

AGENDA

MEETING NO. 7

June 30, 2022

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VISION

“A World of Opportunities
Within Our Region”

MISSION

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, June 30, 2022

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – June 30, 2022</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
7-19	Board Meeting Minutes – May 26, 2022	Approve
20-25	Committee of the Whole Meeting Minutes - June 16, 2022	Receive
26-27	Connectivity Committee Meeting Minutes - June 16, 2022	Receive
28-30	Natural Resources Committee Meeting Minutes - June 16, 2022	Receive
31-33	Rural/Agriculture Committee Meeting Minutes - June 16, 2022	Receive
34-37	Waste Management Committee Meeting Minutes - June 16, 2022	Receive
	<u>DELEGATION</u>	
	<u>ARTEMIS GOLD INC. (via Zoom)</u> Jeremy Langford, Chief Operating Officer RE: Update	
	<u>ELECTORAL AREA PLANNING (All Directors)</u>	<u>ACTION</u>
	<u>Development Variance Permit</u>	
38-43	Rowan Nagel, GIS/Planning Technician Development Variance Permit Application No. F-01-22 Electoral Area “F”	Recommendation

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<u>PAGE NO.</u>	<u>OTHER</u>	<u>ACTION</u>
44-47	Jason Llewellyn, Director of Planning Zoning Bylaw Text Amendments Regarding The Regulation of Dwellings	Recommendation
	<u>DEVELOPMENT SERVICES (All Directors)</u>	
	<u>ALR Applications</u>	
48-74	Danielle Patterson, Senior Planner Non-Farm Use in the ALR Application No.1243 Electoral Area "G"	Recommendation
75-91	Danielle Patterson, Senior Planner Non-Farm Use in the ALR Application No.1244 Electoral Area "A"	Recommendation
	<u>BUILDING INSPECTION (All Directors)</u>	
92-103	Steve Davis, Building Inspector Building Bylaw Non-compliance Issues	Receive
	<u>ENVIRONMENTAL SERVICES</u>	
104-109	Alex Eriksen, Director of Environmental Services – Houston and Fraser Lake Recycling	Recommendation
110-113	Alex Eriksen, Director of Environmental Services – Reusable Metal Salvage – Pilot Program for Burns Lake Transfer Station	Recommendation
	<u>ADMINISTRATION REPORTS</u>	
114-119	Wendy Wainwright, Deputy Director of Corporate Services - Committee Meeting Recommendations - June 16, 2022	Recommendation
120-124	Cheryl Anderson, Director of Corporate Services - Election Procedure Bylaw No. 1981, 2022	Recommendation
125-126	John Illes, Chief Financial Officer – Bylaw No. 1982 Revenue Anticipation Borrowing Bylaw	Recommendation
127-128	John Illes, Chief Financial Officer – Chinook Community Forest	Recommendation

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
129-131	Nellie Davis, Manager of Regional Economic Development – Electoral Area A (Smithers/Telkwa Rural) Economic Development Service Grant – Smithers and District Chamber of Commerce	Recommendation
132	Nellie Davis, Manager of Regional Economic Development – Canada Community – Building Fund BC – Area “A” (Smithers Rural) Round Lake Hall Boat Launch Project	Recommendation
133	Nellie Davis, Manager of Regional Economic Development – Canada Community – Building Fund BC – Area “A” (Smithers Rural) Town of Smithers and Area Transit	Recommendation
134	Nellie Davis, Manager of Regional Economic Development – Canada Community – Building Fund BC – Area “D” (Fraser Lake Rural) Fort Fraser Community Hall Furnace Replacement Project	Recommendation
135	Nellie Davis, Manager of Regional Economic Development – Canada Community – Building Fund BC – Area “E” (Francois/Ootsa Lake Rural) Grassy Plains Hall Foundation Repair Project	Recommendation
136	Nellie Davis, Manager of Regional Economic Development – Canada Community – Building Fund BC – Area “F” (Vanderhoof Rural) Nechako Valley Exhibition – Beef Barn Upgrades	Recommendation
137	Shari Janzen, Economic Development Assistant -Ministry of Transportation & Infrastructure -Letter of Support Request	Recommendation
138-140	First Nations Liaison- Truth and Reconciliation Calls to Action	Discussion/ Receive
<u>ADMINISTRATION CORRESPONDENCE</u>		
141-142	Union of B.C. Municipalities – Re: 2022 NCLGA Resolution – Veterinarian Shortage	Receive

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SUPPLEMENTARY AGENDA

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

RECEIPT OF VERBAL REPORTS

NEW BUSINESS

IN-CAMERA MOTION

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90(1)(c) labour relations or other employee relations and 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Core Advisory Council) must be closed to the public therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 6****Thursday, May 26, 2022**

PRESENT:	Chair	Gerry Thiessen
	Directors	Gladys Atrill Shane Brienen Mark Fisher Dolores Funk – via Zoom Tom Greenaway Clint Lambert – arrived at 10:16 a.m. Linda McGuire Annette Morgan Chris Newell – via Zoom Mark Parker Jerry Petersen Michael Riis-Christianson – via Zoom Sarrah Storey –via Zoom 10:18 – arrived in person at 10:23 a.m.
	Director Absent	Bob Motion, District of Fort St. James
	Alternate Director	Judy Greenaway, District of Fort St. James
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Jason Berlin, Senior Building Inspector – left at 11:04 a.m. John Illes, Chief Financial Officer Nellie Davis, Manager of Regional Economic Development – arrived at 11:11 a.m., left at 11:35 a.m. Justin Greer, Economic Development Assistant – arrived at 11:11 a.m., left at 11:35 a.m. Jason Llewellyn, Director of Planning – via Zoom – left at 11:18 a.m. Danielle Patterson, Senior Planner – left at 11:18 a.m. Wendy Wainwright, Deputy Director of Corporate Services
	Others	John Rustad, MLA Nechako Lakes – left at 10:35 a.m. Kristina Bell, Cypress Land Services – left at 10:55 a.m.

FIRST NATIONS ACKNOWLEDGEMENT**CALL TO ORDER** Chair Thiessen called the meeting to order at 10:00 a.m.**AGENDA** Moved by Director Atrill
Seconded by Director Greenaway**2022-6-1** “That the Board Meeting Agenda of May 26, 2022 be approved.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
April 28, 2022 and Special
Board Meeting Minutes
May 26, 2022

Moved by Director Petersen
 Seconded by Director Brienens

2022-6-2

“That the Board Meeting Minutes of April 28, 2022 and Special Board Minutes of May 12, 2022 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES (CONT'D)

Committee Meeting
Minutes- May 12, 2022

Moved by Director Atrill
 Seconded by Director Parker

2022-6-3

“That the following Committee Meeting Minutes be received:

- Committee of the Whole Meeting Minutes
 - May 12, 2022
- Rural Agriculture Committee Meeting Minutes
 - May 12, 2022
- Waste Management Committee Minutes
 - May 12, 2022.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

John Rustad, MLA Nechako Lakes

Chair Thiessen welcomed John Rustad, MLA Nechako Lakes.

MLA Rustad provided the following update:

- COVID-19 and other challenges
- BC Electoral Boundaries Commission regarding electoral district boundaries
 - o Submissions can be submitted until May 31, 2022
 - o MLA Rustad provided input regarding the uniqueness of all communities within the region and identified the challenges in potentially combining electoral district boundaries
 - o Need to have effective representation
- Forestry
 - o Concerns regarding
 - Government policies
 - o Old Growth Deferral Impacts to midterm timber supply
 - o Allowable Annual Cut (AAC) and BC Timber Sales
 - Significant impact to companies and region
 - o Due to impacts will potentially have sawmill closures, including pulp mills
 - Raised the issue with the Minister of Forests
 - Indicated that there will be an attempt to return what is available through the old growth deferral into the forestry process
 - o Advocacy
 - o Current lumber prices
- Rail/Rail Access
 - o Forest companies struggling to access available rail cars to transport goods
 - o Affects to supply chain
 - o Opportunity to advocate.

DELEGATION (CONT'D)

John Rustad, MLA Nechako Lakes (Cont'd)

Discussion took place regarding:

- Healthcare concerns and crisis
 - o Doctor, nurse, long term and senior care aid staffing shortages
 - o Impacts to facilities having to divert patients
 - o Unnecessary education requirements
 - o MLA Rustad brought forward concerns to the Honourable Adrian Dix, Minister of Health
 - Potentially bringing forward a plan (originally planned for the fall of 2021)
 - o Support for local healthcare workers
 - o Educational bursaries/scholarships for medical students
 - Assist to have local youth return to their communities once medical programs are complete
- Inflationary pressure on lumber prices, food, housing, and energy
- Forestry
 - o Removing dead trees from Provincial Parks – wildfire mitigation
 - o Forest Enhancement Society of BC received extended funding
 - o BC Wildfire Service moving toward a 365 day per year service
- Employee shortages
 - o Immigration to assist in fulfilling the shortage
 - o More local training
 - o Adjust education system to meet local needs
- BC Electoral Boundaries Commission
 - o Initial report to be brought forward to the Legislature for review – Fall 2022
 - o Additional consultation
 - o Report to the Province of BC in Spring 2023
 - o Need consideration for access to services and needs to be included in special considerations
 - o Stressing the uniqueness and benefits of living in smaller communities
- COVID-19
 - o Division and healing that needs to take place
 - o Loss of nurses regarding vaccination mandates
 - o Respecting choice
 - o Finding ways to return compassion and acceptance
- BC Energy Step Code
 - o Concerns regarding impact to rural regions
 - o RDBN advocacy and letters
 - o Implementation of regulations are impacting the ability to build houses in northern communities
 - Increased costs
 - Unavailable trades and qualified individuals
 - Impact to cultural homes eg. Log homes
 - Impacting the ability to bring in labourers and healthcare works.

MLA Rustad spoke of the priorities of society and that an important principle is being forgotten - people. In terms of housing there are consequences of implementing regulations in northern BC vs. southern BC. Chair Thiessen emphasized that houses are built in the north to be lived in.

Chair Thiessen thanked Mr. Rustad for attending the meeting.

ELECTORAL AREA PLANNING (All Directors)

Advisory Planning Commission Moved by Director Fisher
Member Appointment Seconded by Director Atrill
-Electoral Area "A"

2022-6-4

1. "That the Board remove Janik Heer and Brian Atherton from the APC for Electoral Area A.
2. That the Board appoint Laurelin Svisdahl to the APC for Electoral Area A for the term ending on December 31, 2022."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Non-Farm Use in the ALR
Application No. 1245
-Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Atrill

2022-6-5

"That Agricultural Land Reserve Non-Farm Use Application No. 1245 be recommended to the Agricultural Land Commission for approval."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Telus Wireless Communication
Facility No. BC109430

Moved by Director Parker
 Seconded by Director Storey

2022-6-6

"That the 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2022/2023 Annual Operating
Agreement with BC Transit

Moved by Director Atrill
 Seconded by Director Storey

2022-6-7

"That the Board receive the 2022/2023 Annual Operating Agreement and that the Board approve entering into the Agreement with BC Transit as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUILDING INSPECTION (All Directors)

Letter to Minister Eby - BC
Energy Step Code

Moved by Director Petersen
 Seconded by Director Storey

2022-6-8

"That the Board ratify the letter to the Honourable David Eby, Attorney General and Minister Responsible for Housing regarding BC Energy Step Code; and further, that the letter be sent to the Honourable Nathan Cullen, Minister of Municipal Affairs, John Rustad, MLA Nechako Lakes, Shirley Bond, MLA Prince George-Valemount and Regional Districts."

BUILDING INSPECTION (All Directors) (CONT'D)

Moved by Director Newell
 Seconded by Director Parker

2022-6-9

“That the Letter to Minister Eby regarding BC Energy Step Code be amended to include: including special consideration for cultural or alternative building techniques such as log homes.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

“That the question be called on Motion 2022-6-8 as amended.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

CAO Helgesen commented that staff recently received communication from the Building and Safety Branch of the Office of Housing and Construction Standards of the Ministry of Attorney General and Minister Responsible for Housing indicating they are conducting some research into some of the issues raised.

PARKS AND TRAILS (All Directors)

Recreation Contribution
 Service Bylaws

Moved by Director Riis-Christianson
 Seconded by Director Greenaway

2022-6-10

1. “That "Electoral Area A Recreation Contribution Service Establishment Bylaw No.1976, 2022” be given first, second and third reading this 26th day of May, 2022.
2. That "Electoral Areas B and E Recreation Contribution Service Establishment Bylaw No. 1977, 2022" be given first, second and third reading this 26th day of May, 2022.
3. That "Electoral Area C Recreation Contribution Service Establishment Bylaw No.1978, 2022" be given first, second and third reading this 26th day of May, 2022.
4. That "Electoral Area G Recreation Contribution Service Establishment Bylaw No.1979, 2022" be given first, second and third reading this 26th day of May, 2022.
5. And, that the Board endorse the alternative approval process in accordance with Section 345(1)(a) of the Local Government Act as the method to obtain the assent of the electors for the establishment of the bylaws.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Director Fisher spoke of the need to have a completed master plan prior to approving funding for the 2023 budget. He noted the importance of the community setting the annual tax base through completed master plans. Jason Llewellyn, Director of Planning indicated that the Area Director may determine and make recommendations for taxation for any given year. The Parks and Trails Service Establishment Bylaws adopted in 2021 allows for the apportionment of costs attributed to the actual costs associated with the capital, operational and administration for each Regional Park or Regional Trail. Director Fisher will follow up with staff to bring forward master plan information for Board consideration.

ENVIRONMENTAL SERVICES

Fort Fraser Water and Sewer System Upgrades

Moved by Director Parker
 Seconded by Director Storey

2022-6-11

1. "That the Board utilize up to \$365,000 of Northern Capital Planning Grant and Federal Gas Tax Contributions for the following 2022 projects: replacement of Dock Avenue and Telegraph Trail's Water Distribution Infrastructure, Lagoon Facility Upgrade, Manhole Repairs, and the Sanitary Sewer Improvement Feasibility Study.
2. That the Board direct award the 2022 design, tendering, and management contract to True Consulting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Committee Meeting Recommendations -April 14, 2022

Moved by Director Funk
 Seconded by Director Fisher

2022-6-12

"That the Board approve recommendations 1 through 3 as amended:

Committee of the Whole Meeting – May 12, 2022

Recommendation 1:

Re: Write letters to Premier Horgan, Minister of Public Safety and Solicitor General and Minister of Justice and Attorney General of Canada

"That the Board write letters to the Honourable John Horgan, Premier, the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General and the Honourable David Lametti, Minister of Justice and Attorney General of Canada in regard to ending human trafficking, sex trafficking and prostitution in BC; and further request that law enforcement and education are increased to achieve the ending of human trafficking and provide safety for citizens."

Rural/Agriculture Committee Meeting – May 12, 2022

Recommendation 2:

Re: COVID-19 Relief Fund Applications

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

-Electoral Area "B" (Burns Lake Rural)

-Lakes District Film Appreciation Society – Insurance, Utilities
 - \$6,002

-Electoral Area "D" (Fraser Lake Rural)

-Fraser Lake Saddle Club – Insurance, Utilities - \$2,451

-Electoral Area "E" (Francois/Ootsa Lake Rural)

-Lakes District Film Appreciation Society – Insurance, Utilities
 - \$6,002."

ADMINISTRATION REPORTS (CONT'D)

Waste Management Committee Meeting – May 12, 2022

Recommendation 3:

Re: Waste Characterization and Recycling Feedstock Inventory

“That the Board approve XCG as the consultant for conducting the Waste Characterization and Recycling Feedstock Inventory in 2022/2023 based on the proposed project budget of \$125,000 to be funded through general operations within the Environmental Services budget.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Union of BC Municipalities
 Convention 2022

-September 12-16, 2022

Whistler, B.C. – Attendance

Authorization – Resolution Deadline

-Minister/Ministry Staff Meetings

Moved by Director Greenaway
 Seconded by Director McGuire

2022-6-13

“That the Board authorize attendance of Chair Thiessen and Rural Directors at the UBCM Convention from September 12-16, 2022 in Whistler, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Canada Community - Building
 Fund BC – Area “A” (Smithers
 Rural) Cycle 16 Commuter Trail

Moved by Director Fisher
 Seconded by Director Atrill

2022-6-14

“That the Board approve allocating \$26,000 of the previously approved \$300,000 for the construction of the Cycle 16 Commuter Trail to the Cycle 16 Society for costs associated with design and project management of phase one of the trail.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northern Healthy Communities
 Fund First Nations Capacity
 Building Application

Moved by Director Funk
 Seconded by Director Riis-Christianson

2022-6-15

“That the Board supports the Regional District of Bulkley-Nechako’s application to Northern Development Initiative Trust - Northern Healthy Communities Fund for the First Nations Engagement Capacity Building Project (Year Two).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

UBCM Strategic Priorities
 Fund Application – Bulkley
 Valley Aquatic Centre Upgrade
 Project

Moved by Director Fisher
 Seconded by Director Atrill

2022-6-16

1) “That the Board supports the RDBN’s application to the Union of British Columbia Municipalities’ Strategic Priorities Fund for the Bulkley Valley Pool Upgrade Project, and;

2) That the Board commits to providing overall financial management for the project.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Valley Exhibition

Moved by Director Petersen
 Seconded by Director Parker

2022-6-17

“That the Board provide a Letter of Support to the Nechako Valley Exhibition Society to be used for its funding applications for the Nechako Valley Exhibition Barn Upgrades Project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Cycle 16 Trail – Release
 Motion to the Public

Moved by Director Atrill
 Seconded by Director Fisher

2022-6-18

“That the Board receive Director of Corporate Services’ Cycle 16 Trail – Release Motion to the Public memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation Calls
 to Action

Moved by Director Brien
 Seconded by Director McGuire

2022-6-19

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

UNDRIP as a Framework for
 a Reconciliation Action Plan

Moved by Director Storey
 Seconded by Director Brien

2022-6-20

“That the Board receive the First Nations Liaison’s UNDRIP as a Framework for a Reconciliation Action Plan memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Determining a path forward
- Bringing the Discussion Paper: UNDRIP as a Framework for an Internal Reconciliation Action Plan Forward for further consideration
- Providing an apology
- History of the RDBN
- What actions has the RDBN undertaken and are currently doing to move forward
- Federal Governments role
- Federal and Provincial treatment of Indigenous Peoples

ADMINISTRATION REPORTS (CONT'D)

- How to address each action item and action plan
- 14 First Nation communities in the RDBN
- Each First Nation communities and member municipalities are unique
- Municipalities can be more focused vs Regional Districts are a more regional perspective
- Prioritize areas by importance
- Importance of one-on-one dialogue with elected officials and First Nations communities
- Responsibility of Board Members to ensure relationships are strong and intact
- Ensure relationships building extends to staff
- Sharing Discussion Paper with member municipalities
- Look for opportunities to build relationships
- Informal gathering
- Discussion Paper a guiding document
- Staffing capacity moving forward
- Working with other agencies and levels of government
- Bringing forward the Discussion Paper at a future meeting.

Break for Lunch at 12:10 p.m.

Reconvened at 1:00 p.m.

Growing Opportunities Moved by Director Parker
Newsletter and Podcast Update Seconded by Director Lambert

2022-6-21

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Director McGuire – Village of Granisle Update

Director McGuire provided the following update:

- Council met with Lake Babine Nation
 - Introduction to Foundation Agreement – LBN 101 Overview
 - Village of Granisle and LBN partners in Granisle Community Forest
 - Discussed the Granisle Marina
 - Foreshore Agreement renewal process
 - LBN will have further discussions regarding support
 - Granisle Days – August 13th
 - Joint barbeque and salmon feast is being discussed
 - Continuing to build relationships.
- Budget process complete – implementing a 5.5% tax increase
- House price in Granisle increased 30%
 - Houses are still affordable but selling for more than \$100,000.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Director Greenaway – Electoral Area “C” (Fort St. James Rural) Director Greenaway mentioned that he had spoken with a young Fort St. James community member that is currently attending a medical educational program in Prince George and is intending to return to Fort St. James to work at the new Fort St. James Hospital at the completion of their program.

Alternate Director Greenaway -District of Fort St. James Alternate Director Greenaway provided the following update:

- The contractors have broken ground for the new Fort St. James Hospital
 - o Senior Complex being built has 36 units – starting preparations
- New RCMP building in Fort St. James
 - o Modular building
 - o Old building will be torn down with the garage remaining
- \$300,000 paving works to be completed in 2022
- Fort St. James Arena upgrades - \$2.9 million.

Director Riis-Christianson -Electoral Area “B” (Burns Lake Rural) Update Director Riis-Christianson provided an update regarding connectivity.

- Initial provincial announcement regarding connectivity funding
- Some more announcements coming
- Wants to have discussions with successful proponents regarding extending coverage.

Director Lambert – Electoral Area “E” (Francois/Ootsa Lake Rural) Update Director Lambert noted the following:

- Electoral Area “E” received funding for connectivity projects
- Hazard, Risk, Vulnerability Analysis (HRVA)
 - o Identified the need for a helicopter landing pad
 - o Determining possible location
 - o BC Emergency Health Services (BCEHS) has also indicated there is a helicopter service designated for rural community transportation of stroke patients that may also potentially utilize a helicopter landing pad
 - o BCEHS Ambulance Service on the Southside is at 70% operational levels.

Director Parker, Electoral Area “D” (Fraser Lake Rural) Update Director Parker provided the following update:

- The Province announced Fort Fraser has been approved for Connectivity Funding
- BC Veterinarian Shortage
 - o Met with the Honourable Nathan Cullen, Minister of Municipal Affairs
 - Discussed barriers for international vets
 - Provincial and federal government investigating removing barriers
 - o Contact MMP – Consulting Firm – developing an economic study
 - Scope, outline and cost
 - Provided to the Society of BC Veterinarians will present to the province
 - BC Cattlemen’s Association also engaged
 - o University of Northern BC
 - Investigating options for a program moving forward
 - Meeting with the Honourable Anne Kang, Minister of Advanced Education and Skills Training.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Director Funk - Village of Burns Lake Update

Director Funk provided the following update:

- Tourism season is under way with Victoria Day May long weekend - the Francois Lake Forester Ferry was busy with RV traffic
- Construction has begun in Burns Lake with a few multi-family housing projects
 - o Challenging to find trades people – impacting project moving forward
- Centre Street Sidewalk Project in partnership with Lake Babine Nation and an Active Communities Grant is underway
 - o Improving walkability and community safety
- Indigenous Day Celebration planning underway with the six neighbouring First Nations
- Recognizing the one-year anniversary of the discovery of unmarked graves at the former Kamloops Indian Residential School.

Director Brienens – District of Houston Update

Director Brienens spoke of the following:

- May long weekend rodeo at the Four Seasons Park in Houston
 - o Community celebration
- Youth Baseball – high member participation – investigating more field options
- Partnering with First Nations to celebrate Indigenous People Day
- Downtown Houston construction moving forward
- RBA meeting update at next RDBN meeting.

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

Director Petersen noted that the Grand Opening of the Cluculz Lake Fire Hall took place May 7th and it was a good celebration. He also reported that the new hospital in Fort St. James is moving forward with construction and is anticipating a late 2024 completion schedule.

Director Atrill - Town of Smithers Update

Director Atrill provided the following update:

- Tourism – Fan Tours scheduled to take place including Ursa Minor at Ootsa Lake
- Moving forward projects utilizing Northern Capital Planning Grant Funding
- Participating through Union of B.C. Municipalities to set aside RCMP back pay costs
- Downtown Landscaping Project to be completed August 2022
 - o Local contractor is creating bowls utilizing the trees that were removed as a potential memorial project
- Neighborhood expansion and putting forward proposal for subdivision
- Doctor shortage – 2 doctors have announced their retirement and currently have 4000 patients
- Pride Event – June 4th.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Director Storey – Village of Fraser Lake Update

- Director Storey brought forward the following:
- Union of B.C. Municipalities Advocacy Days
 - o Met with 28 Ministers and Members of Legislative Assembly (MLAs)
 - Some of the topics discussed were:
 - Housing
 - Climate Action
 - Supporting Emergency Management
 - Long term local government capacity
 - Completing a project that begun in 2018 to have a Kiosk into communities that do not have a Service BC and Service Canada office
 - Fraser Lake Statistics Canada Census numbers going down – will be challenging the number
 - Projects moving forward
 - o Ice plant and arena upgrades
 - Paramedic issues and challenges
 - o 2 permanent employees working 24/7
 - Village of Fraser Lake working with community stakeholders to build a helicopter pad beside the Fraser Lake Medical Clinic
 - Village of Fraser Lake Council approved an “All Children Matter” sidewalk.

Chair Thiessen - Update

- Chair Thiessen attended the following conferences and meetings:
- o Council of Forest Industries Convention April 27-29, 2022
 - o North Central Local Government Association Convention May 3-6, 2022,
 - o University of Northern B.C. meeting for regional communities,
 - o Cluculz Lake Fire Hall Grand Opening
 - o Regional Primary Care Community Meeting which is focusing on men’s healthcare
 - o Treatment centre at Tachet Lake
 - o Community Youth Centre operated by Carrier Sekani Family Services and feeds approximately 90 children a day
 - o Along with Director Petersen met with Ulkatcho First Nation re: the building of an emergency route from Anahim Lake to Vanderhoof
 - o Artemis Gold
 - o Toured the western end of the Regional District and visited the Smithers Telkwa Transfer Station and Knockholt Landfill.

Chair Thiessen brought forward concerns regarding job positions not being filled and often requirements put in place are unnecessary.

The Vanderhoof Cultural Centre building will be complete at the beginning of July 2022.

The District of Vanderhoof is working together with First Nations to plan its Indigenous Peoples Day celebration. Chair Thiessen encouraged communities to discuss with their local First Nations regarding the implementation of “All Children Matter” crosswalks.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Director McGuire – Village of Granisle – Update

Director McGuire requested the contact information for Deb Trumbley, Director, Patient Care Delivery, Northern Districts, BC Emergency Health Services to follow up additional ambulance attendants being hired through a provincial initiative in 2021.

The Village of Granisle unveiled a park bench in recognition of residential school survivors.

Receipt of Verbal Reports

Moved by Director Storey
 Seconded by Director McGuire

2022-6-22

“That the verbal reports of the various Board of Directors be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Director Storey
 Seconded by Director McGuire

2022-6-23

“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 (Range Tenure Negotiations) must be closed to the public therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Storey
 Seconded by Director Atrill

2022-6-24

“That the meeting be adjourned at 1:37 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, June 16, 2022**

PRESENT:

Chair	Gerry Thiessen
Directors	Gladys Atrill – via Zoom Shane Brienen Mark Fisher Tom Greenaway Clint Lambert Linda McGuire Annette Morgan Bob Motion Chris Newell Mark Parker Jerry Petersen Michael Riis-Christianson Sarrah Storey – via Zoom, left at 12:07 p.m., returned at 1:24 p.m.
Director Absent	Dolores Funk, Village of Burns Lake
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Megan D’Arcy, Agriculture Coordinator (west) – arrived at 1:24 p.m. Nellie Davis, Manager of Regional Economic Development John Illes, Chief Financial Officer Wendy Wainwright, Deputy Director of Corporate Services
Others	Bryan Crosby, Regional Manager, Planning & Partnerships, Ministry of Transportation and Infrastructure – left at 11:57 a.m. Darrell Gunn, Executive Director, Northern Region, Ministry of Transportation and Infrastructure – left at 11:57 a.m. Shaun Holahan, District Manager, Fort George District, Ministry of Transportation and Infrastructure – left at 11:57 a.m. Dave Stevens, President, Bulkley Valley Lakes District Airshed Management Society – left at 11:20 a.m.

CALL TO ORDER

Chair Thiessen called the meeting to order at 10:38 a.m.

FIRST NATIONS ACKNOWLEDGEMENT**AGENDA**Moved by Director Newell
Seconded by Director Greenaway**C.W.2022-6-1**

“That the Agenda of the Committee of the Whole meeting of June 16, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
 Minutes – May 12, 2022

Moved by Director Motion
 Seconded by Director Petersen

C.W.2022-6-2

“That the Committee of the Whole Meeting Minutes of May 12, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BULKLEY VALLEY LAKES DISTRICT AIRSHED MANAGEMENT SOCIETY – Dave Stevens, President RE: Air Pollution Monitoring in the RDBN

Chair Thiessen welcomed Dave Stevens, President, Bulkley Valley Lakes District Airshed Management Society.

Mr. Stevens provided an overview of the Bulkley Valley Lakes District (BVLVD) Airshed Management Society – Air Pollution Monitoring in the RDBN.

- Established in 2005
- Factual understanding of air pollution for decision making
- Updated micro emissions Inventory for the Bulkley Valley Lakes District
 - o Project began in 2018
 - o Amass an inventory of air pollution in the Bulkley Valley
 - o Dungate Community Forest a funding partner and requested a *Summary Report of Local Air Quality*
- Burns Lake Volunteer Fire Department – regulatory grade equipment in place
 - o Particular monitoring and calibration is conducted by a technician
 - o Good information
- Low-cost monitoring options
 - o PurpleAir Sensors
- Crematory proposal in Smithers in 2021 prompted review of air pollution in the area
 - o Concerns expressed regarding pollution
 - o Received grant in aid funding to install two PurpleAir Sensors
- Ministry of Environment has a network of monitors within Burns Lake
- Rural areas un-addressed
- Will bring forward funding request for sensors for rural areas surrounding Burns Lake.

Chair Thiessen thanked Mr. Stevens for attending the meeting.

REPORTS

Union of B.C. Municipalities
 -Minister Meeting/Ministry
 Staff Requests

Moved by Director Parker
 Seconded by Director McGuire

C.W.2022-6-3

“That the Committee recommend to the Board that the Minister Meeting requests be submitted for the 2022 Union of BC Municipalities Convention.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

The Committee spoke of including the following additional requests for Minister Meetings for the 2022 UBCM Convention:

Minister of Advanced Education and Skills Training (Director Parker) (Same as Minister of Agriculture request)

- Vet Shortage (identify what steps RDBN has taken)
(Potential for joint meeting with RDFFG)

Minister of Transportation and Infrastructure (Chair Thiessen/Director Greenaway)

- Highway 16/27 Corridor Study and Intersection

Minister of Health

- Impacts of vaccine mandates (Director Newell)
- Needle Exchange Programs (Director Brienen)
 - Discarded needles – make more identifiable as they are ending up in playgrounds and other public locations.

