	(619,040)	(661,854)	(511,855)	2,428,232	25,000	1,164,185	1,164,185	1,164,185	1,164,185	4,318,855	540,146	545,145	502,331	652,330

Service	2022					2023					2024					2025					2026					2022	2023	2024	2025	2026						
	Debt Payments Int and Princ	Debt Payments Int and Princ	Debt Payments Int and Princ	Debt Payments Int and Princ	Debt Payments Int and Princ	Capital Expenditures	Capital Expenditures	Capital Expenditures	Capital Expenditures	Capital Expenditures	Amortization NON CASH EXPENSE	Amortization NON CASH EXPENSE	Amortization NON CASH EXPENSE	Amortization NON CASH EXPENSE	Amortization NON CASH EXPENSE	Other Expenses	Other Expenses	Other Expenses	Other Expenses	Other Expenses	Deficit of Prior Year	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures						Total Expenditures					
1101 Rural Government Services																										1,214,694	1,148,200	1,148,365	1,149,904	1,212,075		1,214,694	1,148,200	1,148,365	1,149,904	1,212,075
1131 Area "A" Grant in Aid																										87,928	0	0	0	0		87,928	0	0	0	0
1132 Area "B" Grant in Aid																										28,311	0	0	0	0		28,311	0	0	0	0
1133 Area "C" Grant in Aid																										142,836	0	0	0	0		142,836	0	0	0	0
1134 Area "D" Grant in Aid																										28,653	0	0	0	0		28,653	0	0	0	0
1135 Area "E" Grant in Aid																										27,433	0	0	0	0		27,433	0	0	0	0
1136 Area "F" Grant in Aid																										66,470	0	0	0	0		66,470	0	0	0	0
1137 Area "G" Grant in Aid																										13,419	0	0	0	0		13,419	0	0	0	0
1200 General Government Services						50,000	0	0	0	50,000	80,000	80,000	80,000	80,000	80,000	1,438,365	957,351	978,788	1,002,472	1,039,711						1,568,365	1,037,351	1,058,788	1,082,472	1,169,711						
1206 Nechako Watershed/Fraser Basin Council																13,834	14,034	14,239	14,448	14,661						13,834	14,034	14,239	14,448	14,661						
1301 Feasibility Studies																47,462	0	0	0	0	0					47,462	0	0	0	0						
1501 Local Community of Fort Fraser																16,543	11,043	11,043	11,043	11,043						16,543	11,043	11,043	11,043	11,043						
1701 Chinook Community Forest																12,950	12,680	12,680	12,680	12,680	0					12,950	12,680	12,680	12,680	12,680						
2401 Area "A" Economic Development																24,500	0	0	0	0						24,500	0	0	0	0						
2402 Area "B" Economic Development																76,125	73,673	73,673	73,673	73,673						76,125	73,673	73,673	73,673	73,673						
2403 Area "C" Economic Development																0	0	0	0	0						0	0	0	0	0						
2404 Area "D" Economic Development																0	0	0	0	0						0	0	0	0	0						
2405 Area "E" Economic Development																30,450	30,450	30,450	30,450	30,450						30,450	30,450	30,450	30,450	30,450						
2406 Area "F" Economic Development																0	0	0	0	0						0	0	0	0	0						
2407 Area "G" Economic Development																0	0	0	0	0						0	0	0	0	0						
2500 Regional Economic Development																																				
3101 Member Fiscal Services	797,885	797,885	797,885	797,885	797,885											718,799	577,579	577,579	584,661	584,662						718,799	577,579	577,579	584,661	584,662						
4101 Planning						0	0	40,000	0	0	12,485	12,485	12,485	12,485	12,485	372,062	377,006	382,049	387,193	392,440						372,062	377,006	382,049	387,193	392,440						
4201 Building Inspection																539,975	556,468	564,810	573,320	581,999						552,460	568,953	573,320	581,999	594,484						
4301 Development Services																366,955	427,422	433,910	440,528	447,280						366,955	427,422	433,910	440,528	447,280						
4401 Building Numbering Extended Service																10,405	10,563	10,725	10,891	11,059						10,405	10,563	10,725	10,891	11,059						
4501 Unsanitary Premises Regulatory Control																95,746	950	950	950	950						95,746	950	950	950	950						
4601 Bylaw Enforcement						0	0	0	0	45,000	0	0	0	0	0	52,697	53,589	54,499	55,427	56,373						52,697	53,589	54,499	55,427	56,373						
5101 Environmental Services						2,286,000	795,000	660,000	660,000	325,000	700,000	700,000	700,000	700,000	700,000	4,834,472	4,707,542	4,769,404	4,832,746	4,897,180						7,820,472	6,202,542	6,129,404	6,192,746	5,922,180						
5901 Invasive Plant Control																25,978	13,478	13,478	13,478	13,478						25,978	13,478	13,478	13,478	13,478						
5902 Lake Kathryn Aquatic Weed Harvesting																9,515	9,515	9,515	9,515	9,515						9,515	9,515	9,515	9,515	9,515						
5903 Glacier Gulch Water Diversion																3,433	3,433	3,433	3,433	3,433						3,433	3,433	3,433	3,433	3,433						
6101 Ft. Fraser Sewer System						45,000	0	0	0	0	16,000	16,000	16,000	16,000	16,000	64,003	64,483	64,982	65,501	66,041						125,003	80,483	80,982	81,501	82,041						
6201 Ft. Fraser Water System						100,000	0	0	0	0	100,000	100,000	100,000	100,000	100,000	62,150	62,462	62,787	63,124	63,474						262,150	162,462	162,787	163,124	163,474						
6301 Clucutz Lake - Somerset Estates Sewer																10,650	11,050	11,050	11,050	11,050						10,650	11,050	11,050	11,050	11,050						
6401 Pump & Haul Sewer Disposal																500	500	500	500	500						500	500	500	500	500						
6402 Liquid Waste Disposal																9,959	5,000	5,000	5,000	5,000						9,959	5,000	5,000	5,000	5,000						
7101 Ft. Fraser Fire Protection						762,000	0	0	0	0	10,800	10,800	10,800	10,800	10,800	56,844	49,547	49,631	49,718	49,805	0					829,644	60,347	60,431	60,518	60,605						
7102 Southside Rural Fire Protection						0	0	0	0	0	18,000	18,000	18,000	18,000	18,000	59,898	56,779	56,779	56,779	56,779	0					77,898	74,779	74,779	74,779	74,779						
7103 Topley Rural Fire Protection	17,741	17,741	17,741	17,741	17,741	0	0	0	0	0	23,000	23,000	23,000	23,000	23,000	65,097	66,293	66,293	66,293	66,293						105,839	107,035	107,035	107,035	107,035						
7201 Burns Lake Rural Fire Protection																144,864	148,773	149,222	152,130	155,095	0					144,864	148,773	149,222	152,130	155,095						
7202 Ft.St.James Rural Fire Protection																184,822	118,799	121,122	123,491	125,907	304					185,126	118,799	121,122	123,491	125,907						
7203 Houston Rural Fire Protection																18,588	17,774	17,774	17,774	17,774	0					18,588	17,774	17,774	17,774	17,774						
7204 Luck Bay Rural Fire Protection	6,248	6,248	6,248	6,248	6,248	14,204	0	0	0	0	9,300	9,300	9,300	9,300	9,300	37,191	34,114	34,149	34,185	34,221	0					66,942	49,661	49,697	49,732	49,769						
7205 Smithers Rural Fire Protection																293,710	299,387	305,178	311,085	317,110						293,710	299,387	305,178	311,085	317,110						
7206 Telkwa Rural Fire Protection																112,746	119,594	119,594	119,594	119,594	0					112,746	119,594	119,594	119,594	119,594						
7207 Vanderhoof Rural Fire Protection																40,064	40,834	41,487	42,140	42,793	46					40,110	40,834	41,487	42,140	42,793						
7208 Round Lake Fire Protection	1,025	1,025	1,025	1,025	1,025	0	0	0	0	0	600	600	600	600	600	5,632	8,479	8,589	8,589	8,589	2,481					9,739	10,104	10,214	10,214	10,214						
7301 Clucutz Lake Emergency Response																23,377	23,377	23,377	23,377	23,377						23,377	23,377	23,377	23,377	23,377						
7501 9-1-1 Service						175,000	0	0	0	0	70,000	70,000	70,000	70,000	70,000	489,907	496,988	504,216	511,593	519,123						734,907	566,988	574,216	581,593	589,123						
7601 Emergency Preparedness Planning						0	0	0	0	0	4,000	4,000	4,000	4,000	4,000	1,599,788	1,195,884	1,131,787	1,138,662	1,140,154						1,603,788	1,199,884	1,135,787	1,142,662	1,144,154						
7701 Burns Lake & Area Victim Services																16,175	16,175	16,175	16,175																	

**RDBN - 2022 Budget
Projected Tax Rates for Regional Services**

TABLE 1

Dept	Service	Taxation			Converted Assessments		Tax on a \$200,000 Residential Property					
		2021 Tax	2022 Tax	2021 vs 2020	2020 Revised Roll	2021 Completed Roll	Rural Taxpayers			Municipal Taxpayers		
							2021	2022	2021 vs 2022	2021	2022	2021 vs 2022
Region-Wide Services												
1201	General Govt - Legislative	379,328	578,422	199,094	665,932,511	777,499,445	11.39	14.88	3.49	11.39	14.88	3.49
1202	General Govt - Administration	356,368	357,902	1,534	665,932,511	777,499,445	10.70	9.21	(1.50)	10.70	9.21	(1.50)
	SUBTOTAL GENERAL ADMINISTRATION	735,696	936,324	200,628	665,932,511	777,499,445	22.10	24.09	1.99	22.10	24.09	1.99
2500	Regional Economic Development	431,437	385,475	(45,962)	665,932,511	777,499,445	12.96	9.92	(3.04)	12.96	9.92	(3.04)
4101	Electoral Area Planning	298,586	309,724	11,138	*	*	10.74	9.49	(1.25)	7.16	6.33	(0.83)
4301	Development Services	407,581	327,725	(79,856)	665,932,511	777,499,445	12.24	8.43	(3.81)	12.24	8.43	(3.81)
5101	Environmental Services	3,747,616	3,783,305	35,689	665,932,511	777,499,445	112.55	97.32	(15.23)	112.55	97.32	(15.23)
7501	9-1-1 Service	274,154	433,027	158,873	665,932,511	777,499,445	8.23	11.14	2.91	8.23	11.14	2.91
	Total Region-Wide Services	5,895,071	6,175,580	280,509	665,932,511	777,499,445	178.82	160.38	(18.44)	175.24	157.22	(18.02)
Regional Rural Services												
1101	Rural Govt - Legislative	159,467	175,161	15,694	336,396,732	402,556,715	9.48	8.70	(0.78)			
1102	Rural Govt - Administration	103,334	159,467	56,132	336,396,732	402,556,715	6.14	7.92	1.78			
	SUBTOTAL RURAL ADMINISTRATION	262,801	334,628	71,827	336,396,732	402,556,715	15.62	16.63	1.00			
4401	Building Numbering	5,100	5,439	339	336,396,732	402,556,715	0.30	0.27	(0.03)			
4501	Unightly Premises	19,970	26,659	6,690	308,659,403	402,556,715	1.29	1.32	0.03			
5901	Weed Control	51,598	4,359	(47,239)	336,396,732	402,556,715	3.07	0.22	(2.85)			
7601	Emergency Preparedness	442,020	403,698	(38,322)	336,396,732	402,556,715	26.28	20.06	(6.22)			
7602	Emergency Response		-	-	336,396,732	402,556,715	-	-	-			
	SUBTOTAL EMERGENCY SERVICES	442,020	403,698	(38,322)								
Service Areas												
4201	Building Inspection	260,876	214,431	(46,445)	211,526,150	252,168,347	24.67	17.01	(7.66)			
8203	Regional Public Transit	63,725	62,887	(838)	336,396,732	374,942,730				3.79	3.35	(0.43)
	SUBTOTAL SERVICE AREAS	324,600	277,318	(47,283)								
	Total Regional Rural Services	781,490	774,783	(6,706)			71.24	55.50	(15.74)			
	Total Service Areas	324,600	277,318	(47,283)								
	Total Combined Services	7,001,161	7,227,681	226,520			250.05	215.88	(34.17)	179.03	160.57	(18.45)

Major Services Requisition Change **3.24%**

Tax Rate \$\$/\$1000 Assessment	1.250	1.079	(0.171)	0.895	0.803	(0.092)
Tax amount increase for a \$200,000 Assessment	-\$ 34.17	-13.7%		-\$ 18.45	-10.3%	
Tax amount increase for a NOW \$224,000 Assessment	-\$ 8.27	-3.3%		\$ 0.81	0.5%	

Regional District of Bulkley-Nechako

2022 to 2026 Financial Plan - Bylaw No. 1971 Year One (2022) Summary
2022 Financial Plan:

Schedule "A"