Discussion took place regarding:

- Meetings with the Regional District and member municipalities in support of same topics being brought forward
- Northwest B.C. Resource Benefits Alliance (RBA) request for meeting will be submitted by the RBA.

Union of B.C. Municipalities -Resolutions

Moved by Director Riis-Christianson
Seconded by Director Lambert

C.W.2022-6-4

“That the Committee recommend that the Sustainable Funding for Public Libraries Resolution be submitted to the Union of BC Municipalities for consideration at this year’s convention if not addressed through the North Central Local Government Association resolution process.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Hydro – UBCM 2022 Meeting Invite

Moved by Director Lambert
Seconded by Director Riis-Christianson

C.W.2022-6-5

“That the Committee receive the Director of Corporate Services’ BC Hydro – UBCM 2022 Meeting Invite memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Draft RDBN Director Communication Guide and Communications Policy

The following was discussed:

- Utilizing Guide and Policy for Director Orientation.
- Responsibility and obligation of elected officials -communicating with constituents
- Elected officials providing a response in regard to a request for information
- Wording change “should” to “may”
- Living document
- Chair speaks on behalf of the board
- Guide is to provide support and guidance regarding communications for the Board and staff.

INCAMERA MOTION

Moved by Director Brienen
 Seconded by Director

C.W.2022-6-6

“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 (Highway 16/27) must be closed to the public therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Break for Committee of the Whole In-Camera Meeting at 11:57 a.m.****Reconvened at 12:07 p.m.****Break for Lunch at 12:07 p.m.****Reconvened 12:49 p.m.****REPORTS (CONT'D)****Draft RDBN Director Communication Guide and Communications Policy (Cont'd)**

- RDBN Strategic Plan
 - Communication/Public Communication
- Guides – living document and tools to be utilized
- Guide and Policy provide an outline on how to deliver communication.

Draft RDBN Director
 Communication Guide and
 Communications Policy

Moved by Director Riis-Christianson
 Seconded by Director Morgan

C.W.2022-6-7

“That the Committee recommend that the Board approve the RDBN Director Communication Guide and RDBN Communications Policy as amended to replace “should” with “may”.”

Opposed: Director Riis-Christianson CARRIED

(All/Directors/Majority)

Draft RDBN Corporate
 Operations Communication
 Guide

Moved by Director Atrill
 Seconded by Director Morgan

C.W.2022-6-8

“That the Committee recommend that the Board approve the RDBN Corporate Operations Communication Guide.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Statement of Financial Information (SOFI)

Moved by Director Riis-Christianson
 Seconded by Director Parker

C.W.2022-6-9

“That the Chair and Chief Financial Officer sign the SOFI report indicating approval of the statements and schedule of financial information and that the Committee recommend that the Board approve the SOFI report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Revenue Anticipation Bylaw

Moved by Director Lambert
 Seconded by Director Brien

C.W.2022-6-10

“That the Committee direct staff to bring forward a revenue anticipation bylaw for \$1.5 million to the Board Meeting on June 30, 2022.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Local Government Climate Action Program (LGCAP) and Electric Vehicles

Moved by Director Atrill
 Seconded by Director Riis-Christianson

C.W.2022-6-11

“That the Committee direct staff to bring forward a budget amendment to facilitate the purchase of two electric vehicles in 2022 or 2023 and to include a contribution to the LGCAP reserve of \$22,417, and that staff bring a statutory reserve bylaw forward to hold LGCAP reserve funds for Board consideration to the June Board meeting.”

Moved by Lambert
 Seconded by Director Brien

C.W.2022-6-12

“That the Committee defer the Local Government Climate Action Program (LGCAP) and Electric Vehicles to a future Committee of the Whole Meeting to include additional information regarding options, including cost analysis, to utilize the Local Government Climate Action Program and the discontinued Climate Action Revenue Incentive Program; and further, that the Local Government Climate Action Program criteria and requirements be provided to the Board.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation Calls to Action

Moved by Director Morgan
 Seconded by Director McGuire

C.W.2022-6-13

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Staff Appreciation

- Proposed Barbeque and ballgame following the July 21, 2022 Board meeting
- During meeting provide long-term service awards
- Invite internal and external staff
- Potentially adjust RDBN Transfer Station and Landfill hours
 - o Options to be able to include external staff
 - o Recruitment and retention of employees
- Recognition of staff's work
- Board feedback
- Board interaction with staff.

Staff Appreciation

Moved by Director Morgan
 Seconded by Director Atrill

C.W.2022-6-14

"That the Committee recommend that the Board direct staff to plan a staff appreciation day for July or August 2022; and further that additional information be brought forward at the June 30, 2022 Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

PJS Board Room Technology System

Concerns and frustrations were expressed regarding the PJS Systems Board Room Technology System and continuous technical issues. Staff provided an update in regard to the system and potentially having PJS Systems provide an in-person service call.

Ron Poole, Consultant, Northwest B.C. Resource Benefits Alliance

Director Brienen spoke of inviting Ron Poole, Consultant, Northwest B.C. Resource Benefits Alliance (RBA) to the next RDBN Board Meeting to provide an RBA update.

ADJOURNMENT

Moved by Director McGuire
 Seconded by Director Newell

C.W.2022-6-15

"That the meeting be adjourned at 1:48 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Deputy Director of
 Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**CONNECTIVITY COMMITTEE MEETING****Thursday, June 16, 2022**

PRESENT:	Chair	Michael Riis-Christianson
	Directors	Clint Lambert Tom Greenaway Chris Newell Gerry Thiessen
	Director Absent	Mark Parker, Electoral Area "D" (Fraser Lake Rural)
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development John Illes, Chief Financial Officer Wendy Wainwright, Deputy Director of Corporate Services
	Others	Mark Fisher, Electoral Area "A" (Smithers Rural) Linda McGuire, Village of Granisle
	<u>CALL TO ORDER</u>	Chair Riis-Christianson called the meeting to order at 9:00 a.m.
	<u>AGENDA</u>	Moved by Director Lambert Seconded by Director Newell
	<u>BBC.2022-3-1</u>	"That the Connectivity Committee Agenda for June 16, 2022 be approved." (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
	<u>MINUTES</u>	
	<u>Connectivity Committee Meeting Minutes –April 14, 2022</u>	Moved by Director Newell Seconded by Director Lambert
	<u>BBC.2022-3-2</u>	"That the Broadband Committee Meeting Minutes of April 14, 2022 be approved." (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>

IN-CAMERA MOTION

Moved by Director Newell
Seconded by Director Greenaway

BBC.2022-3-3

“In accordance with Section 90 of the *Community Charter*, it is the opinion of the Committee 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 (Connectivity), must be closed to the public, therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Newell
Seconded by Director Lambert

BBC.2022-3-4

“That the meeting be adjourned at 9:03 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Michael Riis-Christianson, Chair

Wendy Wainwright, Deputy Director of Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NATURAL RESOURCES COMMITTEE MEETING

Thursday, June 16, 2022

PRESENT: Chair Shane Brienen

Directors Gladys Atrill – via Zoom – arrived at 10:15 a.m.
Mark Fisher
Tom Greenaway
Clint Lambert – left at 10:18 a.m., returned at 10:25 a.m.
Linda McGuire
Annette Morgan
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarraah Storey – via Zoom – arrived at 10:30 a.m.
Gerry Thiessen

Director Absent Dolores Funk, Village of Burns Lake

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
John Illes, Chief Financial Officer
Wendy Wainwright, Deputy Director of Corporate Services

Other Dave Stevens, President, Bulkley Valley Lakes District Airshed Management Society

CALL TO ORDER

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

AGENDA

Moved by Director Newell
Seconded by Director McGuire

NRC.2022-3-1

“That the Natural Resources Committee Agenda for June 16, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

**Natural Resources
Committee Meeting Minutes
– March 17, 2022**

Moved by Director Petersen
Seconded by Director Newell

NRC.2022-3-2

“That the Natural Resources Committee Meeting Minutes of March 17, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

KPMG Request for Comments Re: Re-certification Audit of Sierra Pacific Industries and West Fraser Mills Ltd.

Discussion took place regarding the following:

- Past international certification for planting and harvesting of trees
- Forest professionals to review document
- Providing a response as a region
- Impacts of First Nations Agreements and ecological considerations
- Risk Assessment for Canada
- Re-certification Audit
 - o Chain of custody and wood re-certification practices
 - Prove which tree each forest product is produced from and tracked through the market system
 - o Risk Assessment
 - What's the risk of not being able to properly track the wood
- Further clarification and information required
- Contacting forest consultants (Al Gorley, Ray Schultz) to review document and provide invitation to attend future meeting
- Determine top 5 forestry topics for RDBN advocacy
 - o Old Growth Deferral
 - o First Nations Agreements
 - o Timber Harvesting Licenses control
 - o Lack and utilization of Fibre
- Request more time for consultation and to provide comment
- Addressing topics in a timely manner where necessary
- Taking the opportunity to comment when provided and voice concerns
- Utilizing RDBN staff forestry knowledge
- Collective voice from the Regional District.

Invite Forest Consultants to a Future Natural Resources Committee Meeting

Moved by Director Thiessen
 Seconded by Director McGuire

NRC.2022-3-3

“That the Committee invite Al Gorley, President, Triangle Resources Inc. and Ray Schultz, Registered Professional Forester, and Independent Consultant to a future Natural Resources Committee Meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Future Agenda Items:

- Developing and prioritizing top 5 forestry topics for RDBN advocacy
 - o Old Growth Deferral
 - o First Nations Agreements
 - o Timber Harvesting License control
 - o Lack and utilization of fibre
 - o Insight into cumulative impacts on the land base – how are they being considered
 - How being addressed by various ministries.

ADJOURNMENT

Moved by Director McGuire
Seconded by Director Newell

NRC.2022-3-4

“That the meeting be adjourned at 10:35 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Shane Brienen, Chair

Wendy Wainwright, Deputy Director of Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, June 16, 2022**

PRESENT: Chair Mark Parker

Directors Mark Fisher
Tom Greenaway
Clint Lambert
Chris Newell
Jerry Petersen
Michael Riis-Christianson
Gerry Thiessen – arrived at 2:01 p.m.

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Nellie Davis, Manager of Regional Economic Development
Jason Llewellyn, Director of Planning – arrived at 2:00 p.m., left at 2:22 p.m.
Wendy Wainwright, Deputy Director of Corporate Services

Others Gladys Atrill, Town of Smithers – via Zoom
Shane Brienen, District of Houston – arrived at 2:01 p.m.
Linda McGuire, Village of Granisle

CALL TO ORDER

Chair Parker called the meeting to order at 1:52 p.m.

AGENDAMoved by Director Riis-Christianson
Seconded by Director Greenaway**RDC.2022-6-1**

“That the Rural/Agriculture Committee Agenda for June 16, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural/Agriculture Committee Meeting Minutes -May 12, 2022**Moved by Director Petersen
Seconded by Director Riis-Christianson**RDC.2022-6-2**

“That the minutes of the Rural/Agriculture Committee meeting of May 12, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**AGRICULTURE REPORTS****Meat Processing Training Development**Moved by Director Greenaway
Seconded by Director Riis-Christianson**RDC.2022-6-3**

“That the Committee direct staff to continue supporting the development of increased meat-cutting training opportunities in the region.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGRICULTURE REPORTS (CONT'D)

Discussion took place regarding:

- Supporting local producers and getting product to local stores
- Staff follow up and continue the conversation with Coast Mountain College to determine the additional information that is required before they can commit resources to increasing meat processing trades training
- Providing training is impacted by housing crisis – no available housing – multifaceted issue
- Concerns regarding labour issues
 - o Foreign workers and immigration
- Providing information to BC Cattlemen's Association
- Butchering workshops
- On farm slaughter regulations.

FCC Farmland Values Report 2021

Moved by Director Lambert
 Seconded by Director Newell

RDC.2022-6-4

"That the Committee receive the Manager of Regional Economic Development's FCC Farmland Values Report 2021 memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RURAL REPORTS

Crown Land Referral

Crown Land Application Referral No. 7410232 Electoral Area "C"

Moved by Director Greenaway
 Seconded by Director Petersen

RDC.2022-6-5

"That Comment Sheet regarding Crown Land Application No. 7410232 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mine Referral

Mine Application Referral No. 14999968-004 Electoral Area "C"

Moved by Director Greenaway
 Seconded by Director Petersen

RDC.2022-6-6

"That Comment Sheet regarding Mine Application Referral No. 14999968-004 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Including additional information in future reports to clearly identify waterways and applications being brought forward by the province was discussed.

RURAL REPORTS (CONT'D)

COVID-19 Relief Fund Applications

Moved by Director Riis-Christianson
 Seconded by Director Lambert

RDC.2022-6-7

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

-Electoral Area “D” (Fraser Lake Rural)

-Glenannan Community Association – Insurance - \$1,628

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

-Eagle Creek Recreation Commission – Insurance \$1,244

-Electoral Area “G” (Houston Rural)

-Pleasant Valley Horse Club – Insurance and Society Fees - \$995.85.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

COVID-19 Relief Funds Remaining Allocation

Discussion took place regarding:

- Allocation of funding and funding formula
- RDBN Building Re-wiring – included in budget
- Use of remaining COVID-19 Relief Funds for transit
- Staff will bring forward additional information regarding funding for transit
- Encouraging organizations to provide applications
- Director Fisher spoke of considering funding for the Smithers Airport.

DISCUSSION ITEM

July 21, 2022 Meeting – RCMP Delegation Re: Topics for Discussion

- Committee to provide topics to staff by the end of June
 - o Incident in the Houston area regarding Coastal GasLink and receiving updates
- Staff will provide the information provided by its member municipalities to the RCMP Staff Sergeant attending the meeting
- Each RCMP Detachment Staff Sergeant provides a different level of communication
- Encourage all Staff Sergeants to provide communication equally across the region.

ADJOURNMENT

Moved by Director Newell
 Seconded by Director Lambert

RDC.2022-6-8

“That the meeting be adjourned at 2:47 p.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, June 16, 2022**

PRESENT:

Chair	Mark Fisher
Directors	Gladys Atrill – via Zoom Shane Brienen Chris Newell Jerry Petersen Michael Riis-Christianson Gerry Thiessen
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Janette Derksen, Waste Diversion Supervisor Alex Eriksen, Director of Environmental Services Wendy Wainwright, Deputy Director of Corporate Services
Others	Clint Lambert, Electoral Area “E” (Francois/Ootsa Lake Rural) Linda McGuire, Village of Granisle – left at 3:10 p.m. Park Parker, Electoral Area “D” (Fraser Lake Rural) – left at 3:48 p.m.

CALL TO ORDER

Chair Fisher called the meeting to order at 2:51 p.m.

AGENDAMoved by Director Newell
Seconded by Director Riis-Christianson**WMC.2022-6-1**

“That the Waste Management Committee Agenda for June 16, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Waste Management
Committee Meeting Minutes
May 12, 2022**Moved by Director Newell
Seconded by Director Petersen**WMC.2022-6-2**

“That the Minutes of the Waste Management Committee for May 12, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**COMMUNITY ADVOCACY**

None

SOLID WASTE ADVISORY COMMITTEE (SWAC) UPDATE**Verbal Report – Alex Eriksen, Director of Environmental Services – June 14 Meeting Review**

- First meeting
- Three external attendees
- Recorded meeting to share with members
- Overall success
- Introduced Solid Waste Management Plan and reviewed cost recovery

SOLID WASTE ADVISORY COMMITTEE (SWAC) UPDATE (CONT'D)

- Ensure participation in the future
 - o Chair Fisher suggested staff reach out to Chambers of Commerce, School Districts, First Nations communities and nonprofit organizations.
- Next meeting scheduled for early October, 2022

Solid Waste Advisory
 Committee (SWAC)
 Participation

Moved by Director Thiessen
 Seconded by Director Newell

WMC.2022-6-3

“That the Waste Management Committee recommend that the Board direct staff to invite Chambers of Commerce, School District 91 Nechako Lakes and School District 54 Bulkley Valley, First Nations communities and non-profit organizations to participate on the Solid Waste Advisory Committee.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Chair Fisher spoke of providing the Committee Terms of Reference to the Town of Smithers along with participants.

POLICY REVIEW

None

DIVERSION & RECYCLING

Vanderhoof Transfer Station
 -Electronics Pilot Program

Moved by Director Thiessen
 Seconded by Director Newell

WMC.2022-6-4

“That the Committee defer the Vanderhoof Transfer Station – Electronics Pilot Program memorandum to a future meeting.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Reusable Metal Salvage
 -Pilot Program for Burns Lake

Moved by Director Atrill
 Seconded by Director Riis-Christianson

WMC.2022-6-5

“That the Committee recommend that the Board approve the establishment of a reusable metal salvage pilot program at the Burns Lake Transfer Station.”

Moved by Director Newell
 Seconded by Director Riis-Christianson

WMC.2022-6-6

“That Motion WMC.2022-6-5 be amended to include the establishment of a reusable metal salvage pilot program at the Knockholt Landfill.”

(All/Directors/Majority) DEFEATED

“That the question be called on Motion WMC.2022-6-5.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

DIVERSION & RECYCLING

Discussion took place regarding:

- Waivers to salvage
- including establishing reusable metal salvage pilot program at Knockholt Landfill, Smithers Telkwa Transfer Station and Vanderhoof Transfer Station
- Ability to purchase steel back
 - Would require further consideration
- Staffing considerations
- Refining the pilot project outlined for Burns Lake Transfer Station prior to moving forward with initiatives at other RDBN facilities
- Staff provide a timeline of potential rollout of Reusable Metal Salvage Pilot Programs at all RDBN facilities.

Houston and Fraser Lake Recycling

Director Parker requested the opportunity to have community consultation regarding staff proceeding with developing final design and budgets for the establishment of Recycle BC Depots at Area 'D' Transfer Station. Staff spoke of ensuring a formal consultation process takes place in Fraser Lake prior to moving forward with the establishment of Recycle BC Depots at the Area 'D' Transfer Station.

Discussion took place in regard to:

- Providing same service levels across the region
- Revenue for Recycle BC Depots
- Options to support municipalities without curbside recycling or multifamily dwellings to increase participation rates
- Funding to assist with recycling initiatives
- Working with First Nations communities
- Capital cost vs. operational costs
- Carbon footprint moving product disposal outside municipalities
- Discussions with recycling stewardships regarding high-density population areas.

Houston and Fraser Lake Recycling

Moved by Director Thiessen
 Seconded by Director Brienen

WMC.2022-6-7

"That the Committee recommend to the Board that staff proceed with developing final design and budgets for the establishment of Recycle BC Depots at the Knockholt Landfill and Area 'D' Transfer Station."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Fisher commented that staff bring forward a memo regarding options to support municipalities without curbside recycling and multifamily dwellings to facilitate collection to RDBN facilities.

MISCELLANEOUS

Verbal Report - Review of Cost Recovery Update – Alex Eriksen, Director of Environmental Services

- Met with consultant that completed the previous Cost Recovery Study
 - o Requested fee estimate to update Study
 - o Phase 2 options
 - o Received information today, will review and provide an update at a future meeting
- Chair Fisher requested an update at all WMC Meetings moving forward.
- Taxation will cover diversion, those that don't want to divert will pay tip fees.

Burns Lake and Fort St. James Moved by Director Petersen
Transfer Station & Recycling Seconded by Director Thiessen
Depot: Proposed New Hours
Of Operation

WMC.2022-6-8

1. "That the Committee recommend that the Board approve changing the Burns Lake Recycling Depot public open hours to match the existing Transfer Station Hours, for a total of 21 additional hours per week.

2. That the Committee recommend that the Board approve reducing the Ft. St. James Transfer Station's Saturday operating hours to 10:00am to 6:00pm and approve changing the Ft. St. James Recycling Depot operating hours to match the proposed Transfer Station's operating hours, for a net total of 19 additional man-hours per week."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OPERATIONS UPDATE

Verbal Update – Knockholt Capacity and Phase 3 Expansion

- Contractors and site staff are moving forward
- Approximately 4 weeks of work to complete expansion – weather dependent
- Capacity levels are at acceptable levels currently.

FUTURE MEETING TOPICS

- 2m3 Rule Discussion – Strategy, Challenges, Enforcement – June 2022
- Supporting non-curb side recycling to depots
- Staff to invite delegation from Cariboo Regional District regarding their waiver process for wood salvage
- Chair Fisher will follow up with Yellowknife regarding their salvaging initiatives.

ADJOURNMENT

Moved by Director Thiessen
 Seconded by Director Newell

WMC.2022-6-9

"That the meeting be adjourned at 3:53 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair and Board
FROM: Rowan Nagel, Planning/GIS Technician
DATE: June 30, 2022
SUBJECT: Development Variance Permit Application No. F-01-22 (Gobbi)

RECOMMENDATION

all/directors/majority

That the Board approve Development Variance Permit F-01-22 for the property located at 3943 Miller Road to vary Section 3.0.1.1(g) of “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” by increasing the maximum Total Floor Area for a storage building from 55 square metres to 168 square metres.

EXECUTIVE SUMMARY

Section 3.0.1.1 of “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” (the Zoning Bylaw) allows a structure with a total floor area of 55 square meters or less to be used only for storage not associated with any commercial operation or business. This section allows a small storage building on any parcel which does not yet have a dwelling or other principal use. This application proposes to increase the maximum size allowed for a storage building from 55 square meters (592 square feet) to 168 square meters (1800 square feet). The applicants indicate their intent is to build a dwelling in 2023 and use the proposed building to store building materials and then as an accessory building to the residential use.

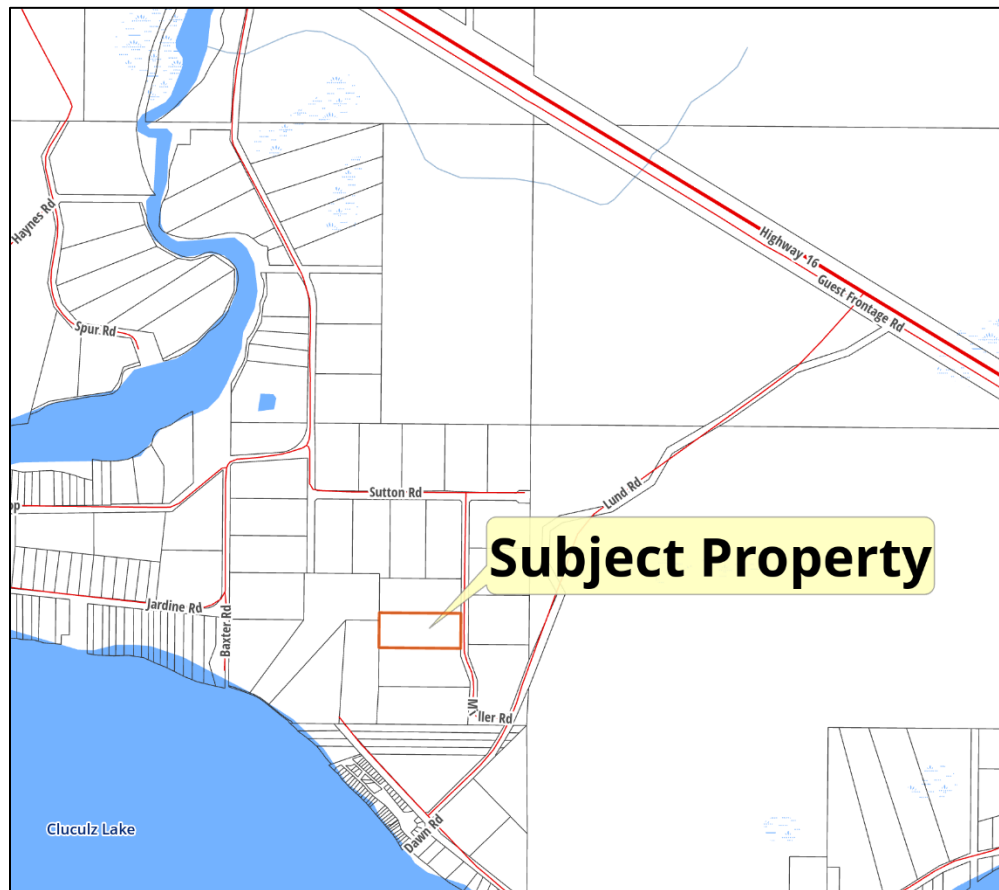
Staff have no objections to the increased storage building size, and recommend the permit be issued.

APPLICATION SUMMARY

Name of Applicant:	Annette Gobbi
Electoral Area:	F
Subject Property:	Lot 13 District Lot 1417 Cariboo District Plan 25670 (2.053ha / 5.074ac)
OCP Designation:	Rural Residential (RR) in the Vanderhoof Rural OCP Bylaw No. 1578, 2010.
Zoning:	Small Holdings (H1) under RDBN Zoning Bylaw No. 1800, 2020.
ALR Status:	Not in the ALR.
Existing Land Use:	Vacant.
Location:	The subject property is located at 3943 Miller Road, near Cluculz Lake.

Proposal

This application proposes varying the maximum size restriction on storage buildings set out by section 3.0.1.1. g).



PLANNING DEPARTMENT COMMENTS**Land Use**

The applicant wants to build a 168 square metre storage building on their property prior to building their house. The building is proposed to be located as shown in Schedule A to the attached permit. A storage building is allowed without a house under Section 3.0.1.1 of the Zoning Bylaw; however, this building is limited to a total floor area of 55 square meters or less and may be used only for storage not associated with any commercial operation or business. If the applicant was able to concurrently apply for a building permit for their house the 168 square metre storage building would be allowed as an accessory building; however, they indicate that they are not ready to apply for a building permit for their house (see applicant submission). Their stated plan is to acquire the building permit and construct the house in 2023.

The limited floor area for a storage building in Section 3.0.1.1 of the Zoning Bylaw is designed to limit the intrusion of large-scale non-residential buildings in rural residential areas as their potential use for industrial purposes could negatively impact the character of those areas. In this situation staff are satisfied that the applicant intends to build a dwelling and use the building as an accessory building to their future residential use of the property. However, staff note that there is no guarantee that the applicant will follow through with their stated intent to build a dwelling in 2023.

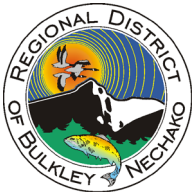
Public Consultation

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

ATTACHMENTS

DVP F-01-22

Applicant Submission



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. F-01-22**

ISSUED TO: Andrew Gobbi & Annette Gobbi
1028 Purcell Crescent
Creston, BC
V0B 1G3

WITH RESPECT TO THE FOLLOWING LANDS:

3943 Miller Road, legally described as LOT 13 DISTRICT LOT 1417 CARIBOO DISTRICT PLAN 25670 (the "Lands")

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 as follows:
 - Section 3.0.1.1(g) is varied by increasing the maximum Total Floor Area for a storage building from 55 square metres to 168 square metres.
2. This variance applies only to the construction of the building shown on the site plan attached hereto as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A, which forms part of this permit.
4. In accordance with Section 503 of the *Local Government Act*, notice of this Development Variance Permit shall be filed in the Land Title Office. Once filed, the terms of this Development Variance Permit shall be binding upon all persons who acquire an interest in the land affected by the permit.
5. This permit shall lapse if the holder of this permit has not substantially started construction with respect to which the permit was issued within two (2) years of the date of the Board resolution authorizing this permit.
6. This permit is not a building permit, nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

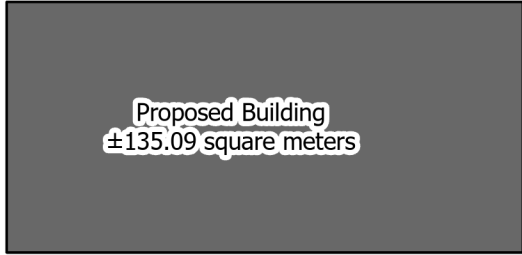
AUTHORIZING RESOLUTION passed by the Regional District Board
this ___ day of _____, 2022

PERMIT ISSUED on the ___ day of _____, 2022.

Corporate Administrator

42

17.1 meters



Proposed Building
±135.09 square meters

7.9 meters

15.2 meters

24.4 meters

Eastern Property Line

Southern Property Line

Miller Rd



DVP F-01-22: Schedule A
Regional District of Bulkley Nechako
Produced: 6/1/2022

Property Area: ±2.053 ha

0 1 2 4 6 8



Meters

To the Board of the Regional District of Bulkley Nechako,

We are requesting a development variance permit to construct a permanent shop for the purpose of storage of machinery, tools, building supplies, etc. prior to the construction of our residence.

My husband, Andrew Gobbi, has been transferred from Yellowhead Road and Bridge's Nelson Operations to their Vanderhoof Operations on short notice. Consequently, my husband, myself and our two young children are relocating to Vanderhoof. I have completed and successfully passed the Owner Builder exam in preparation for the building of our residence and have submitted house plans to Pacific Homes who will be drawing up the blueprints and supplying the prefabricated home. We are currently awaiting quotes and availability of materials from them. Our relocation timeline is too tight to allow for the construction and completion of the home and, therefore, we are requesting a development variance permit to allow us to build the shop prior to the construction of the residence. This will act as our protected storage for equipment, building supplies etc. We have a general contractor awaiting the go-ahead as soon a building permit is approved and road restrictions are lifted.

Thank you for your consideration and we look forward to hearing from you.

Sincerely,



Andrew Gobbi

and



Annette Gobbi



REGIONAL DISTRICT OF BULKLEY-NECHAKO

STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: June 30, 2022
SUBJECT: Zoning Bylaw Text Amendments Regarding the Regulation of Dwellings.

RECOMMENDATION

(all/directors/majority)

1. That the Board direct staff to undertake a preliminary consultation process with member municipalities, Electoral Area Advisory Planning Commissions, the Ministry of Transportation and Infrastructure, and Northern Health regarding amendments to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" relating to the regulation of dwellings.
 2. That following the preliminary consultation process staff report back to the Board with a recommendation regarding initiation of the Zoning Bylaw Amendment process.
-

EXECUTIVE SUMMARY

The Planning Department undertook preliminary consultation in 2021 regarding a proposal to amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw) to allow a second single family dwelling on H1 Zoned parcels that are 4 ha. (9.88 ac.) or larger. This initiative was put on hold pending completion of the "Electoral Areas Housing Needs Reports" (Housing Needs Reports) which were completed in December 2021.

As a result of the recommendations contained in the Housing Needs Report and feedback received during preliminary consultation, staff are proposing a more comprehensive review of the Zoning Bylaw to simplify the way dwellings are regulated and increase housing type options. Staff are recommending a preliminary consultation process. Following this consultation staff will report to the Board with recommendations regarding initiation of the formal "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw) text amendment process.

ELECTORAL AREAS HOUSING NEEDS REPORTS

The Planning Department undertook preliminary consultation in 2021 regarding a proposal to amend the Zoning Bylaw to allow a second single family dwelling on H1 Zoned parcels that are 4 ha. (9.88 ac.) or larger. This initiative was put on hold pending completion of the Housing Needs Reports which were completed in December 2021. The document titled [“Report Introduction and Regional Summary: Electoral Areas Housing Needs Reports”](#) provides a summary of the housing needs reports prepared for each Electoral Area. This document notes the following:

- Housing in electoral areas is still relatively affordable and is generally more affordable than comparable regions in British Columbia. However, housing needs exists in certain categories such as non-couple households and renters, affordability conditions are expected to worsen as housing costs rise and competition for a limited supply of homes increases, demand for social and health services rise, and existing stock continues to age.
- Many rural landowners would like to have a small rental dwelling on their property and have identified challenges relating to construction costs, contractor and labour shortages, and navigating policy around second dwellings particularly where those lands are in the Agricultural Land Reserve.

The report specifically recommends that “Where appropriate and subject to servicing, continue to review restrictions on second dwelling units, especially moderately-sized accessory dwellings that are encouraged to be used as permanent rentals.” In response to this recommendation staff have reviewed the Zoning Bylaw to identify opportunities to simplify regulation and increase housing flexibility.

PROPOSED ZONING BYLAW CHANGES

The Zoning Bylaws regulations regarding housing are summarised in the table below.

Zone	Single-Family Dwelling	Secondary Suite	Two-Family Dwelling	Max Total Dwellings
R1	yes (1)	yes	no	2
R2*	yes (1)	yes	yes (1)	2
R3	yes (1)	yes	no	2
R4-R6	yes (1)	yes	yes (1)	2
R9	yes (2)	yes (1)	no	2
R10*	Yes (1)	no	no	1
R11	Yes (1)	no	no	1
H1 H1B (> 4 ha)	yes (1)	yes	yes (1)	2
H1 H1B (<=4 ha)	yes (2)	yes	yes (1)	2
H2	yes (2)	yes (2)	yes (1)	4
Ag1**	Yes (1)	Yes (1)	no	2
RR1	Yes (2)	Yes (2)	Yes (1)	(4)

*The R2 and R10 zones allow multiple-family dwellings where there is community sewer and water systems.

**Additional dwellings are allowed subject to ALC regulations.

To simplify the Zoning Bylaw and increase opportunity housing in the rural area staff are considering the following:

- Removing the definition of “secondary suite” as a defined use in the Zoning Bylaw.

From a land use perspective, in the rural area, there is little justification to differentiate a single-family dwelling with a secondary suite from a two-family dwelling. The only difference in the Zoning Bylaw is that a secondary suite is limited in size to 90 square metres (969 square feet) and 40% of the size of the single family dwelling in which it is located. The limit on secondary suite size in zoning is based on a BC Building Code size requirement which no longer exists.

- Allowing two dwelling units in any form on any parcel zoned R1–R6, R9-R11, H1, H1B, and Ag1.

Currently in the R1–R6, R9, R11, H1, and H1B zones two dwellings are allowed per parcel in the form of a single-family dwelling with a suite, or a two-family dwelling. This change would allow 2 single-family dwelling on a parcel in these zones. This Zoning Bylaw change may be accompanied by regulation that limits the total floor area per parcel based on the minimum parcel size of each zone.

- Allowing 2 two family dwellings on any parcel zoned H2, Ag1, and RR1.

Currently in the H2 and RR1 zones 4 dwellings are allowed per parcel in the form of 2 single-family dwelling with a suite. This change would allow 2 single-family dwelling or 2 two-family dwelling on a parcel in these zones, subject to ALC approval where required.

The Zoning Bylaw regulations regarding housing with the above noted changes are summarised in the table below.

Zone	Single-Family Dwelling	Two-Family Dwelling	Max Total Dwellings
R1-R6	yes (2)	yes (1)	2
R9-R11	yes (2)	yes (1)	2
H1, H1B	yes (2)	yes (1)	2
H2	yes (2)	yes (2)	4
Ag1	Yes (2)	Yes (2)	4
RR1	Yes (2)	Yes (2)	4

THE POTENTIAL IMPLICATIONS

Rental Housing Supply – The changes noted above would allow increased opportunity for rental housing in the rural area. Currently, many property owners do not take advantage of the opportunity to develop a secondary suite or two-family dwelling because they do not want a tenant

in such proximity. It is expected that more property owners would develop a 2nd single family dwelling as a rental, if it was an option.

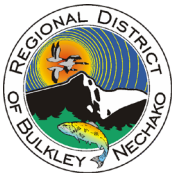
This is expected to have a positive impact on the amount and diversity of rental housing supply in the region. However, it is noted that given the location of the rental accommodation in the rural area the rental housing may not be suitable for all renters.

Illegal Second Single-Family Dwellings and Enforcement – One of the most common contraventions of the Zoning Bylaw is the building of illegal 2nd single family dwellings. These dwellings are frequently located in accessory buildings such as a garage or shop. Enforcement in these situations can be challenging as compliance can be achieved by removing appliances and apparent removal of the tenant; however, the dwelling use can be easily re-established in the future. Allowing 2nd dwellings as proposed would allow for these dwellings to be legalized and would facilitate their development in accordance with applicable safety and health related regulations.

Rural Population Growth - Most of the new housing starts in the region are in the rural area. According to RDBN Building Permit data over the last 10 years, approximately 55% of housing starts occurred in the rural area. A growth pattern where the rural population is growing faster than its municipalities is not sustainable and allowing increased housing flexibility in the rural area may facilitate this trend.

Community Character – There may be concern that the increase in rural density and rental accommodation resulting from the proposed changes may negatively impact the character of rural residential neighbourhoods. Related to this concern is the potential for increased density to lead to increased demand for regulation (sewage system monitoring, animal control, etc.)

To better understand these and other potential implications staff are recommending a preliminary consultation process with member municipalities, Electoral Area Advisory Planning Commissions, Northern Health, and the Ministry of Transportation and Infrastructure. Following this consultation staff will report back to the Board with recommendations regarding recommended amendments to the Zoning Bylaw.



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REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair and Board
FROM: Danielle Patterson, Senior Planner
DATE: June 30, 2022
SUBJECT: ALR Non-Farm Use Application No. 1243

RECOMMENDATION

all/directors/majority

That Agricultural Land Reserve Non-Farm Use Application No. 1243 be forwarded to the Agricultural Land Commission with a recommendation for approval.

EXECUTIVE SUMMARY

This applicant is requesting Agricultural Land Commission (ALC) approval for a Non-Farm Use application to expand services at Camp Mountainview youth summer camp, which has operated on the subject property since the early 1990s. The Salvation Army wish to build a multi-purpose building and install a modular home. The proposed modular home would replace a manufactured home demolished two years ago.

Given the historical use of the property and the limited impact of the proposed new buildings, staff recommend the application be forwarded to the Agricultural Land Commission with a recommendation for approval.

APPLICATION SUMMARY

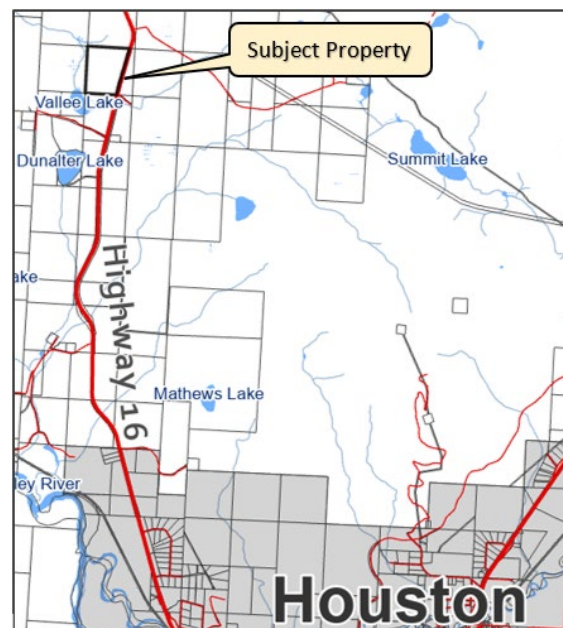
Name of Agent/Owner:	The Governing Council of the Salvation Army in Canada
Electoral Area:	G
Subject Property:	District Lot 279, Range 5, Coast District, Except Plans 10673, 4756 & PRP13776 (PID 009-410-309)
Property Size:	48.67 ha (120.27 ac)
OCP Designation:	Agriculture (AG) in “Regional District of Bulkley-Nechako Smithers Telkwa Rural OCP Bylaw No. 1704, 2014”
Zoning:	Agricultural (Ag1) Zone in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” (the Zoning Bylaw)
Existing Land Use:	Rural Retreat
Location:	16585 Highway 16, about 6 km north of the District of Houston (see subject property map)
Non-Farm Use Area:	Existing: about 3 ha (7.4 ac) camp area with 1,296 m ² (13,950 ft ²) of buildings Application buildings: 850 m ² (~9,150 ft ²)

Proposal:

The applicant is requesting ALC approval for a non-farm use to maintain existing and develop new buildings at a children and youth summer camp, known as Camp Mountainview. The applicant proposes two new buildings:

The first building is an 89.7 m² (966 ft²) modular home for staff and guest housing. This building is proposed to replace a manufactured home that was demolished two years ago. The applicant wants to locate the modular on the site of the former manufactured home (see blue rectangle on the below site plan).

The second building is a 372 m² (4,000 ft²) multi-purpose building to be used for various camp activities. The applicant has proposed four potential site locations for the building (see applicant submission) for ALC consideration. The preferred location is shown in red on the below site plan.



The subject property contains the following existing buildings and amenities:

- 4 cabins and a washhouse,
- A caretaker house (lived in seasonally),
- 2 sheds (1 for power, 1 for storage),
- A multi-purpose building with camp kitchen and dining hall,
- A recreation hall with laundry and a staff room,
- A shipping container for tool and equipment storage,
- 2 modified mobile ATCO buildings for staff housing,
- A basketball court and playground,
- A 55.7 m² (600 ft²) garden, and property grounds for campers to spend time in nature.



DISCUSSION

Official Community Plan (OCP)

The subject property is designated Agriculture (AG) under the OCP. The intent of this designation is to preserve and encourage the utilization of land for agricultural purposes.

Section 3.1.2(7) of the OCP states that:

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

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

(b) Soil conditions are not suitable for agriculture.

(c) Neighbouring uses will not be compromised.

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

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

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

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

Zoning

The property is zoned Agricultural (Ag1) in the Zoning bylaw. Rural Retreat is a permitted principal use in the Ag1 Zone. Rural Retreat means *"a facility maintained for non-commercial use and which is intended for educational or religious purposes and may provide accommodation, meeting, recreation and cooking facilities."*

Planning Department Comments

The Salvation Army's Non-Farm Use application for the camp was initially approved in 1992. The camp uses a relatively small portion of the property, which is kept primarily in a natural or grassed state. Most of the camp, including the proposed modular home and multi-purpose building are to be located on a portion of the property with Class 6 soils. The lands with Class 4 soils are proposed to remain undeveloped.

Given the small additional footprint of the proposed non-farm use buildings within the developed area of the property, staff recommend the application be forwarded to the ALC with a recommendation for approval.

Referral

The **Electoral Area G Advisory Planning Commission** unanimously recommended that the Board support the application.

The **Regional Agriculture Coordinator - West** stated that *"I am in favour of the non-farm use application for the modular home and multi-purpose building. It doesn't make a big difference to the agricultural potential of the property, and in fact may create agri-tourism opportunities in the future if the property changes hands/function"*.

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

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. ALR Application No. 1243
4. Site Visit Photos

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

88% of the subject lands are **Class 4X** (cumulative and minor adverse conditions).

12% of the subject lands are **Class 6WI** (excess water and inundation).

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

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

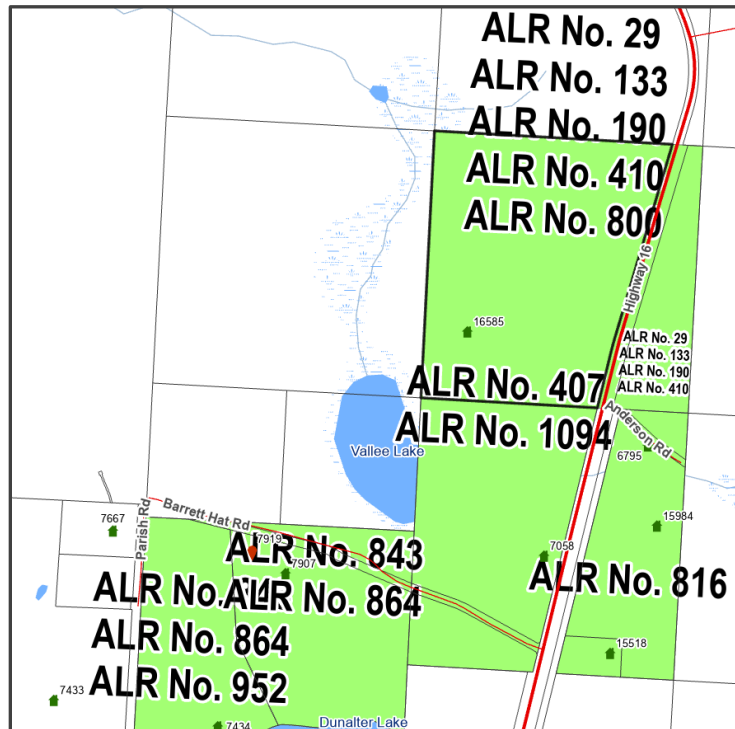
Agricultural Capability Map

APPENDIX B:**Surrounding Applications**

ALR Application	Legal Description	Summary	Recommendation
29	District Lot 279, Coast Range 5	Subdivide the subject property.	Approval
			Approval
			Approved
133 - Subject Property	District Lot 279, Range 5, Coast District.	Request to subdivide the aforementioned property (160± acres) into 3 parcels of 30±, 60± and 70± acres.	Denial
			Denial
			Denied
190 - Subject Property	District Lot 279, Range 5, Coast District	Application for subdivision of proposed lands.	Approval
			Approval
			Denied
407	District Lot 281 except that part lying east of Road R/W Plan 4756, Coast Range 5.	Application to subdivide three lots of ± 2 ha and 1 lot of ± 30 ha from 36.7 ha.	Denial
			Denial
			Denied
410 - Subject Property	District Lot 279, Range 5, Coast District.	Application to subdivide 61.5 ha.	Denial
			Denial
			Denied
800 - Subject Property	District Lot 279, Range 5, Coast District except Plan 10673	Application to build a multipurpose building. This building would supplement the existing Salvation Army summer camp thus allowing year-round operation.	Approval
			Approval
			Approved
816	Portion of DL 281, Range 5, Coast District lying east of Plan 4756	Application to subdivide two 8.09 ha parcels from 26.3 ha.	Approval
			Approval
			Approved
843	Lot B, Plan PRP 14887, DL 280 & 282, Range 5, Coast District	Application for non-farm use of South ½ of DL 280 and North ½ of DL 282, Range 5, Coast District. The application was to expand the existing camping facilities with a dining hall, meeting lounge and kitchen.	Approval
			Approval
			Approved

864	Lot B, Plan PRP 14887, DL 280 & 282, Range 5, Coast District	Application for non-farm use of South ½ of DL 280 and North ½ of DL 282, Range 5, Coast District. The initial application for a lodge, conference centre and R.V. sites was denied in 1996. In 1997, the Land Reserve Commission reconsidered, and allowed this non-farm use subject to several conditions.	Approval
			Approval
			Approved with Conditions
952	Lot B, Plan PRP 14887, DL 280 & 282, Range 5, Coast District	The applicant is proposing to exclude this +/-27.3 ha (67 acre) parcel from the Agricultural Land Reserve.	Denial
			Denial
			Approved
1094	District Lot 281, Range 5, Coast District except Part Lying East of Plan 4756 and Except Plans 11325, PRP12852 and 4756	To subdivide the 34-ha property into 3 parcels of 5.3 ha, 4.4 ha and 24.3 ha.	Denial
			Approval
			Approved with Conditions

Surrounding Applications Map





Provincial Agricultural Land Commission - Applicant Submission

Application ID: 64599

Application Status: Under LG Review

Applicant: The Governing Council of the Salvation Army in Canada

Agent: The Governing Council of the Salvation Army in Canada on behalf of the Salvation Army BC

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 03/04/2022

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

Proposal Type: Non-Farm Use

Proposal: The purpose of this proposal is to seek approval from the Agricultural Land Commission for the installation of a modular home on the property and to get approval for building a new multipurpose building in the next one to two years.

The new modular home will serve as an accommodation for senior staff and/or guests during camping season. Currently, there is no accommodation for senior staff or guests as we had to demolish the former mobile home two years ago due to its condition. The proposed installation of the new modular home is a replacement building. The new modular home has been built off site by a manufacturer and is in storage until we receive approval from the local northern district office and ALC. Installation on site will require a new pad, site service hookups, etc.

The new multipurpose building will serve as indoor program space for activities (sports, events, programs, crafts) and will provide versatility during fire season and wet days during the regular camping season. The staff currently use the dining room for some program activities but this is limited and can result in conflicts in the schedule with multiple activities. It also requires setup and takedown before and after each activity which is time consuming. This building will provide much needed indoor space that the camp has been envisioning for years.

The multipurpose building will also provide a gathering place for special events, off-season weekend programs and will be open to the surrounding community of Houston, BC for community events.

The multipurpose building will be approximately 4,000 square feet and the project team has marked four (4) locations on the camp site that could accommodate this new structure. The decision on final location will be based on best overall fit and site lines, accessibility to services, etc. We will be putting in an application for a building permit with permit drawings to the Northern District Office for approval if we receive approval from the ALC.

Agent Information

Agent: The Governing Council of the Salvation Army in Canada on behalf of the Salvation Army BC

Mailing Address:



Applicant: The Governing Council of the Salvation Army in Canada

Primary Phone: [REDACTED]**Mobile Phone:** [REDACTED]**Email:** [REDACTED]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 009-410-309

Legal Description: DISTRICT LOT 279 RANGE 5 COAST DISTRICT EXCEPT PLANS 10673 4756 AND PRP13776

Parcel Area: 49.9 ha

Civic Address: 16585 Highway 16 West, Houston, BC, V0J 1Z1

Date of Purchase: 03/23/1984

Farm Classification: No

Owners

1. **Name:** The Governing Council of the Salvation Army in Canada

Address:

[REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Current Use of Parcels Under Application

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

The current use of the land is not for the purpose of commercial agriculture.

The developed portion of the land (approximately 8-10%) is used primarily as a summer camp for children and youth, providing programs, activities, and a safe place to learn and play, but with some additional events throughout the year. We value stewardship of the land, and incorporate into our programming, teaching our children and youth the inherent worth of and respect for the land, the importance of food security, as well as life skills. For this reason, we do a garden, which we continue to expand annually, including growing vegetables, that we eat at our facility. The children and youth are involved with the planting, care and harvesting. While caring for the land and gardening are not explicit pieces of our programming, we certainly make it part of the camp experience.

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

We take care of the land that we have been entrusted to take care of on the lands of the Wetsuweten Indigenous People. The lands have been maintained in their natural state and no specific agricultural improvements have been made because it is not for the purpose of commercial agriculture. Most of the land is fields and forests, with the forests supporting the wetlands on an adjacent property bordering our property, which is an important part of the overall eco system.

We take care of a garden and have compost bins on the property. We also hike and walk on the property, pointing out features of the land and signs of the presence of wildlife that use the land.

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

Our parcel serves as a summer camp for children and youth across northern British Columbia. Campers come from various communities in northern British Columbia to enjoy the land, learn life skills and meet new friends. We are a Christian camp and share Gods love, which includes taking care of creation. Some of our weekly activities include hiking, canoeing, art, archery, and swimming.

We host a fall weekend for teens that involves a race around the land parcel. We have a route that can take the youth 2.8km. There have been some training weekends in the winter months, but usually the camp is vacant on the off season. In March we run a young adult event that involves staying at the camp but also traveling to nearby Smithers for a day of skiing.

Our spring/summer events include a childrens kick-off weekend. We hope to plant our garden during this weekend in 2022.

We host a variety of camps during the summer. We host holiday camps that serve children whose families may not have the financial means to attend camp. Children spend lots of time outside, including sleeping in teepees one night during the week. We hike, play water games, canoe, swim, sing, archery and art. We also host a performing arts camp which includes brass instruments, art, dance, and drama. We have a basketball camp, but only currently have an outdoor court. We host a teen camp that includes similar activities as our holiday camp, but for teenagers to enjoy. Finally, we host a moms and kids camp where parents can come for a weekend away with their children. All of these activities are done while teaching about Gods love and love for the land.

We hire teenagers and young adults each summer to support our camping programs which is invaluable for leadership development and connection to the land.

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Cattle farm

East

Land Use Type: Agricultural/Farm

Specify Activity: Cattle farm on the other side of Highway 16

South

Land Use Type: Other

Specify Activity: Crown land on the other side of Valley Lake

West

Land Use Type: Other

Specify Activity: Crown land and hiking trails

Proposal

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

49.9 ha

2. What is the purpose of the proposal?

Applicant: The Governing Council of the Salvation Army in Canada

The purpose of this proposal is to seek approval from the Agricultural Land Commission for the installation of a modular home on the property and to get approval for building a new multipurpose building in the next one to two years.

The new modular home will serve as an accommodation for senior staff and/or guests during camping season. Currently, there is no accommodation for senior staff or guests as we had to demolish the former mobile home two years ago due to its condition. The proposed installation of the new modular home is a replacement building. The new modular home has been built off site by a manufacturer and is in storage until we receive approval from the local northern district office and ALC. Installation on site will require a new pad, site service hookups, etc.

The new multipurpose building will serve as indoor program space for activities (sports, events, programs, crafts) and will provide versatility during fire season and wet days during the regular camping season. The staff currently use the dining room for some program activities but this is limited and can result in conflicts in the schedule with multiple activities. It also requires setup and takedown before and after each activity which is time consuming. This building will provide much needed indoor space that the camp has been envisioning for years.

The multipurpose building will also provide a gathering place for special events, off-season weekend programs and will be open to the surrounding community of Houston, BC for community events.

The multipurpose building will be approximately 4,000 square feet and the project team has marked four (4) locations on the camp site that could accommodate this new structure. The decision on final location will be based on best overall fit and site lines, accessibility to services, etc. We will be putting in an application for a building permit with permit drawings to the Northern District Office for approval if we receive approval from the ALC.

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.

Our camp property falls entirely within the Agricultural Land Reserve. Its location in northern BC allows us to connect with children and youth from Fort St. John to Prince Rupert. Before we purchased it, there were cabins and a building that could be used for recreation and dining. We purchased this land in 1984 because it already had the infrastructure for a camp and recreational purposes. For this reason, it would not be possible to move our activities elsewhere as the costs would be prohibitive.

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

Our camp facilities take up a minimal amount of land on the entire parcel of land within the ALR. In making care for the land a component of our programming, we are supporting agriculture in the long term. We would love children to grow up understanding that food comes from the land and it is our responsibility to care for it. We hope our children and youth will grow up to know the importance of food security, and have knowledge of berries and edible plants on our land. We also hope they will come to know basic gardening and composting principles. We hope they experience the joy in seeing things they care for grow. Caring for creation and experiencing its beauty is very important to our camp programming.

While we may not be immediately and explicitly support agriculture in the long or short term, we hope that we are making a difference in the way we are teaching children.

Our 5 year vision from now until the end of 2027 is:

To update and upgrade our existing camper cabins which will enhance the accommodations and allow for an improved experience for our campers.

To add a new multi-purpose building for indoor sports, gatherings, programs which will enhance overall

programming and give staff greater flexibility.

To renovate/update our block washroom building, and

To update and upgrade our existing staff accommodation.

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

No

Applicant Attachments

- Agent Agreement-The Governing Council of the Salvation Army in Canada
- Proposal Sketch-64599
- Other correspondence or file information-Drawing - MP Bldg
- Other correspondence or file information-Drawing-Modular Home
- Other correspondence or file information-Land Parcel CMV
- Other correspondence or file information-Parcel Map of Area
- Professional Report-Legal Survey Plan
- Other correspondence or file information-Letter of Support
- Other correspondence or file information-Letter of Support
- Certificate of Title-009-410-309

ALC Attachments

None.

Decisions

None.

**Nisga'a Village of Gitwinksihlkw**

3004 Ts'oohl Ts'ap Avenue, P.O. Box 1
Gitwinksihlkw, B.C. V0J 3T0
Telephone: 250-633-2294
Facsimile: 250-633-2539



January 20, 2022

To the Agricultural Land Commission

I am writing this letter in support of Camp Mountainview, which is located on agricultural reserve land near Houston, British Columbia.

Camp Mountainview has been owned by The Salvation Army and serving our people since 1984. It is a place of natural beauty and seems to always energize and lift the spirits of everyone who visits there.

Many of my children and grandchildren have called this place home for parts of the summer. Many children and youth from our village see Camp Mountainview as their safe place, a place to be themselves, and enjoy the wonder of nature.

Camp Mountainview is a beautiful place and after all these years, it does need some upgrades and additions to its facilities and buildings. It is important that the camp retain its natural beauty while balancing the belief that our children need safe and clean structures to live and play in. In this, we would support upgrades and some additional buildings as determined by The Camp Mountainview leadership team and approved by the ALC.

If you would like to reach out and discuss any of these considerations further, please feel free to connect. I can be reached by email at elainem@gitwinksihlkw.ca. Thank you.

Respectfully,

Elaine Moore
Chief Councillor
Nisga'a Village of Gitwinksihlkw

To the Agricultural Land Commission,

January 2022

I am writing this letter in support of Camp Mountainview, which is located on agricultural reserve land near Houston, British Columbia.

Camp Mountainview has been owned by The Salvation Army and serving our people since 1984. It is a place of natural beauty and seems to always energize and lift the spirits of everyone who visits there.

Many children and youth from the Gitksan nation have called this place home for parts of the summer. Children and youth from our nation see Camp Mountainview as their safe place. A place to be themselves, and enjoy the wonder of nature.

Camp Mountainview is a beautiful place and after all these years, it does need some upgrades and additions to its facilities and buildings. It is important that the camp retain its natural beauty while balancing the belief that our children need safe and clean structures to live and play in. In this we would support upgrades and some additional buildings as determined by The Camp Mountainview leadership team and approved by the ALC.

If you would like to reach out and discuss any of these considerations further, please feel free to connect.



Dr. Jane Smith

Site Plan 4 Potential Locations for Proposed Multi-Purpose Building

LEGEND

- EX. SANITARY SEWER
- EX. POWER POLE
- EX. SEWER CLEAN OUT
- L&M SURVEY HUB
- EXISTING TREE
- EX. TREELINE
- EXISTING CONTOURS
- PR. WATER INTAKE PIPE
- PR. SANITARY SEWER MAIN
- PR. WATER SUPPLY MAIN
- PR. WATER DISTRIBUTION MAIN
- PR. STORM DRAIN
- PR. STORM/SUB SURFACE DRAIN
- PR. SERVICE CONNECTIONS
- PR. CRAWL SPACE DRAIN

L&M CONTROL PTS.	NORTHINGS	EASTINGS	ELEVATIONS
1	5024.393	1000.984	814.718
3	4927.043	974.208	810.371
4	4885.252	943.391	809.037
6	4904.405	878.095	806.045
8	5073.978	964.409	813.144
17	5012.953	842.893	807.971
18	4858.036	892.059	805.551
26	5003.509	952.250	810.805

INTAKE PIPE TO BE LAID AT .5% GRADE FROM THE 801m ELEVATION THROUGH THE LAKE SHORE TRANSITION ZONE/ACCESS CHANNEL. THE PIPE SHALL BE PRE-INSULATED URECON HDPE PIPE WITH 100mm THICKNESS INSULATION. LAKE CHANNEL EXCAVATION WORK TO BE UNDERTAKEN WITH REASONABLE CARE TO UTILIZE SILT FENCES, COFFER DAMS, ETC TO PROTECT THE VALLEE LAKE FISH HABITAT AND MINIMIZE DISTURBANCE TO VALLEE LAKE.

LAKE INTAKE TO BE INSTALLED AT A LOCATION AS MARKED BY BUOY BY NORTHERN DIVING RESOURCES LTD. APPROX. INTAKE ELEVATION 798m.

APPROXIMATE BOTTOM ELEVATION 801m

APPROXIMATE WATER LEVEL 802.6m.

WATER INTAKE PIPE TO BE FLOATED AND "SUNK" IN PLACE WITH 20lb CONCRETE BALLAST @ 2.0m O/C AS PER SCLAIRPIPE "MARINE PIPELINE INSTALLATION" GUIDELINES

D.L. MARKER
N=4847.940
E=856.723

PROPOSED WATER SUPPLY PUMP STATION LOCATION. APPROX. INTAKE INVERT 801.3, SUMP ELEV 800.2

PUMP STATION TO PROVIDE A MINIMUM OF 35 psi @ 55 L/min FLOW AT THE WATER TREATMENT PLANT

100mm WYES AND STUBS TO BE INSTALLED FOR FUTURE CABIN SERVICES

SUB-SURFACE DRAINAGE TO DAYLIGHT.

19mm Ø WATER SERVICE
100mm Ø SANITARY SEWER SERVICE (TYPICAL)

150mm Ø PERFORATED PVC PIPE IN DRAINROCK TRENCH WRAPPED WITH FILTER FABRIC FOR SUB-SURFACE DRAINAGE TO ALLEVIATE CRAWL SPACE FLOODING PROBLEMS. (SEE DETAIL)

100mm PVC CRAWLSPACE DRAINS TO BE CONNECTED TO THE SUBDRAIN/ STORM SYSTEM (TYP)

19 mm Ø COPPER WATER SERVICE TO INCLUDE CURB STOP & DRAIN IMMEDIATELY AT THE MAIN C/W SERVICE BOX, ROD, PIN, AND LID. SET FLUSH TO GRADE.