Service	FUNDING						Reserve Funds	TRANSFERS From/To			EXPENDITURES:				Total	
	Prop. Value	Parcel	Fees and	Proceeds of	Other	Total		Surplus of	Equity in	Total	Debt Pmts.	Capital	Amortization	Other		Deficit from
Taxes	Taxes	Charges	Borrowing	Revenue	Funding		Prior Yr.	TCA's	Transfers	Int. & P'pal.	Expenditures	of TCAs	Expenses	Prior Year	Expenditures	
1101 Rural Government Services	334,628				989,183	1,323,811	(109,116)								1,214,694	1,214,694
1131 Area "A" Grant in Aid	10,000					10,000			77,928						87,928	87,928
1132 Area "B" Grant in Aid	0					0			28,311						28,311	28,311
1133 Area "C" Grant in Aid	0					0			142,836						142,836	142,836
1134 Area "D" Grant in Aid	0				0	0			28,653						28,653	28,653
1135 Area "E" Grant in Aid	7,933				8,964	16,897			10,536						27,433	27,433
1136 Area "F" Grant in Aid	63,496					63,496			2,974						66,470	66,470
1137 Area "G" Grant in Aid	0					0			13,419						13,419	13,419
1200 General Government Services	936,324				453,041	1,389,365	(35,000)	134,000	80,000	179,000	0	50,000	80,000	1,438,365	1,568,365	
1209 Nechako Watershed/Fraser Basin Council	3,930				755	4,685			9,149						13,834	13,834
1301 Feasibility Studies	0				0	0			47,462						47,462	47,462
1501 Local Community of Fort Fraser	3,255				5,000	8,255			8,288						16,543	16,543
1701 Chinsok Community Forest	0				12,680	12,680			270						12,950	12,950
2401 Area "A" Economic Development	0				0	0			24,500						24,500	24,500
2402 Area "B" Economic Development	76,364					76,364			(239)						76,125	76,125
2403 Area "C" Economic Development	0				0	0									0	0
2404 Area "D" Economic Development	0				0	0									0	0
2405 Area "E" Economic Development	9,095				10,278	19,373			11,077						30,450	30,450
2406 Area "F" Economic Development																
2407 Area "G" Economic Development																
2500 Regional Economic Development	385,475				246,696	632,171			86,628						718,799	718,799
3101 Member Fiscal Services					797,885	797,885					797,885				797,885	797,885
4101 Planning	309,724			23,000	39,338	372,062									372,062	372,062
4201 Building Inspection	214,431		125,000		200,544	539,975	0	0	12,485	12,485	0	12,485			539,975	552,460
4301 Development Services	327,725		1,400		37,830	366,955									366,955	366,955
4401 Building Numbering Extended Service	5,439				1,078	6,517	0	3,888		3,888					10,405	10,405
4501 Unsightly Premises Regulatory Control	26,659				66,324	92,983			2,763						95,746	95,746
4601 Bylaw Enforcement	0				63,197	63,197	(10,500)	0	(10,500)		0	0	0		52,697	52,697
5101 Environmental Services	3,783,305				1,837,167	5,620,472	0	1,500,000	700,000	2,200,000	0	2,286,000	700,000	4,834,472	7,820,472	
5901 Invasive Plant Control	4,359				938	5,297	0	20,681		20,681					25,978	25,978
5902 Lake Kathlyn Aquatic Weed Harvesting		8,182	750		0	8,932			583						9,515	9,515
5903 Glacier Gulch Water Diversion		3,167	205		0	3,372			61						3,433	3,433
6101 Ft. Fraser Sewer System	45,474		28,005		0	73,479	2,418	33,105	16,000	51,523	0	45,000	16,000	64,003	125,003	
6201 Ft. Fraser Water System	63,196		44,306		0	107,502	49,860	4,788	100,000	154,648	0	100,000	100,000	62,150	262,150	
6301 Cluculz Lake - Somerset Estates Sewer	8,500				0	8,500	(13,236)	15,386		2,150				10,650	10,650	
6401 Pump & Haul Sewer Disposal			500			500				0				500	500	
6402 Liquid Waste Disposal			5,000			5,000		4,959		4,959				9,959	9,959	
7101 Ft. Fraser Fire Protection	57,404		7,500		40,000	104,904	681,851	32,089	10,800	724,740	0	762,000	10,800	56,844	829,644	
7102 Southside Rural Fire Protection	56,500				0	56,500	0	3,398	18,000	21,398	0	18,000		59,898	77,898	
7103 Topley Rural Fire Protection	89,935					89,935	(5,900)	(1,196)	23,000	15,904	17,741	0	23,000	65,097	105,839	
7201 Burns Lake Rural Fire Protection	144,864					144,864				0	0			144,864	144,864	
7202 Ft. St. James Rural Fire Protection	118,647			0		118,647	66,479	0		66,479				184,822	304,126	
7203 Houston Rural Fire Protection	18,568					18,568		20		20				18,588	18,588	
7204 Luck Bay Rural Fire Protection	44,333				44,333	88,666	9,204	4,106	9,300	22,609	6,248	14,204	9,300	37,191	66,942	
7205 Smithers Rural Fire Protection	253,710					253,710	40,000	0		40,000				293,710	293,710	
7206 Telkwa Rural Fire Protection	112,746					112,746	0	0		0				112,746	112,746	
7207 Vanderhoof Rural Fire Protection	40,110					40,110	0	0		0				40,064	46,410	
7208 Round Lake Fire Protection	11,620					11,620	0	(2,481)	600	(1,881)	1,025	0	600	5,632	2,481	
7301 Cluculz Lake Emergency Response	23,377				0	23,377	0	0		0				23,377	23,377	
7501 9-1-1 Service	433,027		115,000		41,880	589,907	75,000	0	70,000	145,000	175,000	70,000	4,000	489,907	734,907	
7601 Emergency Preparedness Planning	403,698				1,196,090	1,599,788	(34,021)	34,021	4,000	4,000		4,000		1,599,788	1,603,788	
7701 Burns Lake & Area Victim Services	12,989				2,936	15,924			251					16,175	16,175	
7702 Smithers Victim Services	36,940				588	37,528			0					37,528	37,528	
8101 Lakes District Airport	79,545				28,072	107,617	(25,000)	36,010		11,010				118,628	118,628	
8202 FSJ Seniors Helping Seniors Transportation Se	42,666				800	43,466				179				43,645	43,645	
8203 Regional Transit Service	62,887		24,000		86,515	173,402	(10,000)	3,385		(6,615)				166,787	166,787	
9101 Decker Lake Street Lighting		11,863				12,213		0		0				11,897	316	
9102 Endako Street Lighting	4,160		320			4,480		0		0				4,400	80	
9103 Ft. Fraser Street Lighting	10,005		490			10,495		0		0				10,350	145	
9104 Gerow Island Street Lighting	5,206					5,206		0		0				5,000	206	
9106 Colony Point Street Lighting	2,155					2,155		695		695				2,850	0	
9107 Laidlaw Street Lighting	1,537					1,537		0		0				1,225	312	
10101 Bulkley Valley Regional Pool and Rec. Centre	956,583				70,500	1,027,083	(200,600)	55,000	120,000	(25,600)	50,000	120,000		831,483	1,001,483	
10102 Vanderhoof Pool	405,694					405,694	(15,000)	0		(15,000)				390,694	390,694	
10201 Ft. St. James Arena Grant	38,061					38,061		1		1				38,063	38,063	
10202 Burns Lake Arena	211,183				750	211,933				0				210,917	1,016	
10301 Smithers Rural Recreation/Culture	455,887					455,887		1		1				455,888	455,888	
10302 Vanderhoof Recreation & Culture	97,425					97,425		0		0				97,425	97,425	
10303 Lakes District Recreation and Culture	253,140				100,342	353,482		40,805		40,805				394,288	394,288	
10401 Ft. Fraser Cemetery Grant	1,721				40	1,761		489		489				2,250	0	
10402 Topley Cemetery Grant	1,750					1,750		0		0				1,750	1,750	
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,806				700	60,506		394		394				60,900	60,900	
10502 Fraser Lake and Area TV Rebroadcasting	46,400				35,441	81,841		3,166		3,166				85,006	85,006	
10503 Ft. St. James and Area TV Rebroadcasting	162,655				3,000	165,655		1,209		1,209				166,864	166,864	
10504 Burns Lake and Area TV Rebroadcasting	24,019				8,516	32,535	0	465		465				33,000	33,000	
10602 Fraser Lake Rural Library Grant	16,132				18,346	34,478		3,770		3,770				38,248	38,248	
10603 Fort St. James Library	17,150				50	17,200		37		37				17,237	17,237	
10801 Fort Fraser Community Hall	2,244				93	2,337		413		413				2,750	0	
10802 Braeside Community Hall	5,000					5,000		0		0				5,000	5,000	
10902 Bulkley Valley Trails	70,317				1,474,940	1,545,257	80,000	0		80,000				1,625,257	1,625,257	
10903 Houston Trails	23,874					23,874		0		0				23,874	23,874	
10904 Lakes Trails	30,081				11,833	41,914	180,000	0		180,000				221,914	221,914	
10905 Fort St. James Trails	23,874					23,874		0		0	</					

**REQUISITION AMOUNTS SUMMARY
ALL SERVICES**

	2022 Requisition	2021 Requisition	Changes from 2021 to 2022
Municipalities			
District of Houston	417,124	403,337	3.4%
Town of Smithers	1,774,580	1,758,956	0.9%
Village of Burns Lake	379,424	387,210	-2.0%
District of Fort St. James	387,490	435,744	-11.1%
Village of Fraser Lake	171,536	189,884	-9.7%
Village of Granisle	19,868	19,468	2.1%
Village of Telkwa	258,112	231,086	11.7%
District of Vanderhoof	699,327	724,058	-3.4%
	4,107,461	4,149,743	-1.0%
Electoral Areas			
Electoral Area "A"	1,566,683	1,459,548	7.3%
Electoral Area "B"	718,182	739,247	-2.8%
Electoral Area "C"	690,451	792,261	-12.9%
Electoral Area "D"	428,191	372,344	15.0%
Electoral Area "E"	465,262	371,831	25.1%
Electoral Area "F"	1,269,248	1,006,076	26.2%
Electoral Area "G"	281,487	183,261	53.6%
	5,419,504	4,924,568	10.1%
Other Taxes			
Specified Areas	19,371	16,618	
Service Areas -Taxation on Land & Improvements	1,443,523	1,327,767	
Service Areas -Taxation on Improvements Only	267,488	273,206	
Defined Areas	214,431	260,876	
	1,944,813	1,878,467	
Parcel Taxes			
Parcel	31,712	19,831	
Frontage	108,670	108,943	
	140,382	128,773	
TOTAL REQUISITION	11,612,160	11,081,552	4.8%

District of Houston**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	58,322	48,270
Regional Economic Development	Bylaw 1652, 2012	24,010	27,741
Development Services	General Government	20,413	26,207
Waste Disposal	Bylaw 1726, 2015	235,654	224,896
Television Rebroadcasting	Bylaw, 630, 1990	7,042	8,599

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	15,325	15,391
		<u>360,766</u>	<u>351,104</u>

Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	30,435	36,783
Regional Parks & Trails		14,775	4,513
		<u>45,210</u>	<u>41,296</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	11,148	10,937
		<u>11,148</u>	<u>10,937</u>

Total

417,124	403,337
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Town of Smithers**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	167,942	135,526
Regional Economic Development	Bylaw 1652, 2012	69,141	77,888
Development Services	General Government	58,784	73,582
Waste Disposal	Bylaw 1726, 2015	678,584	631,434
Smithers Victim Services	Bylaw 1776, 2016	18,129	18,722
Bulkley Valley Regional Pool	Bylaw 1350,2005	589,565	604,007
Television Rebroadcasting	Bylaw, 630, 1990	20,278	24,142

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	44,129	43,212
		<u>1,646,552</u>	<u>1,608,513</u>

Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	70,746	81,782
Regional Parks & Trails		37,640	48,696
		<u>108,386</u>	<u>130,478</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	19,642	19,965
		<u>19,642</u>	<u>19,965</u>

Total

1,774,580	1,758,956
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Village of Burns Lake**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	27,837	22,474
Nechako Watershed/Fraser Basin Council	General Government	219	692
Regional Economic Development	Bylaw 1652, 2012	11,460	12,916
Development Services	General Government	9,743	12,202
Waste Disposal	Bylaw 1726, 2015	112,479	104,709

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	7,315	7,166
		<u>169,053</u>	<u>160,159</u>

Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	14,657	17,870
Burns Lake & Area Victim Services	Bylaw 1682,2013	7,793	6,997
Lakes District Airport	Bylaw 1751,2015	22,826	25,297
Burns Lake Tom Forsyth Arena Grant	Bylaw 1609,2012	81,156	77,770
Lakes District Arts & Culture	Bylaw 1831,2018	63,448	77,663
Burns Lake & Area TV Rebroadcast	Bylaw 982,1997	6,892	7,756
Regional Parks & Trails		7,540	7,110
		<u>204,312</u>	<u>220,463</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	6,059	6,588
		<u>6,059</u>	<u>6,588</u>

Total

379,424 387,210

District of Fort St. James**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	39,204	38,484
Nechako Watershed/Fraser Basin Council	General Government	308	1,020
Regional Economic Development	Bylaw 1652, 2012	16,140	22,117
Development Services	General Government	13,722	20,894
Waste Disposal	Bylaw 1726, 2015	158,409	179,302
Fort St. James Seniors Helping Seniors	Bylaw 1750,2016	23,719	24,838
Television Rebroadcasting	Bylaw 1765,2016	95,610	101,734

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	10,301	12,271
		<u>357,413</u>	<u>400,660</u>

Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	21,174	31,659
Regional Parks & Trails		7,891	2,208
		<u>29,065</u>	<u>33,867</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	1,012	1,217
		<u>1,012</u>	<u>1,217</u>

Total

387,490 435,744

Village of Fraser Lake**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	22,929	21,448
Nechako Watershed/Fraser Basin Council	General Government	180	605
Regional Economic Development	Bylaw 1652, 2012	9,439	12,327
Development Services	General Government	8,025	11,645
Waste Disposal	Bylaw 1726, 2015	92,645	99,932
Television Rebroadcasting	Bylaw 1855, 2019	15,370	14,322

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	6,025	6,839
		<u>154,613</u>	<u>167,118</u>

Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	13,399	19,340
		<u>13,399</u>	<u>19,340</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	3,524	3,426
		<u>3,524</u>	<u>3,426</u>

Total

171,536	189,884
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Village of Granisle**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	2,917	2,451
Regional Economic Development	Bylaw 1652, 2012	1,201	1,408
Development Services	General Government	1,021	1,331
Waste Disposal	Bylaw 1726, 2015	11,787	11,418

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	767	781
		<u>17,693</u>	<u>17,389</u>

Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	1,190	1,630
Regional Parks & Trails		739	231
		<u>1,929</u>	<u>1,861</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	246	218
		<u>246</u>	<u>218</u>

Total

19,868	19,468
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Village of Telkwa**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	28,446	20,888
Regional Economic Development	Bylaw 1652, 2012	11,711	12,005
Development Services	General Government	9,956	11,341
Waste Disposal	Bylaw 1726, 2015	114,938	97,321
Smithers Victim Services	Bylaw 1776, 2016	3,071	2,886
Bulkley Valley Regional Pool	Bylaw 1350, 2005	59,916	55,857
Houston/Smithers TV Rebroadcasting	Bylaw 1818, 2018	3,435	3,721

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	7,475	6,660
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Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	13,781	15,470
		13,781	15,470

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	5,383	4,937
		5,383	4,937

Total

258,112	231,086
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District of Vanderhoof**Taxation on Land & Improvements:****Revised 2020 Hospital Converted Total - 100%**

		2022 Requisition	2021 Requisition
General Government	General Government	103,938	89,662
Nechako Watershed/Fraser Basin Council	General Government	816	2,681
Regional Economic Development	Bylaw 1652, 2012	42,790	51,530
Development Services	General Government	36,380	48,681
Waste Disposal	Bylaw 1726, 2015	419,971	417,753

Revised 2020 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	27,311	28,589
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Taxation on Improvements only:**Revised 2020 Hospital Converted Improvements- 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	52,248	68,725
		52,248	68,725

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	15,873	16,437
		15,873	16,437

Total

699,327	724,058
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	2022 Requisition	2021 Requisition
Electoral Area "A"		
Taxation on Land & Improvements:		
Rural Government Services (1101)	100,640	78,065
Area A Grant in Aid (1131)	10,000	0
General Government (1201)	145,801	110,351
Regional Economic Development (2500)	60,025	63,421
Planning and Zoning (4101)	57,469	52,779
Development Services (4301)	51,032	59,914
Building Numbering (4401)	1,635	1,515
Unsanitary Premises Regulatory Control (4501)	8,712	6,391
Waste Disposal (5101)	589,122	514,147
Weed Control (5901)	1,312	15,327
Emergency Preparedness Planning (7601)	121,413	131,301
Smithers Victim Services	15,739	15,244
Bulkley Valley Regional Pool and Rec Centre (10101)	307,103	295,089
	<u>1,470,002</u>	<u>1,343,544</u>
Taxation on Improvements Only:		
Area "A" Economic Development (2401)	0	
9-1-1 Emergency Telephone. Response (7501)	64,004	76,200
Smithers Para-Transit (8201)	0	0
Regional Parks & Trails (10902)	32,677	39,804
	<u>96,681</u>	<u>116,004</u>
	<u>1,566,683</u>	<u>1,459,548</u>

ELECTORAL AREAS

	2022 Requisition	2021 Requisition
Electoral Area "B"		
Taxation on Land & Improvements:		
Rural Government Services (1101)	30,755	26,548
Area B Grant In Aid (1132)	0	0
General Government (1201)	44,556	37,528
Nechako Watershed/Fraser Basin Council (1206)	350	1,130
Regional Economic Development (2500)	18,343	21,568
Planning and Zoning (4101)	17,561	17,949
Development Services (4301)	15,595	20,375
Building Numbering (4401)	500	515
Unsanitary Premises Regulatory Control (4501)	2,663	2,173
Waste Disposal (5101)	180,032	174,849
Weed Control (5901)	401	5,212
Emergency Preparedness Planning (7601)	37,103	44,652
	<u>347,859</u>	<u>352,500</u>
Taxation on Improvements Only:		
Electoral Area 'B' Economic Development (2402)	76,364	63,418
9-1-1 Service (7501)	20,752	26,792
Burns Lake & Area Victim Services (7701)	2,598	2,332
Lakes District Airport (8101)	32,318	37,927
Burns Lake Tom Forsyth Arena Grant (10202)	114,909	116,597
Lakes District Arts & Culture (10303)	101,555	116,437
Burns Lake & Area TV Rebroadcast (10504)	9,759	11,628
Regional Parks & Trails (10904)	12,068	11,615
	<u>370,323</u>	<u>386,747</u>
	<u>718,182</u>	<u>739,247</u>