TO BE REMOVED
SEE ELECTRICAL FOR LOCATION

EXISTING HDPE WATERLINE FROM HOUSE TO BE CONNECTED TO THE NEW SERVICE LINE AT THE REC HALL, WITH 50mm GATE VALVE TO ISOLATE IF NECESSARY

150mm Ø SDR35 SANITARY SEWER @ 4.35%

150mm Ø SDR 35 SANITARY SEWER @ 1.25%

50mm Ø SERIES 160 POLYETHYLENE WATERDISTRIBUTION MAIN

SAN MH E
N=4945.670
E=861.513
INV. 803.65

EXISTING WASHHOUSE SEWER SERVICE TO BE CONNECTED TO THE NEW 200 MM SANITARY MAIN

SAN MH B
INV. 806.0m

SAN MH A
N=5026.546
E=906.140
INV. 806.5m

110.0m 150mm Ø SDR35 PVC SANITARY SEWER @ 4.55%

SAN MH D
N=4951.961
E=972.753
INV=808.0m

RUN-NEW SANITARY AND WATER LINES IN CRAWL SPACE TO CONNECT NEW TO EXISTING

STORM DRAINAGE TO BE PERFORATED AND INCLUDE DRAIN ROCK AND FILTER FABRIC WHERE SHOWN IN BOLD (TYP)

EXISTING U/G ELECTRICAL

PROPOSED WATER STORAGE RESERVOIR (UNDERGROUND)

PROPOSED WATER TREATMENT PLANT BUILDING

LEGEND

NEW MULTIPURPOSE BUILDING (ONE OF FOUR POSSIBLE SITE LOCATIONS)

REPLACEMENT OF MODULAR HOME

NOTE: CONTRACTOR TO CONNECT NEW WATER AND SEWER SERVICES TO EXISTING SERVICES, INCLUDING MODIFICATIONS TO EXISTING PLUMBING IN AND BENEATH THE FOLLOWING BUILDINGS:

- MULTI-PURPOSE BUILDING
- NISGA
- BUNKHOUSE 1
- BUNKHOUSE 2
- WASH HOUSE
- STAFF TRAILER
- REC. HALL

STORM SERVICE CONNECTIONS TO BE PROVIDED TO THE TWO BUNKHOUSES, MULTI-PURPOSE BUILDING, AND WATER TREATMENT PLANT.

SEWAGE DESIGN CRITERIA

AVG. DAILY ATTENDANCE - 20 BEDS
MAX DAILY ATTENDANCE - 100 BEDS
MAX DAILY SEWAGE - 3500 lg
AVG. DAILY SEWAGE - 900 lg
ESTIMATED MAXIMUM HOURLY SEWAGE FLOW IS 6 TIMES AVG. FLOW ON MAXIMUM ATTENDANCE DAY = 14.5 lgpm.

G:\S12-SB\1161-01\1161BASE.DWG L&M ENGINEERING

ARCHIVED DISK No: -

Rev. No.	Date	Drawn	Description
2	AUG 22, 2000	SRB	CHANGES FOR CONTRACT SIGNATURE AS PER PRE-CONSTRUCTION MEETING
1	AUGUST '00	G.G.	ISSUED FOR CONSTRUCTION


SALVATION ARMY

MOUNTAIN VIEW CAMP

RECEIVED
SEP 12 2000
PROPERTY DEPT.

SITE PLAN

DATE	SCALE	DRAWN	DESIGNED	CHECKED	PROJECT No.	DWG. No.
JUNE 2000	1:500	BM	SRB		1161-01-02	001



©2001 1840 TISH AVENUE
PRINCE GEORGE, B.C.
V2M 1A9
Tel: (250) 562-1977
Fax: (250) 562-1967
lme@telnet.com

Site Plan with Numbered Buildings & Preferred Location for Multi-Purpose Building

LEGEND

- EX. SANITARY SEWER
- EX. POWER POLE
- EX. SEWER CLEAN OUT
- L&M SURVEY HUB
- EXISTING TREE
- EX. TREELINE
- EXISTING CONTOURS
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1	AUGUST '00	G.G.	ISSUED FOR CONSTRUCTION

SALVATION ARMY

MOUNTAIN VIEW CAMP

SITE PLAN

RECEIVED SEP 12 2000

PROPERTY DEPT.

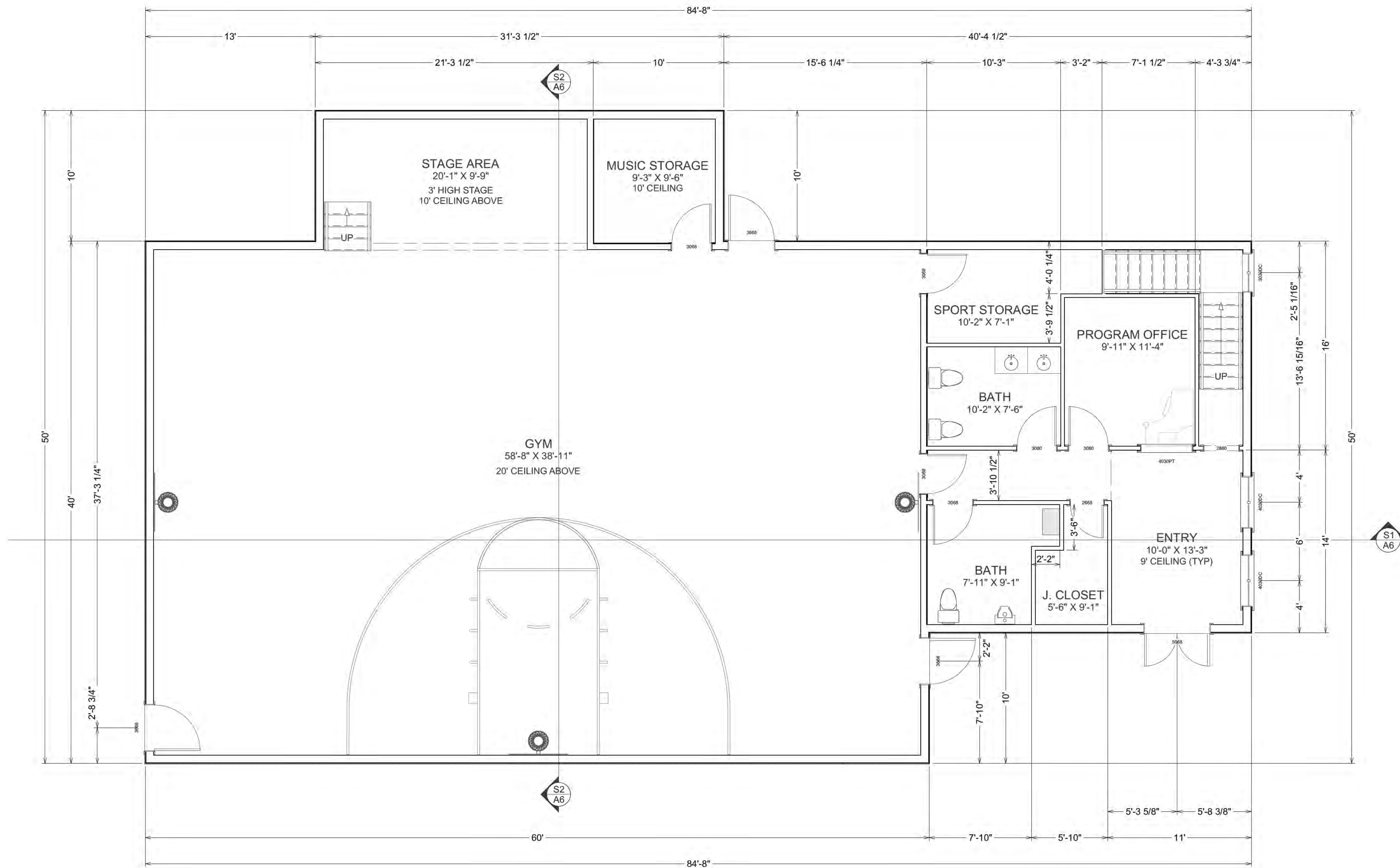
DATE: JUNE 2000 SCALE: 1:500 DRAWN: BM DESIGNED: SRB CHECKED: PROJECT NO: 1161-01-02 PRG. NO: 001

G:\16112-01-01\1161-01-01\1161-01-01.DWG LSM ENGINEERING

ARCHIVED DISK No: -

No.	Structure	Footprint	Area source
1	Modular Home	966	Floor Plans
2	House	1750	AASE Roof Plan
3	Washhouse	400	*
4	Power distribution shed	100	*
5	shed	100	*
6	Multi Purpose building	5800	AASE roof plan
7	Lumberjack building	demolished	
8	2 bunkhouses	1800	*
9	Recreation Hall (laundry, lounge)	800	*
10	Tuck Shop	demolished	
11	New Multi Purpose Building	4000	Future Home Designs
12	Seacan	400	*
13	Building has been removed	0	*
14	Nisga Building	200	*
15	5th Wheel trailer to be removed	0	*
16	2 bunkhouses	1800	*
17	2 ATCO Mobile Staff Lounges	800	*
		18916	SF
	Total Property in hectares	49.9	hectares
	Total Property in Square Feet	5,371,191	SF
	% of structures on Land	0.352175	
	* approximate areas		

Multi-Purpose Building



MAIN FLOOR PLAN

REVISION TABLE	NUMBER	DATE	REVISED BY	DESCRIPTION

Future Home Designs
 ema : futurehomedesigns@gmail.com
 20331 Duncan Way
 Langley BC, V3A 7N3
 Phone # (778) 298-9211
 Ce # (604) 999-6116



MAIN FLOOR PLAN

Client: SALVATION ARMY

DRWN. BY:

S.V.

DATE:

2020-11-16

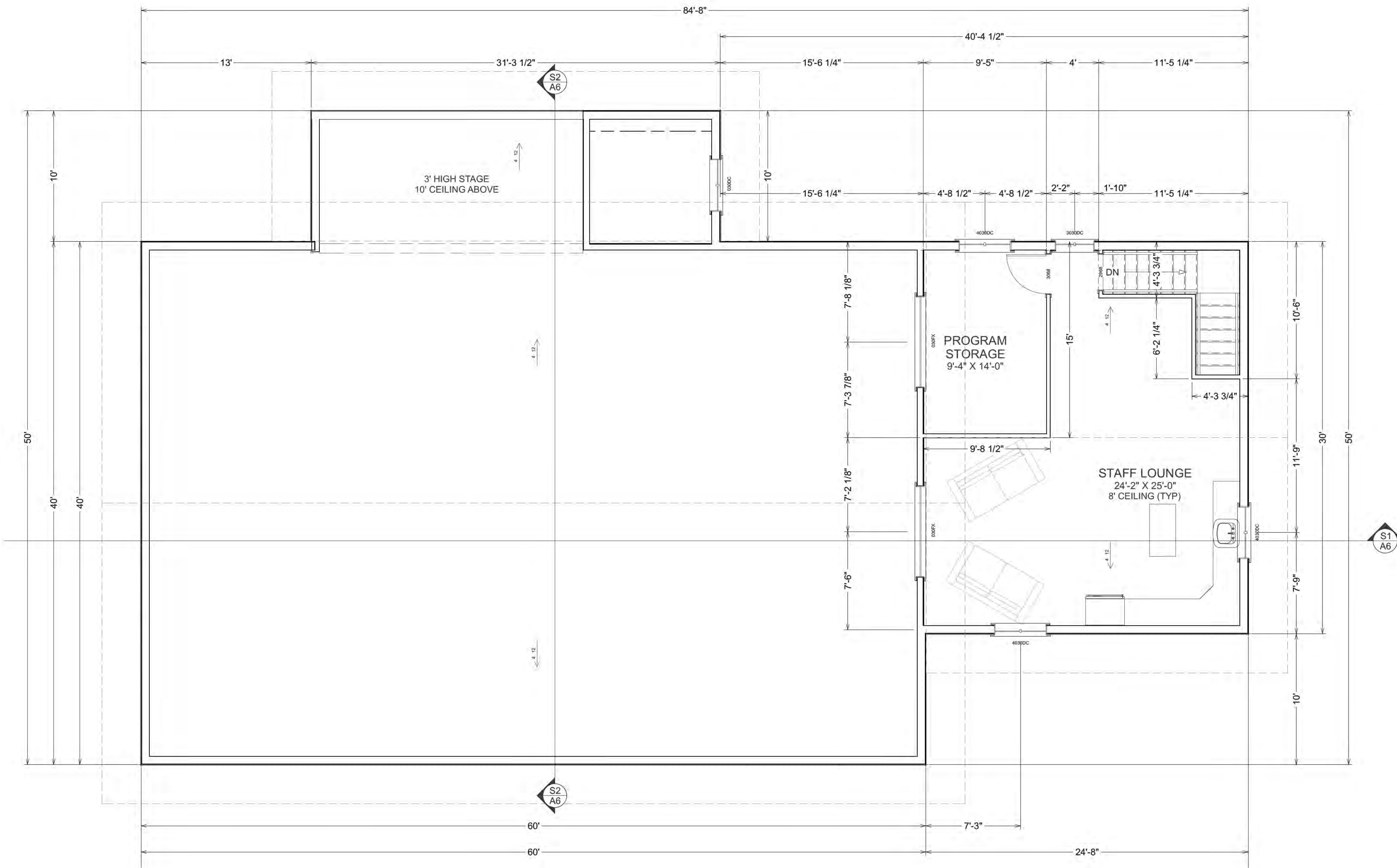
SCALE:

AS NOTED

SHEET:

A-2
OF 8

Multi-Purpose Building



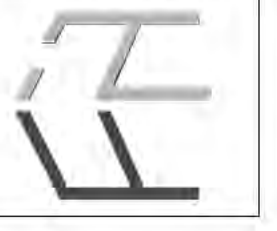
UPPER FLOOR PLAN

THESE PLANS ARE IN COMPLIANCE WITH THE 2018 B.C BUILDING CODE

ENERGY EFFICIENCY REQUIREMENTS AS OF DEC. 19 2014
 THIS HOME IS DESIGNED TO COMPLY WITH ENERGY EFFICIENCY REQUIREMENTS AND VALUES USING THE PRESCRIPTIVE METHOD FOR CLIMATE ZONE 4- LOWER MAINLAND AND SOUTHERN VANCOUVER ISLAND WITH NO H.R.V. (BCBC 2018 LATEST EDITION)

REVISION TABLE	NUMBER	DATE	REVISED BY	DESCRIPTION

Future Home Designs
 ema : futurehomedesigns@gmail.com
 20331 Duncan Way
 Langley BC, V3A 7N3
 Phone # (778) 298-9211
 Ce # (604) 999-6116



UPPER FLOOR PLAN

Client: SALVATION ARMY

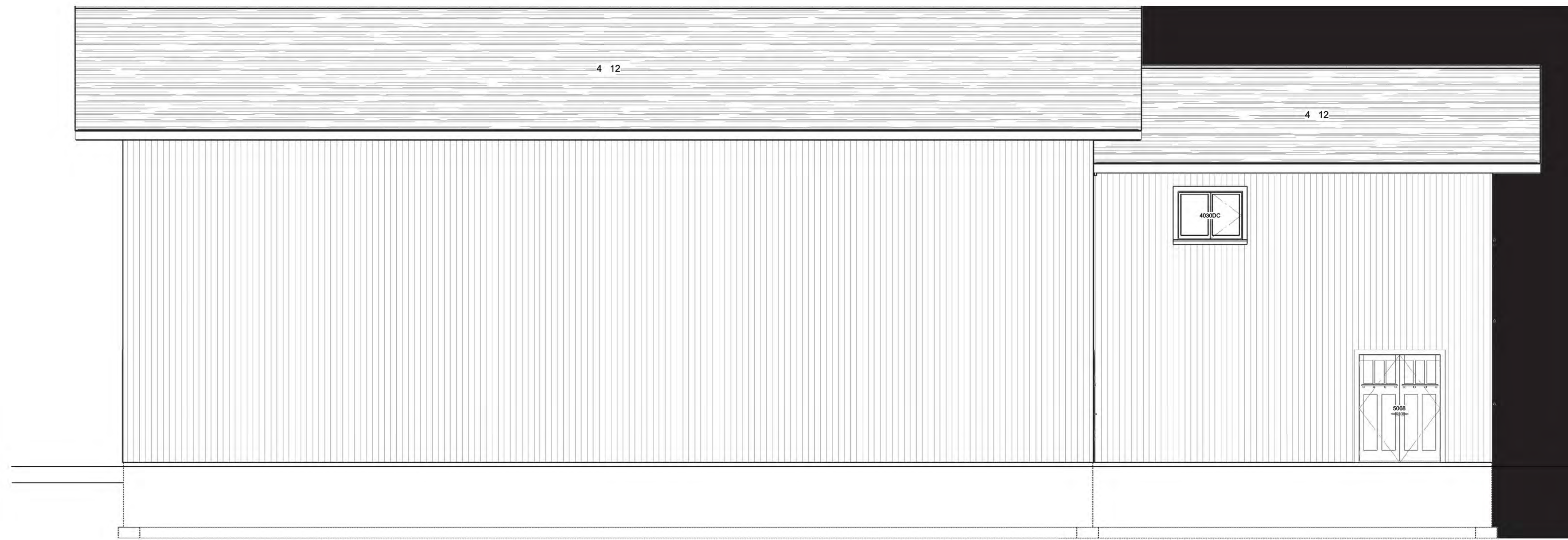
DRWN. BY:
S.V.

DATE:
2020-11-16

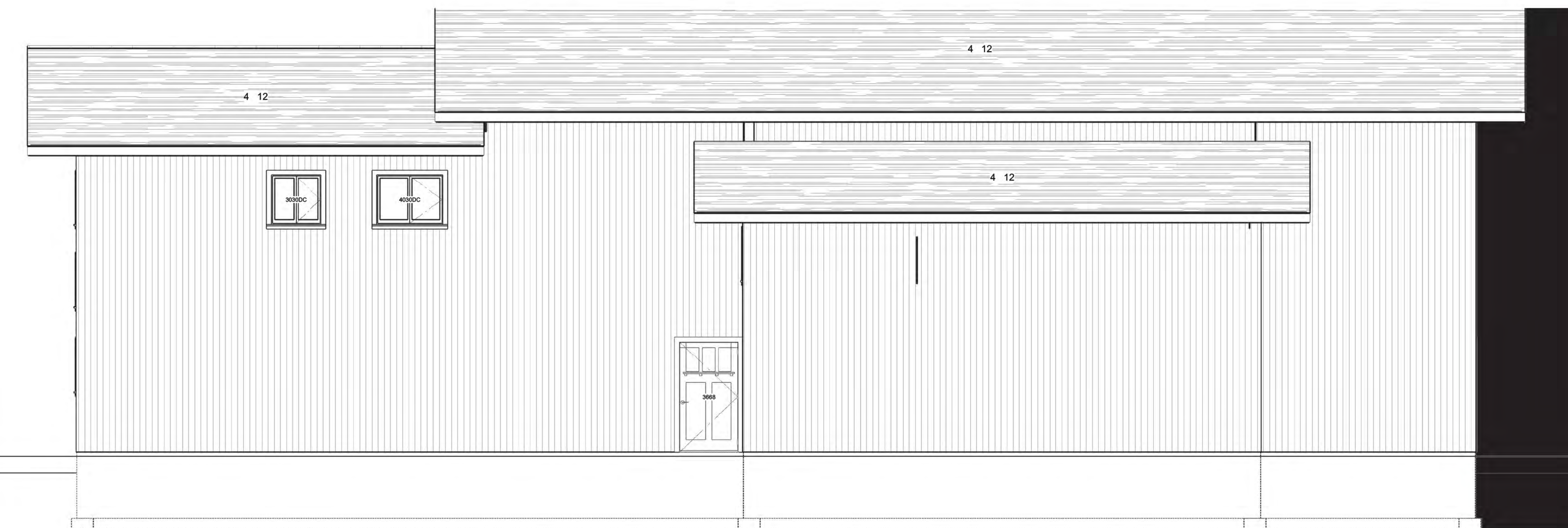
SCALE:
1/4" = 1' 0"

SHEET:
A-3
OF 8

Multi-Purpose Building



1
A4 Elevation 2



2
A4 Elevation 4

NUMBER	DATE	REVISION TABLE	REVISOR	DESCRIPTION

Future Home Designs
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 20331 Duncan Way
 Langley BC, V3A 7N3
 Phone # (778) 298-9211
 Ce # (604) 999-6116



ELEVATIONS

Client: SALVATION ARMY

DRWN. BY:

S.V.

DATE:

2020-11-16

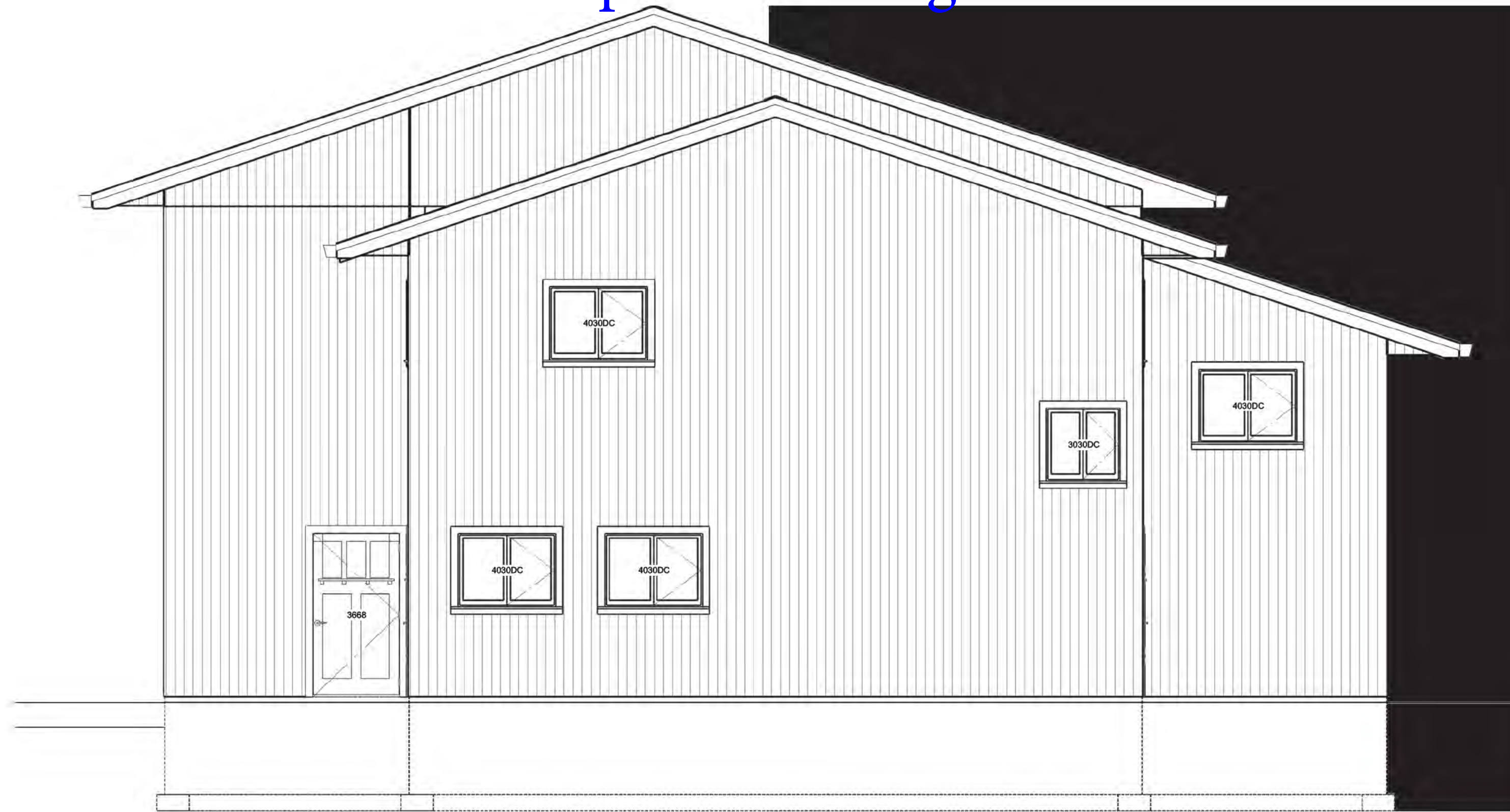
SCALE:

1/4" = 1' 0"

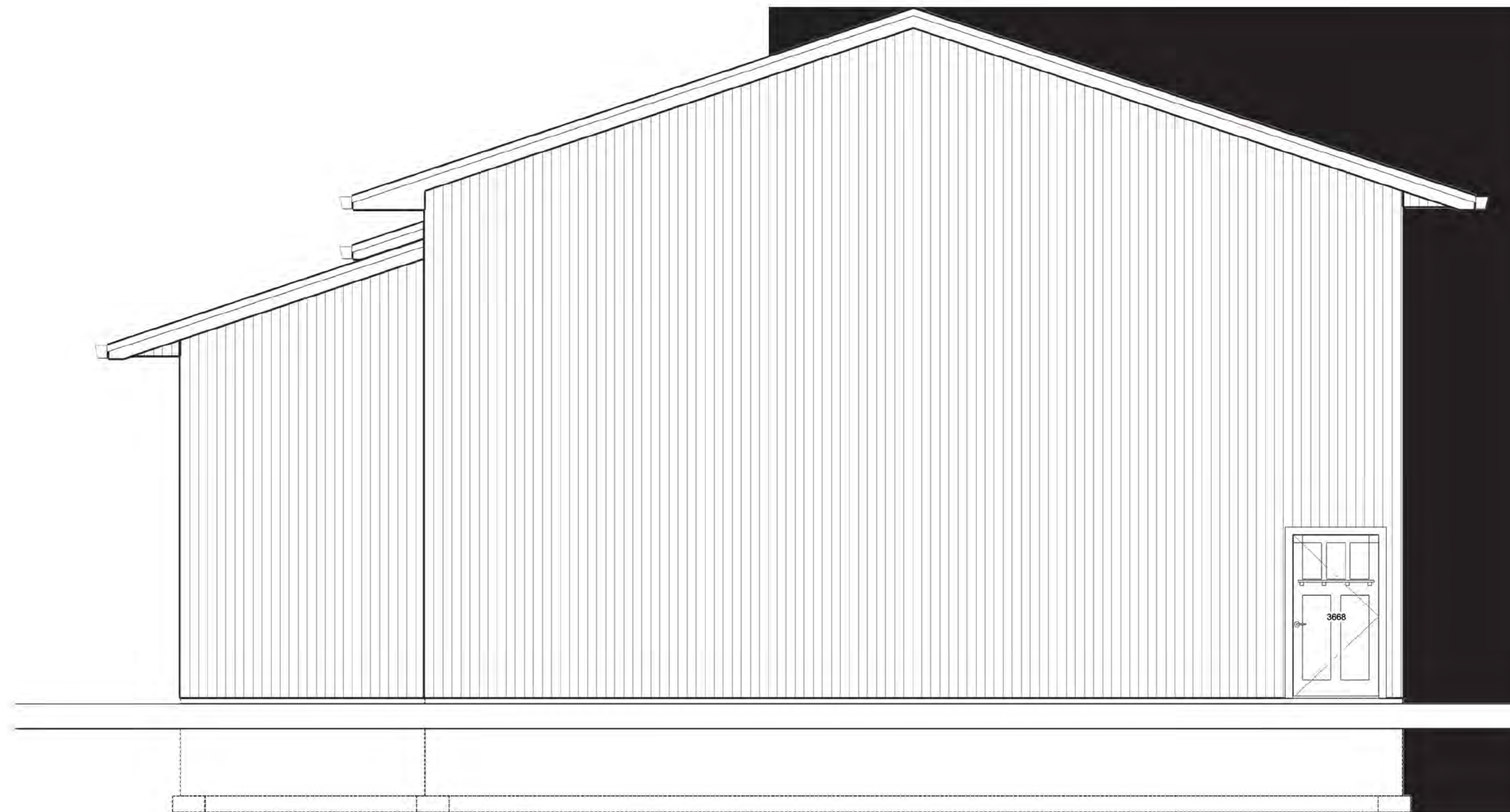
SHEET:

A-4
OF 8

Multi-Purpose Building



1
A5 Elevation 5



2
A5 Elevation 3

WINDOWS & DOORS

BEDROOMS TO HAVE MIN OPENING WIDTH OF 15" & A MIN. OPENING AREA OF 3.75 SQ. FT.
 FLOOR TO SILL MAX. 1.5m
 SAFETY GLASS FOR WINDOWS WITHIN 36" OF DOORS LOCKS
 SAFETY GLASS FOR GLAZING 8" FROM FLOOR OR LOWER
 SAFETY GLASS FOR SHOWER OR TUB ENCLOSURES
 SAFETY GLASS FOR SLIDING GLASS DOORS
 PROVIDE SOLID BLOCKING IN 2 STUD SPACES (BOTH SIDES) OF EXT. DOORS AT LATCH HEIGHT
 DOOR BETWEEN GARAGE & DWELLING TO BE SELF CLOSING AND WEATHER STRIPPED

COLD WEATHER REQUIREMENTS

BCBC 2018 DIVISION B - PART 9
 CONCRETE : ARTICLE 9.3.1.9.
 EXCAVATION : ARTICLE 9.12.1.3.
 GYPSUM BOARD : ARTICLE 9.29.5.10
 HEATING / VENTILATING : ARTICLE 6.2.1.8.3.

OTHER SEPARATIONS :

SKYLIGHTS: USI 2.90 (U-0.51)
 SKYLIGHT SHAFT RSI 2.78 (R-15.8)
 DOOR TO GARAGE : RSI 1.1 (R-6.25)
 ACCESS HATCH : RSI 2.6 R-14.8 (U-0.46)
 FRONT DOORS : USI 2.6 (U-0.46)
 GLASS BLOCK : USI 2.9 (U-0.51)
 WINDOWS & DOORS : USI 1.80 (U-0.32)

Energy Requirements for Windows				
Zone	Heating Degree Day Range	Energy Rating (ER)	Max. U-Factor	Mn. ER
4	<3500	21	1.80 (0.32)	13

Required Thermal Characteristics of Fenestration & Doors				
Zone	Heating Degree Day Range	Energy Rating (ER)	Max. U-Factor	
4	<3000	21	1.80 (0.32)	

ENERGY EFFICIENCY REQUIREMENTS AS OF DEC. 19 2014
 THIS HOME IS DESIGNED TO COMPLY WITH ENERGY EFFICIENCY REQUIREMENTS AND VALUES USING THE PRESCRIPTIVE METHOD FOR CLIMATE ZONE 4- LOWER MAINLAND AND SOUTHERN VANCOUVER ISLAND WITH NO H.R.V. (BCBC 2018 LATEST EDITION)

Performance Grade (Windows & Doors)	
Product Performance Class	R
Mn. Performance Grade	25
Mn. Design Pressure	720 (15.0)
Structural Test Pressure	1080 (22.5)
Mn. Water Resistance Test Pressure	140 (2.90)

FENESTRATION > WINDOWS & DOORS TO HAVE AN OVERALL THERMAL TRANSMITTANCE (U-VALUE) NOT GREATER THAN THE VALUES LISTED IN TABLE 9.36.2.7.A (BCBC LATEST REVISION) FOR THE APPLICATION HEATING DEGREE-DAY CATEGORY. CLIMATE ZONE 4 & 5 MAX. U-VALUE TO BE 1.80

REVISION TABLE	NUMBER	DATE	REVISION BY	DESCRIPTION

Future Home Designs
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 20331 Duncan Way
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ELEVATIONS

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DATE:

2020-11-16

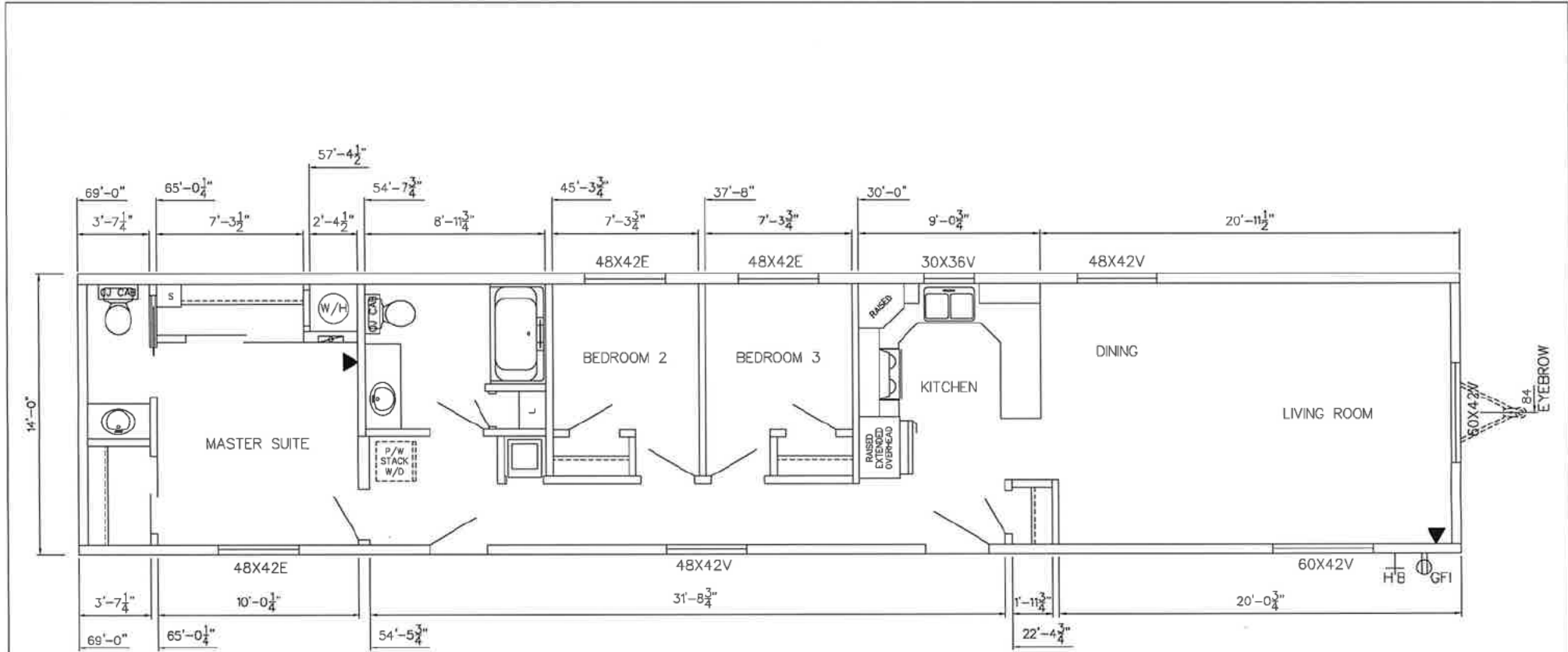
SCALE:

1/4" = 1' 0"

SHEET:

A-5
OF 8

Modular Home (Senior Staff Housing) ⁶⁹



NOTES: MODULINE ASSUMES NO RESPONSIBILITY FOR
FIRE SEPARATION, SEISMIC OR DOOR/WINDOW
PENETRATION REQUIREMENTS. CONSULT YOUR LOCAL
BUILDING OFFICIAL OR ENGINEER OF RECORD TO CONFIRM

MODULINE PENTICTON
P.O. BOX 190
1175 RAILWAY STREET
PENTICTON, B.C. V2A 6K3
(250) 493-0122

CUSTOMER: *[Signature]*
DEALER: *[Signature]*
DATE: *May 10/2021*

DEALER CHANGE REQUEST

A
B
C

TITLE: CORNERSTONE
DRAWING NO. Q13146B - 14C06607
DRAWN BY: R.C.
DATE: 05-06-2021

Site visit photos, counterclockwise visit of site [applicant's site numbering in brackets]

Photo 1: Caretaker's house [2] – start of site loop



Photo 2: 1 of 4 proposed locations for multipurpose building (between



Photo 3: Recreation Hall (laundry, staff room) [9]



Photo 4: Girl's bunkhouses (campers dwellings), front view [16]



Site visit photos, counterclockwise visit of site [applicant's site numbering in brackets]

Photo 5: Proposed Modular home site, shown from west/right side of washhouse (former manufactured home site) [1 cont'd]



Photo 6: Washhouse (washrooms) [3]



Photo 7: Staff housing in ATCO trailers, shown to the east/left of washhouse [17]



Photo 8: Staff housing in ATCO trailers, front view [17 cont'd]



Site visit photos, counterclockwise visit of site [applicant's site numbering in brackets]

Photo 9: 1 of 4 proposed locations for multipurpose building (least preferred); basketball court/playground [labelled as "playground" near # 5]



Photo 10: Storage shed [5]



Photo 11: Boys bears bunkhouse (camper dwellings) [8]



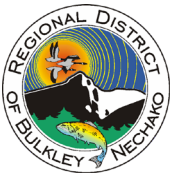
Photo 12: Boys ravens bunkhouse (camper dwellings) [8]



Site visit photos, counterclockwise visit of site [applicant's site numbering in brackets]

Photo 13: Power distribution shed, near boys bunkhouse [4]**Photo 14:** Outline in yellow = referred site of proposed multi-purpose building (behind boys bunkhouses)**Photo 15:** Nisga'a building (storage) [4]**Photo 16:** Multi-purpose building (kitchen and dining hall) [6] & shipping container behind building [12] – end of site loop

Site visit photos, wide shots for context**Photo 17 & 18:** Girls bunkhouses and laundry room/staff room & caretaker house/ kitchen/dining hall building as viewed from centre of camp**Photo 19:** View of staff ATCO trailer housing, washhouse, and proposed location of modular staff housing building, from centre of camp



75

REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair and Board
FROM: Danielle Patterson, Senior Planner
DATE: June 30, 2022
SUBJECT: ALR Subdivision Application No. 1244

RECOMMENDATION

all/directors/majority

That Agricultural Land Reserve Subdivision Application No. 1244 be recommended to the Agricultural Land Commission for denial.

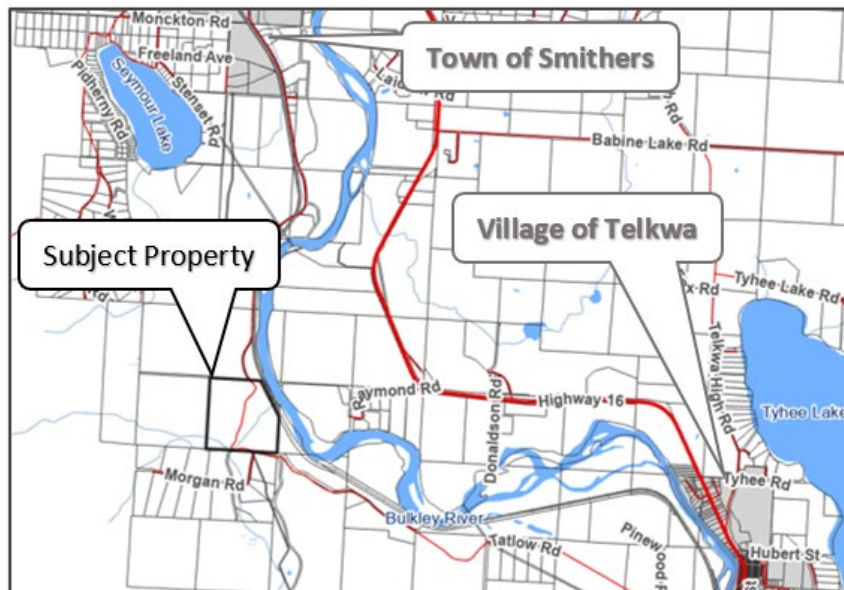
EXECUTIVE SUMMARY

This applicant is requesting Agricultural Land Commission (ALC) approval to subdivide the subject property into two parcels with areas of 16.5 ha (40.8 ac) and 43.5 ha (107.5 ac).

In staff's opinion the subdivision would allow two additional residential dwellings in the area without increasing the potential that the land would be used for farming. Therefore, staff recommend the application be recommended to the ALC for denial.

APPLICATION SUMMARY

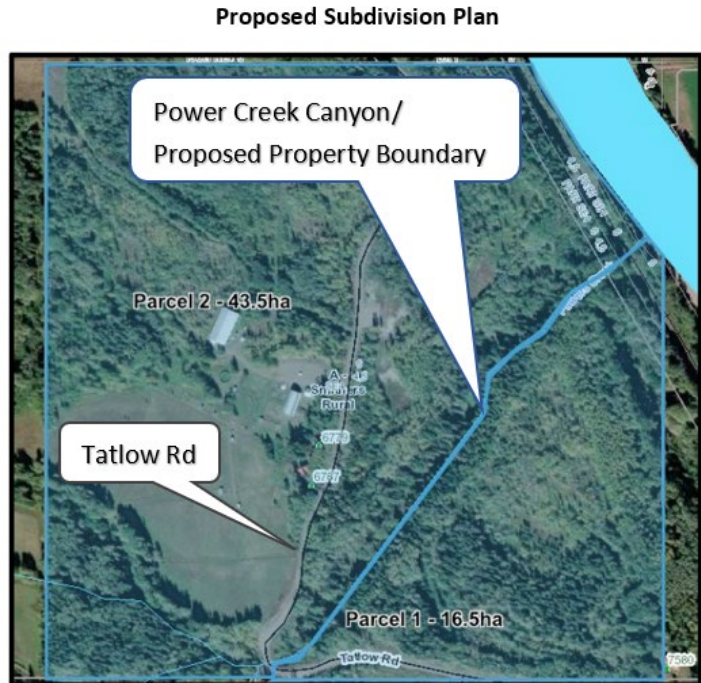
- Name of Agent/Owner:** James Robinson and Melicia Robinson
- Electoral Area:** A
- Subject Properties:** The Fractional Southeast 1/4 Of Section 6 Township 4 Range 5 Coast District Except: Plans 1157, 9237, 11572, and EPP1327 (PID 006-275-648)
- Property Size:** 59.95 ha (148.15 ac)
- OCP Designation:** Agriculture (AG) in “Regional District of Bulkley-Nechako Smithers Telkwa Rural OCP Bylaw No. 1704, 2014”
- Zoning:** Agricultural (Ag1) Zone in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” (the Zoning Bylaw)
- Existing Land Uses:** Agriculture / Residential
- Location:** 6779 & 6787 Tatlow Road, approximately 3 km south of the Town of Smithers and 4 km west of the Village of Telkwa (see subject property map). The subject property is in the building inspection area but not in a rural fire protection area.



- Proposed Subdivision:** Proposed Parcel 1: approximately 16.5 ha (40.8 ac)
Proposed Parcel 2: approximately 43.5 ha (107.5 ac)

Proposal:

The applicants are requesting Agricultural Land Commission (ALC) approval to subdivide the subject property into two parcels. The subdivision boundary between the proposed parcels is Power Creek Canyon. The applicants state in their attached application that the steepness of Power Creek Canyon limits the agricultural use of the land south of the canyon (proposed Parcel 1) given its physical separation from the area of proposed Parcel 2. They state that proposed Parcel 1 is suitable for a hobby or market farm but not suitable for leasing as the site requires grubbing and levelling.



The lands north of Power Creek Canyon are used by the property owners for a horse boarding and training facility, which is a permitted use in the Agricultural Land Reserve (ALR). Additionally, the property owners raise poultry and have small crop fields. The property owners state they plan to sell Proposed Parcel 1 to fund future agricultural improvements on Proposed Lot 2.

DISCUSSION

Official Community Plan (OCP)

The subject properties are designated Agriculture (AG) under the OCP. OCP Policy 3.1.2(6) states applications for subdivision within the ALR may only be considered in the following circumstances:

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

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

Zoning

The property is zoned Agricultural (Ag1) in the Zoning bylaw, which allows for a minimum parcel size at subdivision of 16 ha (39.5 ac). The applicants are aware that they would be required to meet RDBN regulations if the subdivision were approved.

Referral Comments

The **Electoral Area A Advisory Planning Commission** (APC) unanimously supported the application.

The **RDBN Regional Agriculture Coordinator – West** stated “I do not see that the proposed

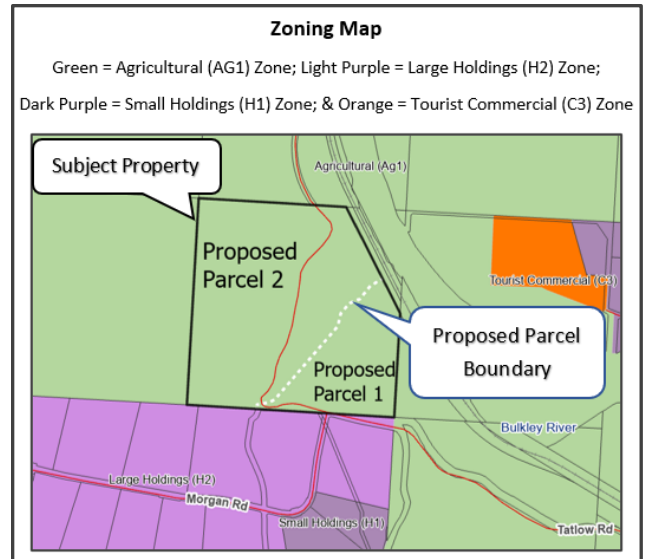
subdivision would result in a clear benefit to agriculture. I understand that the proposed 16.5 ha piece has good road access, but the cost of the land and development, and the terrain [...] make the intrinsic agricultural value of this land higher if it stays as one larger lot. That being said, there are few land parcels available for intensive farming near Smithers, and although the entire 16.5 ha may not be able to be used for agriculture, the subdivision could create future opportunity.”

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

Planning Department Comments

There have been three previous ALR applications to subdivide this property along Power Creek Canyon by previous property owners (see Appendix B for details). In all three instances the Board recommended denial and the ALC denied the applications. These applications are discussed below:

RDBN Application #649: The ALC noted it was in an agricultural area comprised of larger properties and properties. Further, farmers in the area have had success with field vegetables, hay production, and pasturelands. Additionally, it was noted that a previous owner had received government assistance to clear and develop the parcel for agricultural purposes (ALC Resolution #515/86).



RDBN Application #698: The ALC stated, “[i]t is the experience of the Commission that subdivisions of farm land increases the pressure for further subdivision. The Commission has also found that as lot sizes decrease, the agricultural options open to farmers decreases as well” (ALC Resolution #982/88).

RDBN staff and the Ministry of Agriculture noted traffic concerns and conflicts between agricultural properties and rural residential properties on Tatlow Road.

RDBN Application #974: (ALC Resolution #246/2005). The applicant submitted an Agricultural Assessment along with their subdivision application which indicated the use of the ~16 ha portion *“for intensive agriculture would be challenging and hardly economical”*. The ALC and Ministry of Agriculture noted they were in agreement but stated that the land would be a valuable part of the larger parcel as potential future quality pasture lands.

If subdivision were approved, each lot could have up to two dwellings. This would allow for an additional 2 dwellings in the area without increasing the potential that the land would be used for farming. In staff’s opinion the subdivision can be expected to have a net negative impact on agriculture. Therefore, staff recommend the application be recommended to the ALC for denial.

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. ALR Application No. 1244

APPENDIX A

Agricultural Capability based on Canada Land Inventory Mapping

47.9% of the subject lands are **Class 5TM** (limited by topography and soil moisture)

33.0% of the subject lands are **Class 3X** (limited by the cumulative effect of a combination of soil conditions and/or minor adverse conditions)

14.8% of the subject lands are **4PT** (limited by stoniness and topography)

2.2% of the subject lands are **6T** (limited by topography)

2.1% of the subject lands are **5PM** (limited by stoniness and moisture)

Class 3 Land in this class has limitations that require moderately intensive management practises or moderately restrict the range of crops, or both.

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

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

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

Agricultural Capability Map



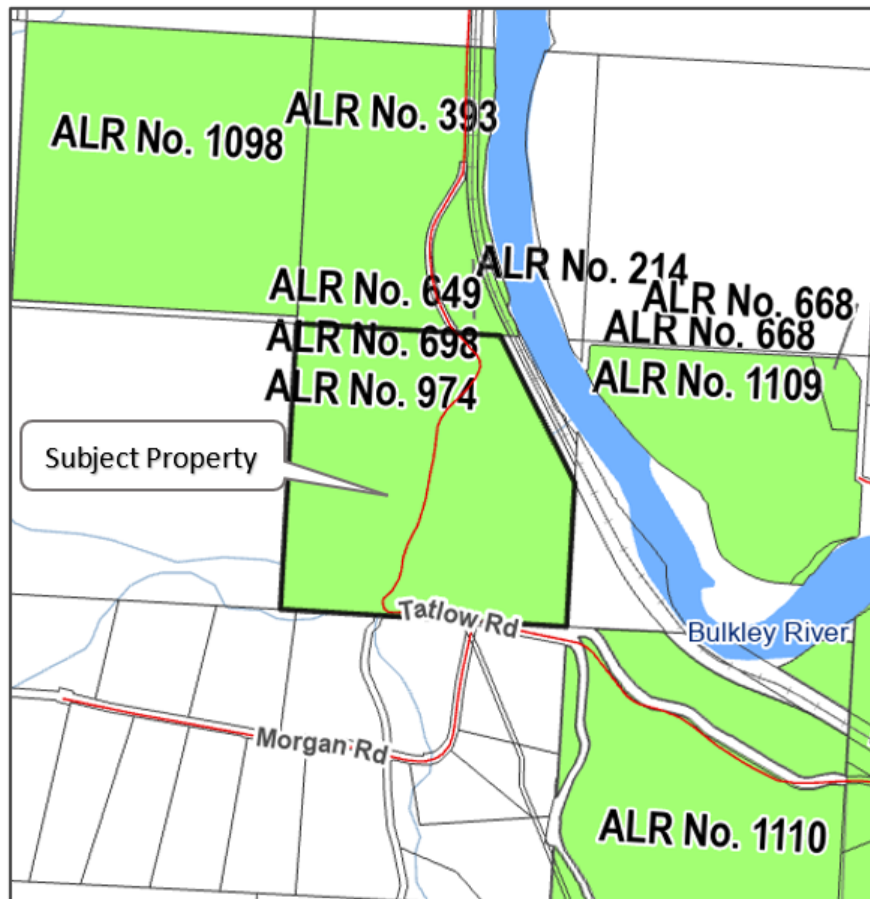
APPENDIX B:

Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation
214	Lot 1 Plan 6930, NE 1/4, Section 6, Township 4, Range 5, Coast District	Application to construct a permanent secondary dwelling on the subject property.	Approval
			Denial
			Denied
393	Part NE ¼ of Section 6, Township 4, Range 5, Coast District, lying west of the Bulkley River, except Plan 6930	Application to subdivide the ±33 ha property into two lots, one of ±2 ha and one of ±31 ha	Denial
			Approval
			Denied
649 - Subject Property	Part SE ¼ of Section 6, Township 4, Range 5 Coast District, except Plans 1157, 9237 and 11572. The subject property is ±60.2 ha	Application to subdivide the property into two parcels along a deep ravine that creates a natural boundary through the property	Denial
			Denial
			Denied
668	Fractional SW 1/4 of Section 5, except all that portion lying south of the Bulkley River, Township 4, Range 5, Coast District	Application to subdivide a parcel of approximately 2.02 ha for a homesite severance.	Denial
			Denial
			Approved
698 - Subject Property	SE 1/4, Section 6, Township 4, Range 05, Coast District except Plans 1157 and 9237	Application to subdivide subject property.	Denial
			Denial
			Denied
974 - Subject Property	Part SE ¼ of Section 6, Township 4, Range 5 Coast District, except Plans 1157, 9237 and 11572. The subject property is ±60.2 ha (±150 acres)	Subdivide the property into one lot of ±16 ha (±39.5 acres) and one lot of ±43.5 ha (±107.5 acres). The subdivision would occur along a deep ravine that creates a natural boundary through the property. The owner intends to sell the proposed 16 ha lot and continue to use the remaining lot for horse breeding and training.	Denial
			Denial
			Denied
1098	NW 1/4 of Frac Section 6 Township 4 Range 5,	To exclude the property from the Agricultural Land Reserve to	Denial
			Denial

	Coast District except thereout a strip of land being the most Southerly 20 meters in parallel width thereof	allow its subdivision into 2 ha. (5 acre) residential parcels	Denied
1110	The Fractional W ½ of Section 32, Township 5, Range 5, Coast District except Plans 1157 and 9394	To allow the installation and operation of a pet crematorium on the property.	Approval
			Approval
			Approved

Surrounding Applications Map





Provincial Agricultural Land Commission - Applicant Submission

Application ID: 56320

Application Status: Under LG Review

Applicant: James Robinson , Melicia Robinson

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 03/12/2022

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

Proposal Type: Subdivision

Proposal: The purpose of this proposal is to maximize the utilization of the parcel and preserve the land for future agricultural purposes. The disjointed 16.5ha parcel under application (Lot 1) has not been developed since the property was first homesteaded in 1968 through many different owners. The hope is that the land will be subdivided within the ALR and can be used to build a moderate sized farm to maximize the agricultural potential of the area. Larger parcels of undeveloped land close to town are very limited and can be cost prohibitive for younger families starting out resulting in many newer farms and hobby farms in the area being built on 5-50ac parcels using more intensive farming techniques.

Mailing Address:

[REDACTED]

Primary Phone: [REDACTED]

Mobile Phone: [REDACTED]

Email: [REDACTED]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 006-275-648

Legal Description: The Fractional Southeast 1/4 of, Section 6, Township 4, Range 5 Coast District, EXCEPT Plans 1157, 9237 and 11572

Parcel Area: 60 ha

Civic Address: Approximately 7 km south of Smithers on Tatlow Road.

Date of Purchase: 07/06/2012

Farm Classification: No

Owners

1. **Name:** James Robinson

Address:

[REDACTED]

Applicant: James Robinson , Melicia Robinson

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

2. Name: Melicia Robinson

Address:

Phone: [REDACTED]

Email: [REDACTED]

Current Use of Parcels Under Application

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

All improvements and agricultural activities are located on the west side of busy Tatlow Road and Powers Creek canyon (Lot 2) which divide the property. My wife and I operate and maintain a small horse boarding and training facility with associated 50'x100' barn with connected and adjacent serviced paddocks for winter as well as approximately 10ac of intensively maintained high quality horse pasture for managed summer turnout. Over the last 3 years we have broken approximately 7ac of old weed infested pasture and planted cover crops as well as cleared 4ac of new land to have 11ac of land in seasonal hay production. We have harvested one season of limited hay from the property so far and the hay fields will be in full production this year. We also logged and cleared approximately 15ac that were seeded and fencing will be completed to use some areas as "bush" pasture for horses and potentially cows.

Lot 1 has no agriculture development or activity.

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

All improvements and agricultural activities are located on the west side of Tatlow Road and Powers Creek canyon (Lot 2) which divide the property.

Agricultural related improvements on the property:

- 100'x50' barn with hay loft and 4 connected fenced paddocks with heated waterers built in 1988
- 150'x75' indoor riding arena built in 2001
- 50'x30' pole shed for farm equipment storage built in the 1990's
- outdoor riding arena
- round pen
- 10ac prime horse pasture fenced and cross fenced with shelters
- 11ac newly planted alfalfa/brome/meadow/orchard hay fields
- 15ac rough bush pasture fenced some seeded
- chickens and turkeys are raised in a small house with fenced run next to our house until large enough to go out in a chicken tractor where they are cycled onto fresh forage multiple times a day.

Lot 1 has no agricultural improvements.

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

There are no non-agricultural uses currently taking place on this parcel.

Adjacent Land Uses

North

Land Use Type: Industrial

Specify Activity: A subdivided portion with the NE being a heavy duty mechanic shop, NW is non-maintained land

East

Land Use Type: Industrial

Specify Activity: A high-end commercial steelhead fishing lodge that was allowed to build many cabins recently

South

Land Use Type: Residential

Specify Activity: Subdivision with many 10/20 acre lots off the SE corner is another smaller lot

West

Land Use Type: Agricultural/Farm

Specify Activity: A semi-active farm growing market vegetables and raising a small amount of poultry

Proposal

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

16.5 ha

43.5 ha

2. What is the purpose of the proposal?

The purpose of this proposal is to maximize the utilization of the parcel and preserve the land for future agricultural purposes. The disjointed 16.5ha parcel under application (Lot 1) has not been developed since the property was first homesteaded in 1968 through many different owners. The hope is that the land will be subdivided within the ALR and can be used to build a moderate sized farm to maximize the agricultural potential of the area. Larger parcels of undeveloped land close to town are very limited and can be cost prohibitive for younger families starting out resulting in many newer farms and hobby farms in the area being built on 5-50ac parcels using more intensive farming techniques.

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

The 16.5ha parcel (Lot 1) under application has limited/moderate agriculture potential (not south facing, moderate soil quality/quantity) but could serve as a moderate sized intensively utilized hobby/market farm. Lot 1 is extremely disjointed from the main farming operations because of the very steep Powers Creek canyon and busy Tatlow Road (see ALR Application Supporting Doc). Tatlow Road has approximately 50 residences on smaller properties beyond our farm and sees a significant amount of traffic. Powers Creek canyon is very steep and only crossed by following Tatlow Road to access Lot 1 from the main farm (Lot 2). Powers Creek canyon can serve as a perfect natural property boundary and is proposed as division between Lot 1 and Lot 2. Lot 1 also has problems with trespass and illegal dumping because it is so disjointed it is impossible to monitor from the main farm (Lot 2). We have owned the property for a decade and have only accessed Lot 1 a handful of times because of its disjointed characteristics. These same negative aspects of being disjointed from the main farm (Lot 2) make Lot 1 ideal for subdivision and will serve to encourage more farming in the area and preserve it for agriculture use for future generations.

Lot 1 is well suited for independent development as demonstrated on the "Lot 1 Access/Infrastructure map"

Applicant: James Robinson , Melicia Robinson

in the ALR Application Supporting Doc. Lot 1 has easy access from Tatlow Road along the southern property boundary, with 2 existing logging trails and ample line-of-sight for future driveway access. There is also easy access to the existing BC Hydro transmission line along Tatlow Road and an old well drilled on the property of unknown condition as the original owner of the property was a well driller.

Lot 1 is not well suited for lease or rental to another farmer as the land is a smaller lot in a partially cleared state requiring extensive stumping and levelling to be ready to cultivate. There is also no large scale farmers nearby that are seeking smaller parcels of land to break and develop into crop/hay land and the economics of this would be very challenging. There is very little crop/hay land agricultural utilization in the area with only small tracts of land being suitable/viable.

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

This proposal not only supports agriculture in the long and short term it maximizes the potential of an underutilized parcel of land in an area with very limited neighbouring agricultural use. Having Lot 1 remain within the ALR helps ensure it is protected for future agriculture compatible activities.

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

No

6. Describe any economic values you believe are applicable to the application.

The proceeds from the sale of the property would be put back into maximizing the farming use of the main farm (Lot 2) and hopefully acquiring neighbouring adjacent land to expand agricultural use in the area. We are investigating raising/breeding cattle and possibly sheep in the near term to diversify our operations. On a community level, the development of another moderate size farm in the area will also positively impact many small and locally owned businesses from contractors, trades and farming equipment suppliers. There is also the potential for community level farming equipment and skill sharing programs which are starting to happen more often in the community with increasing numbers of smaller, more intensively utilized, farms. The local Official Community Plan also states that the vision for agriculture is "maintaining the viability of the area's agricultural sector is critically important to the character and economy of the area".