ELECTORAL AREAS**Electoral Area "C" 755****Taxation on Land & Improvements:**

	2022 Requisition	2021 Requisition
Rural Government Services (1101)	285	236
Area C Grant in Aid (1133)	0	0
General Government (1201)	412	334
Nechako Watershed/Fraser Basin Council (1206)	3	11
Regional Economic Development (2500)	170	192
Planning and Zoning (4101)	163	160
Development Services (4301)	144	181
Building Numbering (4401)	5	5
Unsightly Premises Regulatory Control (4501)	25	19
Waste Disposal (5101)	1,666	1,556
Weed Control (5901)	4	46
Emergency Preparedness Planning (7601)	343	397
Fort Saint James Library (10603)	89	75
	3,309	3,213

Taxation on Improvements Only:

Area "C" Economic Development (2403)	0	0
9-1-1 Emergency Telephone. Response (7501)	89	116
Regional Parks & Trails (10905)	83	10
	172	125
	3,481	3,338

ELECTORAL AREAS**Electoral Area "C" 756****Taxation on Land & Improvements:**

	2022 Requisition	2021 Requisition
Rural Government Services (1101)	54,532	53,576
Area C Grant in Aid (1133)	0	0
General Government (1201)	79,003	75,734
Nechako Watershed/Fraser Basin Council (1206)	621	2,126
Regional Economic Development (2500)	32,525	43,525
Planning and Zoning (4101)	31,139	36,222
Development Services (4301)	27,652	41,119
Building Numbering (4401)	886	1,040
Unsightly Premises Regulatory Control (4501)	4,721	4,386
Waste Disposal (5101)	319,220	352,856
Weed Control (5901)	710	10,519
Emergency Preparedness Planning (7601)	65,788	90,111
Fort Saint James Library (10603)	17,061	17,119
	633,859	728,333

Taxation on Improvements Only:

Area "C" Economic Development (2403)	0	0
9-1-1 Emergency Telephone. Response (7501)	37,211	55,974
Regional Parks & Trails (10905)	15,900	4,616
	53,111	60,590
	686,970	788,923
	690,451	792,261

ELECTORAL AREAS**Electoral Area "D" 755****Taxation on Land & Improvements:**

	2022 Requisition	2021 Requisition
Rural Government Services (1101)	2,247	2,031
Area D Grant in Aid (1134)	0	0
General Government (1201)	3,256	2,870
Nechako Watershed/Fraser Basin Council (1206)	26	91
Regional Economic Development (2500)	1,340	1,650
Planning and Zoning (4101)	1,283	1,373
Development Services (4301)	1,140	1,558
Building Numbering (4401)	37	39
Unsightly Premises Regulatory Control (4501)	195	166
Waste Disposal (5101)	13,156	13,374
Weed Control (5901)	29	399
Emergency Preparedness Planning (7601)	2,711	3,415
Television Rebroadcasting (10502)	2,183	1,917
	<u>27,604</u>	<u>28,884</u>

Taxation on Improvements Only:

Area "D" Economic Development (2404)	0	
9-1-1 Emergency Telephone. Response (7501)	919	1,127
Fraser Lake Library (10602) 755	755	780
	<u>1,674</u>	<u>1,907</u>

29,278**30,791****ELECTORAL AREAS****Electoral Area "D" 756****Taxation on Land & Improvements:**

	2022 Requisition	30791 Requisition
Rural Government Services (1101)	29,705	21,647
Area D Grant in Aid (1134)	0	0
General Government (1201)	43,035	30,600
Nechako Watershed/Fraser Basin Council (1206)	338	973
Regional Economic Development (2500)	17,717	17,586
Planning and Zoning (4101)	16,962	14,635
Development Services (4301)	15,063	16,614
Building Numbering (4401)	483	420
Unsightly Premises Regulatory Control (4501)	2,572	1,772
Waste Disposal (5101)	173,886	142,569
Weed Control (5901)	387	4,250
Emergency Preparedness Planning (7601)	35,836	36,409
Television Rebroadcasting (10502)	28,848	20,433
	<u>364,832</u>	<u>307,908</u>

Taxation on Improvements Only:

Area "D" Economic Development (2404)	0	0
9-1-1 Emergency Telephone. Response (7501)	18,705	19,886
Fraser Lake Library (10602) 756	15,376	13,759
	<u>34,081</u>	<u>33,645</u>

398,913

341,553

428,191**372,344**

ELECTORAL AREAS**Electoral Area "E"****Taxation on Land & Improvements:**

	2022 Requisition	2021 Requisition
Rural Government Services (1101)	26,691	18,871
Area E Grant in Aid (1135)	7,933	0
General Government Services (1201)	38,669	26,675
Nechako Watershed/Fraser Basin Council (1206)	304	940
Regional Economic Development (2500)	15,920	15,331
Planning and Zoning (4101)	15,241	12,758
Development Services (4301)	13,535	14,483
Building Numbering (4401)	434	366
Waste Disposal (5101)	156,245	124,285
Weed Control (5901)	348	3,705
Emergency Prep Planning (7601)	32,201	31,740

	307,521	249,154
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Taxation on Improvements Only:

Area "E" Economic Development (2405)	9,095	
9-1-1 Emergency Telephone. Response (7501)	15,668	15,382
Burns Lake & Area Victim Services (7701)	2,598	2,332
Lakes District Airport (8101)	24,401	21,775
Lakes District Arts & Culture (10303)	88,137	66,848
Burns Lake & Area TV Rebroadcast (10504)	7,368	6,676
Regional Parks & Trails (10904)	10,473	9,664

	157,740	122,677
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	465,262	371,831
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ELECTORAL AREAS**Electoral Area "F"****Taxation on Land & Improvements:**

	2022 Requisition	2021 Requisition
Rural Government Services (1101)	66,993	49,026
Area F Grant in Aid (1136)	63,496	0
General Government (1201)	97,055	69,303
Nechako Watershed/Fraser Basin Council (1206)	763	2,153
Regional Economic Development (2500)	39,957	39,830
Planning and Zoning (4101)	38,254	33,146
Development Services (4301)	33,971	37,627
Building Numbering (4401)	1,089	951
Unsanitary Premises Regulatory Control (4501)	5,800	4,014
Waste Disposal (5101)	392,161	322,895
Weed Control (5901)	873	9,626
Emergency Preparedness Planning (7601)	80,821	82,460

	821,233	651,031
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Taxation on Improvements Only:

Area "F" Economic Development (2406)	0	0
9-1-1 Emergency Telephone. Response (7501)	42,321	43,702
Vanderhoof Pool (10102)	405,694	311,343

	448,015	355,045
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	1,269,248	1,006,076
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ELECTORAL AREAS

	2022 Requisition	2021 Requisition
Electoral Area "G" 754		
Taxation on Land & Improvements:		
Rural Government Services (1101)	15,789	6,962
Area G Grant in Aid (1137)	0	
General Government (1201)	22,874	9,842
Regional Economic Development (2500)	9,417	5,656
Planning and Zoning (4101)	9,016	4,707
Development Services (4301)	8,006	5,343
Building Numbering (4401)	257	135
Unightly Premises Regulatory Control (4501)	1,367	570
Waste Disposal (5101)	92,424	45,854
Weed Control (5901)	206	1,367
Emergency Preparedness Planning (7601)	19,048	11,710
	<u>178,404</u>	<u>92,146</u>
Taxation on Improvements Only:		
Area "G" Economic Development (2407)	0	0
9-1-1 Emergency Telephone. Response (7501)	11,774	6,924
Regional Parks & Trails (10901)	5,795	1,235
	<u>17,569</u>	<u>8,159</u>
	<u>195,973</u>	<u>100,305</u>

ELECTORAL AREAS

	2022 Requisition	2021 Requisition
Electoral Area "G" 755		
Taxation on Land & Improvements:		
Rural Government Services (1101)	5,162	4,400
Area G Grant in Aid (1137)	0	0
General Government (1201)	7,479	6,219
Regional Economic Development (2500)	3,079	3,574
Planning and Zoning (4101)	2,948	2,975
Development Services (4301)	2,618	3,377
Building Numbering (4401)	84	85
Unightly Premises Regulatory Control (4501)	447	360
Waste Disposal (5101)	30,219	28,977
Weed Control (5901)	67	864
Emergency Preparedness Planning (7601)	6,228	7,400
	<u>58,331</u>	<u>58,231</u>
Taxation on Improvements Only:		
Area "G" Economic Development (2407)	0	0
9-1-1 Emergency Telephone. Response (7501)	2,977	3,740
Regional Parks & Trails (10901)	1,895	667
	<u>4,872</u>	<u>4,407</u>
	<u>63,203</u>	<u>62,638</u>

ELECTORAL AREAS

	2022 Requisition	2021 Requisition
Electoral Area "G" 756		
Taxation on Land & Improvements:		
Rural Government Services (1101)	1,829	1,442
Area G Grant in Aid (1137)	0	
General Government (1201)	2,649	2,038
Regional Economic Development (2500)	1,091	1,171
Planning and Zoning (4101)	1,044	975
Development Services (4301)	927	1,106
Building Numbering (4401)	30	28
Unightly Premises Regulatory Control (4501)	158	118
Waste Disposal (5101)	10,704	9,495
Weed Control (5901)	24	283
Emergency Preparedness Planning (7601)	2,206	2,425
	<u>20,661</u>	<u>19,080</u>
Taxation on Improvements Only:		
Area "G" Economic Development (2407)	0	0
9-1-1 Emergency Telephone. Response (7501)	979	1,051
Regional Parks & Trails (10901)	671	187
	<u>1,650</u>	<u>1,238</u>
	<u>22,311</u>	<u>20,318</u>
	<u>281,487</u>	<u>183,261</u>



Regional District of Bulkley-Nechako

To: Board of Directors
From: John Illes, Chief Financial Officer
Date: March 31, 2022
Re: Audit Planning Letters

Recommendation (All/Directors/Majority):

Receipt

Discussion:

The auditors were at the Regional District office from March 14 to March 17 to complete the yearly audit field work. The audit field work is completed according to the Audit Planning Letter attached.

Attachment:

Beswick Hildebrandt Lund Audit Planning Letter



CHARTERED PROFESSIONAL ACCOUNTANTS

March 10, 2022

Board of Directors
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, BC
V0J 1E0

Dear Board of Directors:

Re: Audit Planning

We are writing this letter in connection with our audit of the financial statements for the year ending December 31, 2021.

Our purpose in writing is to ensure effective two-way communication between us in our role as auditors and yourselves with the role of overseeing the financial reporting process. In this letter we will:

- a. Address our responsibilities as independent auditors and provide information about the planned scope and timing of our audit.
- b. Request a response to some audit questions and any additional information you may have that could be relevant to our audit.

Auditor Responsibilities

The respective responsibilities of ourselves and of management in relation to the audit of financial statements are set out in the engagement letter that was signed by management and a representative of the board on January 19, 2022. Please refer to the engagement letter for more information.

Planned Scope and Timing of Our Audit

Our objective as auditors is to express an opinion on whether the financial statements are prepared, in all material respects, in accordance with Canadian Public Sector Accounting Standards (PSAS).

In developing our audit plan, we worked with management to understand the nature of the entity Regional District of Bulkley-Nechako and to identify and assess the risks of material misstatement in the financial statements, whether due to fraud or error. Our audit plan has been designed to focus on the identified areas of risk.

Partners

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Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA

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CHARTERED PROFESSIONAL ACCOUNTANTS

Materiality

For the current period, we have determined an overall materiality amount of \$621,850. We have also considered misstatements that could be material in qualitative financial statement disclosures. Materiality will be used to:

- a. Plan and perform the audit; and,
- b. Evaluate the effects of identified and uncorrected misstatements on the audit procedures performed as well as on the financial statements.

The materiality amount will be reassessed at period end to ensure it remains appropriate.

Significant Changes During the Period

The significant changes that we addressed in planning the audit for the current period are set out below:

- a. Entity operations and personnel;
No significant changes were identified
- b. Accounting and control systems;
No significant changes were identified
- c. Accounting and auditing standards; and
No significant changes were identified
- d. Other
No other significant changes were identified

Internal Control

To help identify and assess the risks of material misstatement in the financial statements, we obtain an understanding of internal control relevant to the audit. This understanding is used in the design of appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control. Should we identify any significant deficiencies in the internal control and accounting systems, we will communicate them to you in our audit findings letter.

Significant Risks

In planning our audit, we identify significant financial reporting risks that, by their nature, require special audit consideration. The significant risks we have identified and our proposed audit response is outlined below:

If there are specific areas that warrant our particular attention during the audit or where you would like us to undertake some additional procedures, please let us know.

Significant Risks	Proposed Audit Response
<p>Revenue Recognition</p> <p>Auditing standards assume a rebuttable presumption, that there is a significant risk of fraud in revenue recognition in all organizations.</p> <p>We have considered the following criteria in assessing this risk:</p> <ul style="list-style-type: none"> • Complexity of revenue recognition policy and type of transactions; • Incentive/pressure to misstate revenue transactions or related balances; • Potential opportunity and rationalization. 	<p>The Regional District's significant sources of revenue consist of property tax requisition revenue, government transfers/grants, grants-in-lieu of taxes and fees and permits revenue. With the exception of property tax requisition revenue, there is a risk that revenue from these sources may be recorded in the wrong period or not complete.</p> <p>We will perform the following procedures:</p> <ul style="list-style-type: none"> • Update our understanding of the potential risk of fraud and error related to revenue recognition and understood and evaluated the related internal controls; • Test revenue sources substantively and through analytical procedures where appropriate; • Examine a selection of journal entries related to revenue recognition; • Substantively test revenue cut-off; and • Where applicable agreed on a test basis, deferred revenue amounts to underlying documentation to verify that revenue was appropriately recognized or deferred.

Significant Risks, continued	Proposed Audit Response, continued
<p>Management Override of Controls</p> <p>Auditing standards require that the risk of material misstatement due to management override of controls be considered a significant risk on every audit engagement.</p> <p>The risk relates to the manipulation of the financial reporting process by recording inappropriate or unauthorized journal entries or by making adjustments to amounts reported in the financial statements that are not reflected in the journal entries.</p>	<p>We will perform the following procedures:</p> <ul style="list-style-type: none"> • Inquired with the Board of Directors and Management to determine whether they were aware of the occurrence of actual or suspected fraud; • Updated our understanding of management's process for initiating, recording and approving journal entries; • Examined a sample of journal entries meeting certain criteria; • Examined management's assessment of current year estimates and the outcome of prior year estimates; • Considered management biases in our testing of estimates and provision, and the application of accounting policies; and • Incorporated elements of unpredictability in our audit approach.