7. Describe any cultural values you believe are applicable to the application.

N/A

8. Describe any social values you believe are applicable to the application.

N/A

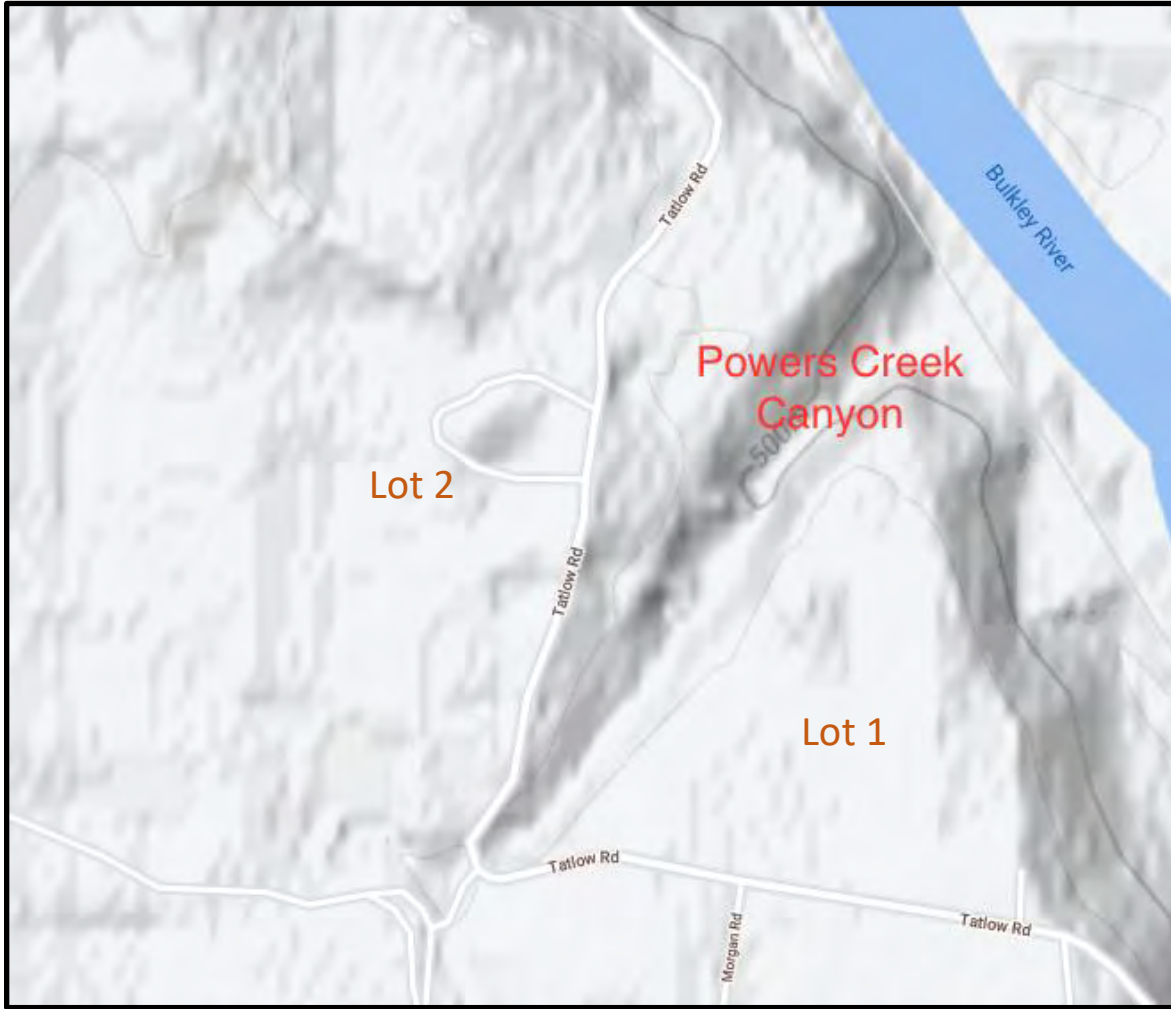
9. Describe any regional and community planning objectives you believe are applicable to the application.

This application is compatible with our areas Regional District's Official Community Plan (OCP) objectives (3.1.1) and aligns with the applicable policies (3.1.2) for agricultural land (AG) (OCP AG Objectives and Policies attachment). The application for subdivision (within the ALR) supports and protects the land for future agricultural uses, and serves to encourage the expansion and maximize utilization of the land for agricultural purposes. The application also encourages a diversity of agriculture uses and opportunities by allowing the development of a disjointed underutilized parcel of land. Lot 1 will be in the best interest of the local community, is compatible with the minimum AG parcel size for the local area (16ha), and will in no way compromise any neighbouring uses.

Applicant Attachments

Supporting information to Robinson ALR subdivision application

Topography of Powers Creek Canyon:



Supporting information to Robinson ALR⁸⁸ subdivision application

Lot 1 Access/Infrastructure



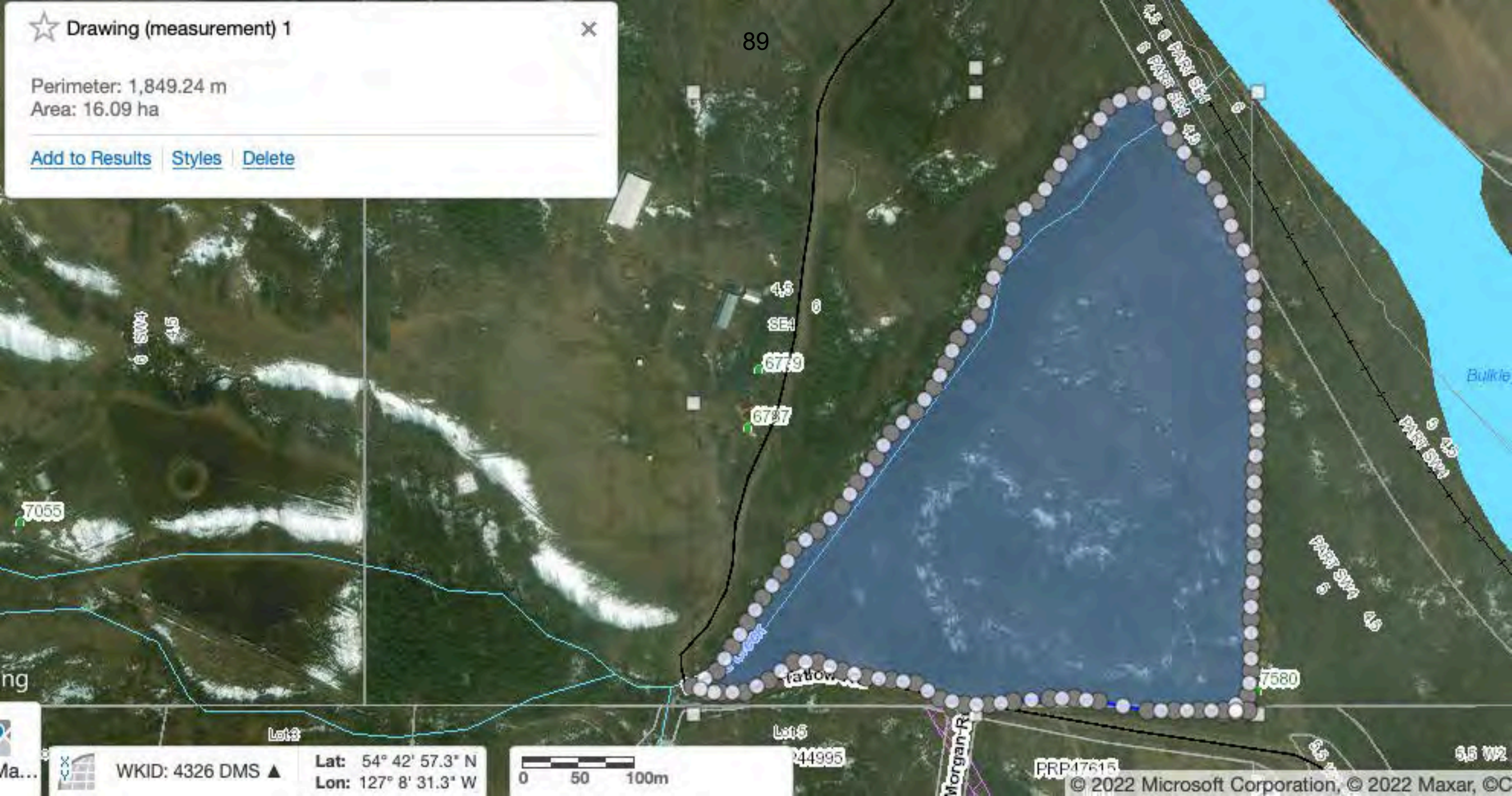
☆ Drawing (measurement) 1



Perimeter: 1,849.24 m

Area: 16.09 ha

[Add to Results](#) [Styles](#) [Delete](#)



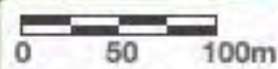
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WKID: 4326 DMS ▲

Lat: 54° 42' 57.3" N
Lon: 127° 8' 31.3" W



Lot 5

44995

PRP17615

Smithers Telkwa Official Community Plan:

[https://www.rdbn.bc.ca/application/files/3215/4526/1807/Schedule A Bylaw 1704 Area A OCP.pdf](https://www.rdbn.bc.ca/application/files/3215/4526/1807/Schedule_A_Bylaw_1704_Area_A_OCP.pdf)

3.1. Agriculture (AG) Designation

The Agriculture (AG) designation applies to those areas that are most suitable for agricultural activities. It is the intent of this designation to protect and preserve farm land and soil having agricultural capacity, and facilitate the appropriate utilization of that land for agricultural purposes. In general the Agriculture (AG) designation follows the boundaries of the Agricultural Land Reserve (ALR).

3.1.1. Objectives

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

3.1.2. Policies

- (1) Agriculture and other compatible uses of land may be permitted.
- (2) The responsible Provincial Ministry should ensure that agricultural lands
- (3) used for aggregate extraction are adequately restored for agricultural purposes.
- (4) A minimum parcel size of 16 hectares (39.5 acres) is supported. Applications to permit smaller parcels may be considered where the requirements of Section 3.4.2(9) are met, and the proposed subdivision will not have a net negative impact on the agricultural use of the lands being subdivided, or surrounding agricultural lands.
- (5) Home site severances may be supported provided they meet the requirements established by the ALC, and there is no significant negative impact on agriculture associated with the proposed subdivision.
- (6) New roads, utility and communication corridors should be located to minimize the negative impact on existing and potential agricultural operations.
- (7) Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.
 - (a) There is limited agricultural potential within the proposed area.

Smithers Telkwa Official Community Plan:

[https://www.rdbn.bc.ca/application/files/3215/4526/1807/Schedule A Bylaw 1704 Area A OCP.pdf](https://www.rdbn.bc.ca/application/files/3215/4526/1807/Schedule_A_Bylaw_1704_Area_A_OCP.pdf)

- (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.
- (8) The inclusion of arable land in the Agricultural Land Reserve (ALR) is supported provided the reason for inclusion is based primarily on the arability of that land.
- (9) The voluntary consolidation of legal parcels which form part of the same farm unit will be encouraged. Boundary adjustments and consolidations which permit more efficient use of arable land for agricultural purposes will also be supported.
- (10) The subdivision of lands that form viable farm units is discouraged unless there is a clear benefit to agriculture.
- (11) The Regional District supports the implementation and enforcement of the *Farm Practices Protection Act*, the *Code of Agricultural Practice for Waste Management* and applicable environmental guidelines for agricultural producers.
- (12) Home based businesses, including bed and breakfasts and agritourism, operated in accordance with the requirements of the Agricultural Land Reserve are supported.
- (13) The planting of trees on non-arable land, riparian areas, and environmentally sensitive areas, in consultation with the Ministry of Environment, is encouraged.
- (14) In areas where agricultural land is not farmed the owners are encouraged to rent or lease the unused land to a farmer.
- (15) The conversion of small parcels created to accommodate institutional uses such as churches and community halls to residential development shall be strongly discouraged.
- (16) The Province is encouraged to implement innovative approaches to making appropriately located Crown lands available and affordable for agricultural use.
- (17) The Province is encouraged to support local agricultural operations to ensure their long-term viability.



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair and Board
FROM: Steve Davis, Building Inspector
DATE: June 30, 2022
SUBJECT: Building Bylaw Non-compliance Issues

RECOMMENDATION

all/directors/majority

That the Board receive this report for discussion.

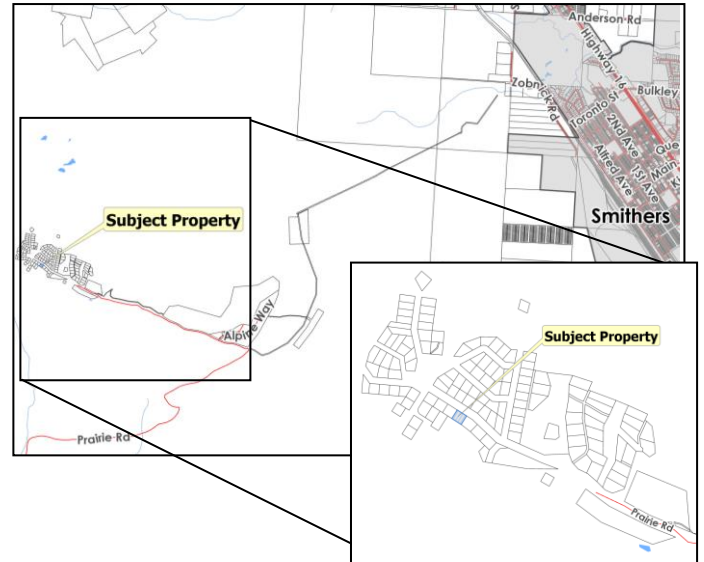
EXECUTIVE SUMMARY

At the November 18, 2021, Board Meeting the Board discussed the adequacy of registering Section 57 notices on title pursuant to the *Land Title Act* and considered whether further action should be taken to resolve non-compliance with "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" (the Building Bylaw). At this meeting the Board asked staff to provide a list of the most notable unresolved Building Bylaw compliance situations where Section 57 notices have been registered on title. This report was provided at the February 24, 2022, Board Meeting. At this meeting staff were directed to provide a list of all Building Bylaw compliance situations for further discussion.

This report provides a summary of the most notable Building Bylaw compliance situations (in staff's opinion), as well as a list of all Building Bylaw compliance situations documented since 2018.

233 PRAIRIE ROAD (ELECTORAL AREA A)

In 2015 the property owner began construction of a Cabin on the subject property on Hudson Bay Mountain without a building permit and a stop work order was issued. The structure was an addition to an existing Cabin and the new structure exceeded the maximum floor area requirement in "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" (the Zoning Bylaw). The property owner applied to the Board for a Development Variance Permit to allow the proposed larger Cabin. This application was denied by the Board.



This building issue resulted in a comprehensive public review of the Hudson Bay Mountain Recreation Residential (R8) Zone with a focus on the maximum building size appropriate for the area. Amendments were made to the R8 Zone in response to the review, but the maximum building sizes were maintained for environmental and community character reasons.

In 2016 a Building Permit was issued for the new Cabin subject to the condition that the existing Cabin would be removed to assure compliance with the Zoning Bylaw limitation on building size. The new Cabin was built but the existing Cabin was not removed resulting in the building remaining oversized and contrary to the Zoning Bylaw.

Despite several requests to comply with the terms of the building permit and remove the original Cabin the property owner did not comply. Occupancy for the building was not granted, and the building permit expired. A Section 57 notice was placed on title in 2021.

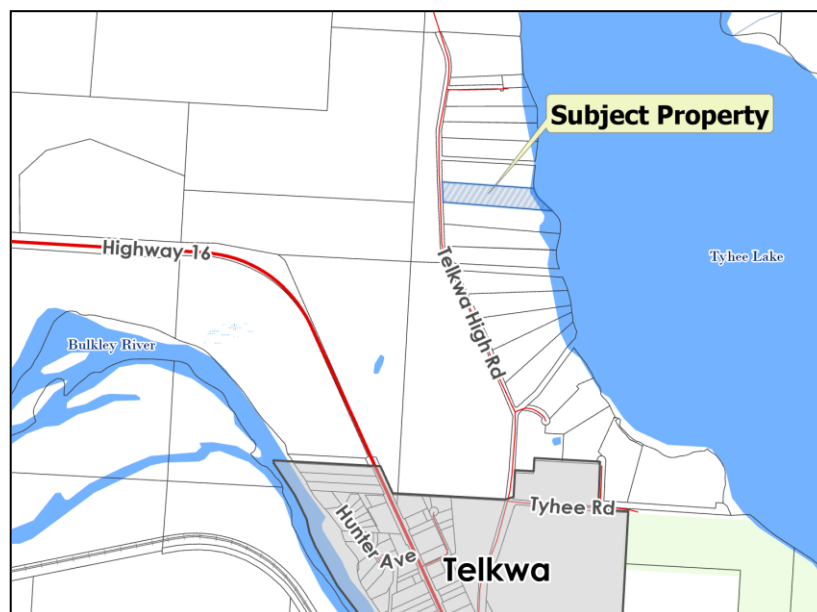
This is a notably high-profile Building Bylaw contravention given the public involvement in the R8 Zone review and the public awareness that the review was triggered by this illegally constructed oversized building.



2400 TELKWA HIGH ROAD (ELECTORAL AREA A)

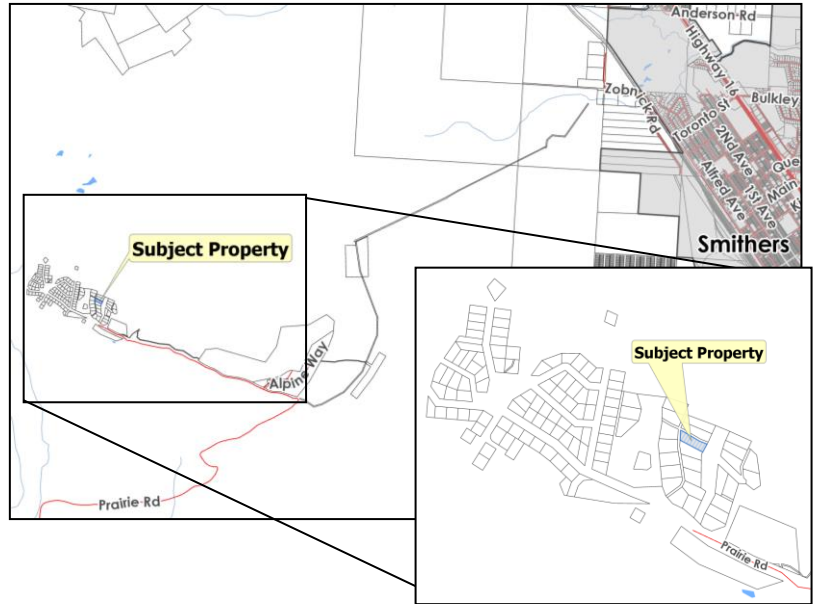
In 2019 staff became aware of a large two storey shop with upstairs offices, and a storage building, recently constructed without the required building permits or inspections. The building inspectors made multiple attempts to have the property owner comply with the Building Bylaw in 2019 and 2020 with no success. A Section 57 notice was placed on title in 2021.

It is noted that the properties at 233 Prairie Road and 2400 Telkwa High Road are under the same ownership. The property owner operates Bulkley Valley Electric from the buildings.



135 PRAIRIE ROAD (ELECTORAL AREA A)

The property owners built 2 Cabins on the subject property on Hudson Bay Mountain some time prior to 2016 without building permit. This was noted during the R8 Zone review previously mentioned. At this time the property owners were informed of the need for Building Permits. A third Cabin was subsequently built without permit in 2019. The building inspectors made multiple attempts to have the property owner comply with the Building Bylaw in 2019 and 2020 with no success.



It is not expected that legalization of these structures may be possible as they do not appear to be built to the BC Building Code. Also, the Zoning Bylaw only allows one dwelling per parcel. A Section 57 notice was registered on title in January 2020.



20251 MCKENZIE ROAD (ELECTORAL AREA A)

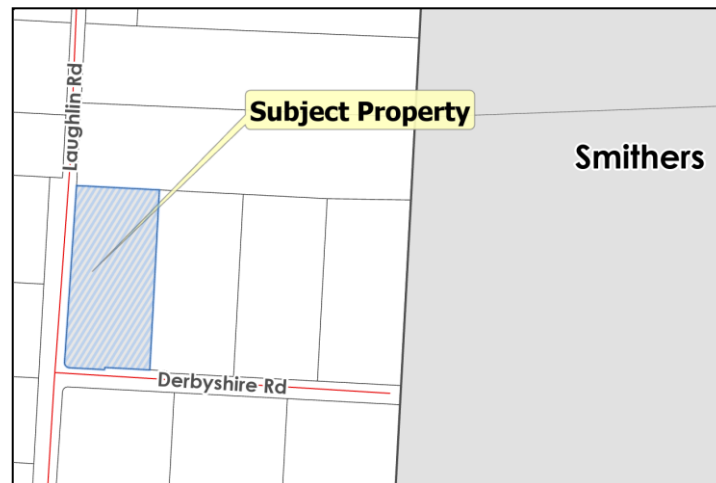
Three dwellings and a substantial addition to another dwelling were built without building permits on land within the ALR. The buildings are being rented out as part of a commercial recreation business (advertised as the Last Dollar Ranch Lodge and Cabins). The use of the property is also contrary to the Zoning Bylaw. Staff have made multiple attempts to have the property owner comply with RDBN bylaws in 2020 with no success. A Section 57 notice was registered on the title in February 2021.



4910 LAUGHLIN RD (ELECTORAL AREA A)

In 2020 the Building Inspectors became aware that a dwelling was being constructed without the required building permit and a Stop Work Order was issued. The property owner was advised to stop building without permit and take steps to legalize the construction. Construction of the dwelling continued in 2021 and construction of an additional building was started without a permit. The Bylaw Officer has received numerous complaints from local residents regarding the lack of a permitted septic system and the number of occupied recreational vehicles parked on the property. Northern Health is also conducting an investigation into the septic issues.

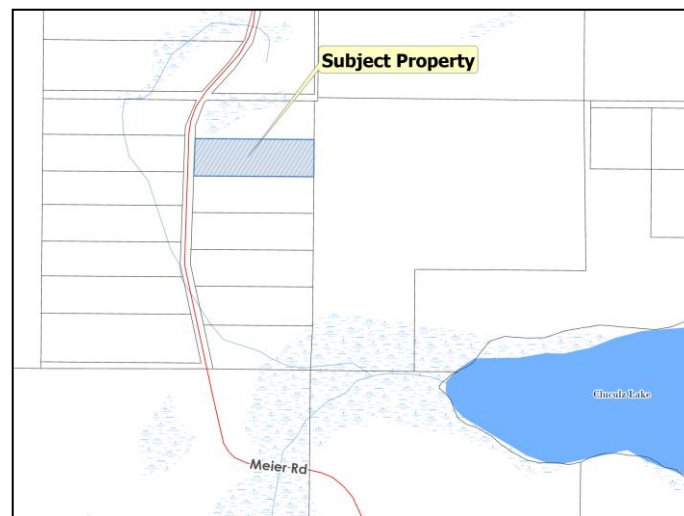
The property owner has indicated that they do not intend to obtain permits for the structures. A Section 57 notice on title was registered on the property title in November 2021.



2294 MEIER ROAD (ELECTORAL AREA F)

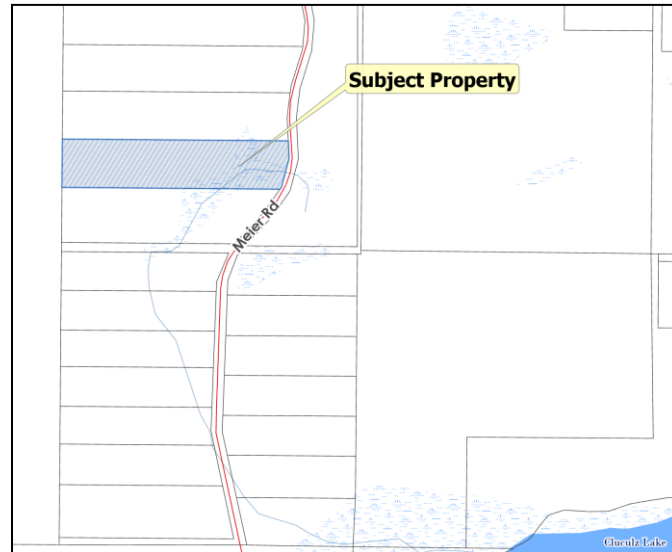
In 2016 the Building Inspectors became aware that 2 dwellings and an accessory building were being constructed without the required building permit and a Stop Work Order was issued. The property owner was advised to stop building without permit and take steps to legalize the construction. Building without permits continued.

Over the next three years the Building Inspectors made multiple attempts to have the property owner comply with the Building and Zoning Bylaws with no success. A Section 57 notice was registered on title in April 2019. It appears that additional accessory buildings have been constructed without building permit following the registration of a Section 57 on title.



1755 MEIER RD (ELECTORAL AREA F)

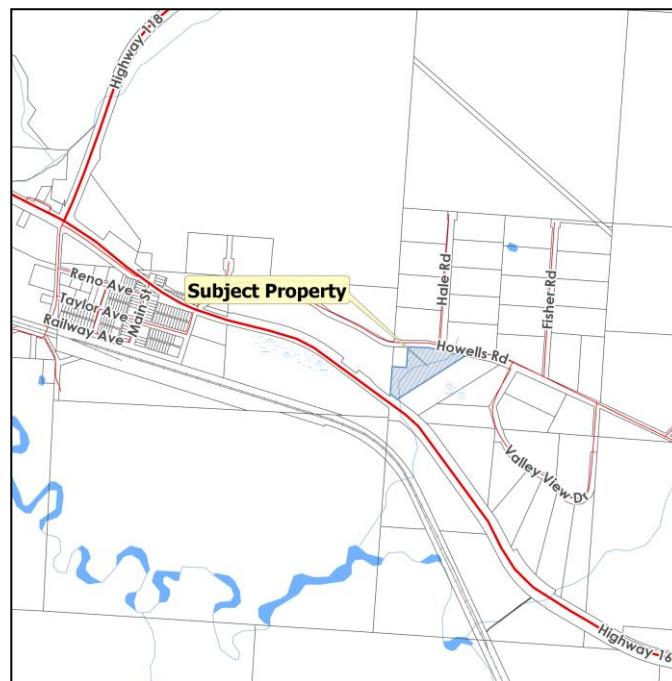
In 2019 the Building Inspectors became aware that a dwelling had been constructed on the property without the required building permit and a Stop Work Order was issued. Over the next year the Building Inspectors made multiple attempts to have the property owner comply with the Building and Zoning Bylaws with no success. A Section 57 notice was registered on title in April 2019. It appears that an addition has been made to the dwelling following the registration of a Section 57 notice on title.



23285 HOWELLS RD (ELECTORAL AREA G)

In early 2019 the property owner began construction of a two-story building that appeared to be a dwelling without a building permit, and a stop work order was issued. The building inspectors made multiple attempts to have the property owner comply with the Building Bylaw in 2019 with no success. In early 2020 it was noted that additional construction had occurred without building permits.

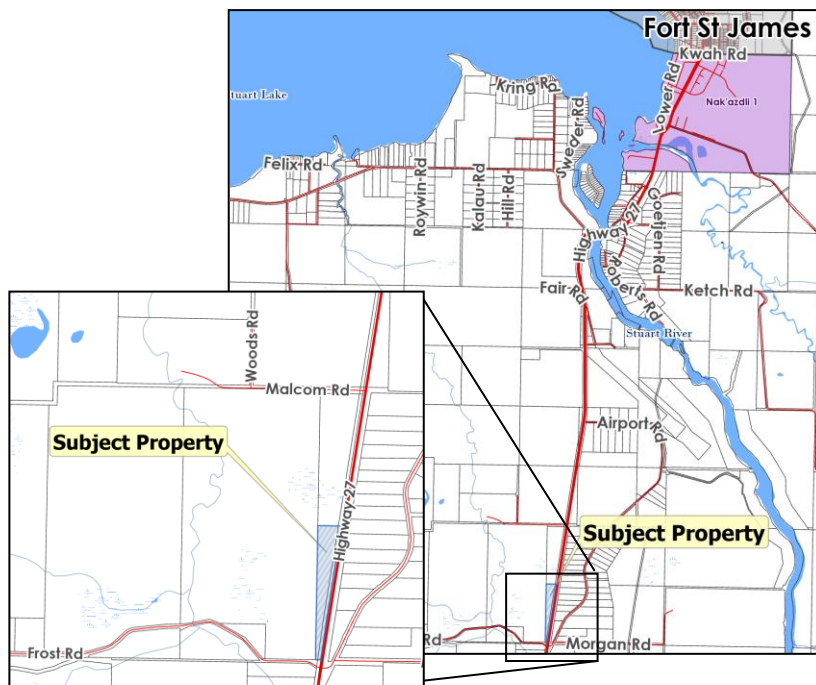
A Section 57 notice was placed on title in March 2020. In November 2021 it was noted that an addition had been added to the original building constructed in 2019 without permit, and new buildings had been constructed.



8679 HIGHWAY 27 (ELECTORAL AREA C)

In 2014 the property owner built an accessory building without a building permit, and a stop work order was issued. It was also discovered that there was an existing dwelling on the property that had been built without a permit. The building inspectors made multiple attempts to have the property owner comply with the Building Bylaw in 2014 with no success.

In early 2020 it was noted that additional construction, including additions to the dwelling and to the accessory building, had occurred without building permits and a Section 57 notice was placed on title in March 2020.



BUILDING BYLAW ENFORCEMENT CONTEXT

The table below notes all the properties that have had enforcement action taken within the last four years, which include the properties noted in the first part of the report. Of the 50 infractions that the Building Inspectors have dealt with, 13 have had a Section 57 Notice on Title placed by the RDBN Board, with a further 13 infractions that may result in staff recommending a Section 57 in the future. Many of the infractions (24) have resulted in the property owners applying for building permits or otherwise resolving the issues.

Building Bylaw Enforcement List 2018-2022			
Electoral Area	Address	Building Type	Current Status
Area B	4055 Wildwood Dr	Storage building	Section 57 NOT
Area F	46550 Marsolais Dr	Addition to residence	Section 57 NOT
Area A	135 Prairie Rd	3 Yurts	Section 57 NOT
Area F	51630 Guest Rd	Residence	Section 57 NOT
Area F	8585 Loop Rd	Church renovation	Resolved
Area D	2633 Hart Rd	Storage Building	Resolved
Area A	10214 Old Babine Lake Rd	Carport	Section 57 NOT
Area A	6684 Tyhee Lake Rd	Residence	Resolved
Area F	57190 Aaron Rd	Manufactured home with addition	Resolved
Area A	585 Highway 16 E	Shop, storage buildings	Ongoing
Area G	2526 Harding Rd	Residence	Resolved
Area A	32034 Hwy 16	Storage Building	Resolved
Area A	285 Prairie Rd	Addition to residence	Resolved
Area A	4554 Jackpine Rd	Roof	Resolved
Area B	16645 Bedore Rd	Storage building	Ongoing
Area B	Lot 3, Endako	Residence	Section 57 NOT
Area D	662 Highway 16	Residential addition	Resolved
Area A	534 Hudson Bay Mtn. Rd	Residence	Ongoing
Area C	2070 Sweder Rd	Storage building	Resolved
Area C	1213 Sowchea Bay Sub Rd	Storage building with residence	Ongoing
Area C	13100 Sowchea Rd	Storage building	Resolved
Area B	1120 Peterson Rd	2 storage buildings	Ongoing
Area A	1919 Aveling Coalmine Rd	Treehouse Residence	Section 57 NOT
Area A	Lot A DL 406 & 1143 Lawson Rd	Residence	Resolved
Area A	27872 Walcott Quick Rd	Residence	Section 57 NOT
Area G	12590 Findlay Rd	Residence	Resolved
Area D	4140 Beatty Rd	Storage Building	Resolved
Area C	2474 Highway 27	Storage building with office	Ongoing
Area C	Lot 1 Manson Creek Rd	Log dwelling	Ongoing
Area B	5225 Highway 16 W	Shop	Resolved
Area B	5213 Highway 16 W	Shop addition	Ongoing
Area A	5470 Tatlow Rd	Mobile home	Resolved
Area A	6575 Kroeker Rd	Manufactured home with addition	Resolved
Area F	46454 Lloyd Dr	Residence	Resolved
Area F	2605 Fowler Rd	Residence	Ongoing
Area F	46050 Lloyd Dr	Residence	Resolved
Area B	10910 Beedle Rd	Storage Building	Ongoing
Area A	277 Prairie Rd	New foundation	Resolved
Area F	1257 Tritt Rd	Residential addition	Ongoing
Area B	5213 Highway 16 W	Residence	Resolved
Area F	Lot 4 Guest Frontage Rd	Manufactured Home	Resolved
Area A	6851 Williams Frontage Rd	Storage Building	Ongoing

Area A	15725 Babine Lake Rd	Manufactured Home	Resolved
Area F	17011 Turner Frontage Rd	Storage Building	Ongoing
Area B	2050 Clearview Drive	Storage Building	Ongoing

ENFORCEMENT OPTIONS

Compliance to the Building Bylaw is not anticipated for any of the situations listed in the first part of this report without further enforcement action. Other than making additional requests for voluntary compliance the Board currently has 2 additional enforcement options. These are described below.

“Remedial action” is an option provided to Regional Districts through the *Local Government Act* and the *Community Charter*. This grants the power to the Regional District to order that buildings be demolished if they do not comply with *BC Building Code* requirements or our local Building Bylaws. Under the Remedial Action option, the Board may pass a resolution to impose remedial action requirements on the property. The property owner is then given time to request reconsideration. It is common practice to allow them to be heard at a Board Meeting. If the remedial work is not carried out in the time frame provided the Regional District has the authority to enter onto the property and undertake the remedial action required. Cost recovery options allow any costs incurred to be charged back to the property owner.

Civil Injunction, through the BC Supreme Court, is another option available to the Board that is authorized by the *Local Government Act* and the *Community Charter*. This option allows the Regional District to bring a case before the Supreme Court to enforce, or prevent, or restrain the contravention of any bylaw. This option would provide the Board, if the action was upheld in Court, with a Court ordered remedial action (removal of the building).

Should the Board wish to consider remedial action, or a civil injunction to demolish buildings discussed in this report, staff could provide a follow-up report making specific recommendations regarding that process.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chair Thiessen and Board of Directors

From: Alex Eriksen, Director of Environmental Services

Date: June 30, 2022

Subject: Houston and Fraser Lake Recycling

RECOMMENDATION

1. That the Board approve the committee's decision to proceed with the final designs and budgets for the establishment of Recycle BC depots at the Knockholt Landfill and Area 'D' Transfer Station.

UPDATE

Consultation

As requested, staff met or will meet with Area 'D' Director and the Mayor of Fraser Lake to discuss proceeding with the Board's decision to establish Recycle BC depots at the Knockholt Landfill and the Area 'D' Transfer Station. A report will be drafted for the Waste Management Committee on any specifics regarding the project development and Recycle BC contract. The update will include a project timeline and proposed budget. Once this budget and timeline is approved, notice will be given to the local bottle depots in those communities (Houston and Fraser Lake), that RDBN funding will be discontinued once the depots are operational.

Revenue

The original memorandum to the Board did not include potential revenue that could be generated from the new Recycling Depots. The revenue for Houston and Fraser Lake was estimated by determining the average revenue generated per person at each of the existing depots and applying that to the respective service populations. The below table summarizes the revenue the regions revenue from Recycle BC depots:

Recycling Revenue By Depot				
Depot	Service Area	Population	2021 Revenue	Revenue per person
Smithers-Telkwa	Smithers, Telkwa, Area A	11,984	\$25,134.68	\$2.10
Burns Lake	Burns Lake, Granisle, Area B, Area E, FN Bands	6718	\$12,304.17	\$1.83
Ft. St. James	Ft. St. James, Area C, FN Bands	4448	\$12,795.73	\$2.88
Vanderhoof	Vanderhoof, Ft. Fraser, Area F, FN Bands	8710	\$20,152.10	\$2.31
			Average:	\$2.28
Fraser Lake	Fraser Lake, Area D, FN Bands	2869	\$6,540.81	\$2.28
Houston	Houston, Area G	3896	\$8,882.19	\$2.28

It is important to note that there are other sources of recycling revenue that already exist at all of the transfer stations including Knockholt and Area 'D' (metal, appliances, batteries etc.) which were not included in the above estimate. There is also potential new revenue from additional EPR programs that could be operated in from the Recycle BC Depot infrastructure and labour.



Annual Operations

The below table updates the estimated annual cost to operate the new Recycling Depots.

Updated Cost Comparison: Existing vs. New Land & Infrastructure Expense	Fraser Lake		Houston	
	Town	ADTS	Town	KLF
Land Aquisition (purchase, admin., legal etc.)	\$0	\$0	\$200,000	\$0
Land Development (Access, hydro, fences etc.)	\$200,000	\$10,000	\$200,000	\$10,000
Storage Structure (Pre-eng Cover-all building, lockblocks etc.)	\$50,000	\$50,000	\$50,000	\$50,000
Seacans x2 (Public Drop-off)	\$40,000	\$40,000	\$40,000	\$40,000
Office/Washroom (Building, connections, furniture etc.)	\$75,000	\$0	\$75,000	\$0
Equipment (skidsteer)	\$100,000	\$0	\$100,000	\$100,000
Misc. (Design, traffic barriers, signage etc.)	\$25,000	\$5,000	\$25,000	\$5,000
Total Approximate Capital Cost	\$490,000	\$105,000	\$690,000	\$205,000
Annual Labour & Benefits (56 hours per week)	\$90,000	\$0	\$90,000	\$90,000
Annual Operations (utilities, maintenance, supplies etc.)	\$20,000	\$5,000	\$20,000	\$5,000
Estimated Annual Revenue	-\$6,500	-\$6,500	-\$9,000	-\$9,000
Total Approximate Operational Cost	\$103,500	-\$1,500	\$101,000	\$86,000

CLOSURE

The establishment of Recycling Depots at the Knockholt Landfill and Area 'D' Transfer Station will provide equal accessibility to recycling across the region and opportunity to expand diversion programs.

Respectfully Submitted,

Alex Eriksen
Director of Environmental Services

Attachments:

1. MEMORANDUM – Houston and Fraser Lake Recycling – June 16, 2022



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM**

To: Chair Fisher and Waste Management Committee

From: Alex Eriksen, Director of Environmental Services

Date: June 16, 2022

Subject: Houston and Fraser Lake Recycling

RECOMMENDATION

1. That the Committee recommend to the Board that staff should proceed with developing final design and budgets for the establishment of Recycle BC Depots at the Knockholt Landfill and Area 'D' Transfer Station.

BACKGROUND

In 2018, the RDBN was funding private recycling initiatives in Burns Lake, Fraser Lake, Houston, Ft. St. James and Vanderhoof for a total approximate cost of \$172,000. On November 5, 2018, due to the planned establishment of Recycle BC Depots, the Board passed a motion to reduce existing funding to the above private recycling businesses by 50% in 2019 and 100% in 2020. In 2018, the Vanderhoof Bottle depot funding was halted. In 2019, with the establishment of the Burns Lake and Ft. St. James Recycling Depots, the funding for the Burns Lake Recycling Center and District of Ft. St. James was halted.

Currently, the Fraser Lake and Houston Bottle Depot continue to receive funding for residential cardboard recycling and transport of material. The existing agreements are currently not adequate and these towns are the only centers in the RDBN that currently do not have Recycle BC Depots.

Houston

The Houston Bottle Depot did not receive reduced funding in 2019 or 2020 as planned and currently receives annual funding of \$42,000 for residential cardboard and mixed-plastics recycling. An additional sum of \$43,000 is budgeted to pay Cascades Recovery for transporting and processing the collected cardboard. In 2021, the total reimbursed amount was \$104,000 due to the increases in transportation costs. The owner of the Houston Bottle depot is not interested in operating a Recycle BC depot.

In February of 2019, staff brought several location options for establishing a Recycle BC Depot to the Board, which included the Knockholt Landfill (deemed too constrained), a vacant parcel in the Houston Industrial zone (complicated process) and the old Houston Landfill site (most practical). A public consultation process in 2019 resulted in the Old Houston Landfill site being removed as an option. In 2020 and 2021, Staff inquired about several properties in the Houston Industrial zone that could be suitable for a Transfer Station and/or Recycling Depot but no property owners were interested in selling. One District-owned property that was being planned for a septage receiving facility was pursued in 2020 but was deemed too small to house the required facilities.



Staff has worked with the District of Houston to identify potential properties close to the town that would be suitable for a Transfer Station and Recycling Depot, however there are currently no promising options. The Knockholt Landfill and Transfer Station is approximately 12km from the Houston Town center, and there is a benefit to the Town having a more proximal facility.

In March 2022, staff reconsidered the option to establish a Recycling Depot at the Knockholt Landfill site which also has a public Transfer Station. The Phase 3 Landfill expansion project has forced staff to re-design and develop a new section of the Site to accommodate public drop-off for numerous materials which has identified potential space for a Recycle BC depot. Despite being a significant distance from the Houston town center (12km), there is a benefit to utilizing the existing RDBN waste management facility for the Recycling Depot.

Fraser Lake

The Fraser Lake Bottle Depot did not receive reduced funding in 2019 or 2020 as planned and currently receives annual funding of \$52,400 for residential Cardboard Recycling. The owner of the Fraser Lake Bottle Depot has been pursuing a contract with Recycle BC since 2019, however, COVID 19 related disruptions have delayed that process. In February 2022, the owner informed the RDBN that the Recycle BC contract was in place and scheduled to commence in July 2022 however, upon further analysis the owner could not justify the labour requirements of the Recycle BC program. The owner reached out to the RDBN requesting funding to operate the Recycle BC program otherwise the contract would be declined.

In March 2022, staff began considering the option to operate a Recycle BC Depot at the Area 'D' Transfer Station. Discussions with the municipal and rural directors revealed that there was a preference to have a Recycling Depot located within the Fraser Lake Town Boundaries for convenience as the Transfer Station was too far out (4.5km). It was agreed that a Recycling Depot located at the Transfer Station was better than no residential recycling service and that a Depot could be established without permanent infrastructure to allow for possible future relocation.

EVALUATION AND PROPOSAL

Staff is recommending that the RDBN establish residential recycling depots, under Recycle BC contracts at the Knockholt Landfill and the Area 'D' Transfer Station. Considerations for different locations can be examined at a later date.

Cost

In both Houston and Fraser Lake there was concern about having a Recycling Depot located at too great a distance from the town centers, which would discourage residents from utilizing the facility. This is probably true to some extent, however establishing Recycling Depots in the Town boundaries (not on existing RDBN waste management facilities) would come at significant additional costs for land acquisition and development, infrastructure, equipment purchases and new labour. The following table summarizes some of the approximate costs associated with establishing Recycling Depots at existing facilities and off-site locations in Houston and Fraser Lake. The presented costs are approximations and do not include all potential costs, however they do clearly demonstrate that utilizing existing sites is significantly cheaper for capital development and in Fraser Lake, less expensive to operate since existing labour could manage the additional workload. The land acquisition cost in Fraser Lake is set \$0 because the town has available land to



donate or lease for this purpose.

Cost Comparison: Existing vs. New Land & Infrastructure Expense	Fraser Lake		Houston	
	Town	ADTS	Town	KLF
Land Aquisition (purchase, admin., legal etc.)	\$0	\$0	\$200,000	\$0
Land Development (Access, hydro, fences etc.)	\$200,000	\$10,000	\$200,000	\$10,000
Storage Structure (Pre-eng Cover-all building, lockblocks etc.)	\$50,000	\$50,000	\$50,000	\$50,000
Seacans x2 (Public Drop-off)	\$40,000	\$40,000	\$40,000	\$40,000
Office/Washroom (Building, connections, furniture etc.)	\$75,000	\$0	\$75,000	\$0
Equipment (skidsteer)	\$100,000	\$0	\$100,000	\$100,000
Misc. (Design, traffic barriers, signage etc.)	\$25,000	\$5,000	\$25,000	\$5,000
Total Approximate Capital Cost	\$490,000	\$105,000	\$690,000	\$205,000
Annual Labour & Benefits (56 hours per week)	\$90,000	\$0	\$90,000	\$90,000
Annual Operations (utilities, maintenance, supplies etc.)	\$20,000	\$5,000	\$20,000	\$5,000
Total Approximate Operational Cost	\$110,000	\$5,000	\$110,000	\$95,000

Distance

Although having the Recycling Depots (and Transfer Stations for that matter) within the town limits would be ideal for any region as municipalities are the service centers for rural residents, this is actually not the case for most of the RDBN facilities. Currently, all of the active Transfer Stations and Recycling Depots except for Southside, are located at former RDBN Landfill sites several kilometers from the towns. Below is a table with the distance of the Transfer Stations and Recycling Depots to their respective Town centers

Town Center	Distance to Transfer Station	Recycling Depot
Smithers	11 km	Yes
Telkwa	4.5 km	Yes
Houston	12 Km	No
Granisle	3 km	Yes
Burns Lake	4 km	Yes
Fraser Lake (Area 'D')	4.5 km	No
Vanderhoof	2.5 km	Yes
Ft. St. James	3.5 km	Yes
Average	5.6 km	
Southside	20 km	Yes

Compared with the rest of the RDBN Facilities, Houston would have the furthest Recycling Depot at 12 km (the Southside location is anomalous and is not being included in the average) and Fraser Lake would have a fairly typical distance if established at the existing Transfer Stations.

Design

Existing RDBN Recycling Depots consist of Seacans (Metal Shipping Containers) with roll-up



doors for sorting recyclables, an office, a storage building and a farm tractor for moving pallets and totes. Each Transfer Station also has a re-use shed which may also be part of the design considerations. Staff has evaluated the function of each site with Recycling Depots and concluded that any future depots would consist of non-permanent infrastructure to allow for better flexibility when upgrading or redeveloping a site. The main limitation of existing sites is the permanence of the storage buildings and offices, which greatly hinders any adjustments to overall layout of the Recycling Depots and thus the potential for improvement.

The concept design of the Houston and Fraser Lake Recycling depots located at the existing Transfer Stations include only non-permanent and portable structures, this means that if in the future there is support for in-town Recycling Depots, the established Depots can be moved with minimal cost and effort.

CLOSURE

Increasing the Recycling opportunities in the RDBN is important for the region and Houston and Fraser Lake are currently the only communities in the region without Recycle BC depots. It is the most cost-effective and practical to establish Recycle BC Depots at the existing Knockholt (Houston) and Area'D' (Fraser Lake) Transfer Stations rather than acquire and develop new properties closer to the town centers. Establishing Recycle BC Depots at Knockholt and ADTS will provide fair and equitable access to recycling and consistent delivery of service across the RDBN, which supports the Solid Waste Management Plan and its directives.

Respectfully Submitted,

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: June 30, 2022
 Subject: Reusable Metal Salvage – Pilot Program for Burns Lake Transfer Station

RECOMMENDATION

1. That the Board approve the committee's decision to proceed with reusable metal salvage pilot program at the Burns Lake Transfer Station.

UPDATE

The Committee has requested that staff bring forward a timeline along with this recommendation to the Board outlining how staff will implement the Reusable Metal Salvaging program to the other RDBN Transfer Stations if the pilot is successful. The tentative schedule is as follows:

Remainder of 2022: Pilot - Burns Lake Transfer Station – Implement, refine and evaluate the operation
 April 2023: Smithers-Telkwa Transfer Station
 May 2023: Knockholt Landfill, Granisle and Southside Transfer Station
 June 2023: Vanderhoof Transfer Stations
 July 2023: Ft. St. James Transfer Station
 August 2023: Area 'D' Transfer Station

Note that the above schedule is pending final Capital Budget approval (March 31, 2023) and thus begins thereafter.

The Committee has also asked staff to bring forward options on how to address the unique dynamic and needs of each site (municipalities and areas) and incorporate into the program. In the past multiple groups and individuals have provided input on what they would like to see as a metal salvage option and staff has taken many of the ideas into consideration when designing the current pilot program but will remain flexible to accommodate each community if practical. Specific challenges will be addressed when encountered.

Respectfully Submitted,

Janette Derksen
 Waste Diversion Supervisor

Attachments:

1. MEMORANDUM - Reusable Metal Salvage – Pilot Program for Burns Lake Transfer Station – June 16, 2022



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM**

To: Chair and Waste Management Committee

From: Janette Derksen, Waste Diversion Supervisor

Date: June 16, 2022

Subject: Reusable Metal Salvage – Pilot Program for Burns Lake Transfer Station

RECOMMENDATION

That the Committee recommend that the Board approve the establishment of a reusable metal salvage pilot program at the Burns Lake Transfer Station.

BACKGROUND

At the March 17, 2022 Waste Management Committee meeting, Staff provided several potential operational site changes to increase re-use options at RDBN Transfer Stations. One of the initiatives was to try a 'daily' drop area for metal salvage. There was some apprehension from the committee to re-introduce the metal salvage concept due to the historical experiences the RDBN faced with the previous non-restricted salvage approach. The re-use of materials and items is an important component of reducing waste and saving money for residents, however, the potential loss of revenue for the RDBN from having our metal piles salvaged was a concern for the committee. Although this revenue is an important component of the funding model, the social aspect of re-usable materials persuaded most committee members to support staff efforts to explore the metal salvage option presented.

PILOT PROGRAM CONCEPT

Staff worked with site attendants to design a program that would provide respectful re-use options but also ensuring safety for staff and public. The focus of the program is to allow metal salvage for re-use and repair, not high-volume, or high value salvage. The goal for this pilot is to keep the development costs relatively low to allow management staff to truly assess the pilot programs progress over the next several months. The program should prevent high-volume salvage and be manageable for existing staff. The physical infrastructure needed for the program will be minimal and adjustable so the procedure can be refined as needed.

Location

Staff proposes to use Burns Lake Transfer Station for the pilot program, as it is close to management staff for monitoring purposes and is large enough to accommodate the public use area.

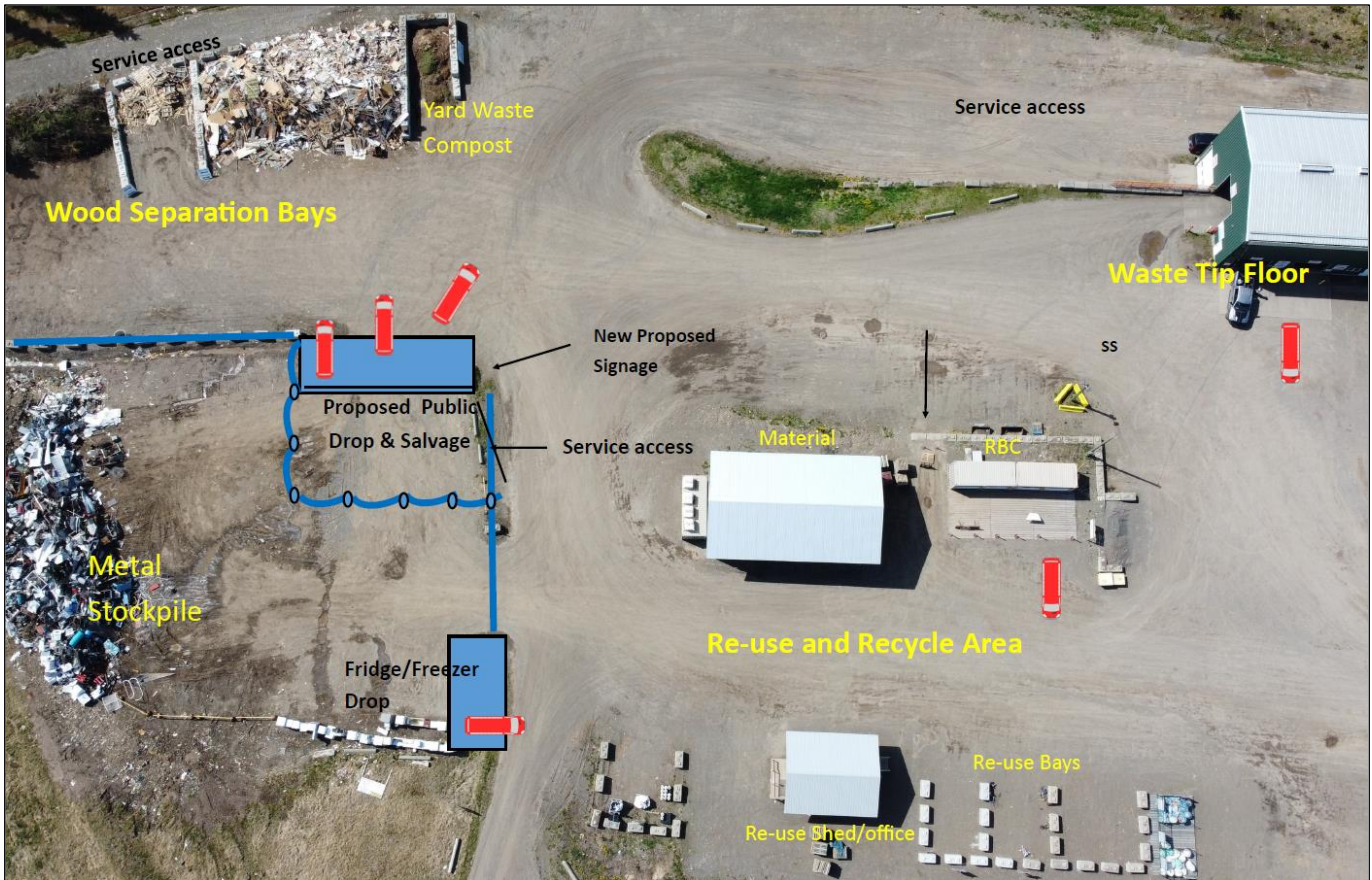
Public Drop & Salvage Zone

Staff will cordon off an area near the metal pile with portable barricades and signage that will be a barrier between the "Public Drop & Salvage" zone, and the "No-Public Access" zone (metal stockpile). Staff will monitor these zones but will allow the public to examine and salvage items that may be re-used for a project or repaired. Staff will inform people that high-volume or high-value salvage is not permitted.

The area chosen for the "Public Drop-off and Salvage" zone is in the line-of-sight from where attendants



are mainly stationed. The dimensions of this zone will be based on the traffic and volumes of the metal at the site. As we do not want the public to crawl over or climb on the metal, the material in the zone will have to be kept to a safe height and dispersed appropriately. Rig-Mats will be placed at the public access point with rubber bumpers or curb stops to prevent vehicles from going too far into the zone. This will keep vehicles safe and minimize the impact to tires. Below is the concept layout for the Burns Lake Transfer Station.



Once the “Public Drop & Salvage” zone is full and/or the inventory is stagnant, staff will remove barriers and push metal material into the metal stockpile in the “No-Public-Access” zone, clearing the “Public Drop & Salvage” zone. Modifications to the plan might be needed to re-define and delineate the area should the public breach their zone. The intent is to keep the zones flexible to grow and shape as needed.

Staff will encourage the public to drop off specific re-useable items such as intact metal drums, small motors, compressors, automotive parts, tin roofing and fencing material etc. to the “Reusable Items” bay that is situated with the other Re-use bays. Staff will facilitate this by moving appropriate items to the “Re-useable items” bay if found. The “Re-useable Items” bay will be monitored and periodically cleaned up if the inventory is stagnant. The “Re-useable Items” bay has been tested at the Burns Lake Transfer Station for over approximately one year and has proven to be a successful initiative for re-use.

Enforcement

Site staff will be provided additional training and suggested speaking-notes on ways to educate and



engage the public, encourage the safe and proper use of the program and to disengage if there is conflict. All program rules and procedures will be posted with clear signage and info boards at the “Public Drop & Salvage” zone. It has been recognized that allowing the opportunity to salvage metal for reuse and repair, will likely minimize some public confrontations over metal salvaging, but it is not expected to eliminate conflict.

Evaluating the Success of the Pilot

There are several factors that will determine if the program is successful and practical to replicate at other transfer stations. These are:

- 1) **Public Perception:** Does the public use and value the ability to salvage re-usable metal items?
- 2) **Safety:** Is the program providing a safe place and procedure for the public to drop-off and salvage metal items and for staff to manage the program?
- 3) **Site operations:** Are the new zones interfering with site operations or obstructing other areas of the site?
- 4) **Enforcement:** Are the rules and procedures of the program being followed by the public with minimal conflict?
- 5) **Staff Capacity:** Is site and management staff utilizing excessive time managing the program properly, educating the public, dealing with conflict, or adjusting existing operational procedures to accommodate?

The assessment period for the program will be the remainder of 2022. If adjustments to the program are made to address issues that arise, the assessment period can be extended to evaluate the changes.

Respectfully Submitted,

Janette Derksen
Waste Diversion Supervisor

Attachments: None



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: June 22, 2022
Subject: Committee Meeting Recommendations – June 16, 2022

RECOMMENDATION: (all/directors/majority)

Recommendation 1 and 10 as written

BACKGROUND

The following are the recommendations from the June 16, 2022 Committee Meetings for the Regional Board's consideration and approval.

Committee of the Whole Meeting – June 16, 2022

Recommendation 1:

Re: Union of B.C. Municipalities – Minister Meeting/Ministry Staff Requests

"That the Minister Meeting requests be submitted for the 2022 Union of BC Municipalities Convention."

Recommendation 2:

Re: Draft RDBN Director Communication Guide and Communication Policy

"That the Board approve the RDBN Director Communication Guide and RDBN Communications Policy as amended to replace "should" with "may"."

Recommendation 3:

Re: Draft RDBN Corporate Operations Communication Guide

"That the Board approve the RDBN Corporate Operations Communication."

Recommendation 4:

Re: Statement of Financial Information (SOFI)

"That the Board approve the SOFI report."



Regional District of Bulkley-Nechako Board of Directors

Committee of the Whole Meeting – June 16, 2022 (Cont'd)

Recommendation 5:

Re: Staff Appreciation

“That the Board direct staff to plan a staff appreciation day for July or August 2022; and further that additional information be brought forward at the June 30, 2022 Board Meeting.”

Natural Resources Committee Meeting – June 16, 2022

Recommendation 6:

Re: Invite Forest Consultants to a Future Natural Resources Committee Meeting

“That the Board invite Al Gorley, President, Triangle Resources Inc. and Ray Schultz, Registered Professional Forester, and Independent Consultant to a future Natural Resources Committee Meeting.”

Rural/Agriculture Committee Meeting – June 16, 2022

Recommendation 7:

Re: Meat Processing Training Development

“That the Board direct staff to continue supporting the development of increased meat-cutting training opportunities in the region.”

Recommendation 8:

Re: COVID-19 Relief Fund Applications

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

-Electoral Area “D” (Fraser Lake Rural)

-Glenannan Community Association – Insurance - \$1,628

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

-Eagle Creek Recreation Commission – Insurance \$1,244

-Electoral Area “G” (Houston Rural)

-Pleasant Valley Horse Club – Insurance and Society Fees - \$995.85.”



Regional District of Bulkley-Nechako Board of Directors

Waste Management Committee Meeting – June 16, 2022

Recommendation 9:

Re: Solid Waste Advisory Committee (SWAC) Participation

“That the Board direct staff to invite Chambers of Commerce, School District 91 Nechako Lakes and School District 54 Bulkley Valley, First Nations communities and non-profit organizations to participate on the Solid Waste Advisory Committee.”

Recommendation 10:

Re: Burns Lake and Fort St. James Transfer Station & Recycling Depot: Proposed New Hours of Operation

1. “That the Board approve changing the Burns Lake Recycling Depot public open hours to match the existing Transfer Station Hours, for a total of 21 additional hours per week.
2. That the Board approve reducing the Ft. St. James Transfer Station’s Saturday operating hours to 10:00am to 6:00pm and approve changing the Ft. St. James Recycling Depot operating hours to match the proposed Transfer Station’s operating hours, for a net total of 19 additional man-hours per week.”

Attachment:

- Draft RDBN Director Communication Guide and Communication Policy (as amended)



Regional District of Bulkley-Nechako Communications Policy

Purpose:

To provide guidance and direction for RDBN Directors and staff regarding standards required for communication provided on behalf of the organization. The RDBN strives to be easily recognized as a trusted entity throughout the region and to provide consistent communication that demonstrates our credibility and builds trust with residents and partners across the region and beyond.

Policy:

Director Communication

Communication provided by Elected Officials in their capacity as RDBN Directors may consider the RDBN Director Communication Guide and the RDBN Code of Conduct Policy as the standards for communication.

Staff Communication

Communication provided in the context of staff roles within the RDBN will follow the standards set out in the Corporate Operations Communication Guide (the Guide) and the RDBN Code of Conduct Policy. The Guide includes the RDBN's goals for providing timely, accurate, and consistent information and will be included as part of new employee orientation. It includes instructions for review and approval processes for all types of communication material.

External communications will be delivered through, or receive prior approval from, corporate communications staff and/or the Corporate Officer and/or the Chief Administrative Officer and, in some situations, the Chairperson.

The Guide also provides guidance and templates for ease of use to create consistent, professional internal communications and lays out standards for such.

As outlined by the Corporate Operations Communication Guide, no changes to the RDBN logo or branding elements are permitted. RDBN Logo use is limited to staff for communication on behalf of the organization. Outside agency requests for logo use require approval from the Chief Administrative Officer.

When and as required, updates regarding communications topics will be provided to the Board to ensure Directors are aware of the information being presented to the public.



Regional District of Bulkley-Nechako Director Communication Guide

Elected Officials are often required to communicate in their capacity as RDBN Directors. This guide provides information on how Directors can align their communication with the RDBN's Corporate Operations Communication Guide to ensure recognizable, clear communication that builds trust and establishes the RDBN as a trusted source of information.

This guide is in addition to the expectations and information set out in:

- the RDBN Code of Conduct Policy
- the RDBN Emergency Response Quick Reference Guide for Elected Officials

Email Communication

Emails are subject to freedom of information requests and can be accessed and released to the public.