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Significant Risks, continued	Proposed Audit Response, continued
<p>Significant Estimates - Landfill Closure and Post-Closure Costs</p> <p>The landfill closure and post-closure costs is currently calculated by estimating the future closure costs and amortizing them over the remaining air space of the landfill site.</p> <p>There is a significant degree of uncertainty of what the actual closure costs will be due to the complex nature of the estimate calculations and the length of time of the obligation.</p>	<p>We will perform the following procedures:</p> <ul style="list-style-type: none"> • Update our understanding of management's process for evaluating, calculating, and reviewing the landfill closure and post-closure costs; • Obtain detailed analysis supporting the landfill closure and post-closure costs and test the mathematical accuracy; • Evaluate the reasonableness of management's significant assumptions; • Examine management's assessment of current year estimates and the outcome of prior year estimates • Considered management biases in our testing of estimates and provision, and the application of accounting policies; and • Determine whether events occurring up to the date of our audit report provide audit evidence regarding the estimate.

Uncorrected Misstatements

Where we identify uncorrected misstatements during our audit, we will communicate them to management and request that they be corrected. If not corrected by management, we will then request that you correct them. If not corrected by you, we will also communicate the effect that they may have individually, or in aggregate, on our audit opinion.

Timing

The proposed timing of our audit (as discussed with management) is as follows:

Action	Planned date
Planning	March 10, 2022
Start of audit field work	March 14, 2022
End of audit field work	April 8, 2022
Review Audit Findings with Board of Directors	To be determined
Approval of financial statements by the Board of Directors	To be determined
Provide the audit opinion on financial statements	To be determined



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Engagement Team

Our engagement team for this audit will consist of the following personnel:

Name	Role	Contact details
Taylor Turkington	Partner	778-764-2654
Levi London	Manager	778-764-2663
Owen Stewart	Accountant	778-764-2655

Audit Findings

At the conclusion of our audit, we will prepare an audit findings letter to assist you with your review of the financial statements. This letter will include our views and comments on matters such as:

- a. Significant matters, if any, arising from the audit that were discussed with management;
- b. Significant difficulties, if any, encountered during the audit;
- c. Qualitative aspects of the entity's accounting practices, including accounting policies, accounting estimates and financial statement disclosures;
- d. Uncorrected misstatements; and
- e. Any other audit matters of governance interest.

Audit Questions and Requests

Fraud

To help us in identifying and responding to the risks of fraud within the entity, we would appreciate your responses to the following questions:

1. What oversight, if any, do you provide over management's processes for identifying and responding to fraud risks? Management's processes could include policies, procedures, programs or controls that serve to prevent, detect and deter fraud.
2. Do you have any knowledge of any actual, suspected or alleged fraud, including misappropriation of assets or manipulation of the financial statements, affecting the entity? If so, please provide details and how the fraud or allegations of fraud were addressed.

Other Matters

Would you please bring to our attention any significant matters or financial reporting risks, of which you are aware, that may not have been specifically addressed in our proposed audit plan. This could include such matters as future plans, contingencies, events, decisions, non-compliance with laws and regulations, potential litigation, specific transactions (such as with related parties or outside of the normal course of business) and any additional sources of audit evidence that might be available.

Fees

Our proposed audit fee of \$22,800, for the period ending December 31, 2021, is based on the nature, extent and timing of our planned audit procedures as described above.



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We recognize your significant role in the oversight of the audit and would welcome any observations on our audit plan.

This letter was prepared for the sole use of those charged with governance of Regional District of Bulkley-Nechako to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,

Beswick Hildebrandt Lund

Beswick Hildebrandt Lund Chartered Professional Accountants



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: March 31, 2022
Subject: Connecting Remote Communities and First Nation Reserves to High-speed Internet – Request to Participate

RECOMMENDATION: **(all/directors/majority)**

That the Board approve participation in the Province of BC's Request to Participate in the Connecting Remote Communities and First Nation Reserves to High-speed Internet project.

BACKGROUND

On March 8, 2022 the Government of Canada and the Province of BC announced a new Federal-Provincial investment in Connectivity Funding of \$830 Million, \$415 Million from each level of Government. On March 14, 2022 the Province Issued a Request to Participate (RTP) on BCBid.

Staff will prepare proposed responses to the RTP questions provided in Appendix B of the attached RTP document for the April 14 Connectivity Committee meeting for discussion and feedback prior to submission. The deadline to respond is April 25, 2022.

Attached: Connecting Remote Communities and First Nation Reserves to High-speed Internet – Request to Participate

Request to Participate (RTP)

Connecting Remote Communities and First Nation Reserves to High-speed Internet

MINISTRY OF CITIZENS' SERVICES, OFFICE OF THE CHIEF INFORMATION OFFICER,
CONNECTIVITY DIVISION

BCBid NO:	13183 www.bcbid.gov.bc.ca
Issue Date:	March 14, 2022
Closing Date and Time:	2:00 p.m. PST April 25, 2022
Contact Person:	Rachel Greenspan connectingcommunitiesbc@gov.bc.ca



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1 Introduction

Access to reliable high-speed internet and cellular connectivity for British Columbians is more important than ever before. When all current approved Provincially funded projects are complete, the percentage of rural communities and First Nations reserves with connectivity will have increased from 25% to 60%. However, a digital divide will remain, with over 115,000 households still having access to broadband internet services less than 50/10 Mbps.

The Ministry of Citizens' Services is requesting interested parties' participation to provide information that will assist the Province in planning future connectivity funding programs to secure projects that will extend telecommunications networks that provide high-speed connectivity to remaining underserved households in B.C.

1.1 Overview of the Request to Participate ("RTP")

Interested parties are invited to respond to this RTP process by submitting a response to the Province meeting the requirements set forth below. The RTP process is an opportunity for the Province to obtain regional and market information, validate cost assumptions, and gauge potential market interest in providing connectivity services to underserved regions of the province. Information gathered may be used by the Province as input to future connectivity program design, with the goals of maximizing network expansion to ensure all regions receive benefits from Provincially funded connectivity programs.

The aim of this RTP process is to present the Province's current understanding of the underserved households and to have Respondents provide feedback and insight into what type of technology would be viable in which areas to help the Province meet its connectivity goals.

1.2 RTP Objectives

This RTP process is intended to gather information that could assist the Province in the development of future programs that will provide funding to projects that enhance province-wide high speed internet connectivity. Specific objectives include:

- a) Validating Provincial modeling assumptions regarding the scope of the outstanding connectivity gap. This will help ensure service provider interest in future projects to upgrade and expand networks is captured, and that potential areas of opportunity for funding are accurately represented.
- b) Confirming that the "zones" shown in Appendix C represent logical geographic areas for expansion of infrastructure and effectively conceptualize the remaining connectivity gaps.
- c) Validating market interest in all geographic areas identified as candidates to receive benefits from the Province's connectivity programs, by understanding the types of technology that might be viable to provide a connectivity solution.

- d) Validating the Province's internal models on estimated costs by receiving input on the types of technology and where it may be deployed as it relates to the underserved households.

The Province's requirements for responses to this RTP process are described further below.

1.3 Who Should Participate?

The Province is requesting participation in this RTP process from Respondents. Respondents could include:

- Internet service providers (ISPs) and cellular providers;
- Other levels of government with experience in providing connectivity solutions;
- Local governments and First Nations wishing to participate with feedback to this RTP process.

1.4 Deadline for Responses

Responses should be delivered as directed below before the Closing Time specified on the cover page to this RTP document.

2 Organizational Overview

2.1 Ministry Mandate

The Minister of Citizens' Services has a [mandate](#) to help ensure connectivity throughout the province until all households have access to high-speed internet services. Connecting underserved rural First Nations communities also supports other key components of the Minister's mandate, including actions in the Declaration on the Rights of Indigenous Peoples Act - Draft Action Plan.

This mandate is also supported by [Canada's Connectivity Strategy](#), which aims to connect 98% of Canadian households by 2026, and the hardest to reach Canadians by 2030.

2.2 B.C.'s Connectivity Program

Including the recent Budget 2022 announcement of \$289 million, the Province has allocated over \$500 million to the expansion of connectivity to rural communities and First Nations reserves, and has so far improved connectivity in more than 500 communities throughout the province.

Through this investment, and a joint funding arrangement with Canada, the Province will aim to connect the remaining underserved rural communities and First Nations reserves by 2027.

2.3 The Remaining Connectivity Gap

The Province is engaging in this RTP process to inform costing assumptions and future program design to ensure remaining rural and First Nations households have access to a minimum 50/10 Mbps broadband internet service.

To support the development of project proposals for the remaining connectivity gaps, the province has been divided into fourteen (14) zones or areas, depicted in the Internet Zone Map in Appendix C. This zone-based approach takes into account existing infrastructure, approved projects, and geographical constraints, and allows Respondents to “zoom in” in on specific regions that have underserved rural and First Nations households. These zones may serve as the underlying construct for potential future connectivity funding programs and, as such, feedback on the zones should be provided as part of the RTP process.

2.4 Key Attributes of Connectivity Gaps and Supporting Data

An additional goal of this RTP process is to obtain input on key attributes of connectivity gaps in B.C. including:

- Which households remain underserved;
- How much it will cost to connect remaining households, including both backbone and last mile solutions;
- Where the gaps in highway cellular service in B.C. are, and which of these highway segments have power; and
- What technologies might be best suited to reaching underserved households.

Appendix D provides links to KMZ files that contain the current Provincial analysis of these key attributes.

3 The RTP Process

3.1 Response Submission Process

There are eight sections of questions to be answered by Respondents to the RTP process, which are listed in Appendix B. Interested parties are invited to respond to the RTP process by providing a written response online via the Province's form submission page:

<https://connectivity-rtp.apps.silver.devops.gov.bc.ca/>.

It is recommended that Respondents have a copy of this RTP document printed or open as they fill out the form (including the instructions in Appendix A) so that they can reference the document during the submission process. Respondents should also be able to reference the Internet Zone Map (Appendix C) and supporting data (linked in Appendix D) while completing the response.

As part of the RTP process, the Province is requesting that Respondents (where able) submit geographic information commonly contained in data layers, such as KMZ or ESRI files. To ensure this information is received in a normalized, usable format, the Respondents are asked to upload a geographic location into B.C.'s [Geomark](#) service, which generates a unique link to include as part of the RTP process.

Instructions on uploading geographic data can be found in Appendix A, Question 8.

3.2 Review of Responses

The purpose of this RTP process is to gather information from interested parties that may inform future Provincial connectivity funding programs. For example:

- a) Determining the types and mix of technologies necessary to expand connectivity infrastructure;
- b) Changes or modifications to the zones, depicted in Appendix C; and
- c) Other elements of program design or implementation.

4 RTP Terms and Conditions

The Province may contact a Respondent for further discussions and/or clarification of their Response.

4.1 Enquiries

All enquiries related to this RTP process are to be directed, in writing, to Rachel Greenspan, Senior Director of Regulatory and Permitting, Ministry of Citizens' Services' Connectivity Division at connectingcommunitiesbc@gov.bc.ca.

4.2 No Subsequent Procurement or Funding

If subsequent competitive funding programs are created or subsequent competitive bidding opportunities are issued, the Province is under no obligation to advise any respondent to this RTP. Respondents are advised to monitor the [Connectivity in BC](#) website for any such opportunities, which will be open for application regardless of whether or not a response to this RTP process has been submitted.

4.3 Ownership of Responses

The RTP process will not be used to evaluate, rank, or select candidates for future Provincial funding, nor will it be used to pre-qualify or screen candidates for future funding opportunities or for a subsequent competitive bidding process, if any.

All Responses are non-returnable and become the property of the Province and, subject to the terms of this RTP and the provisions of the *Freedom of Information and Protection of Privacy Act* ("FOIPPA"), will be held in confidence. Respondents to this RTP process consent to the Province incorporating any submitted ideas, concepts, approaches, or strategies into any planning, design, procurement, program, funding or contractual activities related to any aspect of the Ministry's mandate without any obligation, liability, or consideration on the part of the Province. The Province will not be responsible for any costs incurred by any party in responding to this RTP process.

4.4 Collection and Use of Information

The Province does not require submission by Respondents of any personal information in connection with its response to this RTP.

Respondent names and business contact information will not be made public.

The Province acknowledges that responses may contain proprietary or business information of Respondents, which will be kept in confidence by the Province, subject to the terms of this RTP process.

In submitting a response to this RTP process, the respondent agrees that aggregated and anonymized information from their response may be shared by the Province with Information, Science and Economic Development Canada (ISED), as a program funding partner of the Province.

4.5 Costs

Respondents are solely responsible for any and all costs associated with responding to this RTP process, including travel, living, incidental and other out-of-pocket expenses. The Province will not be liable for any costs, expenses, fees, damages, or claims arising as a result of a Respondent's response to this RTP process.

Appendix A: RTP Online Form Instructions

All instructions for the RTP online form are contained in this document. **Please ensure you refer to this document for instructions as you complete the form. Any questions, please email: connectingcommunitiesbc@gov.bc.ca**

Prepare

Before you start, please do the following:

1. Have a copy of these instructions close by.
2. Review the list of questions you will be asked in the RTP process (Appendix B).
3. Download and view the supporting data files. Instructions to do this are in Appendix D.
4. Create a **Basic BCeID** if you do not have one. You will need your Basic BCeID to log on to the form. Please do not enter a Business or Personal BCeID. You can register for your Basic BCeID on the [BCeID website](#).

Note: The BCeID Help Desk is open Monday to Friday (except statutory holidays) from 7:30 am to 5 pm Pacific time / 8:30 am to 6 pm mountain standard time: Please call 1-888-356-2741 (Canada and USA toll free); 604-660-2355 (Within lower mainland or outside Canada and USA), or contact the Help Desk using the [online form](#).

Log In

Visit: <https://connectivity-rtp.apps.silver.devops.gov.bc.ca/>

Please log in with your **Basic BCeID** to begin.



Note: The RTP process is designed to collect feedback from service providers as well as from local and regional governments and First Nations into a potential new connectivity funding program in the province. **Please complete the fields applicable/relevant to you.**

The form will automatically autosave. You will be able to log back in to resume the form at any time with your Basic BCeID. Any issues with logging into the form, please clear any cookies and restart your browser. It may also help to start the form in an incognito browser.

Note: Open-ended responses have a maximum character limit of 3,500 characters.

If you are experience any issues or have questions, please email:

connectingcommunitiesBC@gov.bc.ca.

Instructions for Each Question

Q1. Organization Profile

This section captures contact information about you and your organization. Please fill out the fields indicated. To the best of your ability, please only submit one RTP online form per organization.

Q2. Zone Information

This question indicates which zones or regions of the province you are providing information for in your RTP online response.

In order to encourage a regional approach, the province has been split into 14 zones to allow service providers to consider solutions to connect as many households as possible in each zone.

Referring to the KMZ Internet Zone data linked in Appendix D and/or the Internet Zone Map in Appendix C, indicate which zones you are providing information for (check all zones that apply).

Q3. Areas of Focus for Broadband Technology Viability

This section is for feedback on potential areas for expansion of high-speed internet in zones you have specified.

Respondents are asked to identify areas where connectivity could be expanded using wired broadband (fibre or coax) or fixed wireless. Please estimate household counts based on subject matter expertise, knowledge of existing infrastructure, and geographical constraints. Viability is defined as a feasible business case and technical suitability of a broadband technology to a specific area. All technologies indicated must be able to provide the target speed of at least 50/10 Mbps.

Note: At the end of the RTP online form, Respondents (where able) will be asked to submit geographical areas in Geomark files where they expect each technology is viable.

Q4. Backbone Infrastructure to Support Last Mile

This section focuses on existing backbone infrastructure.

For the information described so far, is there existing backbone infrastructure to deliver the last mile projects as specified? Existing backbone is defined by connecting to a point of presence (“PoP”) in the community. New backbone is defined by requiring fibre or microwave transport to access a PoP in another community to support your last mile project.

Please add any details regarding existing challenges and options for addressing gaps (existing or new) in backbone infrastructure needed to reach underserved households. For example, technology considerations, impactive geography, or connections to existing PoP.

If multiple backbone technologies are indicated, please describe at a high level where each backbone technology could be implemented and any transport requirements in the text box.

Q5. Areas of Focus for Local Governments and First Nations

This section is for local and regional governments and First Nations to offer additional feedback on internet connectivity in their communities. Please include any information deemed relevant to your community or Nation based on the zone or zones indicated.

Q6. Additional Internet Connectivity Information

This section provides an opportunity to provide additional specific information on high-speed internet infrastructure that will help meet the objectives outlined in the RTP document.

Q7. Highway Cellular

This section is to provide feedback on gaps in highway cellular coverage in the province.

For reference, the Province has identified gaps in cellular service along highways (with power) in B.C. The gaps are highlighted in the KMZ file for Highway Cellular. Information on how to download and view the KMZ files is in Appendix D.

Q8. Upload Geomarks

This section is for Respondents to upload Geomarks (geographic web data) to the RTP form, based on information provided. Note: This is a recommended step for organizations that have the capacity to create Geomarks but is not mandatory.

Per Section 3.1 of the RTP document, the Province is requesting that Respondents submit geographic information commonly contained in data layers, such as KMZ or ESRI files. To ensure this information is received in a normalized, usable format, Respondents will be asked to upload each data layer into B.C.'s Geomark service, which generates a unique link to uploaded information. Alternatively, Geomarks can be created directly in Google Earth. Information can be uploaded in a wide variety of formats, listed on Geomark's site. If geographic information is to be submitted, it must be submitted through this service.

Geomarks requested are for:

- Wired broadband last mile.
- Fixed wireless last mile.
- New backbone technology possibly needed for last mile.
- Cellular along powered highways for last mile.

All instructions for creating a Geomark can be found at:

<https://www2.gov.bc.ca/gov/content/data/geographic-data-services/location-services/geomark-webservice>

Geomarks can be created at: <https://apps.gov.bc.ca/pub/geomark/geomarks>

Review Responses and Submit

The Respondent has an opportunity at the end of the form to review all information prior to submission and may go back to edit any information in the form.

Once submitted, a reference number is provided to show proof of submission.

Note: A confirmation email is not sent. Please record your reference number noted on the final screen.

Appendix B: RTP Questions

Here is a list of all the questions in the RTP online form for reference.

Q1. Organization Information

Organization Type:

1. Service provider:
2. Local or regional government:
3. First Nation:
4. Other:

Organization Details:

1. Organization name (legal name):
2. Band number, society number, or business registration number (optional):
3. Unit number (optional):
4. Street number:
5. PO box (optional):
6. Street name:
7. City:
8. Postal code:

Contact information:

1. Primary contact:
2. Position/title:
3. Email:
4. Telephone:
5. Extension (optional):

Q2. Zone Information

This section refers to the areas of the province, or zones, you are providing information for. Details on zones are in the RTP document.

1. Referring to the Internet Zone Map (Appendix C) or the KMZ Internet Zones data (Appendix D), which zones are you providing information for? Please check all zones that apply.

[Zone 1-14 checkbox]

2. Do you have any feedback on the proposed zone boundaries? If you were to apply to a funding program by zone, are there changes to the zone boundaries that would make that process easier? Please list the zone, any proposed amendment and why. (Optional)

Q3. Areas of Focus for Broadband Technology Viability

This section is to provide feedback on technical viability for potential areas for expansion of high-speed internet for zones you have specified. We are looking for respondents to identify areas where fibre, coax or fixed wireless could be expanded. If this is not your area of expertise, please skip to the next section.

1. Based on the household numbers and locations provided in the KMZ file labeled “Underserved Households in B.C.” approximately how many of the remaining underserved households in the province could be reached by wired broadband? Please enter a whole number. (Optional)
2. Based on the household numbers and locations provided in the KMZ file labeled “Underserved Households in B.C.” approximately how many of the remaining underserved households in the province could be reached by fixed wireless? Please enter a whole number. (Optional)

Q4. Backbone Infrastructure to Support Last Mile

This section focuses on existing backbone infrastructure. If this is not your area of expertise, please skip to the next section. Existing backbone is defined as transport that connects to an existing point of present (“PoP”) in the community. New backbone is defined by requiring fibre or microwave transport to access a PoP in another community to support your last mile project.

1. Are there any areas within the zones you have specified that require new backbone infrastructure to deliver services and last mile projects? (Optional)
 - Yes
 - No
2. If yes, what type of new backbone technology would need to be built? Check all that apply. (Optional)
 - Fibre
 - Microwave
 - Satellite
3. Please add any important details for addressing gaps (existing or new) in backbone infrastructure needed to reach underserved households. For example, technology considerations, impactive geography, or connections to existing PoP. (Optional)
4. If multiple backbone technologies are indicated, please describe at a high level where each backbone technology could be implemented and any transport requirements. (Optional)

Q5. Areas of focus for local governments and First Nations

This section is for local and regional governments and First Nations to offer additional feedback on internet connectivity in their communities.

1. What additional feedback on internet connectivity would you like to provide about your community? Please include information on areas that are underserved, as well as any other local information considered relevant. This response will be related to the zone(s) specified in your response and could include any particular area of focus, including challenges with infrastructure or information pertinent to the area. (Optional)

Q6. Additional Internet Connectivity Information

This section provides an opportunity to add internet connectivity infrastructure information that will help meet the objectives outlined in the RTP document.

1. Are there any pending projects you would like to inform the Province about? For example, any additional information on planned projects including technology, number of households, communities reached, existing backbone leveraged, new backbone that you like to include, or any consultation on a proposed project taking place. (Optional)
2. In the KMZ file for Household Density Data linked in Appendix D of the RTP document, some areas were proposed to be best served by satellite. How do these proposed areas align with the expectations of your organization or your community? Please provide feedback on the modelling assumptions. (Optional)
3. In underserved areas where your Geomark does not indicate a wired or wireless technology viability to serve those households, how could service providers be incentivized to serve those areas? Please note, Geomark files are uploaded on the final page of this form. (Optional)

Q7. Highway Cellular

This section is to provide feedback on the gaps in highway cellular coverage in the province. The Province has identified gaps in cellular service along highways (with power) in B.C. The gaps are highlighted in the KMZ file for Highway Cellular. Information on how to download the KMZ files is linked in Appendix D.

1. If funding was available for capital costs, which sections of highway would be your priority to be completed? Please consider traffic, consumption and other factors.
2. Please explain why you chose those sections.

Q8. Upload Geomarks

This section is for organizations to upload Geomarks for information mentioned in your response. This is a recommended step for organizations that have the capacity to create Geomarks but is not mandatory. Please paste a Geomark URL for the information you have referred to in earlier sections of your response.

Note: This is for underserved areas where the technology is most viable and suitable. For instructions on creating a Geomark, or for help with creating a Geomark, please refer to the instructions in Appendix A, Q8.

- Wired broadband last mile (paste link to Geomark - Optional)
- Fixed wireless last mile (paste link to Geomark - Optional)
- New backbone technology possibly needed for last mile (paste link to Geomark - Optional)
- Cellular along powered highways for last mile (paste link to Geomark - Optional)

Appendix C: Internet Zone Map



Appendix D: Supporting Materials

The Province is providing additional information in KMZ format to support Respondents in this RTP process. Please download and view the KMZ files, which describe the zones, underserved household data, household density data and gaps in highway cellular.

The KMZ files can be found in the [BC Data Catalogue](#). Please download these files to your computer and open as a project in Google Earth to view.

If you have questions on downloading the KMZ files, or any questions during the RTP process, please contact connectingcommunitiesBC@gov.bc.ca

1. Internet Zones

Link: <https://catalogue.data.gov.bc.ca/dataset/internet-zones>

Description: Geographic boundaries of the zones that the Province has conceptualized for the potential administration of future funding programs.

Purpose: For this RTP process, the province has been split into 14 regions or zones to allow service providers to consider solutions to connect as many households as possible in each region. The zone boundaries are based on current knowledge of existing infrastructure and projects in-flight. This KMZ file is being provided so that Respondents can import this information into their existing planning system and view it vis-a-vis the zones.

2. Underserved Households in BC

Link: <https://catalogue.data.gov.bc.ca/dataset/pseudo-households-underserved>

Description: A KMZ file showing pseudo-households that remain underserved in B.C., i.e., those that do not have access to 50/10 Mbps internet.

Purpose: This KMZ file shows households, randomized to protect privacy (“pseudo-households”) that remain underserved in B.C. This data is provided so that Respondents can import this data layer into their GIS planning system while they are preparing files to upload into Geomark as part of their RTP online response. The purpose of the RTP process is to understand what technology would be appropriate for these underserved areas. The pseudo-household data is an approximation of underserved homes to support analysis of what technology is deemed to be most appropriate.

3. Household Density Data

Link: <https://catalogue.data.gov.bc.ca/dataset/hex-underserved-households>

Description: KMZ file showing density of households in areas that remain underserved in B.C. (i.e., do not have 50/10 Mbps service). Areas outlined in blue represent areas that may be difficult to reach with terrestrial solutions, and may require satellite internet for all or part of the 25m² hexagon.

Purpose: A high level view which allows Respondents to get a sense of opportunities at a zone or provincial level, where the densest areas of underserved homes exist. Density may be helpful in analysis of appropriate technology estimated to serve the area. This also allows Respondents to determine opportunities as it relates to current infrastructure or potential new infrastructure. For those hexes which are outlined in blue, these areas may be best served by satellite transport or satellite to the home services. We are interested in validation or alternate proposed technologies that industry (or others) may determine to be viable in these areas.

4. B.C. Highways Without Cellular Service

Link: <https://catalogue.data.gov.bc.ca/dataset/bc-highways-without-cell-service>

Description: A map file that shows gaps in cellular coverage in B.C. for highways that have available power.

Purpose: This dataset is provided so that Respondents can see gaps in highway coverage in B.C. in segments that have existing power. The Province is looking for feedback on whether these gaps, as well as those near to existing infrastructure, may be candidates for expansion of cellular networks. This map represents segments with power and does not represent all areas where the Province is interested in expanding cellular networks. The Province is looking for feedback on areas that do not currently have cellular connectivity and where the areas may benefit from broadband projects to benefit households. For example, where transport is required to provide broadband to a community, and that transport may also be leveraged to provide cellular along a highway route.



227

**Regional District of Bulkley-Nechako
Board of Directors**

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: March 31, 2022
Regarding: **Federal Gas Tax – Area “A” (Smithers Rural)
Bleachers at Telkwa BBQ Grounds**

Recommendation:

- 1) That the RDBN Board of Directors authorize contributing up to \$30,000.00 of Electoral Area ‘A’ (Smithers Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Telkwa BBQ Grounds, and further,
(All/Directors/Majority)
- 2) That the RDBN Board of Directors authorize the withdrawal of up to \$30,000.00 from the Federal Gas Tax Reserve Fund.
(Participants/Weighted/Majority)

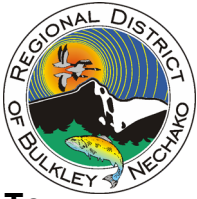
Background:

The wooden bleachers at the Telkwa BBQ Grounds are in disrepair and not safe for public use, according to a 2020 engineering assessment. The assessment found that the most cost-effective solution is to install new prefabricated aluminum bleachers, which the Village of Telkwa intends to do in the spring/summer of 2022. The Village of Telkwa is requesting \$30,000.00 towards this \$275,000.00 project budget, which includes bleacher supply, freight and site prep work.

Total uncommitted Gas Tax Funds remaining in Electoral Area ‘A’ allocation is \$1,055,957.10

Director Mark Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$30,000.00 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

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: March 31, 2022
Subject: Grant in Aid – Lakes Outdoor Recreation Society

RECOMMENDATION

(all/directors/majority)

That the Board approve allocating \$2,500.00 from Electoral Area “B” (Burns Lake Rural) and \$2,500.00 from Electoral Area “E” (Francois/Ootsa Rural) Grant in Aid monies (for a total of \$5,000.00) to the Lakes Outdoor Recreation Society to 2022 management and maintenance of recreation sites.

Background:

Please see the attached application for further detail.

Directors Riis-Christianson and Lambert support the request.

From: website@rdnb.bc.ca
To: [Nellie Davis](#); andy@abcweblink.ca
Subject: [EXTERNAL]: Website Form Submission – ONLINE GRANT-IN-AID APPLICATION FORM
Date: Saturday, March 19, 2022 9:55:06 AM

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

ORGANIZATION:
The Lakes OUtdoor Recreation Society (LORS)

CONTACT NAME:
Lynn Synotte

MAILING ADDRESS (Please include PO Box/Civic Address, Town and Postal Code):
2000 Gerow Island Road Burns Lake BC V0J 1E2

EMAIL:
lsynotte@telus.net

PHONE:
250 692 7007

AMOUNT BEING REQUESTED:
\$2 500.from Area B and \$2,500 from Area E

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

October 2022 will phone director with definite date and location once confirmed

PROJECT OR PURPOSE FOR WHICH YOU REQUIRE ASSISTANCE:
For the maintenance of 27 Recreational Sites and 3 Provincial Parks from May to September 2022.

TO THE BEST OF MY KNOWLEDGE, ALL OF THE INFORMATION THAT IS PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT. FURTHERMORE, I HEREBY CERTIFY THAT THIS APPLICATION FOR ASSISTANCE IS NOT BEING MADE ON BEHALF OF AN INDIVIDUAL, INDUSTRY, COMMERCIAL OR BUSINESS:

Yes

PLEASE DESCRIBE THE SERVICES/BENEFITS THAT YOUR ORGANIZATION PROVIDES TO THE COMMUNITY. ARE THESE SERVICES/BENEFITS AVAILABLE TO THE COMMUNITY FROM ANOTHER ORGANIZATION OR AGENCY:

Years ago the recreation site program was instituted for fire prevention and environmental protection. This due to people going out anywhere they pleased to camp within the forest. There was a high incidence of forest fires and damage to sensitive environmental areas. In 2002 the Ministries of Environment and Forests were considering decommissioning these campsites and trails in this area.

To stop this from happening, a non-profit society, the Lakes Outdoor Recreation Society, (LORS), was formed and has been overseeing the maintenance of the sites from May to September since 2003.

No other organization provides this service.

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

Lakes Outdoor Recreation Society Management and Maintenance Sites
Recreation Sites (27)

Agate Point
Guyishton Lake
Eagle Creek
Maxan Lake
Divisions Lake
Pinkut Lake
Augier Lake
Taltapin Lake
Co-op Lake
Richmond Lake
Government Point
McClure Pit
Binta Lake South
Binta Lake North
Indian Bay
Uncha Lake
Takysie Lake
Knapp Lake
Moose Lake
Trout Lake
Colleymount
West Francois
Lund Lake
Ootsa Lake
Eastern lake
Noralee West
Noralee East

Parks (3)
Ethel M. Wilson
Pendleton Bay
Wisteria

IS YOUR ORGANIZATION VOLUNTARY AND NON-PROFIT?:

Yes

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

Nothing is paid, nor funds made available members or directors.

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

LORS has a list of 43 members and there are seven directors that are active in decision making and operational administration. LORS has been in operation since 2002.

ASSISTANCE IS BEING REQUESTED FOR:

another purpose

OTHER PURPOSE IF ANY:

Maintenance of 27 Recreational Sites and three Provincial Parks from May until September.2022

PLEASE DESCRIBE THE PROPOSAL FOR WHICH YOU ARE REQUESTING ASSISTANCE. IF YOU ARE APPLYING FOR AN EXEMPTION FROM FEES AND/OR CHARGES OR OTHER CONSIDERATION, PLEASE PROVIDE DETAILS OF YOUR REQUEST HERE. ATTACH ADDITIONAL INFORMATION IF REQUIRED.:

The funding received will partially fund a contractor that will maintain 27 Recreation Sites and 3 Provincial Parks. We are currently predicting a \$60,000 budget due to the increase in gas. Many of our sites are remote and therefore gas is a major expense in the upkeep of the sites and parks.

DESCRIBE HOW THIS PROPOSAL WILL BENEFIT THE COMMUNITY:

With the incidence of wildfires in recent memory and modern environmental awareness the fire prevention and environmental protection provided by these Recreation Sites and Parks are even more important than ever. They provide a camping experience that mitigates damage to sensitive environmental areas when camping takes place in non-designated areas and focuses campfires in safe, select areas.

These sites are free and serve a large area, on the Northside and Southside. The lakes and backwoods camping experience attracts people locally and from far away, creating economic opportunities, tourism and a healthy lifestyle for community members. Also, for many, the only access to lakes in the Lakes District.

Many private campgrounds in this area have closed, making these Recreational Sites and Parks very busy. Over the last few years most of the sites have been full to overflowing. Our biggest challenge is making people move on after two weeks of camping.

SUPPORTING FINANCIAL INFORMATION SUCH AS A BUDGET OR FINANCIAL REPORT. ENSURE THE FOLLOWING INFORMATION IS CLEARLY ITEMIZED: - TOTAL COST OF PROJECT/PROPOSAL; - GRANTS/FUNDING FROM OTHER SOURCES; - FUNDING CONTRIBUTED BY APPLICANT THROUGH FUNDING RAISING:

5778

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

Yes

NAME OF 1ST GRANT OR FUNDING AGENCY:

Recreation Sites and Trails BC

AMOUNT APPLIED FOR FROM 1ST AGENCY:

23000

STATUS OF 1ST GRANT APPLICATION:

Pending

NAME OF 2ND GRANT OR FUNDING AGENCY:

Provincial Parks of BC

AMOUNT APPLIED FOR FROM 2ND AGENCY:

3000

STATUS OF 2ND GRANT APPLICATION:

Approved

NAME OF 3RD GRANT OR FUNDING AGENCY:

Burns Lake Community Forests

AMOUNT APPLIED FOR FROM 3RD AGENCY:

9000

STATUS OF 3RD GRANT APPLICATION:

Approved

NAME OF 4TH GRANT FUNDING AGENCY:

Chinook Community Forest

AMOUNT APPLIED FOR FROM 4TH AGENCY:

10000

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

Yes

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

\$3000.00 in 2013 put towards maintenance of 27 Recreation Sites and 2 Parks. (1 park was added in 2018)

DOES YOUR ORGANIZATION:

Provide an opportunity for individuals to make direct contributions?

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

**Lakes Outdoor Recreation Society
Income Statement 01/01/2021 to 09/30/2021**

REVENUE

Revenue

Donations	35,205.00
Sponsorships	22,550.00
Interest Income	22.50
Miscellaneous Income	60.00
Total Revenue	<u>57,837.50</u>

TOTAL REVENUE 57,837.50

EXPENSE

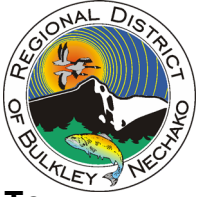
Expenses

Gifts	94.48
Insurance	1,105.00
Rec Site Repairs & Maintenance	45,587.42
Supplies & Materials	151.40
Total Expenses	<u>46,938.30</u>

TOTAL EXPENSE 46,938.30

NET INCOME 10,899.20

Generated On: 10/20/2021



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: March 31, 2022
Subject: Grant in Aid – Nechako Valley Rodeo Association

RECOMMENDATION

(all/directors/majority)

That the Board approve allocating \$5,000.00 in Electoral Area “F” (Vanderhoof Rural) Grant in Aid monies to the Nechako Valley Rodeo Association to support a 2022 Nechako Valley Rodeo event.

Background:

Please see the attached application for further detail.

Director Jerry Petersen is supportive of the application.

From: website@rdbn.bc.ca
To: [Nellie Davis](#); andy@abcweblink.ca
Subject: [EXTERNAL]: Website Form Submission – ONLINE GRANT-IN-AID APPLICATION FORM
Date: Thursday, March 3, 2022 9:39:07 AM

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

ORGANIZATION:
Nechako Valley Rodeo Association

CONTACT NAME:
Sandra Jean Ferguson

MAILING ADDRESS (Please include PO Box/Civic Address, Town and Postal Code):
PO ox 961 Vanderhoof BC, PO Box 961

EMAIL:
sanfergie@outlook.com

PHONE:
2505709917

AMOUNT BEING REQUESTED:
\$5000.00

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

July 15-17 2022 Nechako Valley Exhibition Grounds Vanderhoof BC

PROJECT OR PURPOSE FOR WHICH YOU REQUIRE ASSISTANCE:

The NVRA would like to restart the rodeo in the Vanderhoof area again. This rodeo was put on hold for 2 years because of Covid and has been missed by many. We are looking for the funding to help us continue with this event in Vanderhoof. We have many people in our area that love to come and enjoy this event. We like to encourage the youth to get involved in this event, without the youth we would not be able to continue with the sport of rodeo.

TO THE BEST OF MY KNOWLEDGE, ALL OF THE INFORMATION THAT IS PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT. FURTHERMORE, I HEREBY CERTIFY THAT THIS APPLICATION FOR ASSISTANCE IS NOT BEING MADE ON BEHALF OF AN INDIVIDUAL, INDUSTRY, COMMERCIAL OR BUSINESS:

Yes

PLEASE DESCRIBE THE SERVICES/BENEFITS THAT YOUR ORGANIZATION PROVIDES TO THE COMMUNITY. ARE THESE SERVICES/BENEFITS AVAILABLE TO THE COMMUNITY FROM ANOTHER ORGANIZATION OR AGENCY:

We the rodeo in the Vanderhoof area we have many competitors and volunteers that come and stay in our hotel eat in our restaurants and shop in our local stores. This event helps support our Exhibition grounds as well as the local groups that look after the concession for this event. We are just starting to look asking for sponsorship for our events but looking at the Village of Vanderhoof as well as the businesses in and around the Vanderhoof area.

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

We have competitors and spectators from all over the province as well as Alberta that will come to this event. We

are a group that helps support the youth in this event and should we have a good years we in turn help support the youth to continue with the rodeo season.

IS YOUR ORGANIZATION VOLUNTARY AND NON-PROFIT?:

Yes

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

we don't have any paid members.

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

We have been since 2013 and have had 7 very successful rodeos. The last 2 years we were not able to have this event because of Covid. We have 10 members and count on about 50 volunteers to help with the Rodeo weekend

ASSISTANCE IS BEING REQUESTED FOR:

a special event

OTHER PURPOSE IF ANY:

PLEASE DESCRIBE THE PROPOSAL FOR WHICH YOU ARE REQUESTING ASSISTANCE. IF YOU ARE APPLYING FOR AN EXEMPTION FROM FEES AND/OR CHARGES OR OTHER CONSIDERATION, PLEASE PROVIDE DETAILS OR YOUR REQUEST HERE. ATTACH ADDITIONAL INFORMATION IF REQUIRED.:

We are looking for the funding to help with the cost related to putting on a event of this size.

DESCRIBE HOW THIS PROPOSAL WILL BENEFIT THE COMMUNITY:

SUPPORTING FINANCIAL INFORMATION SUCH AS A BUDGET OR FINANCIAL REPORT. ENSURE THE FOLLOWING INFORMATION IS CLEARLY ITEMIZED: - TOTAL COST OF PROJECT/PROPOSAL; - GRANTS/FUNDING FROM OTHER SOURCES; - FUNDING CONTRIBUTED BY APPLICANT THROUGH FUNDING RAISING:

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

Yes

NAME OF 1ST GRANT OR FUNDING AGENCY:

Village of Vanderhoof

AMOUNT APPLIED FOR FROM 1ST AGENCY:

2500

STATUS OF 1ST GRANT APPLICATION:

Pending

NAME OF 2ND GRANT OR FUNDING AGENCY:

AMOUNT APPLIED FOR FROM 2ND AGENCY:

STATUS OF 2ND GRANT APPLICATION:

NAME OF 3RD GRANT OR FUNDING AGENCY:

AMOUNT APPLIED FOR FROM 3RD AGENCY:

STATUS OF 3RD GRANT APPLICATION:

NAME OF 4TH GRANT FUNDING AGENCY:

AMOUNT APPLIED FOR FROM 4TH AGENCY:

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

Yes

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

2013-2018

DOES YOUR ORGANIZATION:

Provide an opportunity for individuals to make direct contributions?

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



REGIONAL DISTRICT OF BULKLEY NECHAKO
Board of Directors

TO: Chair Thiessen and the Board of Directors
FROM: Jason Blackwell, Regional Fire Chief
DATE: March 31, 2022
SUBJECT: Fort Fraser Fire Apparatus Purchase

RECOMMENDATION:

That the Board ratify the purchase of the Pierce BXP engine from Commercial Emergency Equipment Co. for the Fort Fraser Volunteer Fire Department.

AND

That the Board approve the purchase of the tender from Fort Garry Fire Trucks Ltd. for the Fort Fraser Volunteer Fire Department.

EXECUTIVE SUMMARY

The Regional District issued a Request for Proposal on January 28th for a new stock fire engine, and stock tender for the Fort Fraser Volunteer Fire Department (FFVFD), with a closing date of March 2nd. The new equipment will allow the existing FFVFD engine to be transferred to the Cluculz Lake Volunteer Fire Department (CLVFD) to replace the CLVFD engine which, following the annual inspection, given its age and condition, would be too expensive to service when it breaks down again.

The fire apparatus industry is struggling to maintain equipment inventories, to secure delivery of the recommended fire engine, which can be delivered in July 2022, a rapid response was required. Staff reached out to Director Parker to discuss the proposals received and staff's recommendations. Director Parker requested that staff move forward with issuing a purchase order for the Pierce BXP engine to Commercial Emergency Equipment Co.

The Regional District has submitted a purchase order to Commercial Emergency Equipment Co. for the purchase of a stock Pierce BXP engine for \$412,075 plus tax, to be delivered to the FFVFD in July of this year.

We are also looking for approval to purchase the Fort Garry Fire Trucks Ltd. tender for \$314,690, to be delivered to the FFVFD in May of 2023.

BACKGROUND:
DISCUSSION:

At the January 27th Board meeting the following resolution was passed:

Moved by Director Parker
Seconded by Director Petersen

2022-1-19 “That the Board pre-approve the 2022 Fort Fraser Rural Fire Protection Service Budget to purchase two fire apparatus”

CARRIED UNANIMOUSLY

On January 28th a Request for Proposal was posted on BC Bid looking for a supplier of a new stock engine, and new stock tender, with a closing date of March 2nd.

Three vendors responded to the Request for Proposal; Rocky Mountain Phoenix, Fort Garry Fire Trucks Ltd., and Commercial Emergency Equipment Co. The breakdown of costs (including PST), and delivery dates are in the table below.

	Rocky Mountain Phoenix		Commercial Truck		Fort Garry	
	Cost	Delivery	Cost	Delivery	Cost	Cost
Engine	\$482,432	Nov-22	\$440,920	Jul-22	\$383,793	May-23
Tender	\$385,702	Nov-22	\$412,967	Oct-22	\$336,718	May-23

Staff made a recommendation to Director Parker that the engine be awarded to Commercial Emergency Equipment Co. and the tender be awarded to Fort Garry Fire Trucks Ltd.

Although the cost of the Fort Garry Fire Trucks Ltd. engine is less expensive than Commercial Emergency Equipment Co., it is a superior apparatus, and delivery will occur in July of 2022 rather than May of 2023, which will alleviate the concern with the CLVFD apparatus.

Due to the extremely volatile market for fire apparatus, Commercial Emergency Equipment Co. had only one engine available for the entire north American market, without an immediate purchase order the engine could be sold to other customers which would push delivery back 12-14 months. Staff presented the options to Director Parker and CAO Helgesen, they agreed with staff's recommendations and a purchase order was submitted.

The purchase of the engine is a priority as the current engine at the FFVFD is being transferred to the CLVFD once delivery of the new truck is completed. During the annual apparatus annual testing of the CLVFD engine, the Emergency Vehicle Technician informed staff that the CLVFD engine could fail at any time, and due to its age, it would not be feasible to repair. If this were to occur, it would leave that CLVFD Fire Protection Area without an apparatus to respond.

The funding for the purchases is as follows:

Fort Fraser Fire Protection Area Capital	\$144,837
Fort Fraser Fire Protection Service Surplus	32,089
2022 Taxation	9,766
Northern Capital and Planning Grant	186,595
NKDF	40,000
Gas Tax	350,419
Total available funding	<u>\$763,707</u>

Recommended Purchases

Commercial Emergency Equipment Co. Engine – July 2022	\$440,920
Fort Garry Trucks Ltd. Tender – May 2023	<u>336,718</u>
Total Recommended Purchases	<u>\$777,639</u>
Shortfall to be made up by May 2023	<u>\$ 13,932</u>

Director Parker has directed staff to utilize Gas Tax in the 2022 purchase before utilizing the Fort Fraser Fire Protection Area Capital Reserve funds and the Northern Capital and Planning Grant funds, and is aware of the options available to address the shortfall in funds prior to final payment being due for the second unit.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Board of Directors

FROM: Taddea Kunkel, First Nations Liaison

DATE: March 31, 2022

SUBJECT: Truth and Reconciliation Calls to Action

RECOMMENDATION: (all/directors/majority)

To receive/discuss.

BACKGROUND

As part of the RDBN's efforts for creating space to discuss the Truth and Reconciliation Commissions' 94 Calls to Action and how to support local First Nations in their advocacy for reconciliation efforts in the region, staff has prepared this memo to discuss the Calls to Action that focus on Reconciliation, the Royal Proclamation, Covenant for Reconciliation, Settlement Agreement, UNDRIP, and equity for Indigenous Peoples in the legal system.

As expanded upon in sequential order, Call 47 urges all levels of government to repudiate concepts used to justify European sovereignty over Indigenous Peoples and lands, such as the Doctrine of Discovery and *terra nullius*, and to reform those laws, policies, and litigation strategies that continue to rely on these concepts. Language repudiating these concepts exists within UNDRIP and, when used as a framework for reconciliation, has been adopted by regional districts and municipalities in BC.

The five Calls to Action brought forward in this report build off the last regarding reconciliation. Incremental progress has been made on Calls 47, 48, 49, and 50. While Call 46 seeks that parties to the Indian Residential Schools Settlement Agreement develop and sign a Covenant of Reconciliation had yet to be completed¹. The Federal Government, however, in 2017, released a set of "Principles Respecting the Government of Canada's Relationship with Indigenous Peoples" that act as a guide for the Working Group of Ministers on their review of laws and policies related to Indigenous Peoples².

¹ CBC News. Beyond 92 – Call 46. <https://newsinteractives.cbc.ca/longform-single/beyond-94?cta=46>

² Department of Justice Canada. 2018. "Principles Respecting the Government of Canada's Relationship with Indigenous Peoples." *Government of Canada*. <https://www.justice.gc.ca/eng/csj-sjc/principles.pdf>

Call 47 is in progress, as when legislation at the federal and provincial levels passed to implement UNDRIP language repudiating the doctrine of discovery and *terra nullius* was included³. Many courts across Canada have made rulings that repudiate these concepts, including *Delgamuukw v British Columbia 1997*. The Government of Canada continues to work in partnership with First Nations, Inuit, and Metis partners to ensure new federal legislation and policies uphold the principles of UNDRIP and work to align existing legislation and policies⁴.

Call 48 and 49 are in progress, with many churches, religious dominations, and faith groups across Canada committing to implementing UNDRIP into their framework⁵ and formally repudiating concepts such as the Doctrine of Discovery and *terra nullius*⁶. To implement Call 50, the federal government has provided financial assistance in establishing several Indigenous law programs. The government provided funding to the University of Victoria to develop their Indigenous Legal Lodge and the University of Alberta to develop the Wahkohtowin Law and Governance Lodge⁷. The Association of Iroquois and Allied Indians and Lakehead University's law faculty began research in 2021 to lay the foundation for an Indigenous legal institute in Thunder Bay, Ontario⁸.

CALLS TO ACTION FOR DISCUSSION

Reconciliation and Royal Proclamation and Covenant of Reconciliation

46. We call upon the parties to the Indian Residential Schools Settlement Agreement to develop and sign a Covenant of Reconciliation that would identify principles for working collaboratively to advance reconciliation in Canadian society, and that would include, but not be limited to:

- i. Reaffirmation of the parties' commitment to reconciliation.
- ii. Repudiation of concepts used to justify European sovereignty over Indigenous lands and peoples, such as the Doctrine of Discovery and *terra nullius*, and the reformation of laws, governance structures and policies within their respective institutions that continue to rely on such concepts.
- iii. Full adoption and implementation of the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation.
- iv. Support for the renewal or establishment of Treaty relationships based on principles of mutual recognition, mutual respect, and shared responsibility for maintaining those relationships into the future.

³ CBC News. Beyond 92 – Call 47. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=47>

⁴ Crown-Indigenous Relations and Northern Affairs Canada. "Delivering on Truth and Reconciliation Commission Calls to Action." *Government of Canada*. <https://www.rcaanc-cirnac.gc.ca/eng/1524503097736/1557513982301>

⁵ CBC News. Beyond 92 – Call 48. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=48>

⁶ CBC News. Beyond 92 – Call 49. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=49>

⁷ CBC News. Beyond 92 – Call 50. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=50>

⁸ Ibid.

v. Enabling those excluded from the Settlement Agreement to sign onto the Covenant of Reconciliation.

vi. Enabling additional parties to sign onto the Covenant of Reconciliation.

47. **We call upon federal, provincial, territorial, and municipal governments** to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and *terra nullius*, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts.

Reconciliation, Settlement Agreement Parties, and the *United Nations Declaration on the Rights of Indigenous Peoples*

48. We call upon the church parties to the Settlement Agreement, and all other faith groups and interfaith social justice groups in Canada who have not already done so, to formally adopt and comply with the principles, norms, and standards of the *United Nations Declaration on the Rights of Indigenous Peoples* as a framework for reconciliation. This would include, but not be limited to, the following commitments:

i. Ensuring that their institutions, policies, programs, and practices comply with the *United Nations Declaration on the Rights of Indigenous Peoples*.

ii. Respecting Indigenous peoples' right to self-determination in spiritual matters, including the right to practise, develop, and teach their own spiritual and religious traditions, customs, and ceremonies, consistent with Article 12:1 of the *United Nations Declaration on the Rights of Indigenous Peoples*.

iii. Engaging in ongoing public dialogue and actions to support the *United Nations Declaration on the Rights of Indigenous Peoples*.

iv. Issuing a statement no later than March 31, 2016, from all religious denominations and faith groups, as to how they will implement the *United Nations Declaration on the Rights of Indigenous Peoples*.

49. We call upon all religious denominations and faith groups who have not already done so to repudiate concepts used to justify European sovereignty over Indigenous lands and peoples, such as the Doctrine of Discovery and *terra nullius*.

Reconciliation and Equity for Aboriginal People in the Legal System

50. In keeping with the *United Nations Declaration on the Rights of Indigenous Peoples*, we call upon the federal government, in collaboration with Aboriginal organizations, to fund the establishment of Indigenous law institutes for the development, use, and understanding of Indigenous laws and access to justice in accordance with the unique cultures of Aboriginal peoples in Canada.



Regional District of Bulkley-Nechako Memorandum

To: Chair and Board
From: Michelle Roberge, Regional Agriculture Coordinator, East
Megan D'Arcy, Regional Agriculture Coordinator, West
Date: March 31, 2022
Regarding: Growing Opportunities Newsletter and Podcast Update

Recommendation:

Receipt.

Background:

Newsletter: Attached is Issue # 9 (March 2022) of the Growing Opportunities Newsletter for your receipt.

Podcast: The first Growing Opportunities Podcast series is now underway. The first episode titled Setting up the Farm: Off-Grid Options was released on March 21, 2022.

Both the newsletter and podcast can be accessed from the RDBN Growing Opportunities webpage: <https://www.rdbn.bc.ca/departments/agriculture/growing-opportunities-rdbn-ag-newsletter>

The podcasts can also be downloaded from wherever you get your podcasts.

The Agriculture Coordinators encourage all Directors to subscribe to receive the newsletter automatically each month by subscribing at the same page link above.

Attachment: Growing Opportunities Newsletter, Issue 9

GROWING OPPORTUNITIES

Bulkley-Nechako Agriculture Update



March 2022, Issue 9

AG TEAM UPDATE

The weather is changing and it is starting to feel like spring! Many folks are dealing with lots of snow melt, which makes for muddy farmyards, rough country roads, and lots of trips to the car wash. Spring always brings new life to the farm too, be it animals, seedlings, repaired equipment and, in our case at the RDBN a new way to reach out and support local producers! We are excited to announce the launch of our first Growing Opportunities Podcast series. Read more about it, along with other news and information about our region in this issue.

RDBN GO Podcast!

Over the past several months the Agriculture Coordinators at the RDBN have been busy planning the Growing Opportunities Podcast series that launched March 21st!



This first 6-part series focuses on the different types of farming - such as beekeeping, forage production, raising livestock, etc. - and provides an overview with helpful tips and pearls of wisdom for new and experienced farmers make the most of 2022.

New episodes will be launched every two weeks. Send us your ideas for topics for our next series. We want to create content that is relevant for producers in the RDBN.

Special thanks to Pamela Haasen from CICK radio for mentoring our Ag Coordinators through the podcast journey, as well as for her editing and publishing support. Pamela has been instrumental in making this podcast series a reality.

LISTEN TO THE [GROWING OPPORTUNITIES PODCAST WHEREVER YOU GET YOUR PODCASTS, AND FROM THE \[GROWING OPPORTUNITIES PAGE ON THE RDBN WEBSITE.\]\(#\)](#)



Solar panel bank in Vanderhoof

MARCH 21, 2022 - Setting Up the Farm: Off-Grid Options

In this episode you get to meet both Megan and Michelle along with Bryan Swansburg from the Smithers area, as they discuss the challenges and tips for farming when you live off-grid and on-grid (whole or in part).



Checking hives - Clover Fields Apiaries.

APRIL 4, 2022 - Beekeeping from A to Bzzzz

Learn from passionate local experienced beekeepers about the importance of pollinators, how to get started in bees, their best tips for overwintering bees, and how to grow a honey business.



Hay field overlooking Francois Lake.

APRIL 18, 2022 - Forage Basics in the RDBN

We explore types of forage and how to make the most of your pasture and hay fields. Learn the difference between legumes and grasses, how to assess quality and the basics on weed control.

UPDATE: The Ag Coordinators will be contacting producers listed in the [Connecting Consumers and Producers online directory](#) to gather new and updated information for the 2022 season.

GET ADDED: If you aren't in the Directory, this is the perfect time to get listed - your information will be available online for free! To get listed, email economic.development@rdbn.bc.ca!



Feed BC Directory

If you are a producer in the RDBN and you have products that are currently approved for sale in retail outlets, institutions or restaurants/wholesalers, then you may be interested in registering your business on the Feed BC Directory. This directory is used by buyers across the province to find locally sourced or processed foods. For more information go to the [Feed BC Directory website](#).

Upcoming Events

- ▶ **BC Cattlemen's Association** has arranged for a series of Emergency Management workshops in April and May for farmers and ranchers across the province. Local dates are Prince George April 27, and Smithers April 29. [Find details here.](#)
- ▶ **Livestock Auctions** are a great way to find new animals to grow your operations. A reminder of the local and online bull and regular livestock sales for the spring. Within the RDBN, [BC Livestock](#) (out of Vanderhoof) hosts auctions regularly. There are a number of auctions in other parts of BC too. Have a re-read of our [September 2021 Growing Opportunities Issue 4](#) for a comprehensive list of auction houses.

Meat & Greet Series

We have started the preparations to Part 2 in the Meat & Greet Series. Details on the event, that will cover topics related to licensing for both slaughter and cut & wrap, accessing abattoir services, and careers in meat-cutting the RDBN will be coming out in April 2022. Check the RDBN website and Connecting Consumers and Producers Facebook page details.



Cattle ranch in Fraser Lake.

Please let us know what you'd like to see in the next Growing Opportunities eNewsletter!

Megan D'Arcy

(West - Areas A, B, E, G; Smithers, Telkwa, Houston, Granisle, Burns Lake, South Side)
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Michelle Roberge

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247

REGIONAL DISTRICT
OF BULKLEY-NECHAKO

“A WORLD OF OPPORTUNITIES WITHIN OUR REGION”

March 15, 2022

Infrastructure Canada
180 Kent Street, Suite 1000
Ottawa, ONT K1P 0B6

Dear Review Panel,

RE: Active Transportation Fund Application – Town of Smithers

The Regional District of Bulkley-Nechako Board of Directors is pleased to offer support for the Town of Smithers’ application to the Active Transportation Fund for the Town of Smithers Fulton Avenue - Cycle 16 Trail Connector.

The proposed trail will provide a valuable asset to the Town of Smithers and the surrounding rural Electoral Area “A” (Smithers Rural). The proposed trail will connect Phase I of the Smithers-Telkwa Pathway (a multi-use trail between Smithers and Telkwa starting construction Summer 2022) with the existing multi-use trail at Fulton Avenue and 16th Avenue.

Multi-use Pathways not only hold an important role in reducing noise pollution and greenhouse gas emissions, but also contribute to happier, healthier communities by promoting healthier lifestyles, improving community connections, increasing mobility options, and enhancing resident safety.

The Board appreciates the Town of Smithers’ commitment to community development through active transportation and their contributions to a healthy and happy community in Smithers and the surrounding area.

We are supportive of this proposal and wish the Town of Smithers success with this grant application.

Sincerely,

Gerry Thiessen
Chair

March 3, 2022

Chair Gerry Thiessen
Regional District of Bulkley-Nechako
Box 820
Burns Lake, BC V0J 1E0

Dear Chair Thiessen:

Re: Provincial Response to 2021 Resolutions

UBCM has received the Province's response to your Board resolution(s) from 2021. Please find the enclosed resolution(s) and their provincial response(s).

All responses from the Province have been posted to the UBCM web site under Convention & Resolutions.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process. Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,



Councillor Laurey-Anne Roodenburg
UBCM President

Enclosure

RECEIVED

MAR 08 2022

**REGIONAL DISTRICT OF
BULKLEY-NECHAKO**

Whereas local government is only able to collect a 911 call answer levy from landline subscriptions;

And whereas landline subscriptions across the province are decreasing;

And whereas local governments in the province do not have the ability to collect a 911 call answer levy from cellular telecommunications platforms:

Therefore be it resolved that UBCM petition the Province of BC to enact a provincial 911 levy to include the collection of monthly charges from mobile devices, and provide these funds directly to local government 911 service providers.

Convention Decision: **Endorsed**

Provincial Response

Ministry of Public Safety and Solicitor General

Government understands the importance of the role that 9-1-1 emergency communications plays in the delivery of emergency services, and that the decreased revenue from traditional funding sources such as landline levies have been a challenge for some local governments. The Province is interested in supporting local governments efforts to both establish and maintain 9-1-1 services and recognizes its role in the promotion of public safety.

While 9-1-1 is a local government responsibility, the Province provides support to facilitate delivery of 9-1-1 services wherever possible. Recent supportive efforts include assisting the Northern Rockies Regional Municipality in establishing 9-1-1 services in their remote and rural region.

Ministry staff will undertake further work to explore funding mechanisms to support 9-1-1 services, such as the establishment of a call answer levy on wireless phones and, in recognition that this is a cross-ministry issue, will work with colleagues at the Ministry of Municipal Affairs.

Whereas the residents of the Province of British Columbia deserve timely and professional emergency health care services when health emergencies occur;

And whereas many rural communities lack after hour and weekend access to medical clinics or hospitals in their communities;

And whereas the BC Emergency Health Services prioritization model often takes ambulance crews from smaller rural communities to provide service to larger communities, leaving rural communities with limited or no ambulance resources within the community, significantly increasing ambulance response times:

Therefore be it resolved that UBCM lobby the Province of British Columbia and BC Emergency Health Services to establish a staffing model that ensures adequate staffing levels are in place and remain within the rural community boundary before the BC Emergency Health Services prioritization model can be enacted.

Convention Decision: Endorsed

Provincial Response

Ministry of Health

The Province is supporting BC Emergency Health Services (BCEHS) to make important changes in the way they serve patients, especially in rural and remote communities. The improvements are part of the implementation of the negotiated collective agreement (2019-2022) ratified by the members of the Ambulance Paramedics of BC (CUPE 873) and the Minister of Health's announced plans in July 2021 to strengthen BC's ambulance system.

The average annual spending increase for BC Emergency Health Services (BCEHS) over the last four years is 7.95% – the budget has increased from \$424.25 million to \$559.141 million.

In July 2021, the Minister of Health announced plans to further strengthen BC's ambulance system to ensure it is more responsive to British Columbians, a better place to work for paramedics and dispatch staff, and able to meet increasing demands and needs through focused and direct leadership. This work is on top of the improvements to emergency services that are being made through the Rural, Remote, First Nations and Indigenous COVID-19 Response Framework announced in April 2020, and improvements negotiated through the collective agreement between BCEHS and the BC Ambulance Paramedics (2019-2022).

The Minister's July 2021 announcement on actions to strengthen the provincial ambulance service include funding for an additional:

- 85 new full-time paramedics*
- 30 dispatchers*
- 22 additional ambulances*
- 24 additional 24/7 ambulance stations in rural communities and new regular part time positions for the smallest remote stations.*

Leadership changes, including a reconstituted board and a new chief ambulance officer position, will enable a direct and focussed approach to ensure better service for patients and families and better supports for front-line staff.

In April 2020, the Province announced the Rural, Remote, First Nations and Indigenous COVID-19 Response Framework (the Framework). It is intended to bring both immediate and long-term, sustainable solutions to those living in rural and remote communities.

The Framework has resulted in improvements to service delivery including the expansion of the First Nation Health Authority's Virtual Doctor of the Day, access to HealthLink BC's Emergency iDoctor-in-assistance (HEiDi), and several real-time virtual support pathways for providers available through the Rural Coordination Centre for BC. Transportation improvements and increased access to emergency services include an additional 55 ground ambulances and 5 air ambulances, the deployment of rural advanced care paramedics to rural and remote communities, and patient transfer improvements in northern BC.

These improvements mean people living in rural and remote communities can expect more consistent

emergency medical responses, enhanced community paramedic primary care services, and a better place to work for front-line staff.

Regional District of Bulkley-Nechako

Action List - December 2021 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Board Meeting December 16, 2021	Delegation Thank You Letter	Write a thank you letter to Deb Trumbley, Director, Northern Regions, BC Emergency Health Services regarding BCEHS Prioritization Model and Staffing in Communities.	Wendy	Completed	Correspondence with Ms. Trumbley - awaiting additional follow-up information.
2021-15-9 Board Meeting December 16, 2021	Budget 2022 Update and Timelines	That a Committee of the Whole Meeting be scheduled for January 20, 2022 to discuss the Draft 2022 Budget.	Cheryl	Completed	
2021-15-10 Board Meeting December 16, 2021	Bulkley Valley Aquatic Centre Budget	Include the Bulkley Valley Regional Pool and Recreation Centre budget in the 2022 Regional District Budget. That the Regional District renew the contract with the Bulkley Valley Aquatic Management Society for a five-year term from January 1, 2022 to December 31, 2026. That the Regional District enter into the Service Provider Agreement with the Bulkley Valley Aquatic Centre Management Society and provide the completed form to the Municipal Insurance Association.	John	Completed	
2021-15-11 Board Meeting December 16, 2021	Virtual BC Natural Resources Forum - January 18-20, 2022	Registration for Rural Directors wanting to attend the Virtual BC Natural Resources Forum January 18-20, 2022.	Wendy	Completed	
2021-15-12 Board Meeting December 16, 2021	COVID-19 Relief Funds	The following Applications for COVID-19 Relief Funds be provided to the following: Electoral Area "A" (Smithers Rural) -Telkwa and District Seniors Society – Insurance and utilities - \$4,964.59 -Telkwa Museum Society – Utilities - \$3,088.76 -Bulkley Valley Collaborative Learning Society – Rent and Insurance - \$12,556.00 -Friends of the Smithers Library – Storage Fees and eBooks - \$3,003.51 Electoral Area "C" (Fort St. James Rural) -Fort St. James 2022 Grad Class – Graduation Activities - \$2,000.00 Electoral Area "D" (Fraser Lake Rural) -Fort Fraser Community Hall Society – Insurance Renewal 2021-2022 - \$3,159.00 -Fraser Lake Chamber of Commerce – Shop and Eat Local Campaign - \$750.00.	Nellie	Completed	
2021-15-13 Board Meeting December 16, 2021	Grant in Aid Request - Nechako Valley Sporting Association	That the Nechako Valley Sporting Association be given \$5,000.00 in Grant in Aid monies from Electoral Area "F" (Vanderhoof Rural) to support the construction of a covered shed with electricity and lighting.	Nellie	Completed	
2021-15-14 Board Meeting December 16, 2021	Northern Development Local Government Internship Program	Provide notification that the Board supports the application to Northern Development Initiative Trust for a grant of up to \$50,000 to host an intern under the Local Government Internship Program from the Northwest and Prince George Regional Development Accounts. And that, the Regional District of Bulkley-Nechako is committed to providing sufficient financial and staffing resources, along with training and professional development opportunities while hosting the intern.	Nellie	Completed	

Regional District of Bulkley-Nechako

Action List - January 2022 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Natural Resources Committee Meeting January 13, 2022	Delegation Thank You Letter	Write a thank you letter to Eamon O'Donoghue, Associate Deputy Minister, Ministry of Forests, Lands, Natural Resources Operations and Rural Development regarding an update regarding Old Growth Deferral.	Wendy	Completed	
NRC.2022-1-4 Natural Resources Committee Meeting January 13, 2022	Write a Letter RE: Harmonizing Stumpage Policy for Community Forests	Write a letter in regard to the concerns and impacts of Harmonizing the Stumpage Policy for Community Forests.	Cheryl	Completed	
RDC.2022-1-3 Rural/Agriculture Committee Meeting January 13, 2022	Minor Fire Services	That the Minor Fire Services Budgets be included in the 2022 Financial Plan.	John	Completed	
RDC.2022-1-4 Rural/Agriculture Committee Meeting January 13, 2022	2022 Capital Budge Pre-Approval - Fort Fraser Fire Truck	Pre-approve \$740,000 in the 2022 Fort Fraser Local Fire Department Budget for the purchase of two fire apparatus for the Fort Fraser Fire Department.	John	Completed	
RDC.2022-1-5 Rural/Agriculture Committee Meeting January 13, 2022	COVID-19 Relief Funds	That the following COVID-19 Relief Funds be provided to the following: Electoral Area C- (Fort St. James Rural) -Fort St. James Curling Club - Utilities and Ice Preparation - \$4,932.18 -Fort St. James Speed Skating Club - Ice Fees for 2021/2022 Season - \$5,000.00.	Nellie	Completed	
WMC.2022-1-5 Waste Management Committee Meeting January 13, 2022	Write a Letter to Recycle BC	Write a letter to Recycle BC providing an outline of the current supply issues RDBN Recycling Depots are experiencing and what is required to address the issue; and further, that the letter be cc'd to Ministry of Environment and Climate Change Strategy, Green for Life Environmental Inc., John Rustad, MLA Nechako Lakes and Nathan Cullen, MLA Bulkley Stikine.	Wendy	Completed	
C.W.2022-2-2 Committee of the Whole Budget Meeting January 20, 2022	BNWOT and BC Provincial Nominee Program Entrepreneur Immigration Regional Pilot	Withdraw from the Bulkley-Nechako Workforce Opportunities Table and the BC Provincial Nominee Program Entrepreneur Immigration Regional Pilot.	Nellie	Completed	

Regional District of Bulkley-Nechako**Action List - January 2022 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2022-2-3 Committee of the Whole Budget Meeting January 20, 2022	2022 Operational Budget Impacts - "One-Stop- Shop"	Support the proposed changes to the Environmental Services operations and include these amounts in the 2022 budget.	John	Completed	
C.W.2022-2-4 Committee of the Whole Budget Meeting January 20, 2022	2022 Budget Update	Staff proceed with the budget with the current operational and capital proposals and bring back the 2022 budget for first and second reading on January 27, 2022.	John	Completed	
Board Meeting January 27, 2022	Delegation Thank You Letter	Write a thank you letter to Graham Genge, Sr. Community and Indigenous Engagement Advisor and Emma Shea, Sr. Community and Indigenous Engagement Advisor, Enbridge regarding the Westcoast Connector Gas Transmission Project Overview.	Wendy	Completed	
Board Meeting January 27, 2022	Delegation Thank You Letter	Write a thank you letter to Taylor Bachrach, MP Skeena Bulkley Valley regarding an update.	Wendy	Completed	
2022-1-17 Board Meeting January 27, 2022	Northern Development - Nechako Valley Sporting Association Application	Provide notification that the Board supports the application to Northern Development Initiative Trust from the Nechako Valley Sporting Association for the Grooming Shed Project.	Nellie	Completed	
2022-1-18 Board Meeting January 27, 2022	Northern Development - Stuart Lake Nordic Society Application	Provide notification that the Board supports the application to Northern Development Initiative Trust from the Stuart Lake Nordic Society for the Trail Groomer Project.	Nellie	Completed	
2022-1-18 Board Meeting January 27, 2022	Pre-approval of the 2022 Fort Fraser Rural Fire Protection Service Budget to Purchase Two Fire Apparatus	Pre-approve the 2022 Fort Fraser Rural Fire Protection Service Budget to purchase two fire apparatus.	John	Completed	
2022-1-19 Board Meeting January 27, 2022	Smithers Rural Fire Protection and Recreation and Culture Agreement - Jan 1, 2022 to Dec 31, 2026	The Board Chair and the Chief Administrative Officer to sign the Smithers Rural Fire Protection and Recreation and Culture Agreement for a 5-year term.	Curtis	Completed	
2022-1-20 Board Meeting January 27, 2022	Sunset Beach Services Agreement	The Chair and the Corporate Officer to sign the Sunset Beach Service Agreement between the Regional District and the Nadleh Whut'en Band for an additional 5-year term expiring on December 31, 2026.	Cheryl	Completed	

Regional District of Bulkley-Nechako**Action List - February 2022 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2022-2-7 Committee of the Whole Meeting February 10, 2022	Federal Government Committed Funding & UBCM Discussion Paper	Staff to research the funding available, allocation and programs currently in place in the region in relation to the 2017 federal government committed \$120.7 million over five years to address the overrepresentation of Indigenous Peoples in the criminal justice and corrections system; and further, that a Discussion Paper be drafted when meeting with the Minister of Mental Health and Addictions, Minister of Health and Minister of Indigenous Relations and Reconciliation at the Union of BC Municipalities.	Taddea/Curtis	Completed/ In Progress	
C.W.2022-2-9 Committee of the Whole Meeting February 10, 2022	Watershed Security Strategy and Fund Discussion Paper	Submit a response to the Ministry of Environment and Climate Change Strategy in regard to Watershed Security Strategy and Fund Discussion Paper; and further, that staff provide a report to the Board prior to submission.	Jason L	Completed	
C.W.2022-2-12 Committee of the Whole Meeting February 10, 2022	Skeena Roundtable Design Workshop	Provide notification that the Board appoints the Chief Administrative Officer or First Nations Liaison to attend the Skeena Roundtable Design Workshop on their behalf.	Taddea/Curtis	Completed	
C.W.2022-2-13 Committee of the Whole Meeting February 10, 2022	NCLGA AGM & Convention May 3-6, 2022 - Fort St. John	Write a letter to the North Central Local Government Association requesting that a virtual option be considered for its AGM and Convention on May 3-6, 2022 in Fort St. John.	Wendy	Completed	
C.W.2022-2-14 Committee of the Whole Meeting February 10, 2022	NCLGA AGM & Convention May 3-6, 2022 - Fort St. John Charter Flight	Staff to investigate the costs of a charter flight from Burns Lake to Fort St. John for the North Central Local Government Association AGM and Convention on May 3-6, 2022 in Fort St. John.	Cheryl	Completed	
Rural/Agriculture Committee Meeting February 10, 2022	Delegation Thank You Letter	Write a thank you letter to Penni Adams, Program Manager, Northwest Invasive Plant Council regarding an update.	Wendy	Completed	

Regional District of Bulkley-Nechako

Action List - February 2022 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2022-2-4 Rural/Agriculture Committee Meeting February 10, 2022	Veterinary Shortage Recommendations	<p>1. Support the following resolution being submitted to NCLGA and UBCM:</p> <p>WHEREAS there is a CRITICAL shortage of Veterinarians, particularly for large animals, in BC; and</p> <p>WHEREAS the Province of BC sponsors 20 IPA (Inter-Provincial Agreement) students (out of the 140+ who apply) per year for the four-year Doctor of Veterinary Medicine program at the Western College of Veterinary Medicine at the University of Saskatchewan, and has the option to sponsor an additional 20 students under the IPA;</p> <p>THEREFORE BE IT RESOLVED that NCLGA and UBCM request the Minister of Advanced Education and the Government of BC commit to funding a total of 40 Veterinary students under the Inter-Provincial Agreement in each year for four years at the Western College of Veterinary Medicine.</p> <p>2. That the Committee recommend that the Board request a meeting with Premier Horgan to discuss the veterinary shortage in BC.</p>	Cheryl	Completed	Submitted to NCLGA and Request to Premier Horgan
RDC.2022-2-6 Rural/Agriculture Committee Meeting February 10, 2022	Fort Fraser Local Community Budgets	That the Fort Fraser local budgets be included in the Regional District overall budget.	John	Completed	
RDC.2022-2-7 Rural/Agriculture Committee Meeting February 10, 2022	COVID-19 Relief Funds Applications	<p>That the applications for COVID-19 Relief Funds be provided to the following:</p> <p>-Electoral Area "A" (Smithers Rural) -Round Lake Community Hall – Insurance - \$3,263.00</p> <p>-Electoral Area "B" (Burns Lake Rural) -Lakes District Festival Association- Insurance and Fees - \$1,443.73</p> <p>-Electoral Area "F" (Vanderhoof Rural) - Vanderhoof Curling Club – Utilities, Insurance, Ice Supplies - \$17,474.33</p> <p>-Electoral Area "G" (Houston Rural) -Topley Community Club – Insurance and Hydro - \$3,520.34.</p>	Nellie	Completed	
Board Meeting February 24, 2022	Delegation Thank You Letter	Write a thank you letter to Colleen Gellein, Senior Resource Coordination Officer, North Regional Negotiations and Stewart Dickson, Regional Negotiator, Associate Director Skeena/Omineca Region Team, Ministry of Indigenous Relations and Reconciliation regarding Indigenous Reconciliation in British Columbia - History & Resources.	Kyla	Completed	
2022-2-15 Board Meeting February 24, 2022	RDBN Board of Directors Remuneration	Staff to bring forward Regional District Board Remuneration for consideration prior to October 2022 Local government Elections.	Cheryl/John/Curis	In Progress	

Regional District of Bulkley-Nechako**Action List - February 2022 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2022-2-17 Board Meeting February 24, 2022	2022 Parks and Trails Budget	Surplus from the 2021 year be placed in operational reserves for each service area.	John	Completed	
2022-2-17 Board Meeting February 24, 2022	Smithers Rural Fire and Smithers Recreation and Culture Budgets	Smithers Rural Recreation and Culture Budget to move forward into the overall Regional District budget.	John	Completed	
2022-2-18 Board Meeting February 24, 2022	Smithers Rural Fire and Smithers Recreation and Culture Budgets	That the RDBN Electoral Area "A" (Smithers Rural) and Town of Smithers meet to discuss the Smithers Rural Fire Protection budget as per the agreements in order to address the 2022 budget in a timely manner.	John	Completed	
2022-2-17 Board Meeting February 24, 2022	Smithers Rural Fire and Smithers Recreation and Culture Budgets	Staff to schedule an annual meeting with funding partners and service providers on joint services in anticipation of yearly budget preparation.	John	Oct-22	
2022-2-18 Board Meeting February 24, 2022	Taxation Transfer Requests	Complete the taxation changes requested as amended.	John	Comp	
2022-2-23 Board Meeting February 24, 2022	Area "A" (Smithers Rural) Economic Development Service Funds Request	Allocate \$5,000.00 from Electoral Area "A" (Smithers Rural) Economic Development Service funds to Northern BC Tourism Association for an Economic Impact Study.	Nellie	Completed	

Regional District of Bulkley-Nechako**Action List - February 2022 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2022-2-25 Board Meeting February 24, 2022	Community Resiliency Investment Program - 2022 FireSmart Community Funding & Support Application	Submit an application to the Union of British Columbia Municipalities (UBCM) Community Resiliency Investment Program – FireSmart Community Funding & Support (CRI Funding), for the 2022 funding stream. Further, if the grant is approved the Board authorizes staff to receive and manage all grant funding and commits to any associated ineligible costs and cost overruns.	Jason Blackwell	Completed	
2022-2-26 Board Meeting February 24, 2022	Union of BC Municipalities Community Emergency Preparedness Fund - Emergency Operations Centre Application	Submit an application to the Union of BC Municipalities Community Emergency Preparedness Fund Emergency Operations Centre for the 2022 funding stream. Further, if the grant is approved the Board authorizes staff to receive and manage all grant funding and commits to any associated ineligible costs and cost overruns.	Christopher Walker	Completed	
2022-2-27 Board Meeting February 24, 2022	Union of BC Municipalities Community Emergency Preparedness Fund - Emergency Support Services Application	Submit a regional application to the Union of BC Municipalities Community Emergency Preparedness Fund (UBCM) – Emergency Support Services (ESS) funding stream for the 2022 grant on behalf of the Regional District of Bulkley-Nechako (RDBN), District of Fort St. James, District of Vanderhoof, Village of Burns Lake, and Village of Granisle. Further, if the grant is approved the Board authorizes staff to receive and manage all grant funding and commits to any associated ineligible costs and cost overruns.	Christopher Walker	Completed	
2022-2-33 Board Meeting February 24, 2022	2022 Capital Budget Pre-Approval - Used Roll-Off Truck Purchase	Pre-approve the \$150,000 in the 2022 Capital Budget for the purchase of a used Roll-off Truck.	John	Completed	