- Please use the standard email signature.
- Email can be informal, but should not be sloppy, proofreading is recommended.



Virtual Meetings

If you would like an RDBN branded virtual background to ensure professionalism and confidentiality of your physical surroundings, staff will be pleased to provide one.

Letters or Messages

If Directors receive a request for a letter of support from a community organization, you can:

- Request that staff draft the letter, or
- Provide a draft you have written to staff.

All letters should be forwarded to staff prior to distribution so they can be put on letterhead in the standard letter format.

Media Communication

Ideally, the CAO receives all communication requests from media and forwards the request to the appropriate source, either the Chair, appropriate Director, or staff.

- If a Director is contacted directly, it is always appropriate to request that questions be provided in advance and in writing to ensure time to prepare a response. In this case, the Director should let the Chair and CAO know they will be responding to a media inquiry.



Regional District of Bulkley-Nechako Director Communication Guide

- If a Director wishes to reach out to media to request a statement or announcement be made, the request should be directed through the Chair and CAO to ensure that the message aligns with the RDBN's communication standards and has an appropriate budget allocation.

- Messages and quotes from Directors, the same as letters, can be drafted individually or at the request of staff. The CAO should be copied on all publicly printed messages in advance of printing.

- All use of the RDBN logo must receive prior approval by the CAO.

Social Media Communication

The best way to widely share a message is to amplify posts on RDBN social media accounts by sharing them. When making individual posts or commenting on RDBN posts:

- Caution should be used to ensure accuracy and clear communication of the intentions of the Board.

- Comments and posts will include an "in my opinion" disclaimer when relating to RDBN business.

- Social media accounts cannot be used for generating or circulating:

- x Defamatory remarks, obscenities, or sexual content.
- x Negative statements about the RDBN Board or staff.
- x Content that promotes discrimination
- x Information that may compromise the safety or security of the public or public systems.



In-person Event Participation

- If Directors choose to participate in a community event, staff will be responsible for preparing RDBN branded booth materials for use at the event.

- Staff will communicate all in-person staff participation to Directors (for their area) in case the Director wishes to stop by the planned event to greet the public.

- If Directors wish to host their own community engagement (for example, a Town Hall for a particular community), they can coordinate with the CAO who will, if required, assign the appropriate staff to assist with the event.

- Staff may request Director participation at events planned to recognize the RDBN's financial contribution to a project or initiative, for example through Grant in Aid or Canada Community Building Funds.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: June 30, 2022
Subject: Election Procedure Bylaw No. 1981, 2022

RECOMMENDATION: (all/directors/majority)

That "Election Procedure Bylaw No. 1981, 2022" be given first, second, third reading and adoption this 30th day of June, 2022.

BACKGROUND

The proposed Election Procedure Bylaw has been updated to reflect the updated sections of the *Local Government Act*. It also includes Section 2 which allows nomination documents to be posted on the Regional District website.

ATTACHMENTS:

Bylaw 1981

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1981****A bylaw to provide for the determination of various procedures for the
conduct of local government elections and other voting**

WHEREAS the Regional District of Bulkley-Nechako may, pursuant to Part 3 of the *Local Government Act*, determine that certain procedures shall be followed with respect to the conduct of general local elections and other voting opportunities;

AND WHEREAS the Regional Board wishes to establish various procedures and requirements under that authority;

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

1. DEFINITIONS

In this bylaw:

“Elector” means a resident elector or non-resident property elector of the jurisdiction as defined under the *Local Government Act*;

“Election” means an election for the number of persons required to fill a local government office;

“General Local Election” means the elections held for the electoral area directors of the Regional District;

“General Voting Day” means,

(a) the third Saturday in October every four years following the November 15, 2014 election;

(b) for other elections, the date set under Sections 54, 55 or 152 of the *Local Government Act*, and

“Local Government” means:

- (a) in relation to a municipality, the Council, and
- (b) in relation to a Regional District, the Board;

“Jurisdiction” means in relation to an election, the municipality or election area for which it is held.

“Assent Voting” means voting on a matter referred to in Section 170 of the *Local Government Act* and includes voting on a referendum under Section 336 of that *Act*

2. ACCESS TO NOMINATION DOCUMENTS

As authorized under Section 89(7) of the *Local Government Act*, public Access to nomination documents will be provided by posting such documents on the Regional District of Bulkley-Nechako website within 3 business days of receiving such documents until 30 days after declaration of the official election results by the Chief Election Officer under Section 146 of the *Local Government Act*.

3. ELECTOR REGISTRATION

- (a) The “*Local Government Act*” authorizes under Section 69, that registration of electors be limited to the time of voting.
- (b) The “*Local Government Act*” authorizes under Section 70, that at each election or other voting, electors who wish to vote at such election or other voting are required to register at the time of voting.
- (c) Registration as an elector under clause 2(a) of this Bylaw is effective only for the election or other voting for which the voting is being conducted at that time.
- (d) The “*Local Government Act*” has authorized under Section 72 that a person may register as a resident immediately before voting by producing to the election officials at least 2 documents that provide evidence of the applicant’s identity and make solemn declaration.

4. ADDITIONAL GENERAL VOTING OPPORTUNITIES

The Regional Board authorizes the Chief Election Officer to establish, as the Chief Election Officer deems necessary, additional general voting opportunities for general voting day for each election or other voting and to designate the voting places and voting hours, within the limits set out in Section 106 of the *Local Government Act*, for such voting opportunities.

5. REQUIRED ADVANCE VOTING OPPORTUNITIES

As required under Section 107 of the *Local Government Act*, advance voting opportunities will be held on the 10th day before general voting day between the hours of 8:00 a.m. and 8:00 p.m.

6. ADDITIONAL ADVANCE VOTING OPPORTUNITIES

As authorized under Section 108 of the *Local Government Act* and in addition to the advance voting opportunities of Section 5 of this bylaw, the Regional Board authorizes the Chief Election Officer to establish, as the Chief Election Officer deems necessary, additional advance voting opportunities for each election or other voting, to be held in advance of general voting day, to establish the dates and to designate the voting places and the voting hours for these voting opportunities.

7. ORDER OF NAMES ON BALLOT

The order of names of candidates on the ballot will be alphabetically in accordance with Section 116 of the *Local Government Act*.

8. NUMBER OF SCRUTINEERS AT VOTING PLACES

- (a) As authorized under Section 120(3) of the *Local Government Act* the number of scrutineers for each candidate that may attend at an election is one (1) scrutineer for each ballot box in use;
- (b) The number of scrutineers who may attend at an other voting opportunity is one (1) scrutineer for the question and one (1) against the question.
- (c) The following restrictions and conditions apply to scrutineers permitted under this bylaw to be present at a voting place:
 - i) Scrutineers shall remain in an area as indicated by the Chief Election Officer so as to not interfere with the election process. Scrutineers will be located in an area

where observance of the election procedures and ballot boxes can be readily observed.

- ii) Scrutineers shall preserve the secrecy of the ballot in accordance with Section 123 of the *Local Government Act*.

9. RESOLUTION OF TIE VOTES AFTER JUDICIAL REVIEW

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 151 of the *Local Government Act*.

10. REPEAL

“Local Government Elections Procedure Bylaw No. 1697, 2014” is hereby repealed.

- 11. This bylaw may be cited as “Election Procedure Bylaw No. 1981, 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

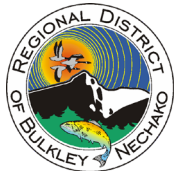
Certified a true and correct copy of Bylaw No. 1981.

Corporate Administrator

ADOPTED this day of , 2022

Chairperson

Corporate Administrator



125

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: June 30, 2022
Subject: Bylaw No. 1982 Revenue Anticipation Borrowing Bylaw

RECOMMENDATION: (all/directors/majority)

That "Revenue Anticipation Borrowing Bylaw No. 1982, 2022" be given first, second, third reading and adoption this 30th day of June 2022.

BACKGROUND

At the Committee meeting on June 16th, the Committee recommended that staff bring back a revenue anticipation borrowing bylaw to the Board meeting on June 30th to borrow up to \$1.5 million until the Regional District receives its annual requisition.

Bylaw No. 1982, will allow staff to borrow funds or use a line of credit to ensure the continuity of cash flow during July.

ATTACHMENTS:

Bylaw No. 1982

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Revenue Anticipation Borrowing Bylaw

Regional District of Bulkley-Nechako

Bylaw No. 1982

A bylaw to provide for the borrowing of money in anticipation of revenue

WHEREAS the regional district does not have sufficient money on hand to meet the current lawful expenditures of the regional district;

AND WHEREAS it is provided by Section 404 of the Local Government Act that the Regional Board may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the regional district;

AND WHEREAS there are no liabilities outstanding under Section 404;

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

1. This bylaw may be cited as "Revenue Anticipation Borrowing Bylaw No. 1982, 2022".
2. The Regional Board shall be and is hereby empowered and authorized to borrow upon the credit of the regional district an amount or amounts not exceeding the sum of one million five hundred thousand dollars (\$1,500,000).
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chair and the officer assigned the responsibility of financial administration of the regional district.
4. All anticipated revenue of the current year or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

READ A FIRST TIME this day _____ of _____.

READ A SECOND TIME this day _____ of _____.

READ A THIRD TIME this day _____ of _____.

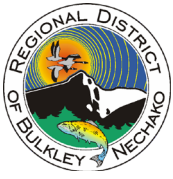
RECONSIDERED and FINALLY PASSED and ADOPTED this day _____ of _____.

Chair

Corporate Administrator

Certified a true copy of Bylaw No. 1982 as adopted.

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: June 30, 2022
Subject: Chinook Community Forest

RECOMMENDATION: (all/directors/majority)

That the Board appoint Curtis Helgesen and John Illes as proxies to the 2022 AGM of Chinook Comfor Limited and Chinook Comfor Limited Partnership.

That the Board of the Regional District, a shareholder of Chinook Comfor Limited, appoint _____ and _____ to the Chinook Comfor Limited Board of Directors.

BACKGROUND

The Regional District owns 894 Class A Voting Shares of Chinook Comfor Limited the general partner in the Chinook Comfor Limited Partnership. As part of the Shareholder agreement the Regional District is entitled to appoint two directors to the company. The Chinook Community Forest is in Electoral Areas "B" and "E".

As per past Board direction, directors are appointed for a two-year term and for a maximum of two terms. Both appointed directors have just finished a two-year term. The director for Area "E" has finished their last term and is not eligible to be re-appointed (for another two years).

Notices asking for interest to serve on the Chinook Community Forest board have been advertised on social media and in the Lakes District News. Recommendations on appointments will be brought forward as a supplemental item to the meeting.

Staff are recommended to attend the shareholder AGM as proxies for the Board. The AGM's are short annual business meetings as compared to the meetings of the appointed directors where the nuts and bolts of community forest management is discussed.

ATTACHMENTS:

Letter from Cindy Shelford, President of Chinook Community Forest

CHINOOK

Community Forest

RECEIVED

May 17, 2022

JUN 08 2022

Chair Gerry Thiessen
Regional District of Bulkley-Nechako
37 – 3rd Ave, Box 820
Burns Lake, BC V0J 1E0

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Dear Mr Gerry Thiessen:

BY ORDER OF THE BOARD OF DIRECTORS of CHINOOK COMFOR LIMITED

Notice is hereby given that an annual general meeting of **Chinook Comfor Limited and Chinook Comfor Limited Partnership** will be held July 20, 2021, at **824 Centre Street LBN Forestry**, Burns Lake, B.C. at 11:00 am for the following purpose:

2022 AGM of Chinook Comfor Limited 11:00 am

- To waive the production and publication of the financial statements
- To waive the appointment of an auditor for the next financial year
- To elect directors

2022 AGM of Chinook Comfor Limited Partnership 12:00 pm

- To receive audited financials for Chinook Comfor Limited Partnership
- To receive 2021-22 Annual Report

All shareholders and limited partners are entitled to attend and vote in person or by proxy. Registered shareholders and limited partners who are unable to attend the meeting are requested to complete, date, sign, and deliver the attached form of proxy by no later than July 12, 2022, to the following address or present such proxy at the beginning of the meeting.

Chinook Comfor LP
Box 969
Burns Lake, B.C. V0J 1E0
Or email to: info@chinookcomfor.ca

Dated Burns Lake, B.C. this 17th day of May 2022.



Cindy Shelford, President
Chinook Community Forest



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: June 30, 2022
Subject: **Electoral Area A (Smithers/Telkwa Rural) Economic Development Service Grant – Smithers and District Chamber of Commerce**

RECOMMENDATION: **(all/directors/majority)**

That the Board approve allocating \$10,000 of Electoral Area A (Smithers/Telkwa Rural) Economic Development service funds to the Smithers and District Chamber of Commerce for the Frozen North Food Truck project.

BACKGROUND

The Smithers and District Chamber of Commerce is proposing a non-profit model food trailer project, the proceeds from which will:

- 1) Support and feature local/regional businesses, growers and producers
- 2) Support student staff with a percentage of the proceeds
- 3) Support the local/regional economy.

Please see the attached proposal for more information.

There is \$24,500 available in the Electoral Area A (Smithers/Telkwa Rural) Economic Development service. Director Mark Fisher is supportive of the request.

An RDBN Board resolution is required to contribute funds to the project.

ATTACHMENTS:

Frozen North: Farm to Fork Food Truck Funding Proposal

FROZEN NORTH PROJECT OVERVIEW

PREPARED BY: SHEENA MILLER



Funding Proposal for Area A Economic Dev Fund

ORGANIZATION NAME: Smithers District Chamber of Commerce and Visitor Centre

PROJECT NAME: Frozen North Farm to Fork Food Truck

LOCATION: Smithers Chamber of Commerce/VIC (Central Park)

MAILING ADDRESS: P.O BOX 2379, Smithers BC, V0J 2N0

CONTACT PERSON: Sheena Miller

CONTACT NUMBER: 250-847-5072

CONTACT EMAIL: manager@smitherschamber.com

PURPOSE/WHAT IT IS: The project purpose is to create a cooperative Chamber of Commerce Farm to Fork sustainable student-driven food trailer that celebrates and features all things local! With this non-profit model, all proceeds will be going towards three important actions:

- a. supporting and featuring local/regional businesses, growers, and producers through purchases and clever marketing/promotions;
- b. supporting our student staff with a percentage of funds;
- c. supporting our local/regional economy.

Our catchphrase is the "sweet taste of sustainability," and we are trying to embody that message from our menu items to our packaging to the aprons we wear. We're kicking off this summer with 100% compostable packaging and are moving towards a zero waste model. We are examining a circular economy approach and sustainability at the heart of all decisions.

We believe the food trailer will play a groundbreaking and community-building role by supporting our farmers and business vendors while providing incredible products for the public.

This project will be completed in two phases:

Phase 1. Ongoing business planning, concept launch, & continued Partnership Development

- Carry out vision, finalize business plan and continue outreach to prospective farmers and businesses

Phase 2. Product Refinement

- Following completion of the detailed concept and partner development, new products will be introduced and tested on the live market!

COMMUNITY IMPACT:

The community food truck would have a tremendous and positive community impact featuring and connecting with growers and producers across the regional district.

- Positive community engagement achieved through creative community outreach and stakeholder engagement on a collaborative menu.
- Marketing/Promotions through interactive innovative social media and digital menu board.
- Community bridge-building that brings a diversity of growers, producers and food and restaurant businesses together in a unique way

FROZEN NORTH PROJECT OVERVIEW

PREPARED BY: SHEENA MILLER

- **Regional impact** through involving as many Chamber members and regional partners as possible. It is the Chamber's priority to live love local and appreciate & feature locally skilled entrepreneurs and businesses.
- **In the local communities' public interest** by developing a member owned cooperative food trailer, we anticipate more members of the public can get behind a business with a cause and passion for community
- **Build community networks** by furthering deepening partnerships with community groups and seeking to create new ones. This includes the involvement of those typically not involved in such projects, such as youth (schools) and elders/seniors who may be interested to create unique products.
- **Supports sustainability** at the heart of all actions and decisions

BUDGET (ACTUAL/PROJECT COSTS):

- Trailer structural upgrades and WorkSafe modifications \$5500 (power installation, fan, shelving, micro air conditioning unit)
- Fridge, ice chest: \$1600
- Patio Deck & picnic tables supply's + contractor fee: \$4500
- Covid/Cleaning supplies: \$500
- Staff uniforms: \$1100
- Digital Menu/Sponsor Board: \$500
- Graphic Design Support: \$300
- Advertising & Marketing: \$1000
- Purnel Eco Food Packaging: \$2400
- July/August Food Supplies/Stock: \$5000
- TOTAL COSTS: \$22,400

FUNDING REQUEST: \$15,000

CHAMBER INVESTMENT \$1000

- Square chip reader/POS System: \$400
- Hydro/internet costs: \$350
- Trailer insurance, Business license and Frozen North Permit \$250

ADDITIONAL REMARKS: The SDCC invites the Regional District to collaborate, support and innovate with us as we work towards creating a unique non-profit food truck model. At a time when food costs and supply chain issues are uncertain and unpredictable, we are hoping to inspire a new business model that benefits partners and the public with reasonably priced locally sourced foods.

As an official partner of Frozen North Smithers, we would offer you promotional benefits that include having your business name and logo added to our website and logo added to the trailer as well as any promotions/events held through Frozen North. By partnering with us, you are partnering with an initiative that combines locally sourced food with a community cause and investment in your community. Finally, as a student-led initiative that focuses on promoting members of our local communities, profits from Frozen North go into supporting communities across our region.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: June 30, 2022
Subject: **Canada Community-Building Fund BC – Area A (Smithers/Telkwa Rural)
Round Lake Hall Boat Launch Project**

RECOMMENDATION: (all/directors/majority)

- 1) That the RDBN Board of Directors authorize contributing up to \$50,000 of Electoral Area A (Smithers/Telkwa Rural) Canada Community-Building Fund BC allocation monies to a Recreation Infrastructure Project for the Round Lake Hall, and further,
(participants/weighted/majority)
 - 2) That the RDBN Board of Directors authorize the withdrawal of up to \$50,000 from the Federal Gas Tax Reserve Fund.
-

BACKGROUND

The Round Lake Hall Society has proposed upgrades to the public recreation area across from the Hall that include relocating the boat launch to the Ministry of Transportation and Infrastructure (MoTI) right of way directly across from the Hall parking entrance and making improvements to the waterfront public use area.

MoTI is supportive of the concept but, prior to official approval being granted, a survey of the proposed area and an engineered design must be completed. The proposed funding will support the technical review and engineered design, as well as a portion of the construction costs for the boat launch. RDBN Planning Staff are working closely with the Round Lake Hall Society on the proposed recreation upgrade.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area A allocation is \$1,003,290

Director Mark Fisher is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$50,000 from Area A for this Recreation Infrastructure project.

A Board resolution is required to contribute Canada Community-Building BC 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: June 30, 2022
Subject: **Canada Community-Building Fund BC – Area A (Smithers/Telkwa Rural)
Town of Smithers – Smithers and Area Transit**

RECOMMENDATION: (all/directors/majority)

- 1) That the RDBN Board of Directors authorize contributing up to \$10,000, annually for four years (from 2023-2026), of Electoral Area A (Smithers/Telkwa Rural) Canada Community-Building Fund BC allocation monies to a Transportation Infrastructure Project for the Smithers and Area Transit, and further,

(participants/weighted/majority)

- 2) That the RDBN Board of Directors authorize the withdrawal of up to \$10,000 annually from the Federal Gas Tax Reserve Fund.
-

BACKGROUND

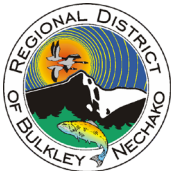
The Town of Smithers has requested the renewal of Regional District of Bulkley-Nechako's assistance in the form of Canada Community Building Funds to put towards the capital leasing cost of the Smithers and Area Transit buses.

Director Fisher has indicated that he would like to support this Public Transit initiative with Canada Community Building Funds in the amount of \$10,000 annually for another four years (2023-2026). The Town of Smithers will continue to cover the remaining costs from their funds as usual.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area A allocation is \$1,003,290

Director Mark Fisher is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$10,000 annually from Area A for this Transportation Infrastructure project.

A Board resolution is required to contribute Canada Community-Building BC 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: June 30, 2022
Subject: **Canada Community-Building Fund BC – Area D (Fraser Lake Rural)
Fort Fraser Community Hall Furnace Replacement Project**

RECOMMENDATION: (all/directors/majority)

- 1) That the RDBN Board of Directors authorize contributing up to \$10,330 of Electoral Area D (Fraser Lake Rural) Canada Community-Building Fund BC allocation monies to a Community Energy System Infrastructure Project at the Fort Fraser Community Hall, and further,

(participants/weighted/majority)

- 2) That the RDBN Board of Directors authorize the withdrawal of up to \$10,330 from the Federal Gas Tax Reserve Fund.

BACKGROUND

The Fort Fraser Community Hall's furnace has been deemed past repair and requires replacement at a cost of \$10,330.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area D allocation is \$593,029

Director Mark Parker is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$10,330 from Area D for this Community Energy System Infrastructure project.

A Board resolution is required to contribute Canada Community-Building BC 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: June 30, 2022
Subject: **Canada Community-Building Fund BC – Area E (Francois/Ootsa Lake Rural) Grassy Plains Hall Foundation Repair Project**

RECOMMENDATION: (all/directors/majority)

- 1) That the RDBN Board of Directors authorize contributing up to \$50,000 of Electoral Area E (Francois/Ootsa Lake Rural) Canada Community-Building Fund BC allocation monies to a Recreation Infrastructure Project for the Grassy Plains Community Hall, and further,

(participants/weighted/majority)

- 2) That the RDBN Board of Directors authorize the withdrawal of up to \$50,000 from the Federal Gas Tax Reserve Fund.

BACKGROUND

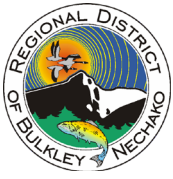
The Grassy Plains Community Hall has experienced significant deterioration of the foundation due to rot caused by water. A structural review performed on the Hall indicated that, due to the foundation damage, the building is not safe for use by the public unless/until repairs are completed. A subsequent review of the roof indicated that it is suitable for the use intended. The Hall Society, based on the engineer's reports, has decided to pursue repairs to the foundation to ensure the ongoing use of the facility.

It is anticipated that the proposed contribution will support the required engineered plans for repair work, as well as a portion of the construction costs.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area E allocation is \$482,044

Director Clint Lambert is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$50,000 from Area E for this Recreation Infrastructure project.

A Board resolution is required to contribute Canada Community-Building BC 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: June 30, 2022
Subject: **Canada Community-Building Fund BC – Area F (Vanderhoof Rural)
Nechako Valley Exhibition – Beef Barn Upgrades**

RECOMMENDATION: **(all/directors/majority)**

- 1) That the RDBN Board of Directors authorize contributing up to \$60,000 of Electoral Area F (Vanderhoof Rural) Canada Community-Building Fund BC allocation monies to a Recreation Infrastructure Project for the Nechako Valley Exhibition Society, and further,

(participants/weighted/majority)

- 2) That the RDBN Board of Directors authorize the withdrawal of up to \$60,000 from the Federal Gas Tax Reserve Fund.
-

BACKGROUND

The Beef Barn at the Nechako Valley Exhibition Grounds provides infrastructure for one of the province's most highly regarded and attended beef shows. It was originally constructed with a Canada Centennial Grant in 1967 and has had minimal maintenance work completed since then. It is in a state of extreme disrepair, posing not only an eye-sore, but a potential safety hazard for Exhibitors, Volunteers, and Fairgoers.

This project entails removing the disintegrating plywood siding, straightening and steel-cladding the exterior walls; widening the back door to an 8' sliding door; adding a track for the back and side doors; removing dilapidated fascia and installing new boards.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area F allocation is \$275,674

Director Jerry Petersen is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$60,000 from Area F for this Recreation Infrastructure project.

A Board resolution is required to contribute Canada Community-Building BC Funds to this project.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Shari Janzen, Economic Development Assistant
Date: June 30, 2022
Subject: **Ministry of Transportation & Infrastructure - Letter of Support Request**

RECOMMENDATION: **(all/directors/majority)**

That the Board provide a Letter of Support to the Ministry of Transportation and Infrastructure to be used for its funding application to the Disaster Mitigation and Adaptation Fund.

BACKGROUND

The Ministry of Transportation & Infrastructure (MoTI) is pursuing a funding opportunity for its Hwy 16W Kathlyn Creek Culvert Replacement project and has requested a letter of support.

MoTI will be submitting a package under the Disaster Mitigation and Adaptation Fund (DMAF) to replace the 3.7m diameter culvert, located 3km west of Smithers at the Highway 16W and Lake Kathlyn Road intersection.

The proposed work includes replacing the existing failing culvert on Highway 16W with a cast in place concrete bridge as well as intersection improvements to increase site distance and turning movement safety at the Highway 16W/Lake Kathlyn Rd intersection.

While MoTI has a long-term plan to replace vulnerable structures or culverts along Highway 16W, securing federal funding support enables MoTI to pursue this goal at an accelerated rate. Consideration of the changing climate and extreme weather events are incorporated into all new structures built by MoTI.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Board of Directors

FROM: First Nations Liaison

DATE: June 30, 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, missing children and burial information, a National Centre for Truth and Reconciliation, and commemoration.

Of the five Calls to Action brought forward in this report, only one is complete, Call 80, and the others are all in progress. Call 76 builds upon the Calls to Action brought forward in the last report, as it is the last on the missing children and burial information. As reported by the CBC News' Beyond 94, there are a few parties engaged in protecting residential school cemeteries, however, not all necessarily implement all of the requirements of Call 76¹. The Government of Canada, via Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC), will be offering support to Survivors and their families, Knowledge Keepers, communities, Indigenous experts, and cultural heritage practitioners by establishing a National Advisory Committee to guide the implementation of Calls 74 and 75².

Calls 77 and 78 focus on the National Centre for Truth and Reconciliation and the continued need for access to records and data from government archives and church denominations regarding residential schools³. In 2018, the federal government committed \$10 million over seven years to the National Centre for Truth and Reconciliation to help ensure that the history and legacy of Canada's

¹ CBC News. Beyond 94 – Call 76. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=76>

² CIRNAC. "Delivering on Truth and Reconciliation Commission Calls to Action" – Missing children and burial information. <https://www.rcaanc-cirnac.gc.ca/eng/1524504992259/1557512149981>

³ CBC News. Beyond 94 – Call 77. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=77>

residential school system are never forgotten⁴. The Centre continues to work on this initiative. However, additional funding to help communities research and produce their own histories has not been announced⁵. In January 2022, Crown-Indigenous Relations Minister Marc Miller announced that the federal government and the National Centre for Truth and Reconciliation had come to an agreement that will see more than 875,000 documents relating to residential schools handed over⁶.

Calls 79 and 80 discuss commemoration. In 2018, Parks Canada welcomed Indigenous cultural heritage practitioners, experts, Elders, and academics to engage in discussions about the commemoration and protection of cultural heritage and established the Indigenous Cultural Heritage Advisory Council in 2019⁷. In 2020, two former residential schools were designated as national historic sites but there has not yet been an amendment to the Historic Sites and Monuments Act⁸. In 2021, a Bill established Sept. 30 as a National Day for Truth and Reconciliation statutory holiday received royal assent⁹. The Regional District adopted this statutory holiday in August of 2021.

CALLS TO ACTION FOR DISCUSSION

Reconciliation and missing children and burial information

76. We call upon the parties engaged in the work of documenting, maintaining, commemorating, and protecting residential school cemeteries to adopt strategies in accordance with the following principles:

- i. The Aboriginal community most affected shall lead the development of such strategies.
- ii. Information shall be sought from residential school Survivors and other Knowledge Keepers in the development of such strategies.
- iii. Aboriginal protocols shall be respected before any potentially invasive technical inspection and investigation of a cemetery site.

National Centre for Truth and Reconciliation

77. We call upon provincial, territorial, municipal, and community archives to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system, and to provide these to the National Centre for Truth and Reconciliation.

⁴ CIRNAC. “Delivering on Truth and Reconciliation Commission Calls to Action” – National Centre for Truth and Reconciliation. <https://www.rcaanc-cirnac.gc.ca/eng/1524505153967/1557512946537>

⁵ CBC News. Beyond 94 – Call 78. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=78>

⁶ Ibid.

⁷ CIRNAC. “Delivering on Truth and Reconciliation Commission Calls to Action” – Commemoration. <https://www.rcaanc-cirnac.gc.ca/eng/1524505403680/1557513866487>

⁸ CBC News. Beyond 94 – Call 79. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=79>

⁹ CBC News. Beyond 94 – Call 80. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=80>

78. We call upon the Government of Canada to commit to making a funding contribution of \$10 million over seven years to the National Centre for Truth and Reconciliation, plus an additional amount to assist communities to research and produce histories of their own residential school experience and their involvement in truth, healing, and reconciliation.

Commemoration

79. We call upon the federal government, in collaboration with Survivors, Aboriginal organizations, and the arts community, to develop a reconciliation framework for Canadian heritage and commemoration. This would include, but not be limited to:

- i. Amending the Historic Sites and Monuments Act to include First Nations, Inuit, and Métis representation on the Historic Sites and Monuments Board of Canada and its Secretariat.
- ii. Revising the policies, criteria, and practices of the National Program of Historical Commemoration to integrate Indigenous history, heritage values, and memory practices into Canada's national heritage and history.
- iii. Developing and implementing a national heritage plan and strategy for commemorating residential school sites, the history and legacy of residential schools, and the contributions of Aboriginal peoples to Canada's history.

80. We call upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to honour Survivors, their families, and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process.

June 14, 2022

Chair Gerry Thiessen
Regional District of Bulkley-Nechako
Box 820
Burns Lake, BC V0J 1E0

Dear Chair Thiessen:

Re: 2022 NCLGA Resolution(s)

UBCM is in receipt of the attached resolution(s) endorsed by your Board. Your resolution(s) received endorsement at the 2022 NCLGA Spring Convention.

As such, the resolution(s) will be included in UBCM Resolutions Book for the 2022 UBCM Convention in September.

Please contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process, email: jjustason@ubcm.ca.

Sincerely,



Councillor Laurey-Anne Roodenburg
UBCM President

Enclosure

Veterinarian Shortage**Fraser-Fort George RD,
Bulkley-Nechako RD**

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 committed to one year funding for an additional 20 students for 2022-23:

Therefore, be it resolved that 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.

Convention Decision: