

AGENDA

MEETING NO. 3

March 23, 2023

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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, March 23, 2023

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – March 23, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
8-25	Board Meeting Minutes – February 23, 2023	Approve
26-31	Committee of the Whole Meeting Minutes - March 9, 2023	Receive
32-37	Rural/Agriculture Committee Meeting Minutes - March 9, 2023	Receive

DELEGATION

MINISTRY OF FORESTS

Albert Nussbaum, Executive Director, Deputy Chief Forester, Office of the Chief Forester

Lori Borth, Regional Executive Director – Omineca Region

Beth Eagles, District Manager, Nadina Natural Resource District

Yvonne Parkinson, North Area Old Growth Lead

RE: Old Growth Deferral and Regional Concerns – Follow-up from 2022 UBCM Minister Conroy Meeting Commitment

Meeting No. 3
March 23, 2023

<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING</u>	<u>ACTION</u>
	<u>Bylaw for 1st, 2nd, and 3rd Reading</u>	
38-45	Jason Llewellyn, Director of Planning Building Bylaw Amendment for Energy Conservation Step Code Prescriptive Option -1 st , 2 nd , and 3 rd Readings Building Bylaw Amendment No.1995, 2023	Recommendation
	<u>Bylaw for 3rd Reading and Adoption</u>	
46-57	Danielle Patterson, Senior Planner Rezoning Application RZ A-02-22 3 rd Reading and Adoption for Rezoning Bylaw No.1993, 2023 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Other Items</u>	
58-60	Advisory Planning Commission Minutes Electoral Area B (Burns Lake Rural)	Receive
61-62	Advisory Planning Commission Minutes Electoral Area E (Francois/Ootsa Lake Rural)	Receive
63	Advisory Planning Commission Unofficial Minutes Electoral Area C (Fort St. James Rural)	Receive
	<u>DEVELOPMENT SERVICES</u>	
	<u>Other Items</u>	
64-65	Deneve Vanderwolf, Planning Technician Recent ALR Applications	Receive
66-75	Jason Llewellyn, Director of Planning - Prince Rupert Gas Transmission Response Letter	Receive

Meeting No. 3
March 23, 2023

<u>PAGE NO.</u>	<u>PARKS AND TRAILS</u>	<u>ACTION</u>
76-77	Jason Llewellyn, Director of Planning Highway 35 Trail Request for Proposals	Recommendation
	<u>BUILDING INSPECTION</u>	
	<i>(Call for Comments from the Gallery)</i>	
78-93	Steve Davis, Building Inspector Section 57 Notice on Title 405 Raymond Road Electoral Area A (Smithers Rural)	Recommendation
	<u>ADMINISTRATION REPORTS</u>	
94-95	Wendy Wainwright, Deputy Director of Corporate Services – Committee Meeting Recommendations - March 9, 2023	Recommendation
96-114	John Illes, Chief Financial Officer – Five Year Financial Plan	Recommendation
115	Nellie Davis, Manager of Regional Economic Development – BC Provincial Nominee Program -Entrepreneur Immigration Regional Pilot Participation	Recommendation
116	Nellie Davis, Manager of Regional Economic Development- Canada Community-Building Fund BC – Area B (Burns Lake Rural) Gerow Island Road Street Lighting Project	Recommendation
117	Nellie Davis, Manager of Regional Economic Development – Town of Smithers – Community Emergency Preparedness Fund Disaster Risk Reduction – Climate Adaptation (Category 1) Application	Recommendation

Meeting No. 3
March 23, 2023

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORT (CONT'D)</u>	<u>ACTION</u>
118	Christopher Walker, Emergency Program -Union of BC Municipalities Community Emergency Preparedness Fund – Emergency Operations Centre Application	Recommendation
119-122	Megan D’Arcy, Regional Agriculture Coordinator -Growing Opportunities Newsletter Update	Receive
<u>ADMINISTRATION CORRESPONDENCE</u>		
123-127	Beswick Hildebrandt Lund, Chartered Professional Accountants – RDBN Audit Planning	Receive
128-129	Canfor – Forest Stewardship Plan Amendment to its Multi-District Forest Stewardship Plan	Receive
130-132	Community Energy Association - Charge North – Budget Update and Opportunity to Install Additional Level 2 EV Charging Stations	Receive
133-134	Ministry of Forests – Multisectoral Regional Workshop on Implementing Old Growth Strategic Review	Receive
135-136	Ministry of Municipal Affairs – B.C. Building Stronger Communities with \$1 Billion Growing Communities Fund	Receive
137-138	Ministry of Public Safety and Solicitor General -Response to RDBN Letter to Premier Eby -Government of Canada’s amendments to the <i>Firearms Act</i>	Receive
139	North Central Local Government Association -NCLGA Member Notice: Proposed Annual Membership Fee Increase	Receive

Meeting No. 3
March 23, 2023

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
140-143	North Central Local Government Association -Call for Nominations for Positions on the NCLGA Board of Directors -2023/2024	Receive
144-145	SkeenaWild Conservation Trust – Letter to the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship -Cancellations of Conservation Lands	Receive
146-147	Union of B.C. Municipalities – Provincial Response to 2022 Resolutions – Veterinarian Shortage	Receive

SUPPLEMENTARY AGENDA

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

RECEIPT OF VERBAL REPORTS

NEW BUSINESS

IN-CAMERA MOTION

That this meeting be closed to the public pursuant to Section 90(1)(c), and (2)(b) of the *Community Charter* for the Board to deal with matters relating to the following:

- Labour relations
- Cycle 16 Trail
- Boundary Re-Alignment

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKOMEETING NO. 2Thursday, February 23, 2023

PRESENT:	Chair	Mark Parker
	Directors	Gladys Atrill Shane Brienen – via Zoom – arrived at 11:10 a.m., left at 12:00 p.m. Leroy Dekens Martin Elphee Judy Greenaway Clint Lambert Linda McGuire Shirley Moon Kevin Moutray Chris Newell Michael Riis-Christianson Stoney Stoltenberg Henry Wiebe
	Director Absent	Sarrah Storey, Village of Fraser Lake
	Alternate Director	Audrey Fennema, Village of Fraser Lake
	Staff	Curtis Helgesen, Chief Administrative Officer - via Zoom – left at 12:49 p.m. Cheryl Anderson, Director of Corporate Services John Illes, Chief Financial Officer - arrived at 10:06 a.m. Steve Davis, Building Inspector – arrived at 10:58 a.m., left at 11:04 a.m. Deborah Jones-Middleton, Director of Protective Services – arrived at 10:54 a.m. Jason Llewellyn, Director of Planning – left at 11:45 a.m., returned at 12:49 p.m., left at 2:15 p.m. Wendy Wainwright, Deputy Director of Corporate Services
	Other	Dale Bellavance, HBM Resorts – via Zoom – left at 10:58 a.m. Doug Bysouth, Electoral Area B (Burns Lake Rural) – arrived at 10:50 a.m. Gary Mathiesen, Hudson Bay Mountain Resort – via Zoom – left at 10:58 a.m. Lionel Conant, Electoral Area C (Fort St. James Rural) Judith Friesen, District of Fort St. James Alex Kulchar, Electoral Area F (Vanderhoof Rural) Trevor Krisher, Electoral Area A (Smithers Rural) Charlie Rensby, Village of Burns Lake – left at 12:00 p.m.

FIRST NATIONS ACKNOWLEDGEMENT

CALL TO ORDER

Chair Parker called the meeting to order at 10:47 a.m.

OATH OF OFFICE

Cheryl Anderson, Director of Corporate Services conducted the Oath of Office for Lionel Conant, Alternate Director, Electoral Area C (Fort St. James Rural), Judith Friesen, Alternate Director, District of Fort St. James, Alex Kulchar, Alternate Director, Electoral Area F (Vanderhoof Rural), and Charlie Rensby, Alternate Director, Village of Burns Lake.

AGENDA

Moved by Director Stoltenberg
 Seconded by Director Lambert

2023-2-1

"That the Board Meeting Agenda of February 23, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes January 26, 2023

Moved by Director Lambert
 Seconded by Director Greenaway

2023-2-2

"That the Board Meeting Minutes of January 26, 2023 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee of the Whole Meeting Minutes -February 9, 2023

Moved by Director McGuire
 Seconded by Director Stoltenberg

2023-2-3

"That the Board receive the following Committee Meeting Minutes:

-Committee of the Whole Meeting Minutes

- February 9, 2023

-Connectivity Committee Meeting Minutes

- February 9, 2023

-Rural/Agriculture Committee Meeting Minutes

- February 9, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING

Bylaw for Adoption

Rezoning Application Moved by Director Stoltenberg
RZ A-02-22 (HBM) Adoption Seconded by Director Dekens
Report Rezoning Bylaw
No. 1980, 2022 Electoral Area A
(Smithers/Telkwa Rural)

2023-2-4

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1980, 2022 be adopted this 23rd day of February, 2023."

2. And that the Board approve the discharge of Covenant BB737241, and associated covenant amendment documents."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Land Referral

Crown Land Application Moved by Director Lambert
Referral No. 6409416 Seconded by Director Riis-Christianson
Electoral Area E (Francois/
Ootsa Lake Rural)

2023-2-5

"That Crown Land Application No. 6409416 comment sheet be provided to BC Emergency Health Services as the Regional District's comments on Crown Land Withdrawal of Disposition Application No. 6409416 as amended to include the request that the applicant consult with existing land users."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PARKS AND TRAILS

Recreation Contribution Moved by Director Atrill
Grant Program Seconded by Director Stoltenberg

2023-2-6

"That the Board approve the "Recreation Contribution Service Advisory Committees Terms of Reference" and "Recreation Contribution Grant Program Policy"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUILDING INSPECTION

Section 57 Notice on Title
2050 Clearview Drive
- Electoral Area B (Burns Lake
Rural)

No comments received by the property owner.

Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

2023-2-7

"That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as Lot 31, District Lot 1890, Range 5, Coast District, Plan 10853 (2050 Clearview Drive)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Section 57 Notice on Title
6851 Williams Frontage Rd.
- Electoral Area A (Smithers
Rural)

No comments received by the property owner.

Moved by Director Stoltenberg
 Seconded by Director Elphee

2023-2-8

"That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as Lot 1, Section 14, Township 1A, Range 5, Coast District, Plan 11380 (6851 Williams Frontage Rd)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Committee Meeting Recommendations -February 9, 2023

Moved by Director Atrill
Seconded by Director Lambert

2023-2-9

"That the Board approve the February 9, 2023 Committee Meeting Recommendations 1 through 3 as written:

Committee of the Whole – January 12, 2023

Recommendation 1:

Re: Tax Implications

"That staff target a 6% property tax increase for the 2023 budget."

Recommendation 2:

Re: Service Area Budgets

"That the Service Area Budgets be included in the 2023 Regional District Budget."

Rural/Agriculture Committee Meeting – February 9, 2023

Recommendation 3:

Re: Northwest Invasive Plant Council 2023 Budget

"That the Board approve a contribution of \$35,000 to the Northwest Invasive Plant Council in the 2023 Invasive Plant Control Budget; and further, write a letter requesting a future meeting to discuss future funding of the program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Revised Committee Terms of Reference

Moved by Director Stoltenberg
Seconded by Director Dekens

2023-2-10

"That the following RDBN Terms of Reference (TOR) be approved as revised:

- Committee of the Whole
- Rural/Agriculture Committee
- Connectivity Committee
- Natural Resources Committee."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

RDBN Code of Conduct

Moved by Director Atrill
 Seconded by Director Greenaway

2023-2-11

"That the Board receive the Director of Corporate Services' RDBN Code of Conduct memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Chair Parker and CAO Helgesen have been invited to participate in the Local Government Leadership Academy Elected Officials Seminar Series Codes of Conduct and Roles & Responsibilities Panel in Prince George on March 15th
- Directors differing values and objectives
 - o Extraordinary situations
 - o Personal vs. Elected Official
 - o Making decisions of consciousness
- Respecting Board of Directors decisions and decision making process
- RDBN Code of Conduct
 - o Guideline
 - o Assist in educating elected officials in their roles and responsibilities
 - o Section 10 – Implementation
 - Potentially removing "Persons elected to the RD will be requested to sign the Director's Statement affirming they have read and understand the RD's Code of Conduct"
 - Amending the wording regarding the requirement to sign the Code of Conduct
 - Directors choosing not to sign the Code of Conduct
 - o Lengthy document
 - o Values identified in code of conduct naturally followed by many individuals
 - o Potentially drafting a Directors Statement
- UBCM Code of Conduct – simplified
- Members of a local government legislated by the provincial government
- Legislative requirements regarding the Code of Conduct being reviewed within six months of a new term of office
- Requirements to remove an elected official from their position
- Reviewing the Code of Conduct further once Directors have attended the Elected Officials Seminar in Prince George on March 15-17th

ADMINISTRATION REPORTS (CONT'D)

- Reviewing the document at the April 6th RDBN Committee of the Whole Meeting
- RDBN Board is respectful of one another and work well together
- Signing the Oath of Office implies an understanding of the Code of Conduct.

Moved by Director Newell
 Seconded by Director Lambert

2023-2-12

"That the Board approve removing the requirement for signature from the RDBN Code of Conduct."

Discussion took place regarding including a signature line to indicate that the document has been read and understood and amending Section 10 – Implementation.

Moved by Director Lambert
 Seconded by Director Atrill

2023-2-13

"That the Board defer the RDBN Code of Conduct to the April 6, 2023 Committee of the Whole Meeting."

Opposed: Director Dekens CARRIED
 Director Newell

(All/Directors/Majority)

Parks and Trails and
 Recreation Contribution
 Grant Budgets

Moved by Director Stoltenberg
 Seconded by Director Atrill

2023-2-14

"That the Parks and Trails and Recreation Contribution Grant budgets be included in the Regional District's budget bylaw."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Smithers Victim Services

Moved by Director Atrill
 Seconded by Director Dekens

2023-2-15

"That the Board consider the increased funding request from the Society of Domestic Peace and recommend that the grant for 2023 be increased to \$45,000."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Break for Lunch at 12:00 p.m.

Reconvened at 12:49 p.m.

IN-CAMERA MOTION

Moved by Director Stoltenberg

Seconded by Director Dekens

2023-2-16

"That this meeting be closed to the public pursuant to Section 90(1)(c), (g), and (l) of the *Community Charter* for the Board to deal with matters relating to the following:

- Labour relations
- Building infractions
- Strategic Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Reconvened from the In-Camera Meeting at 2:09 p.m.

ADMINISTRATION REPORTS (CONT'D)

Five Year Financial Plan

Moved by Director Stoltenberg

Seconded by Director Lambert

2023-2-17

"That Regional District of Bulkley-Nechako Five Year Plan Bylaw No. 1994, 2023 be given first and second reading this 23rd day of February, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

John Illes, Chief Financial Officer provided an overview of the Five Year Financial Plan memorandum. He spoke of the following:

- 3.7% taxation increase for major services
- Board requested a more detailed outline of Environmental Services-Other-Various Projects under \$100,000
 - o Staff will provide the listing of approved capital projects at a future meeting
 - o Final grant funding amounts are still forthcoming from higher levels of government
 - o Environmental Services received additional industrial tipping fees than anticipated
 - o Electoral Area Directors to review the draft requisitions for each electoral area and provide feedback to himself or CAO Helgesen.

ADMINISTRATION REPORTS (CONT'D)

Lakes District Arts and
 Culture Fund Request
 - Village of Burns Lake

Moved by Director Riis-Christianson
 Seconded by Director Lambert

2023-2-18

"That the Village of Burns Lake be given \$8,000 in Lakes District Arts and Culture Fund monies for the Centennial Celebration Event."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Grant in Aid for Areas B
 (Burns Lake Rural) and
 E (Francois/Ootsa Lake Rural)
 -Lakes Outdoor Recreation
 Society

Moved by Director Lambert
 Seconded by Director Riis-Christianson

2023-2-19

"That the Board approve allocating \$5,000 in Electoral Area B (Burns Lake Rural) and Electoral Area E (Francois/Ootsa Lake Rural) Grant in Aid monies (\$2,500 each) to the Lakes Outdoor Recreation Society for an Outhouse project at the Ootsa Lake Recreation Site."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Canada Community-Building
 Fund BC – Area A (Smithers/
 Telkwa Rural) Smithers
 Skate Park Society – Phase
 II Expansion

Moved by Director Stoltenberg
 Seconded by Director Atrill

2023-2-20

1) "That the Board authorize contributing up to \$100,000 of Electoral Area A (Smithers/Telkwa Rural) Canada Community-Building Fund BC allocation monies to a recreation project by the Smithers Skate Park Society, and further,

(Participants/Weighted/Majority)

2) That the Board authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

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

2023-2-21 "That the Board supports the submission of a regional application to the Union of BC Municipalities Community Emergency Preparedness Fund (UBCM) – Emergency Support Services (ESS) funding stream for the 2023 grant on behalf of the Regional District of Bulkley-Nechako (RDBN), Village of Granisle, and District of Houston. Further, the Board authorize staff and understands that if the grant is approved, the RDBN will receive and manage all grant funding, and commits to any associated ineligible costs and cost overruns."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Report on DRIPA and Draft Moved by Director Stoltenberg
Reconciliation Action Plan Seconded by Director Dekens

2023-2-22 "That the Board receive the First Nations Liaison Report on DRIPA and Draft RDBN Reconciliation Action Plan memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Office of the Premier Moved by Director Lambert
Response – Letter from the Seconded by Director Stoltenberg
The RDBN – Government of
Canada's Amendments to Bill C-21

2023-2-23 "That the Board receive the correspondence from the Office of the Premier Response – Letter from the RDBN – Government of Canada's Amendments to Bill C-21."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Clean Transportation Action Moved by Director Stoltenberg
Plan: Consultation Paper Seconded by Director Dekens

2023-2-24 "That the Board receive the correspondence from the Clean Transportation Action Plan: Consultation Paper."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

Discussion took place regarding:

- Concerns regarding Clean Transportation Action Plan differences in northern B.C. vs. southern B.C.
- Research is needed to find ways that will work in northern B.C.
- Northern B.C. currently relies heavily on fossil fuels in industrial and every day applications
- More details are needed concerning achievable targets
- Targets are listed with no explanation as to how to achieve those targets
- "Zero-emission vehicles targets:" reference to aligning with the approach taken by the State of California
 - What comparison can be made between B.C. and the State of California?
- Concerns regarding targets and what will happen to:
 - Medium and heavy-duty vehicles
 - Transport of goods from southern B.C. to northern B.C.
 - Cold weather impacts to EVs
 - Intended outcome and value for all gas fueled vehicles
- Request from constituents in some areas to investigate and move toward initiatives that reduce greenhouse gas (GHG) emissions that can be implemented in northern B.C.
- Clean BC offer to provide a presentation to the Board
- NCLGA Resolution and a Letter to Clean BC
 - Opportunity to provide feedback and potential solutions
- Clarifying how rural communities and northern B.C. can achieve Provincial targets.

Clean Transportation Action Plan: Consultation Paper

Moved by Director McGuire
 Seconded by Director Dekens

2023-2-25

"That the Board write a letter to the Ministry of Energy, Mines and Low Carbon Innovation requesting clarification in what manner the Province intends to accomplish its Clean Transportation Action Plan as well as provide clarification regarding targets in northern B.C. vs. southern B.C.; and further, that Clean BC be invited to provide a presentation to the Board regarding the Clean Transportation Action Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Electoral Area C (Fort St. James Rural) – Update

Director Greenaway provided the following update:

- Received a call from Brian Frenkel, Councillor, District of Vanderhoof regarding Old Growth Deferral
 - o Old Growth Strategic Renewal Meeting in April
- Fourth Annual Jordan Marshall Memorial Hockey Tournament in Fort St. James was held February 17th to 19th in support of mental health
- Fort St. James Snowmobile Club hosted a Poker Ride on February 18th with 235 hands given to riders.

Village of Burns Lake -Update

Director Wiebe gave an update regarding the Village of Burns Lake:

- Prince George Spruce Kings and Salmon Arm Silverbacks played two games at the Tom Forsyth Memorial Arena as part of the BC Hockey League's 2023 instalment of the league's Road Show on February 18th – 19th
- February 26th is the Burns Lake Centennial Ice Fishing Derby being hosted by Michels and Coastal GasLink
- Burns Lake in partnership with Lake Babine Nation was successful in receiving the Active Transportation Grant to complete its sidewalk project.

Electoral Area G (Houston/ Granisle Rural) – Update

Director Newell provided the following update:

- Concerns regarding the mill closure announcement in Houston
 - o Upcoming meeting to outline worker supports to be implemented
 - o Wanting to ensure supports for all those impacted
- RCMP Survey – plan to complete survey
- CBC contacted Director Newell requesting a comment regarding RCMP's involvement in the sabotage of Coastal GasLink Property in early 2022.

District of Vanderhoof -Update

Director Moutray noted that the District of Vanderhoof has been addressing the following:

- Old Growth Deferral and Biodiversity
 - o Councillor Brian Frenkel has written a letter which will be sent today
 - o Reviewed areas outlined in the Provincial mapping for Old Growth Deferral areas and the information in the mapping doesn't correlate with on the ground information.

Electoral Area A (Smithers Rural) – Update

Director Stoltenberg commented that he attended the Bulkley Valley Wild Game Banquet and has been working with various groups in the Regional District and Smithers area regarding grant funding.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Village of Granisle – Update

Director McGuire provided the following update regarding the Village of Granisle:

- Held its quarterly Town Hall Meeting on February 21st
 - o Provided the community with the utility needs for 2023
 - o Only community in the north that continues to provide a discount to utility bills if residents pay their bill prior to April 30th
- Both the CAO and CFO have announced their retirement as of June 30th
 - o Council has blended the position and the posting closes February 24th
- Babine Lake Community Forest provided both its partners, Lake Babine Nation and the Village of Granisle \$650,000 in funding:
 - o Council will allocate 75% of the funding to municipal projects and 25% is being provided to community groups/initiatives over the next 2-3 years
- The Village's 50th Birthday took place during COVID so the community is planning a homecoming celebration in 2024
- Granisle Marina major restoration project
 - o Grant funding has been approved by the Federal Government as well as matching funds from the Village of Granisle for 58 docks which have been ordered and will be installed.

Village of Fraser Lake
 -Update

Alternate Director Fennema provided the following update:

- received a tour of the upgrades to the Curling Rink/Community Hall Project
 - o First Phase to be completed July 2023
- Partnership with CityWest for connectivity
- Village of Fraser Lake working on its Strategic Plan
- Forestry concerns in the community
- Family Day Celebrations
 - o Good turnout despite the winter blizzard.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Electoral Area B (Burns Lake Rural) – update

Director Riis-Christianson reported the following:

- Participated in the Decriminalization of Illicit Drugs session hosted by the Union of B.C. Municipalities
 - o Lack of answers regarding how local governments can address concerns and issues
 - o Indicated that businesses and municipalities can request that individuals utilizing illicit drugs can be requested to remove themselves from a premises and if they refuse to leave RCMP/police may be called regarding trespassing
 - o Communities can potentially develop a bylaw to address matters associated with the decriminalization of illicit drugs.

Village of Telkwa – Update

Director Dekens mentioned that the Telkwa Volunteer Fire Department has a children's program where they laminate pictures and place them on the outside of the fire trucks. There has been a lot of enthusiasm for the program.

Director Dekens noted that there is an upcoming Telkwa Coal Mine meeting at the beginning of March.

Director Dekens encouraged the Board to register for the Business Forum being held on March 28-29, 2023 in Telkwa, B.C.

Electoral Area F (Vanderhoof Rural) – Update

Director Moon provided the following update:

- Toured Nechako Valley Exhibition Grounds in order to have an overview of the utilization of grant funding
- Vanderhoof Children's Theatre Performances
- Planning to attend the Nordic Ski Club to see the utilization of grant funds
- BC Livestock Cooperative Annual General Meeting
 - o The Vanderhoof Auction Barn raised approximately \$30 million in sales
 - o Three Auction Barns in the Province has raised approximately \$120 to \$130 million in beef sales
- Agriculture sector is one of the largest sectors in the Province
- Regional Cattlemen's Association Annual General Meeting
 - o Discussed veterinarian shortages
- Bedding for Cattle
 - o Auction in February had to be cancelled due to a lack of bedding material
 - o Director Lambert assisted in securing a supply of bedding for the next auction.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

District of Fort St. James -Update

Director Elphee spoke of the following:

- Fort St. James resident participated in the 2023 Iditarod Dog Sled Race and placed 4th
- Nak'azdli Whut'en/District of Fort St. James Hockey Game – February 25th.

Electoral Area E (Francois/Ootsa Lake Rural) – Update

Director Lambert brought forward the following:

- Concerns regarding the impacts of the Province's commitment to protect 30% of the land base by 2030 in relation to old growth deferral and biodiversity considerations
- Good meeting with Cheslatta Carrier Nation, Nee Tahi Buhn and Skin Tye Nation – foresee continued collaboration moving forward
- Opening of the Post Office on the Southside
 - o Open three days a week
 - o Very positive
- - Agriculture bedding/shavings
 - o Contacted Hampton Affiliates and West Fraser's Fraser Lake Sawmills and they indicated their willingness to provide shavings to assist with the next Beef Auction in Vanderhoof
 - Good to have corporate support in agriculture
- Attended the Nechako Cattlemen's Annual General Meeting.

Town of Smithers – Update

Director Atrill noted the following:

- Smithers Exploration Group Rock Talk 2023 – February 21-24, 2023 in Smithers
 - o In-person conference with over 100 people
- Town of Smithers Strategic Planning Session
 - o Two-day process
 - o Planning additional time
- Town of Smithers has approved pursuing Heritage Registry
 - o Will work to determine significant land marks/buildings
 - o Provide information to people if homes/property are of historical value
 - o No restrictions at this time
- New Bylaw Enforcement Officer has been hired
- Public consultation process regarding homelessness in the community with community and business members and the people involved in the encampments
- Tool Library recently opened at Ranger Park and will be open once a week
- Primary Care Clinic
 - o Nurse Practitioners
 - o Anticipate physicians working at the clinic as well.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Chair Parker – Update

Chair Parker spoke of the following:

- Old growth deferral and biodiversity considerations
- 2022 Vanderhoof Auction Mart - \$42.2 million
- Veterinarian Shortages
 - o Working to finalize the Economic Impact Study
 - o Teleconference meeting with the Honourable Selina Robinson, Minister of Post Secondary Education and Future Skills
 - o As past minister of Finance and Municipal Affairs and Housing she is aware of the issues and opportunities
 - o Spoke with Ian Patton, Shadow Minister of Agriculture and Food
 - o Along with Shirley Bond, MLA Prince George-Valemount and Coralee Oakes, MLA Cariboo North they are wanting to write a letter of support in regard to providing veterinarian education opportunities at the University of Northern B.C.
- Attended the Family Day event in Fraser Lake
 - o Taylor Bachrach, MP Skeena-Bulkley Valley was in attendance
- RDBN received a response from a letter sent April 26, 2022 to the Minister of Indigenous Relations and Reconciliation
 - o Chair Parker, CAO Helgesen and Justin Greer, First Nations Liaison will schedule a meeting with the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship,
- RCMP Survey
 - o Survey was challenging for smaller areas to provide good input
 - o It would be beneficial to have the ability to provide information regarding smaller community relations with RCMP

Receipt of Verbal Reports

Moved by Director Stoltenberg
 Seconded by Director Wiebe

2023-2-26

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Provincial Vaccine Mandate Director Lambert spoke of writing a letter to Premier David Eby, the Honourable Adrian Dix, Minister of Health and Dr. Bonnie Henry, Provincial Health Officer requesting that the Provincial vaccine mandate for healthcare professionals end. He brought forward concerns regarding the current medical crisis and shortage of employees in northern communities and that B.C. is one of the only Provinces that currently has a vaccine mandate in place for healthcare professionals. Concerns were brought forward regarding healthcare professionals potentially relocating to other provinces.

Discussion took place regarding submitting a resolution to the North Central Local Government Association and requesting statistics from Northern Health regarding the number of employees that left their employment due to the provincial vaccine mandate.

Provincial Vaccine Mandate
-Healthcare Professionals Moved by Director Lambert
 Seconded by Director Stoltenberg

2023-2-27 "That the Board write a letter to Premier David Eby, the Honourable Adrian Dix, Minister of Health and Dr. Bonnie Henry, Provincial Health Officer requesting that the provincial vaccine mandate for healthcare professionals ends; and further, that those professionals be given the opportunity to return to work to alleviate some of the pressure on the healthcare system; and further, that the letter also be sent to Northern Health."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Submit a Resolution to NCLGA
- Provincial Vaccine Mandate
-Healthcare Professionals Moved by Director Stoltenberg
 Seconded by Director Dekens

2023-2-28 "That the Board request staff draft a resolution to submit to the North Central Local Government Association (NCLGA) regarding healthcare staffing shortages in the north, the need to rehire healthcare professionals that left their employment due to the provincial vaccine mandate; and the potential loss of healthcare professionals to other provinces as B.C. is one of the last provinces with mandates in place; and further, that the resolution be brought forward to the Board for consideration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Stoltenberg
Seconded by Director McGuire

2023-2-29

"That the meeting be adjourned at 3:36 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Deputy Director of Corporate
Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, March 9, 2023**

PRESENT: Chair Mark Parker

Directors Gladys Atrill
Shane Brienen – left at 10:33 a.m., returned at 10:41 a.m.
Leroy Dekens
Martin Elphee
Judy Greenaway
Clint Lambert – left at 10:35 a.m., returned at 10:39 a.m.
Linda McGuire
Shirley Moon
Kevin Moutray
Chris Newell
Michael Riis-Christianson
Stoney Stoltenberg
Sarrah Storey
Henry Wiebe

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services –
arrived at 11:00 a.m.
Jason Llewellyn, Director of Planning – arrived at 10:39 a.m.,
left at 10:45 a.m., returned at 11:22 a.m.
Wendy Wainwright, Deputy Director of Corporate Services

Others Christina Ianniciello, Executive Director, Clean Transportation
Branch, Ministry of Energy, Mines and Low Carbon Innovation –
via Zoom – left at 11:20 a.m.

CALL TO ORDER Chair Parker called the meeting to order at 10:30 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

**AGENDA &
SUPPLEMENTARY AGENDA** Moved by Director Stoltenberg
Seconded by Director Lambert

C.W.2023-3-1 “That the Agenda of the Committee of the Whole meeting of
March 9, 2023 be approved; and further, that the
Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole Minutes – February 9, 2023 Moved by Director Brienen
 Seconded by Director McGuire

C.W.2023-3-2 “That the Committee of the Whole Meeting Minutes of February 9, 2023 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

DELEGATION

MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION - Christina Ianniciello, Executive Director, Clean Transportation Branch Re: Clean BC - Clean Transportation Action Plan- via Zoom

Chair Parker welcomed Christina Ianniciello, Executive Director, Clean Transportation Branch Ministry of Energy, Mines and Low Carbon Innovation.

Ms. Ianniciello provided a PowerPoint Presentation.

Clean BC - Clean Transportation Action Plan

- Transportation is the biggest source of BC’s GHGs (greenhouse gasses) and presents an opportunity for timely, equitable, cost-effective reductions
- Purpose of Clean Transportation Action Plan (CTAP)
- CTAP Targets
 - o Vehicle kilometer travel reduction targets
 - o Mode share targets
 - o Energy intensity targets for personal and commercial transportation
 - o Zero-emission vehicle (ZEV) targets
 - o Low carbon fuel targets
- Charging infrastructure for EVs throughout BC
- B.C. ZEV sales in 2022
- Clean Transportation Action Plan Timeline
- What Clean BC has Heard from Previous Engagement
- Input on CTAP
 - o What are the policies that local government can implement that will help meet the CTAP targets? What are barriers to implementing them, if any?
 - o What do local government think are the priority policies that should be addressed in CTAP?
 - o General comments?
 - o Written Input due April 5, 2023.

DELEGATION (CONT'D)

MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION - Christina Ianniciello, Executive Director, Clean Transportation Branch Re: Clean BC - Clean Transportation Action Plan- via Zoom (Cont'd)

The following was discussed:

- Electricity needs to operate EVs in the province
 - o Significant number of mining operations required to create batteries, etc. for EVs
 - o Impacts of renewable energy forms i.e. wind/hydrogen, etc.
 - o Require a balanced approach
- Lack of power sources (three phase) in the north currently
- Where are the resources going to come from and where does the product go afterwards?
 - o Ministry of Energy, Mines and Low Carbon Emissions is working with the Ministry of Environment and Climate Change Strategy regarding end product responsibility
 - o Need to look at a holistic approach
 - o EV production creates emissions
- EVs are only a component of the overall picture
- Reducing the energy demand as a whole
- EVs battery performance in colder climates is reduced
- Differences in smaller northern rural B.C. vs. southern B.C. communities
 - o Travel distances for services such as medical appointments can be significant in northern B.C.
 - o Cycling and walking in northern climates can be challenging
 - o Accessibility for seniors and those with disabilities
- Discourage mandating objectives and encourage a willingness to adopt a better cost-effective technology to encourage people to participate in CTAP initiatives
 - o Investing in technology
 - o Currently automakers are being mandated to encourage an increased supply of EVs in B.C. for sale
 - Targets based on industry forecasts of global battery and auto vehicle production
 - o Want options that benefit northern residents e.g. Village of Granisle's biomass system
- The Ministry is committed to regular review periods
- Local businesses installing EV charging stations are unable to charge for electricity used
 - o Measurement Canada recently developed a charging formula
 - o Ms. Ianniciello will follow up
- Concern CTAP will be unable to acknowledge rural/remote residents or penalize them
- Ms. Ianniciello encouraged the Board to provide feedback specific to northern rural concerns

DELEGATION (CONT'D)

MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION - Christina Ianniciello, Executive Director, Clean Transportation Branch Re: Clean BC - Clean Transportation Action Plan- via Zoom (Cont'd)

- Encourage the Province to support northern communities with challenges such as:
 - o Intercity transportation
 - Not an affordable option for northern communities
 - Encourage the Ministry of Energy, Mines and Low Carbon Emissions to work with BC Transit
 - o Creating livable spaces and Active Transportation
 - Infrastructure costs to small rural communities makes it challenging to retrofit streets and pathways to create multi-use spaces
- Adopting components of Initiatives from other areas such as California for B.C.
- CTAP Public engagement
 - o Climate Action Secretariate intending to include CTAP discussion with Clean BC initiative
 - o Union of B.C. Municipalities Convention a potential opportunity to provide information regarding what the Ministry heard from stakeholders
 - o Separate CTAP follow-up public engagement sessions suggested and encouraged
 - o Ms. Ianniciello will take public engagement follow-up into consideration
- Public messaging region by region to encourage support for participation from northern rural communities.

Chair Parker thanked Ms. Ianniciello for attending the meeting.

REPORTS

North Central Local
 Government Association
 Resolutions

Moved by Director Stoltenberg
 Seconded by Director Storey

C.W.2023-3-3

“That the Committee recommends that the Board approve the following resolutions for consideration at the NCLGA Convention:

1. Healthcare Worker Shortage
2. Building Bylaw Enforcement
3. Clean Transportation Action Plan for Rural and Northern Communities.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

RDBN Draft Letter - Provincial Vaccine Mandate for Healthcare Professionals Moved by Director Lambert
 Seconded by Director Newell

C.W.2023-3-4

"That the Committee recommend that the Board approve and send the RDBN Letter - Provincial Vaccine Mandate for Healthcare Professionals to the Honourable David Eby, Premier, the Honourable Adrian Dix, Minister of Health, Dr. Henry, Provincial Health Officer and Northern Health."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Five Year Financial Plan

Moved by Director Lambert
 Seconded by Director Greenaway

C.W.2023-3-5

"That the local fire services that are provided by member municipalities, the Vanderhoof Pool Service, and the Smithers Recreation and Culture Service be included in the 2023 Five Year Financial Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Greenaway brought forward the District of Fort St. James increasing its tax rate for the Fire Department by 127%. Staff will work with the District of Fort St. James.

CORRESPONDENCE

BC Hydro – North Coast Electrification

Moved by Director Dekens
 Seconded by Director Storey

C.W.2023-3-6

"That the Committee receive the correspondence from BC Hydro regarding North Coast Electrification."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Indigenous Relations and Reconciliation -Meeting with the RDBN

Moved by Director Storey
 Seconded by Director Stoltenberg

C.W.2023-3-7

"That the Committee receive the correspondence from the Ministry of Indigenous Relations and Reconciliation regarding Meeting with the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

RDBN Letter to the Ministry of Energy, Mines and Low Carbon Innovation – Clean BC – Clean Transportation Action Plan (CTAP) Request for Input Moved by Director Lambert
 Seconded by Director Stoltenberg

C.W.2023-3-8

“That the Committee receive the RDBN Letter to the Ministry of Energy, Mines and Low Carbon Innovation regarding Clean BC – Clean Transportation Action Plan (CTAP) Request for input.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Artemis Gold Inc. Blackwater Gold Project – Receives *Mines Act* Approval Chair Parker commented that the Province and Artemis Gold Inc. announced this morning that the Province has approved a *Mines Act* permit for Artemis Gold Inc.’s Blackwater Gold Project.

ADJOURNMENT

Moved by Director Storey
 Seconded by Director Stoltenberg

C.W.2023-3-9

“That the meeting be adjourned at 11:34 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Deputy Director of
 Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKORURAL/AGRICULTURE COMMITTEE MEETINGThursday, March 9, 2023

PRESENT: Chair Clint Lambert

Directors Judy Greenaway
Shirley Moon
Chris Newell
Mark Parker
Michael Riis-Christianson
Stoney Stoltenberg

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Nellie Davis, Regional Manager of Economic Development
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning – left at 12:45 p.m.
Wendy Wainwright, Deputy Director of Corporate Services

Others Shane Brienen, District of Houston – arrived at 12:48 p.m., left at 12:55 p.m., returned at 1:03 p.m.
Martin Elphee, District of Fort St. James
Andrew Kemp, Engagement Specialist, Immigration Programs, Ministry of Municipal Affairs, Immigration Services & Strategic Planning Division - left at 1:14 p.m.
Aireen Luney, Manager of Program Development and Promotion, Ministry of Municipal Affairs, Immigration Services & Strategic Planning Division - left at 1:14 p.m.
Linda McGuire, Village of Granisle
Sarrah Storey, Village of Fraser Lake
Deb Zehr, Executive Director, Ministry of Municipal Affairs, Immigration Services & Strategic Planning Division. - left at 1:14 p.m.

CALL TO ORDER

Chair Lambert called the meeting to order at 12:43 p.m.

AGENDAMoved by Director Parker
Seconded by Director StoltenbergRDC.2023-2-1

"That the Rural/Agriculture Committee Agenda for March 9, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural/Agriculture Committee Meeting Minutes -February 9, 2022 Moved by Director Parker
 Seconded by Director Stoltenberg

RDC.2023-2-2 "That the minutes of the Rural/Agriculture Committee meeting of February 9, 2022 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Land/Mining Referral

Crown Land Application Referral No. 7410290 and Notice of Work No. 2000276-202201 Electoral Area E (Francois/Ootsa Lake Rural) Moved by Director Parker
 Seconded by Director Stoltenberg

RDC.2023-2-3 "That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7410290 and Notice of Work No. 2000276-2022- 01."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

PROVINCIAL NOMINEE PROGRAM - Deb Zehr, Executive Director, Andrew Kemp, Engagement Specialist, Immigration Programs, and Aireen Luney, Manager of Program Development and Promotion Ministry of Municipal Affairs Immigration Services & Strategic Planning Division RE: Provincial Nominee Program – via Zoom

Chair Lambert welcomed Deb Zehr, Executive Director, Ministry of Municipal Affairs Immigration Services & Strategic Planning Division. Ms. Zehr introduced Andrew Kemp, Engagement Specialist, Immigration Programs and Aireen Luney, Manager of Program Development and Promotion, Ministry of Municipal Affairs Immigration Services & Strategic Planning Division RE: Provincial Nominee Program.

Ms. Zehr provided an overview of the BC Provincial Nominee Program (BC PNP). The Program is an economic immigration pilot program.

- Ability for the Province to design, administer and determine the criteria to nominate economic immigrants to the government for permanent residency
- The RDBN's past participation in the Pilot Program
- To attract entrepreneurs
- Currently 50 communities represented across the province with populations 75,000 or less.

DELEGATION (CONT'D)

PROVINCIAL NOMINEE PROGRAM - Deb Zehr, Executive Director, Andrew Kemp, Engagement Specialist, Immigration Programs, and Aireen Luney, Manager of Program Development and Promotion Ministry of Municipal Affairs Immigration Services & Strategic Planning Division RE: Provincial Nominee Program – via Zoom (Cont'd)

- Pilot Program due to end in March 2024
 - o An external 3rd party evaluation is currently being conducted of the program
 - Input from communities valuable
 - o COVID 19 pandemic Impacts to the program and processing times
 - o Received over 118 applications
 - o 37 applications have arrived with families and are establishing business
 - o Some applicants are at the end stage of the program and received permanent residency
 - o Challenges of a pilot program and learning
 - o Managing the need for small communities
 - Relationship building with small communities is a benefit
 - Creating a profile of communities on the Provincial Nominee Program website
 - Noticing a shift of those coming to smaller communities due to on the ground support
 - o RDBN resuming participation in the Program
- Skills attraction a priority
 - o Aware of labour pressures
 - o Design mandate for the BC PNP is used to compliment the federal government administered pathways for temporary or permanent residents
 - Target people in certain occupations or sectors
 - Healthcare workers Health Authorities
 - Early Childhood Educators
 - Veterinarians and veterinarian technicians
 - Currently connecting with those individuals through the BC PNP
 - o Collaborating Connecting with Northern Development Initiative Trust
 - o Continue to connect with federal programs to create pathways to bring workers to smaller centers
- Significant increase of immigrants to Canada and B.C.
- Challenges regarding accreditation for foreign workers
- Concerns about money laundering and sex trafficking through immigration programs
 - o Fraud and Program Integrity
 - o Antifraud and Investigation Unit has been established
- Lack of housing and rental inventory in communities impacting the ability to recruit workers
- Entrepreneur and skilled worker streams
 - o How to increase attraction and retention in small communities
 - o Working to horizontally collaborate between all stakeholders
- Repercussions if BC PNP applicants are unable to complete the program but remain in the community
 - o Process and review of BC PNP applicants.

Chair Lambert thanked Ms. Zehr, Ms. Luney and Mr. Kemp for attending the meeting.

RURAL REPORTS

BC Rural Center "Keeping it Rural" Conference June 1-2, 2023 in Kelowna Moved by Director Stoltenberg
 Seconded by Director Parker

RDC.2023-2-4 "That the Committee recommend that the Board authorize attendance of Rural Directors at the 2023 Keeping it Rural Conference June 1-2, 2023, in Kelowna, BC."

(All/Directors/Majority) CARRIED UNANIMOUSLY

AGRICULTURE DISCUSSION

VERBAL REPORTS - Director Parker

Veterinary Shortage and Food Security

- Awaiting finalization of Economic Impact Study
- Conversation with Taylor Bachrach, MP Skeena-Bulkley Valley and he will bring forward the Economic Impact Study and concerns to the Canadian Minister of Agriculture
- Frustration regarding the lack of information from the Province concerning future funding for seats in the veterinarian medicine program at the Western College of Veterinary Medicine on the University of Saskatchewan campus.

Receipt of Verbal Reports Moved by Director Stoltenberg
 Seconded by Director Riis-Christianson

RDC.2023-2-5 "That Director Parker's verbal report be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

REPORTS

Northwest Trade Expo May 5-6 in Smithers Moved by Director Stoltenberg
 Seconded by Director Greenaway

RDC.2023-2-6 "That the Committee recommend that the Board approve spending \$550 from Rural Government for the rental of an RDBN booth at the Northwest Trade Expo."

(All/Directors/Majority) CARRIED UNANIMOUSLY

NEW BUSINESS

BC Provincial Nominee Program

Director Parker brought forward the BC Provincial Nominee Program for discussion. He also mentioned having further conversation with Deb Zehr, Executive Director, Ministry of Municipal Affairs Immigration Services & Strategic Planning Division regarding veterinarian shortages and the BC PNP program and skilled workers. The Committee directed staff to bring forward a memorandum at the March 23, 2023 Board meeting for consideration.

Veterinary Drug Regulations

Director Moon spoke of the Veterinary Drug and Medicated Feed Regulation program and that with the veterinarian shortages impacting the ability for farmers to administer medication to their herds this may be an area to research further. She noted that the regulations provide government with an opportunity to administer a veterinarian licence in areas where there are no professionals. Director Moon discussed researching possible options for areas experiencing veterinarian shortages.

Veterinary Drug Regulations Research

Moved by Director Moon
 Seconded by Director Stoltenberg

RDC.2023-2-6

"That the Committee recommend that the Board direct staff to further investigate the veterinary drug and medicated feed regulation and licencing requirements."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Wildlife Property Enhancement – Electoral Area A (Smithers/Telkwa Rural)

Director Stoltenberg mentioned that residents in Electoral Area A (Smithers/Telkwa Rural) have started a group to enhance properties for wildlife in the winter months. He noted that the group is wanting to have their properties recognized by the Province and be provided signage to identify the enhancement of wildlife habitat. The group is working to formalize their status as a society. Director Parker mentioned that farm properties have access through the Environmental Farm Plan program where there is signage initiatives that can be accessed to identify reduced impacts on the environment.

ADJOURNMENT

Moved by Director Parker
Seconded by Director Stoltenberg

RDC.2023-2-7

"That the meeting be adjourned at 1:38 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Clint Lambert, Chair

Wendy Wainwright, Deputy Director of
Corporate Services



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: March 23, 2023
Subject: Building Bylaw Amendment for Energy Conservation Step Code Prescriptive Option

RECOMMENDATION: (all/directors/majority)

That "Regional District of Bulkley-Nechako Building Bylaw Amendment Bylaw No. 1995, 2023" be given three readings.

EXECUTIVE SUMMARY

On February 8th the Province informed local governments that it has amended the *Building Act* and *BC Building Code* to implement Step 3 of the performance-based Energy Conservation Step Code, requiring most new construction in BC to be 20% more energy efficient. To accommodate jurisdictions with limited access to energy advisors the Province has provided a prescriptive option for Part 9 buildings (small buildings, including dwellings and small apartments smaller than 600 m² and three stories or less). This option allows builders to avoid the process involving energy modelling, airtightness testing, and commissioning of building equipment by meeting increased prescribed building standards (insulation, energy efficient windows and doors). However, the prescriptive option is not available until a local government passes a bylaw enabling this alternative approach.

The Province has also indicated that the changes to the *Building Act* and *BC Building Code* establish a Zero Carbon Step Code which is not required to be met at this time, unless a local governments passes a bylaw requiring compliance.

This report recommends that the Board adopt Bylaw No. 1995 to amend "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" to allow local builders to use the prescriptive alternative to the Energy Conservation Step Code in the RDBN. The new Building Code requirements come into effect May 1, 2023; therefore, adopting this bylaw enabling the prescriptive option is a priority for staff.

It is noted that Bylaw No. 1995 also contains housekeeping amendments regarding snow loads, and reference to the most recent version of the Building Bylaw and *BC Building Code*.

BC ENERGY STEP CODE OVERVIEW

The Energy Conservation Step Code is a Provincial Government initiative for all new buildings to be net zero ready by 2032. A net-zero energy building is one that has reduced energy requirements and renewable energy systems, so that the building produces as much energy as it consumes.



The Energy Step Code is performance based. Buildings will be required to be energy modelled prior to construction to ensure the building meets the energy efficiency standard of the “step” being implemented. The building must then be “commissioned”, including testing for airtightness prior to occupancy. Each “step” establishes targets relating to the efficiency of the total building, the building envelope (air leakage, insulation, windows and doors, etc.) and the performance of the mechanical systems (heating, cooling, ventilation, etc.). This design and testing work must be performed by a qualified “energy advisor” or “energy modeller”. Energy advisors must pass specified exams and be registered with Natural Resources Canada as having met the required qualifications to deliver EnerGuide rating services for eligible homes in Canada. Energy Modellers are similar to Energy Advisors but may not be affiliated with a Service Organization and the EnerGuide Rating System. Energy modellers may use other energy simulation software that meets the BC Energy Step Code’s requirements.

Implementing the BC Energy Conservation Step Code performance requirements through the local government Building Permit process would include the following steps:

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

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

The RDBN, and other local governments, raised concerns with the Province that the requirement to retain the services of an energy advisor to undertake energy modeling, airtightness testing, and commissioning of building equipment may be problematic in areas of the Province with limited access to energy advisors or energy modelers. In response to this concern the Province has made accommodation for a prescriptive option which allows builders to avoid the energy modelling, airtightness testing, and building commissioning process by meeting increased prescribed standards. approach.

BUILDING ACT AND BC BUILDING CODE CHANGES

Part 9 Buildings

The Province has amended the *Building Act* and *BC Building Code* to mandate the following for buildings regulated under Part 9. This includes dwellings and small apartments, which are smaller than 600 m² and three stories or less.

- Part 9 buildings must meet the Energy Conservation Step 3 (20% better) standard using an energy advisor or modeler to ensure the standard is met, **or alternatively**
- Dwellings can meet prescriptive standards if this option is authorized by a RDBN Bylaw. This prescriptive option includes meeting higher insulation requirements (for example from R24 to R30 in walls, R60 to R80 in a flat ceiling) and more efficient windows and doors. Meeting the new standards removes the requirements for energy modelling or air tightness testing and are designed to ensure the 20% or better standard for northern and remote communities are met.

The Province has indicated that the *Building Act* is worded such that the prescriptive option is not available until a local government passes a bylaw enabling this alternative. Should the Board adopt “Regional District of Bulkley-Nechako Building Bylaw Amendment Bylaw No. 1995, 2023” the RDBN may issue building permits allowing construction according to the performance-based option using energy modelling or the prescriptive option.

Part 3 Buildings

Part 3 buildings such as offices, large multi-family dwellings, hotels and motels, and buildings with retail and service occupancies must meet Energy Conservation Step 2 performance standards using an energy advisor or modelers to ensure the standards are met. Public sector occupancies such as schools, libraries, hospitals, colleges, and care centres must meet the Step 1 standard and restaurants, theatres, and prisons must meet a

standard similar to 20% better based on Part 10 of the BC Building Code. There is no prescriptive option for part 3 buildings

Carbon Pollution Standards

The *BC Building Code* now includes a Zero Carbon Step Code which established carbon pollution standards. The Province indicates that these standards are not mandated at this time. Local governments are being encouraged to consider voluntary implementation of these standards by bylaw. It is expected that the standards may increase in future years with the intent that all new building are zero carbon by 2030. The standards include specific greenhouse gas emission levels that may be met by utilizing electricity and / or heat pumps for space and water heating.

These standards include operational carbon (use of building) and not embodied carbon (all parts of building lifecycle). The standards are performance only with no prescriptive options. There are separate standards for part 9 buildings and different types of part 3 buildings. Staff are not recommending that the RDBN adopt a bylaw mandating the carbon pollution standards at this time.

HOUSEKEEPING AMENDMENTS TO THE BUILDING BYLAW

Proposed Building Bylaw Amendment Bylaw No. 1995 also contains the following housekeeping amendments.

- Replacement of the definition of *BC Building Code* to correct the outdated reference to enactment under the *Local government Act*.
- Replacement of Schedule "B" to include updated climate data relating to snow loads.

It is noted that staff are working on a new Building Bylaw for consideration by the Board in late 2023 or 2024. The above amendments are proposed for inclusion in Bylaw No. 1995 as they are a priority for staff and are expected to be non-controversial.

ATTACHMENTS

Building Bylaw Amendment Bylaw No. 1995, 2023

Schedule B from existing Bylaw

Update from the Building and Safety Standards Branch



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BUILDING BYLAW AMENDMENT BYLAW NO. 1995, 2023

A Bylaw to Amend "Regional District of
Bulkley-Nechako Building Bylaw No. 1634, 2012"

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

1. That "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" be amended such that the definition of Building Code in Section 4.1 is removed and replaced with the following wording:

Building Code means the British Columbia Building Code as adopted by the Minister responsible under Provincial legislation, as amended or re-enacted from time to time.

2. That "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" be amended such that Schedule "B" is removed and replaced with the Schedule "B" attached as Schedule "A" to this bylaw.
3. That "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" be amended such that the following new Section 18 is added, and the previous Sections 18 to 24 are renumbered:

18. Conservation of Energy

18.1 In relation to the conservation of energy, buildings may be constructed on or after May, 1, 2023 in accordance with sections 9.36.2 to 9.36.4 of Division B of the Building Code.

This bylaw may be cited as "Regional District of Bulkley-Nechako Building Bylaw Amendment Bylaw No. 1995, 2023".

READ A FIRST TIME this day of 2023.

READ A SECOND TIME this day of 2023.

READ A THIRD TIME this day of 2023.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Building Bylaw Amendment Bylaw No. 1995, 2023".

DATED AT BURNS LAKE this day of 2023.

Corporate Administrator

ADOPTED this day of 2023.

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1995

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BUILDING BYLAW NO. 1634, 2012

SCHEDULE "B"

CLIMATIC DATA

Climatic Zone 7A for all areas within the Regional District of Bulkley-Nechako

LOCATION	GROUND SNOW LOAD (kPa)	ASSOC. RAIN LOAD (kPa)
Hudson Bay Mountain		
1450 m (Prairie Village)	9.2	0.3
1288 m (Alpine Way)	7.6	0.3

The following snow/rain values are to be used when calculating roof design live loads (applicable for elevations less than 800 m above sea level):

Smithers Area	4.1	0.2
Houston Area	4.1	0.2
Granisle Area	4.1	0.2
Burns Lake Area	4.1	0.2
Fraser Lake Area	4.1	0.2
Vanderhoof Area	4.1	0.2
Fort St. James Area	4.1	0.2

REGIONAL DISTRICT OF BULKLEY-NECHAKO
BUILDING BYLAW NO. 1634, 2012

SCHEDULE “B”

CLIMATIC DATA

The following snow/rain values are to be used when calculating roof design live loads (applicable for elevations less than 800 m above sea level):

<u>LOCATION</u>	<u>GROUND SNOW LOAD (kPa)</u>	<u>ASSOC. RAIN LOAD (kPa)</u>
Smithers Area	3.4	0.2
Houston Area	3.4	0.2
Granisle Area	3.8	0.2
Burns Lake Area	3.4	0.2
Fraser Lake Area	3.4	0.2
Vanderhoof Area	3.4	0.2
Fort St. James Area	3.4	0.2

Update from the Building and Safety Standards Branch

BC Building Code changes coming May 1, 2023

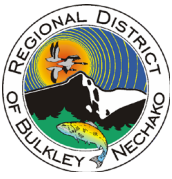
The BSSB is happy to announce that the building code changes to enable 20% better energy efficiency and provide an opt-in Zero Carbon Step Code (formerly known as the Carbon Pollution Standard) were signed by the Minister of Housing last week.

Here are some highlights:

- These Code changes take effect May 1, 2023. By that date, most new construction in BC must be 20% more energy efficient than base 2018 BC Building Code.
- The opt-in Zero Carbon Step Code will also be available for local governments to reference starting May 1, 2023.
- [Read the amendment to the Building Act General Regulation online.](#)
- [Read a PDF convenience copy of the BC Building Code changes \(for information only\).](#)
- The performance approach for Step 3 in Part 9 construction remains the default option. Local governments wishing to enable a prescriptive energy efficiency approach for Step 3 in Part 9 construction must pass a bylaw to enable that approach. This responds to feedback from rural or remote communities who wish to maintain a prescriptive-based option, while also meeting requests from other local governments wishing to retain the performance-based approach.
- Backup heat from wood stoves and decorative gas fireplaces will be excluded from GHG modelling in Part 9 buildings. This responds to feedback from communities that experience frequent power outages.

The Building and Safety Standards Branch will release more information in the coming weeks to support a smooth rollout of the change. Email

building.safety@gov.bc.ca if you have questions.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: March 23, 2023
Subject: Rezoning Application RZ A-02-22
Third Reading and Adoption for Rezoning Bylaw No. 1993, 2023

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

1. That the Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1993, 2023".
 2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1984, 2023" be given third reading and adoption.
-

EXECUTIVE SUMMARY

This proposed rezoning of the subject property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone will allow the property owner to build a second dwelling on the subject property. The proposed second dwelling fits the character of the neighbourhood. No negative impacts are anticipated from this rezoning.

Planning Department staff recommend Bylaw No. 1993, 2023 receive third reading and adoption.

APPLICATION SUMMARY

Name of Agent/Owner:	Kailyn Eddy, agent for Kathryn Eddy
Electoral Area:	Electoral Area A (Smithers/Telkwa Rural)
Subject Property:	Lot 4, District Lot 4266, Range 5, Coast District, Plan 6555
Property Size:	2.1 ha (5.1 ac)
OCP Designation:	Rural Residential (RR) Designation in the Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014
Zoning:	Small Holdings (H1) Zone in RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Not in the ALR
Building Inspection:	Within building inspection area
Fire Protection:	Smithers Rural Fire Protection Area
Existing Land Use:	Residential/Hobby Farm
Location:	534 Hudson Bay Mountain Road, 200 m west of the Town of Smithers and 9 km west of Jean Baptiste IR 28

Proposed Rezoning:

The applicant is requesting to rezone their property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone to allow the construction of a second dwelling.

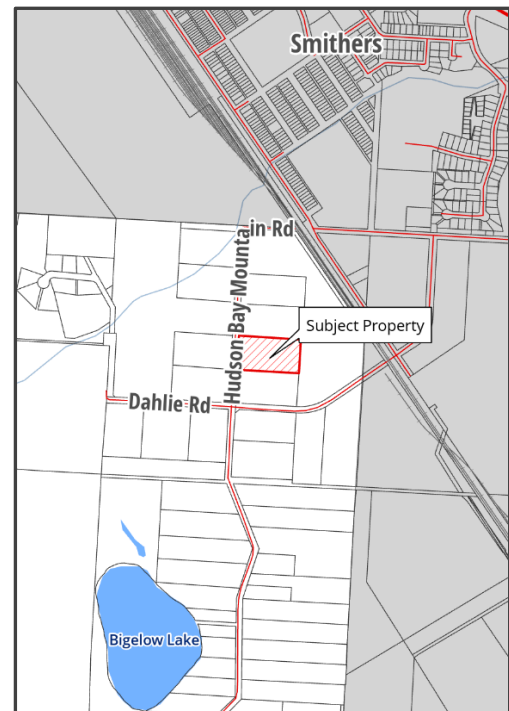
The subject property has a horse paddock, pastures, a woodshed, a tack shed, and a barn/carport hybrid. There is a two-bedroom single wide manufactured home on the subject property where the owner and their spouse are aging in place. The manufactured home was built in 1972 and is 78 m² (840 ft²) with no basement.

The owner's adult child and their family have relocated to the community to act as a caretaker for the property and plan to live in the proposed dwelling.

DISCUSSION

Official Community Plan (OCP) Designation

The subject property is designated Rural Residential (RR) in the OCP. OCP policy section 3.4.2(7) states a rezoning application to allow a second Single Family Dwelling on a RR designated parcel may only be considered under the following circumstances:



“(a) The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.

(b) It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.

(c) The development is compatible with adjacent land uses and maintains the rural character of the area.

(d) The parcel is not located within a floodplain or on other hazard lands.

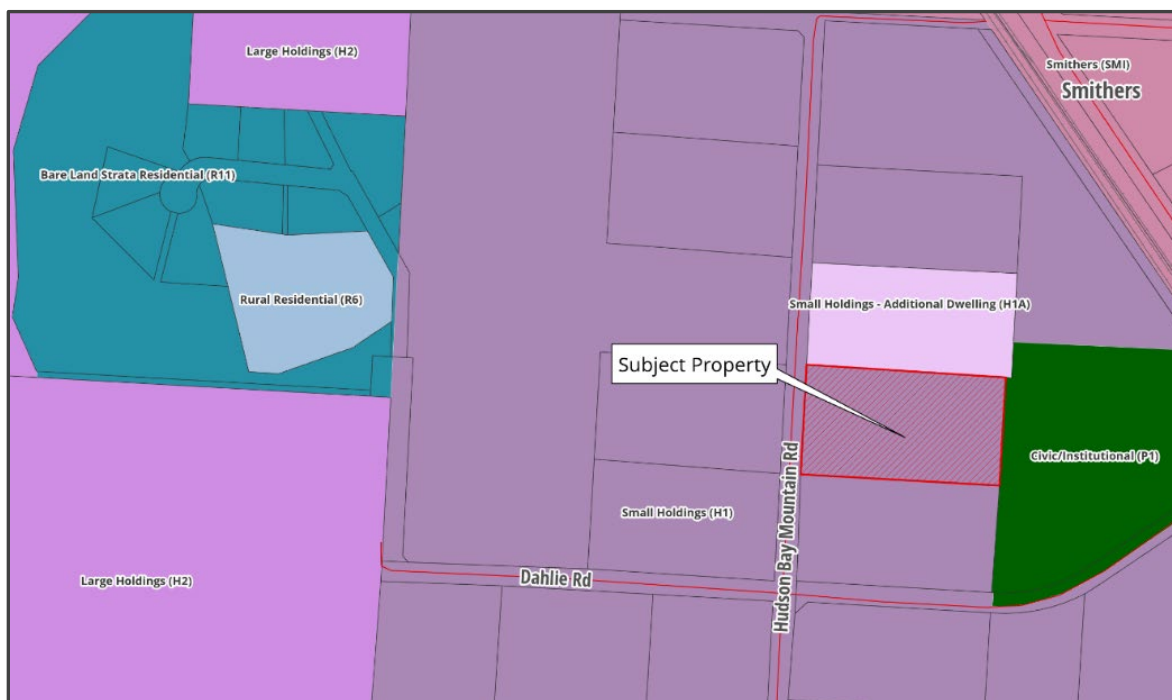
(e) The development addresses wildlife and ecological values.

(f) And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited.”

The applicant provided an initial site investigation report from a Registered Onsite Wastewater Practitioner (ROWP) stating a Type 1 or Type 2 raised sand mound septic system would be needed for a second dwelling. Compliance with Northern Health regulations is ensured as part of the usual building permit process. There are no known hazards on the subject property nor any known ecological values of note.

Zoning

The subject property is zoned H1 in the Zoning Bylaw. The H1 Zone allows one Single Family Dwelling on properties with areas under 4 ha (9.88 ac). The minimum parcel area for the proposed H1A Zone is 2 ha (4.94 ac). The H1A Zone allows two Single Family Dwellings, one of any size and one with a gross floor up to 120 m² (1,290 ft²).



The subject property abuts a H1A Zone parcel to the north, and H1 Zoned properties to the south and west (see zoning map above). The subject property's rear yard abuts vacant land zoned Civic/Institutional (P1). The subject property is about 400 m away from parcels zoned Rural Residential (R6) and Bare Land Strata Residential (R11), which are accessed via Dahlie Road.

Staff Comments

The proposed second dwelling fits the character of the neighbourhood and aligns with the related OCP policies for a second dwelling. No negative impacts are anticipated from this rezoning.

Planning Department staff recommend Bylaw No. 1993, 2023 receive third reading and adoption.

PUBLIC HEARING

A Public Hearing for Bylaw No. 1993 was held on Monday, February 27, 2023. There were three attendees, including the applicant at the Public Hearing and one written submission (see Attachments for the Report of the Public Hearing and a [link](#) to the Public Hearing documents).

The written submission referenced a potential setback issue with an existing barn/carport and a manure pile. While these items do not directly effect the proposed second dwelling, staff communicated with the applicant that they may submit a Development Variance application for their barn setback and the property owner has communicated with staff a willingness to relocate their manure pile as a good neighbour gesture. The age of the barn is unknown.

ATTACHMENTS:

1. Report of the Public Hearing for Bylaw No. 1993
2. [Link to Public Hearing documents](#)
3. Bylaw No. 1993

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1993
February 27, 2023**

Report of the Public Hearing held at 7:00 pm, Monday, February 27, 2023 by Zoom video/conference call regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1993, 2023".

ATTENDANCE:

Registered Attendees:

Kailyn Eddy, agent/applicant, 534 Hudson Bay Mountain Road
Devon Eddy, 534 Hudson Bay Mountain Road
Carl Eddy, 534 Hudson Bay Mountain Road

Registered and Not Identified as Attending:

Cindy Cardinal, 530 Hudson Bay Mountain Road
Trevor Krisher, Alternate Director, Electoral Area A

RDBN Directors:

Stoney Stoltenberg, Public Hearing Chair, Director, Electoral Area A (Smithers/Telkwa)

RDBN Staff:

Danielle Patterson, Senior Planner (Recording Secretary)

CORRESPONDENCE: A written submission to this Public Hearing from Cindy Cardinal, 530 Hudson Bay Mountain Road, is attached to this Public Hearing Report as Appendix "A".

CALL TO ORDER: The meeting was called to order by Chair Stoltenberg at 7:02 pm.

BUSINESS:

Chair Stoltenberg Chair Stoltenberg gave introductions and provided an overview of Bylaw 1993 and the Public Hearing process. Chair Stoltenberg stated a link to the Public Hearing package, was posted in the Zoom chat and available on the RDBN website. Said that input is being requested for Bylaw 1993.

Chair Stoltenberg Asked applicant Kailyn Eddy if they had any comments.

Kailyn Eddy Introduced themselves and said the application was a rezoning for the second dwelling.

Said they hoped the application meets the Board's standards and that the proposal is approved by the Board. Directed more discussion to Carl Eddy.

Carl Eddy Said they were excited their family was moving to the Bulkley Valley and hoped they could build a home to stay closer. They said they have been in a wheelchair for a year and having family move nearby provides help on the acreage.

Chair Stoltenberg Asked Devon Eddy if they had any comments.

Devon Eddy Said they moved back with their spouse to help with their parents' horses and five-acre property. They are doing chores around the property so their mom can focus on their dad. They are hoping to build on the property to stay nearby.

Chair Stoltenberg Asked Cindy Cardinal if they had any comments.

Cindy Cardinal No response.

Chair Stoltenberg Asked if there was anyone else attending who has not been called upon who wishes to speak? There was no response. Asked for a second time. There was no response.

Chair Stoltenberg Asked Kailyn Eddy if they had any additional comments.

Kailyn Eddy Said they had no comments.

Chair Stoltenberg Asked Carl Eddy if they had any additional comments.

Carl Eddy Said they are no longer able to mow the lawn or plow the road. Their relatives are willing to take on that large workload and they hope they can live close if the rezoning is approved.

Chair Stoltenberg Asked Devon Eddy if they had any additional comments.

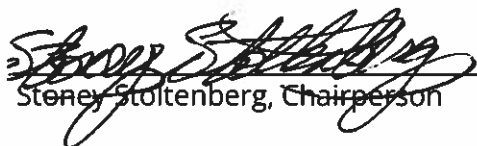
Devon Eddy Said they had no comments.

Chair Stoltenberg Called for comments. No comments were received.

Chair Stoltenberg Called for comments a second time. No comments were received.

Chair Stoltenberg Called for comments a third and final time. No comments were received.

Chair Stoltenberg Closed the Public Hearing at 7:10 pm.


Stoney Stoltenberg, Chairperson


Danielle Patterson, Recording Secretary

Appendix "A"
102
Report of the Public Hearing for Bylaw No. 1993
Written Submission

From: [Planning](#)
To: [Danielle Patterson](#); [Jason Llewellyn](#)
Subject: FW: [EXTERNAL]: File # A-02-22
Date: Monday, February 27, 2023 8:12:00 AM

From: C Card [REDACTED]
Sent: February 24, 2023 4:32 PM
To: Planning <planning@rdbn.bc.ca>
Subject: [EXTERNAL]: File # A-02-22

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Att: RBDN Planning Department,

On the north side of 534 Hudson Bay Mnt. Rd. property, is a big grey barn that has stairs with a roof that slants towards our property (530 Hudson Bay Mnt. Rd.) The stairs & roof are almost touching our fence, our concern is erosion and if a heavy rain or snow fall happens this could really negatively impact our dwelling or cause damage and there is a rather sizeable manure pile that's right against my fence line that could catch fire.

We would like to see this addressed to avoid any damage to our property or dwellings before any new construction starts.

This was brought to the RBDN & the owners attention 3 years ago & was not delt with.

Thank you

Ron & Cindy Cardinal

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REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1993

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

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

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

Lot 4, District Lot 4266, Range 5, Coast District, Plan 6555, as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1993, 2023".

READ A FIRST TIME this 26th day of January 2023.

READ A SECOND TIME this 26th day of January 2023.

PUBLIC HEARING HELD this 27th day of February 2023.

READ A THIRD TIME this _____ day of _____, 2023.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1993, 2023".

DATED AT BURNS LAKE this _____ day of _____, 2023.

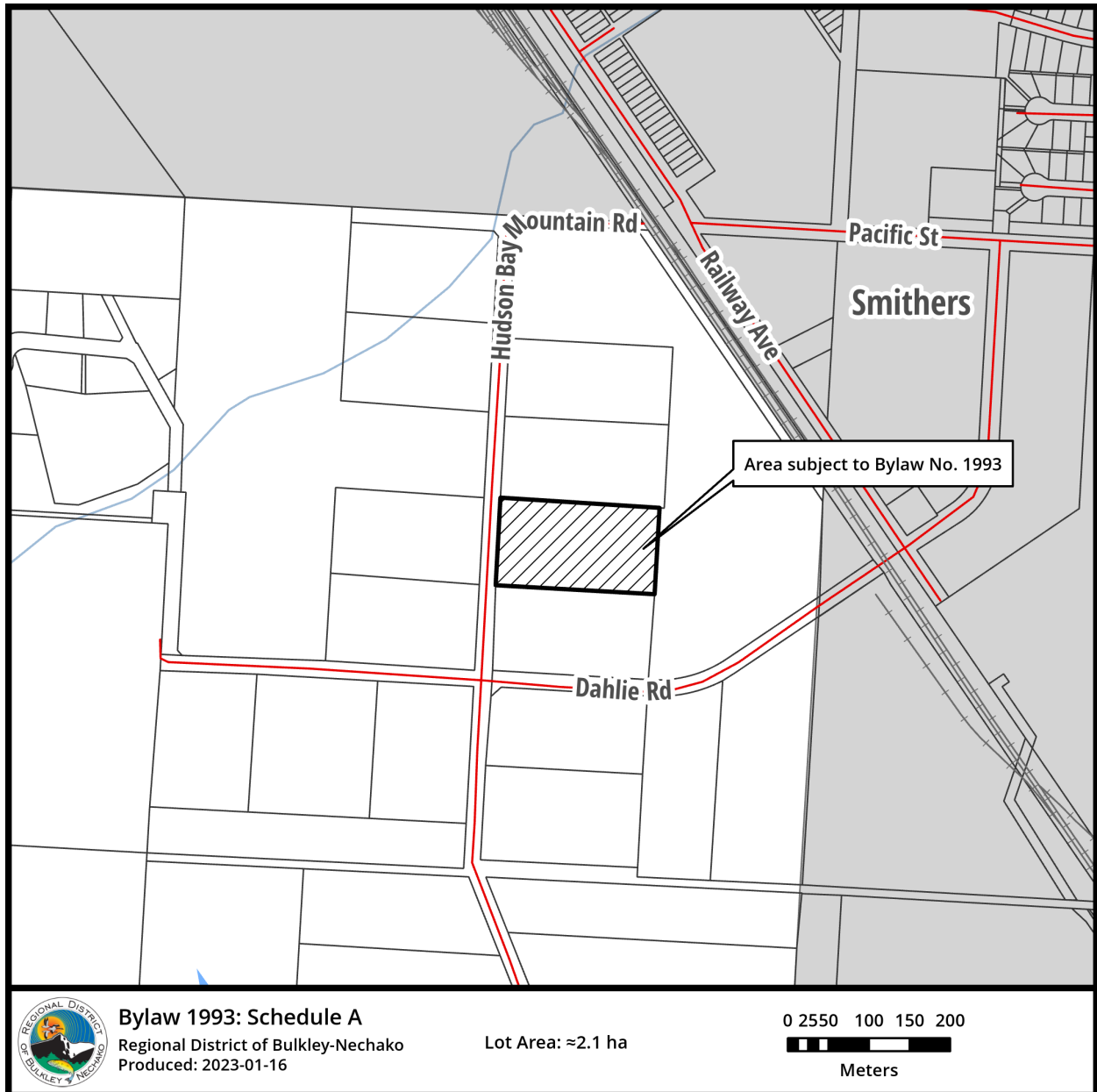
Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 1993



Lot 4, District Lot 4266, Range 5, Coast District, Plan 6555, being rezoned from the Small Holdings Zone (H1) to the Small Holdings – Additional Dwelling Zone (H1A).

I hereby certify that this is Schedule "A" of Bylaw No. 1993, 2023.

Corporate Administrator

58
Advisory Planning Commission
Meeting Minutes

Electoral Area B	Meeting Date: February 28, 2023 7:00 pm	Meeting Location: Zoom and RDBN Office, Room 202, 37 3 rd Avenue, Burns Lake, B.C.
Attendance		
APC Members <input type="checkbox"/> Marvin Strimbold <input checked="" type="checkbox"/> Ed Martens <input checked="" type="checkbox"/> Robert Currie (via Zoom) <input checked="" type="checkbox"/> Lynn Synotte <input type="checkbox"/> Valerie Anderson <input checked="" type="checkbox"/> Corrine George (via Zoom) <input checked="" type="checkbox"/> Bob Saul <input checked="" type="checkbox"/> Daniella Oake	Electoral Area Director <input checked="" type="checkbox"/> Director Michael Riis-Christianson <input checked="" type="checkbox"/> Alternate Director Doug Bysouth Other Attendees <input checked="" type="checkbox"/> Jason Llewellyn, Director of Planning <input checked="" type="checkbox"/> Danielle Patterson, Senior Planner (note-taker) <input checked="" type="checkbox"/> Jeannette Sholander, agent for Seventh-Day Adventist Church (application B-01-22) <input checked="" type="checkbox"/> John Van Zanten, member of Seventh-Day Adventist Church (application B-01-22)	
Chairperson: Lynn Synotte		Secretary: Daniella Oake
Call to Order: 7:03 pm		
Nomination of Chair and Secretary <ul style="list-style-type: none"> - Lynn Synotte was nominated for Chair. No objections. L. Synotte accepted the appointment. - Daniella Oake was nominated for Secretary. No objections. D. Oake accepted the appointment. 		
APC Workshop <ul style="list-style-type: none"> - Jason Llewellyn and Danielle Patterson gave an APC workshop. PowerPoint from workshop will be circulated for reference. - Workshop covered the role of the APC, the APC review process, meeting protocols, independence of the APC, APC meetings, the APC manual and website, as well as APC comments and recommendations. 		
7:33 pm - RZ B-01-22 (Seventh-Day Adventist Church): APC welcomed Jeannette Sholander, agent/applicant and John Van Zanten, member. <ul style="list-style-type: none"> - J. Van Zanten summarized the proposal: want to build a 45 foot by 30 foot two-storey church. - Applicant asked if there were other properties zoned for this already and if they had spoken to neighbours. - J. Van Zanten: Church bought property, hoping to rezone as they couldn't find anything else zoned for churches. They have not spoken with neighbours. - J. Sholander and J. Van Zanten stated that they find a restrictive covenant limiting the use to a Church and scale of development acceptable. 		
Jeannette Sholander and John Van Zanten left the meeting at 7:43 pm.		
APC members discussed the proposal: <ul style="list-style-type: none"> - If rezoned for a church, it could be used for hall rentals too. - Value in groups looking for health and safety space for gathering. - Important to have clear building capacity numbers. - Effects on traffic on Saturdays and whether there would be more road maintenance. 		
Jason Llewellyn: <ul style="list-style-type: none"> - Churches typically at intersections rather than dead-end roads. Anticipates traffic to be the biggest impact. 		

- Covenant details would be firmed up before going to the Board. Would likely look at total floor area.
- Can recommend engagement with neighbours prior to Public Hearing but it cannot be required.

APC Motion: *"The APC recommends the Board support the application subject to the confirmation that use is limited to 60-person capacity church through a restrictive covenant. The APC also recommends the applicant engage with the community."*

RDBN 01-22 (Housing Text):

Jason Llewellyn summarized proposal to change Zoning Bylaw:

- Focused on number of dwelling units rather than form of dwellings units.
- Biggest impact for Electoral Area B would be H1 Zoned parcels.

APC members discussed proposal and asked questions:

- Positive impact on rental units. With inflation rates, this could provide a mortgage helper.
- Effects on smaller lake front properties and placing limits on floor area on lakefront parcels.
- Northern Health septic and water system requirements, building permits, and bylaw enforcement.
- Jason Llewellyn: smaller rental units one of RDBN's biggest enforcement issues. This proposal could provide a path to legalization for those units.

APC motion: *"APC supports the concept and advises staff to consider impact on smaller parcels and look at limiting total floor area on smaller parcels with area of 4 or 5 acres."*

RDBN 02-22 (Parkland Dedication)

Jason Llewellyn summarized proposal to add parkland dedication policies to the Official Community Plan (OCP).

Without an OCP policy in place, the subdivider decides whether to provide land or money. In most instances, the RDBN would want to choose money unless the lands had recreational value.

APC members discussed proposed OCP policy and had no concerns.

APC motion: *"APC supports the proposed Official Community Plan policies, as presented."*

Computer system stopped working: Staff spoke with Corrine George and Robert Currie, who stated they were okay with the meeting carrying on as there would still be quorum. If they had additional comments, they could be circulated to APC members.

RDBN 04-21 (Recreation Clubs)

Jason Llewellyn introduced the proposal to ensure recreational sites had the correct zoning for current uses. Staff worked with recreation groups to find out where they may want to develop in the future when selecting zoning locations so those groups wouldn't have to come back and rezone. Trails allowed everywhere. Uses such as clubhouses and lookouts require P2 zoning.

APC members discussed proposal, trails, in area, access to Decker Lake, bike trails being permitted in all zones.

APC motion: *"APC supports the rezoning proposal."*

Update on the Areas B & E Parks and Trails Master Plan

Jason Llewellyn stated the RFP process is combined with the Village of Burns Lake. Priority given to a consultant that submits a proposal to do both. Public engagement would be jointly held with Electoral Area B, Electoral Area E, and the Village of Burns Lake.

- Looking to develop a priority projects list for the next 10+/- years:
 - o Imeson's Beach
 - o Hospital Point

- Paved commuter trail between Burns Lake and Tchesinkut Lake.
- A boat launch on Francois Lake for larger boats.

APC members discussed the trail to Tchesinkut Lake, potential locations for a large boat launch on Francois Lake, and funding for community recreation groups for maintenance of recreational assets. There was also discussion about the desire for a full-service Provincial Park near Burns Lake.

Meeting Adjourned: 9:02 pm

Secretary Signature

A handwritten signature in blue ink, appearing to read "Dwight J. Dal", is written over the "Secretary Signature" label. The signature is fluid and cursive, with a long horizontal stroke at the end.

**Advisory Planning Commission
Meeting Minutes**

Electoral Area E	Meeting Date: March 7, 2023 7:00pm	Meeting Location: Zoom
Attendance		
<u>APC Members</u> <input type="checkbox"/> Jason Jubinville <input type="checkbox"/> Elizabeth Palmer <input type="checkbox"/> Russ Skillen <input checked="" type="checkbox"/> Norbert Mund <input checked="" type="checkbox"/> Vickie Hill		<u>Electoral Area Director</u> <input checked="" type="checkbox"/> Director Clint Lambert <input checked="" type="checkbox"/> Alternate Director Shawn Trottier <u>Other Attendees</u> <input checked="" type="checkbox"/> Jason Llewellyn, Director of Planning <input checked="" type="checkbox"/> Danielle Patterson, Senior Planner (note-taker)
Chairperson: Not applicable		Secretary: Not applicable
Call to Order: 7:08 pm		
<u>No quorum. While this meeting was not an official APC meeting, those present had the following comments:</u> <u>APC Workshop</u> <ul style="list-style-type: none"> - Danielle Patterson gave an APC workshop. PowerPoint from workshop will be circulated for reference. - Workshop covered the role of the APC, the APC review process, meeting protocols, independence of the APC, APC meetings, the APC manual and website, as well as APC comments and recommendations. <u>Appointment of Chair and Secretary:</u> No quorum. No appointment <u>RDBN 01-22 (Housing Text)</u> Jason Llewellyn summarized the proposed zoning changes: <ul style="list-style-type: none"> - Most zones allow a single family dwelling with a secondary suite or a duplex. - Looking to simplify the requirements for form/style of dwelling in the Zoning Bylaw so parcels can have at least 2 dwellings, regardless of whether it is a suite, a duplex, garage suite, etc. - The RDBN can be more flexible with form/style of dwelling now that the B.C. Building Code has removed size restrictions for secondary suite. - Some APCs have shared concerns about smaller waterfront parcels. Some suggestions to apply a maximum square footage of the second dwelling. - Larger parcels (typically H2 Zone, Ag1 Zone and RR1 Zone) could have 4 dwellings. - Opportunity to build a second dwelling legally. <u>Attendee comments:</u> <ul style="list-style-type: none"> - Clearer and simpler. - Lakeshore should have special rules or be more regulated. - No building inspection in Electoral Area E. Requiring the property owners to ensure they meet Northern Health regulations. Issues with sewage disposal when there is no building inspection - Important to tie size of building tied to size of property to prevent overcrowding and prevent sewage pollution. - Discussion on ALC regulations in the ALC. - Any potential concerns with people converting sheds, etc. since there is no building inspection. 		

RDBN 02-22 (Parkland Dedication)

Jason Llewellyn summarized proposal to add parkland dedication policies to the Official Community Plan (OCP) and explained the Local Government regulations for parkland dedication or cash in lieu (creation of 3 or more parcels where at least one parcel is less than 2 ha). The proposed policy would provide direction for the Board when making decisions to accept land or cash in lieu.

Attendee comments:

- Good idea to save funds for parklands.
- Not wanting to deter developers from building homes on the southside due to cost.
- Ministry of Transportation and Infrastructure has requirements that are costly too, like road building or access to lake.
- Could be nice to have green space available when there are smaller subdivision lots.

Update on the Area B & E Parks and Trails Master Plan – Jason Llewellyn

- Hired a consultant. Now looking at where people want the RDBN to spend money in Electoral Areas B & E.
- Consultant will reach out to APCs, Electoral Area Directors, and have community engagement.

Attendee Comments:

- Doesn't seem to include much for southside. Jason L. response: not many plans other than Hospital Point. The Master Plan will help prioritize parks and trails for the area.
- Plan could create tourism opportunities. Can be balanced with recreational needs of residents.
- Big boat sewage disposal and parking would need considered.

Meeting Adjourned: 8:00 pm

Secretary Signature: No Secretary. No quorum.

**Advisory Planning Commission
Meeting Minutes**

Electoral Area C	Meeting Date: March 8, 2023 7:00pm	Meeting Location: Zoom
Attendance		
APC Members		Electoral Area Director
<input checked="" type="checkbox"/> Cam McCormick		<input checked="" type="checkbox"/> Director Judy Greenaway
<input checked="" type="checkbox"/> Carrie Constantine		<input checked="" type="checkbox"/> Alternate Director Lionel Conant
<input type="checkbox"/> Morgan Davis		
<input checked="" type="checkbox"/> Jonathan Ouellette		Other Attendees
<input checked="" type="checkbox"/> Dalphena Snively		<input checked="" type="checkbox"/> Jason Lewellen
<input checked="" type="checkbox"/> Bob Grill		<input checked="" type="checkbox"/> Danielle Paterson
Chairperson:	Dalphena Snively (acting)	
Secretary:	Cam McCormick (acting)	
Call to Order:	19:00	
Agenda:		
7:00 – 7:30	APC Workshop	
7:30	RDBN 01-22 (Housing Text)	
	Update on the Area F Official Community Plan	
Applications (Include application number, comments, and resolution)		
<u>RDBN 01-22 (Housing Text)</u>		
<p>Round of Introductions Danielle - Presentation - Role of APC</p> <p>Application Re: File No. RZ RDBN-01-21 amended to allow increase / simplify - merge secondary suite - second separate building.</p> <ul style="list-style-type: none"> - J.B. spoke in favour of the amendment. - K.B. will help address illegal suites. - D.S. makes sense joining into alignment with building code - D.S. clarification .. split ownership - move Cam 2nd Bob support recommendation of amendment. <p>Jason re: OCP - from Working Committee and community input, report will come to APC review & comments as a DRAFT document re: where & when meetings go on up to committee</p>		
Meeting Adjourned:	20:10	Secretary Signature Cam McCormick



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Deneve Vanderwolf, Planning Technician
Date: March 23, 2023
Subject: Recent Agricultural Land Commission Decisions

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

Receive.

DISCUSSION

The following table is a summary of Agricultural Land Commission decisions issued over the past 12 months. Please contact the Planning Department if you would like a copy of the ALC Minutes or Resolution for these applications.

File #	EA	Submitted to ALC	ALC Decision	Applicant	Description	Board Rec.	ALC Decision
1221	A	Mar 20, 2020	Nov 28, 2022	Burns 6105 Highway 16	Non-Farm Use application (Removal of Soil) to continue operation of an existing sand and gravel pit	Approval	Denied
1225	A	N/A	N/A	Tersago 585 Highway 16 E	Reconsideration request for a Non-Farm Use application for a vehicle inspection business which was denied	Original application Approval	Reconsideration Denied
1226	A	May 28, 2021	Feb 27, 2023	Penninga 3435 Poplar Road	Non-Adhering Residential Use application to allow 18 unauthorized dwellings on a property.	Approval	Denied
1231	A	June 30, 2021	July 27, 2022	Vihar 2920 Tatlow Road	Non-Farm Use application to allow the continued operation of an existing gravel pit	Approval	Denied
1234	A	Jan 31, 2022	July 30, 2022	Drydyk 5650 Tyhee Road	Subdivision application for 2 - 8 ha lots and a Non-Farm Use application to allow stormwater from an adjacent subdivision onto the subject property	Approval	Denied
1236	F	Oct 22, 2021	July 25, 2022	Geddes 12538 Highway 27	Non-Farm Use application to operate a sand and gravel pit.	Approval	Denied
1237	A	Sept 27, 2021	April 21, 2022	Steti 224 Raymond Road	Non-Farm Use application to allow the expansion of an existing gravel pit.	Approval	Approved
1238	A	Sept 27, 2021	Mar 23, 2022	Boonstra 38355 Telkwa High Road	Subdivision application to divide a property along the Telkwa High Road	Approval	Approved

File #	EA	Submitted to ALC	ALC Decision	Applicant	Description	Board Rec.	ALC Decision
1239	G	Nov 19, 2021	Jun 15, 2022	McIntyre 19729 Richfield Loop Road	Subdivision application to create four parcels.	Approval	Denied
1241	A	Apr 04, 2022	July 25, 2022	Roy Northern Land Crown Land	Non-Farm Use application for two temporary Pacific Northern Gas (PNG) pipeline construction multi-use sites.	Approval	Approved
1242	F	May 18, 2022	Feb 09, 2023	Kyle Martens 5046 McLeod Road	Subdivide the subject property into two equally sized parcels with areas of ± 129.55 ha (± 320.13 ac)	Denial	Approved
1243	G	Sept 28, 2022	Feb 09, 2023	Salvation Army 16585 Highway 16	Non-Farm Use application to operate and expand an existing children and youth summer camp (Camp Mountainview).	Approval	Approved
1245	A	Aug 31, 2022	Jan 12, 2023	Virgo Holdings Ltd 14201 Quick Road W	Non-Farm Use application for an information kiosk, a bike rack, signage, bench and a picnic table as part of Phase 1 of the Cycle 16 trail.	Approval	Approved
1246	A	Sept 23, 2022	Mar 10, 2023	Gattiker 14801 Quick Rd W	Non-Adhering Residential Use application to allow a new dwelling with a total floor area of 279 m ² and retention of an existing dwelling with a floor area of 196 m ² .	Approval	Denied
1247	A	July 26, 2022	Feb 09, 2023	RDBN Highway RoW	Non-Farm Use application for a information kiosk, a bike rack, signage, bench and a picnic table and underground 10,000-gallon water tank as part of Phase 1 of the Cycle 16 trail.	Approval	Approved



66

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: March 23, 2023
Subject: **Prince Rupert Gas Transmission Project Response Letter**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

The Planning Department received the attached response from TC Energy regarding the permit extension referral comments that were provided on February 9, 2023.

ATTACHMENTS:

TC Energy response letter received March 7, 2023

RDBN Referral Comments sent February 9, 2023

TC Energy

450 - 1 Street S.W. Calgary, AB
Canada, T2P 5H1
Tel: 403-920-3767
sheri_wannamaker@tcenergy.com



March 7, 2023

Regional District of Bulkley Nechako
37 – 3 Avenue
PO Box 820
Burns Lake, BC V0J 1E0

Attention: Jason Llewellyn

**RE: Prince Rupert Gas Transmission Project (“PRGT”) (the Project”)
Permit Extension Application
Location: Section 3 from a-18-A. 93-N-1 to a-68-D, 93-M-8**

Thank you for your letter dated February 9, 2023 acknowledging receipt of the notification package that Prince Rupert Gas Transmission Ltd. (PRGT), and for providing us with an opportunity to address your concerns. PRGT is currently in the process of extending the existing permit authorizations for another year, however there has not been a confirmed timeline for construction at this time.

The PRGT response dated December 19, 2014, copy of which is attached for reference, addresses each of the topics that you identified and provides initial information in response to each of the topics. If PRGT was to move forward with construction, additional notification with construction timelines would be provided and any further information can be requested once construction planning is finalized. As we continue to explore opportunities for PRGT, we will continue to engage with the Regional District of Bulkley Nechako (RDBN). Once we get to a point where we have more definition on the planning and timeline we will address each of the topics raised by RDBN with more detail.

Should you have any further concerns with the proposed project, you may make a submission directly to the BC Energy Regulator (BCER) at any time. Written Submissions can be sent by email to OGC.WrittenSubmissions@bcogc.ca or by mail to: Fort St. John – BC Energy Regulator (BCER), Bag 2, Fort St. John, BC V1J 2B0

Please be aware that your response and our written reply will be included in the Consultation Package being submitted to the BCER. Should you wish to discuss this further, please feel free to contact myself at the following email sheri_wannamaker@tcenergy.com and we would be happy to arrange a meeting with the appropriate project personnel.

**Prince Rupert Gas Transmission
Limited Partnership**

A handwritten signature in blue ink, appearing to read "Sherranmaker", enclosed in a light blue rectangular box.

Sheri Wannamaker
Senior Land Representative



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

Tel: 403-920-6491

Email:

keri-lynn_bruce@transcanada.com

www.transcanada.com/

PRGT004776-TC-LDO-LA-LT-0019

December 19, 2014

Regional District Bulkley Nechako
37, 3rd Ave
PO Box 820
Burns Lake, BC, V0J 1E0
Via Email

Attention: Jason Llewellyn

Dear Mr. Llewellyn,

Re: Prince Rupert Gas Transmission Project

Thank you for your letter dated October 14, 2014, acknowledging receipt of the notification package that Prince Rupert Gas Transmission Ltd. (PRGT) and noting your interest to participate in consultation with respect to our project.

Our meeting last December (2013), where we shared some preliminary infrastructure plans (such as construction camps, laydown yards and stockpile sites, transportation access and corridors, construction timelines, traffic, etc.) and solicited feedback helped to contribute towards PRGT's overall project planning efforts. Over the last year, we have continued to value the Regional District of Bulkley-Nechako's (RDBN) feedback and comments. We do not have site specific details at this time. These will be developed once we secure prime contractors and will be based on their professional experience. PRGT can only award work to these contractors for construction once we receive approval from our customer, Petronas. This is anticipated at the time of receiving a Final Investment Decision, likely in early 2015. Once we have the prime contractors awarded, we intend to meet with local governments across the project corridor, including RDBN, to share more detailed information and incorporate input where able.

I'd like to address each of the topics you identified in your letter:

Location and Size of Worker Camps and other Pipeline Facilities

Over the last year, we have been reviewing various potential site locations and have communicated updates to you, the most recent of which was in September-October 2014. We have also shared the intended use of these ancillary sites. We appreciated your recent email (dated December 4, 2014) where you clarified that PRGT will not be required to apply for a Temporary Use Permit for any of our ancillary sites, including the construction camp.

The size of the construction camp would change over time. It would initially be made up of approximately 200-400 people (referred to as a "pioneer camp" for site preparation), then ramp up to

Prince Rupert
Gas Transmission Project



approximately 800-1200 (for pipeline installation) and then ramp back down to approximately 200-300 people (for final tie-in, testing, reclamation, commissioning, etc).

Project management plans, such as traffic management plans, are currently being finalized. PRGT is in the process of selecting our prime contractors for the project, who will create plans specific to each site relating to construction, mitigations, and implementation.

Solid and Liquid Waste Disposal

We appreciate your comment that there is no certainty that the RDBN can accommodate certain solid waste and has limited ability to accept liquid waste at your facility. Once the prime contractors are awarded, they will review all available facilities and investigate capacity for these types of services.

In addition to the information we have already shared with you, general descriptions of camps and ancillary infrastructure are included in the Environmental Assessment (EA). Project management plans relating to disposal include a chemical and waste management plan, which is currently being developed. Again, site specific mitigations and the details of how these plans will be implemented will be developed by contractors as they are brought on.

Invasive Plant Control

PRGT is aware of RDBN's concern in this area, we have committed in our EA to developing an Invasive Species Plant Management Plan to mitigate risks related to invasive species and provide guidance to contractors.

Fire Protection and Emergency Response

PRGT will implement standard project management plans and contingency plans including fire suppression contingency plan and the emergency response management plans which meet or exceed provincial requirements such as WorkSafe BC practices. As part of the EA, PRGT assessed the capacity of emergency services in communities and engaged emergency service providers in communities. These formal and informal engagements will inform these plans as well as contractor specific planning which will commence with the onboarding of contractors and their continued engagement with emergency and protective services. PRGT has committed to collaborating with and having ongoing communications with Emergency and Protective services throughout the construction phase of the project.

Log and Wood Fibre Utilization

Included in our Environmental Assessment Certificate (EAC) is a Timber Salvage Strategy for PRGT. Additionally, each ancillary site has an individual Fiber Utilization Plan. All of these plans have been submitted to the BC OGC and will be followed by the contractors once we enter into construction.



Training and Apprenticeships

Skills Training and Education is one of PRGT's highest priorities, and we have demonstrated this by investing \$2M just in the last year. We have met with northern post-secondary institutions such as UNBC, as well as Aboriginal training organizations such as PGNAETA, to discuss and form partnership opportunities throughout the year and will continue to do so going forward. PRGT's efforts assist local communities by providing access and opportunity to education and training related to project needs and beyond. The goal is to build lifelong skills that will benefit the local communities beyond the construction of the project.

Use of Local Business

PRGT has a local participation strategy which promotes local contracting and ensures opportunities for participation in the project are maximized for local communities. Once the contracts are awarded, our primes will be responsible for bringing on sub-contractors to complete the work. In support of PRGT's local and Aboriginal participation strategies, PRGT's contractors are expected to have a local employment and participation plans which will include engagement, addressing obstacles to participation (such as training, apprenticeships)and short and long term employment and contracting opportunities.

PRGT will work with our primes to ensure local and Aboriginal businesses understand how to participate and have access to construction opportunities. Part of this will be done through use of our database. We are already collecting vendor information from northern BC businesses through our project website and plan to share this contact information with the prime contractors once they are selected. PRGT will continue to oversee the construction process, including the implementation of local and Aboriginal participation plans.

I trust this information addresses your concerns, should you have any additional questions or require more information please do not hesitate to contact me at 403-920-6491 or by email at keri-lynn_bruce@transcanada.com

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'Keri Bruce', written over a light blue horizontal line.

Keri Bruce
Land Representative
Prince Rupert Gas Transmission Project

Cc: Peter Wijtkamp, Manager, Special Projects, OGC (peter.wijtkamp@bcogc.ca)



February 9, 2023

Megan Garrick, Project Manager
Vertex Professional Services Ltd.
Via email: mgarrick@vertex.ca

Sheri Wannamaker, Senior Land Representative
Prince Rupert Gas Transmission Limited
Via email: sheri_wannamaker@tcenergy.com

Prince Rupert Gas Transmission Project Permit Extension Notification Comments

Thank you for the notification letters regarding the permit extension applications to be submitted to the BC Oil and Gas Commission in 2023. Please find attached the letter from October 14, 2014 that remains valid and contains the Regional District of Bulkley-Nechako's comments in regards to the Prince Rupert Gas Transmission Project permit extension applications.

Sincerely,

Jason Llewellyn
Director of Planning

Enclosed: October 14, 2014 referral response letter



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

REGIONAL DISTRICT
OF BULKLEY-NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

October 14, 2014

Sacha Plotnikow, Project Manager
Roy Northern Land and Environmental
sacha@roynorthernbc.com

Keri Bruce, Land Representative
Prince Rupert Gas Transmission Limited Partnership
keri-lynn_bruce@transcanada.com

Sent by e-mail

Re: Notification / Invitation to Consult Regarding the Prince Rupert Gas Transmission Project

This letter is provided by the Board of the Regional District of Bulkley-Nechako regarding your Notification / Invitation to Consult with the Regional District (your documents PRGT004776-TC-LA-CC-0424. The Regional District of Bulkley-Nechako would like to accept TransCanada's invitation to consult with respect to the pipeline project and associated facilities.

The Regional District has a number of issues relating to the proposed pipeline that we are eager to address further with TransCanada and the Oil and Gas Commission (OGC). TransCanada is aware of the pipeline related issue through our dealings on the Coastal GasLine Pipeline project. And we are concerned that further delay in addressing the issues, and waiting for the construction contractors and worker camp operators to address the issues with the Regional District may have unnecessary negative implications to all parties. Therefore, we would like the issues to be addressed at this time.

The RDBN's issues relate to the following:

The Location and Size of Worker Camps and other Pipeline Facilities

Issues associated with the location of worker camps and other facilities associated with pipeline construction such as emergency response, waste disposal, traffic management, local employment and local business opportunities, etc. have not been adequately addressed. We note that the location of all facilities should be discussed with the Regional District so that any Regional District issues related to specific locations can be raised.

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339

Further information relating to the location of proposed pipeline facilities in the Regional District are discussed in the attached brochure.

Solid and Liquid Waste Disposal

The RDBN requires information regarding the pipeline's solid waste disposal needs to allow the RDBN to identify any potential impacts on our infrastructure, and determine our ability to accommodate the waste. For example the following information is required.

- How much solid waste (in tonnes) is proposed to be disposed of at each RDBN landfill?
- How much of that waste is industrial waste and hazardous waste?
- Over what time period is the waste proposed to be disposed?
- What waste reduction activities will be conducted to minimize waste generated (recycling, composting, etc.)

There is no certainty that the RDBN will be able to accommodate certain solid waste from pipeline construction and worker camps at our landfills. There needs to be discussions relating to the capacity of our facilities, our operational limitations, and our long term costs well in advance of any request to utilize RDBN facilities.

The RDBN's ability to accept liquid waste at our facilities is very limited. The most practical solution may be the disposal of liquid waste at municipal facilities; however, the capacity of municipal facilities to accommodate the waste from all of the potential pipeline projects is likely not known. It may be in the best interest of TransCanada Pipelines Ltd. to begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It may also be an option to develop a regional facility. This may be an opportunity for the region to obtain upgrades to infrastructure for the benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN's Environmental Services Department is open to facilitating the necessary discussions between the municipalities and the pipelines.

TransCanada has indicated that their preference, with regard to the Coastal GasLink Pipeline, is to allow the construction contractors and worker camp operators to sort out the manner in which solid and liquid waste is disposed once the contracts have been awarded. The Regional District is concerned that this process will result in the inability of the Regional District to plan for notable increases in landfill utilization, and missed opportunity for improvements to municipal infrastructure and revenue generation.

The RDBN has requested that waste management plans for construction sites and construction camps be developed and be preceded by an evaluation of the capacity of local facilities to accommodate waste, including an assessment of the opportunity for infrastructure upgrades to accommodate liquid waste. The RDBN also requested an evaluation of the capacity of local facilities to provide potable water to the work camps and an assessment of the opportunity for infrastructure upgrades necessary to provide potable water. Representatives from TransCanada have indicated that this evaluation work will begin in the fall of 2014;

however, we are not aware that this work has begun. This same request applies to the Prince Rupert Gas Transmission Project.

Invasive Plant Control

The proposed Prince Rupert Gas Transmission Project right of way can be expected to facilitate the spread of invasive plants. The RDBN requests that TransCanada develop and commit to implementing an invasive plant management plan within the right of way which is reviewed by the RDBN, and commit to provide annual funding to the NWIPC to support their weed control efforts in the RDBN.

Fire Protection and Emergency Response

The RDBN requests that TransCanada consult with the RDBN regarding fire protection and emergency response, and develop an emergency management plan that includes communications protocols and evacuation plans for camps and workers.

TransCanada has indicated that their preference, with regard to the Coastal GasLink Pipeline, is to allow the construction contractors and worker camp operators to develop the emergency management plans once the contractors are hired. The Regional District is concerned that this process will result in the inability of the RDBN to ensure that the plans are adequate and will result in inconsistent plans and protocols between camps, and pipeline contractors. Of particular concerns are the communications protocols and emergency evacuation components of the plan.

Log and Wood Fibre Utilization

The cutting of trees and the long term loss of forested lands associated with the proposed pipeline represents a negative impact to the long term sustainability of the regions forest industries. To minimize this loss it is important that all useable logs cut from the pipeline right of way be utilized. It is expected that the logs that can be economically harvested and transported to an end user would be sold. The RDBN has expressed concern that where the cost of harvesting and transportation are too high the logs will not be utilized in support of the forest products industries. The RDBN would like TransCanada Pipelines Ltd. to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically transported to market.

Employee Training and Apprenticeships

The RDBN requests that TransCanada Pipelines Ltd. identify the specific actions that will be taken to ensure local employment is maximized, and that apprenticeship positions for local employees are provided. The RDBN would also like to be included in the process to plan for worker training and utilization.

Use of Local Business

The RDBN encourages TransCanada to do all that is possible to scale the size of contracts related to pipeline construction and operation in a manner which allows local business to take advantage of the opportunity offered by the pipeline. Early communication with local business regarding the opportunities that will be available has also been identified as important to ensure that these opportunities are taken advantage of by local entrepreneurs. The specific actions that TransCanada is committing to undertake to maximize the involvement of local business in the pipeline construction, and maintenance, process needs to be further discussed and confirmed with the RDBN.

The Regional District remains concerned that very few contracts associated with pipeline construction will go to local business given the scale of the contracts and a lack of knowledge of the procurement process. There is opportunity for local businesses to expand or be created as a result of pipeline construction; however, the extent of the local opportunity is entirely dependent on the business practices of TransCanada Pipelines Ltd. We would like to understand the specific steps that TransCanada Pipelines Ltd. is planning to take to take maximize local opportunity.

The Regional District of Bulkley-Nechako looks forward to addressing these issues with TransCanada and the OGC as part of the OGC permitting process.

Sincerely,



Jason Llewellyn
Director of Planning

cc: Peter Wijtkamp, Manager, Special Projects, OGC (Peter.Wijtkamp@bcogc.ca)



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: March 23, 2023
Subject: Highway 35 Multi-use Trail Conceptual Design Study

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

That the Board authorize staff to enter a contract with WSP Canada Inc. for the completion of a Highway 35 Multi-use Trail Conceptual Design Study.

BACKGROUND:

The Planning Department issued a request for proposals (RFP) for the development of a Highway 35 Multi-use Trail Conceptual Design Study in January 2023. The purpose of the study is to outline technically feasible conceptual alignment options for a multi-use trail connecting the Village of Burns Lake and Tchesinkut Lake (approximately 12 km).

The project received a \$50,000 grant from Infrastructure Canada's Active Transportation Fund. The remainder of the costs are covered by the Northern Capital Planning Grant.

STAFF'S RECOMMENDATION:

The RDBN received and reviewed four proposals for the project. The proposals were reviewed by the Director of Planning, the Director of Finance, and the Planning and Parks Coordinator for the RDBN. The WSP and McElhanney proposals were tied based on staff's scoring system shown in the table below. The McElhanney proposal (including survey and LiDAR work) has a \$65,700 budget. The WSP proposal (including LiDAR work cost shared with the Ministry of Transportation and Infrastructure) has a budget of \$75,605. LiDAR (Light Detection And Ranging) is a survey method using active remote sensing technology which produces high resolution three-dimensional imaging.

Both McElhanney and WSP are well qualified to do the work required. The McElhanney proposal is less expensive. The increased WSP budget appears to be associated with the allocation of more staff time towards the development of conceptual design options. The

WSP proposal includes the acquisition of new LiDAR data for the entire trail length, which will be of value at the detailed design stage. Also, the WSP proposal includes in person stakeholder engagement which is facilitated by the location of their offices in the RDBN. In addition, the WSP proposal appears to have been better researched, contains more detail regarding the work proposed, and better reflects the work necessary to successfully complete the project.

It is recommended that the Board authorize staff to enter a contract with WSP Canada Inc. for completion of the Highway 35 Multi-use Trail Conceptual Design Study.

It is noted that the WSP proposal includes a proposal to share the cost of LiDAR work with the Ministry of Transportation and Infrastructure. The proposal is that the RDBN cover the cost of obtaining the LiDAR data (\$21,259) and that the data be sold by the RDBN to the Ministry for their future use (\$10,629). The Ministry has indicated interest in this arrangement; however, an agreement has not been adequately confirmed by staff. Therefore, should the Board support the above recommendation, staff will not move forward until the necessary agreement regarding LiDAR costs has been confirmed with the Ministry.

	TRUE Consulting	WSP Canada Inc.	McElhanney Ltd.	Cabin Operations Ltd.
Qualifications & Experience (25 pts)	20	23	23	13
Methodology & Workplan (25 pts)	20	23	20	18
Fee (40 pts)	22	29	33	40
Proposal Quality (10 pts)	8	9	8	8
TOTAL	69	84	84	78



78

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Steve Davis, Building Inspector
Date: March 23, 2023
Subject: Section 57 Notice on Title, 405 Raymond Rd, Electoral Area "A"

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

1. That the Board receive any input provided by the property owner.
2. That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as Lot 2, Section 5, Township 4, Range 5, Coast District, Plan 7322 (405 Raymond Road)

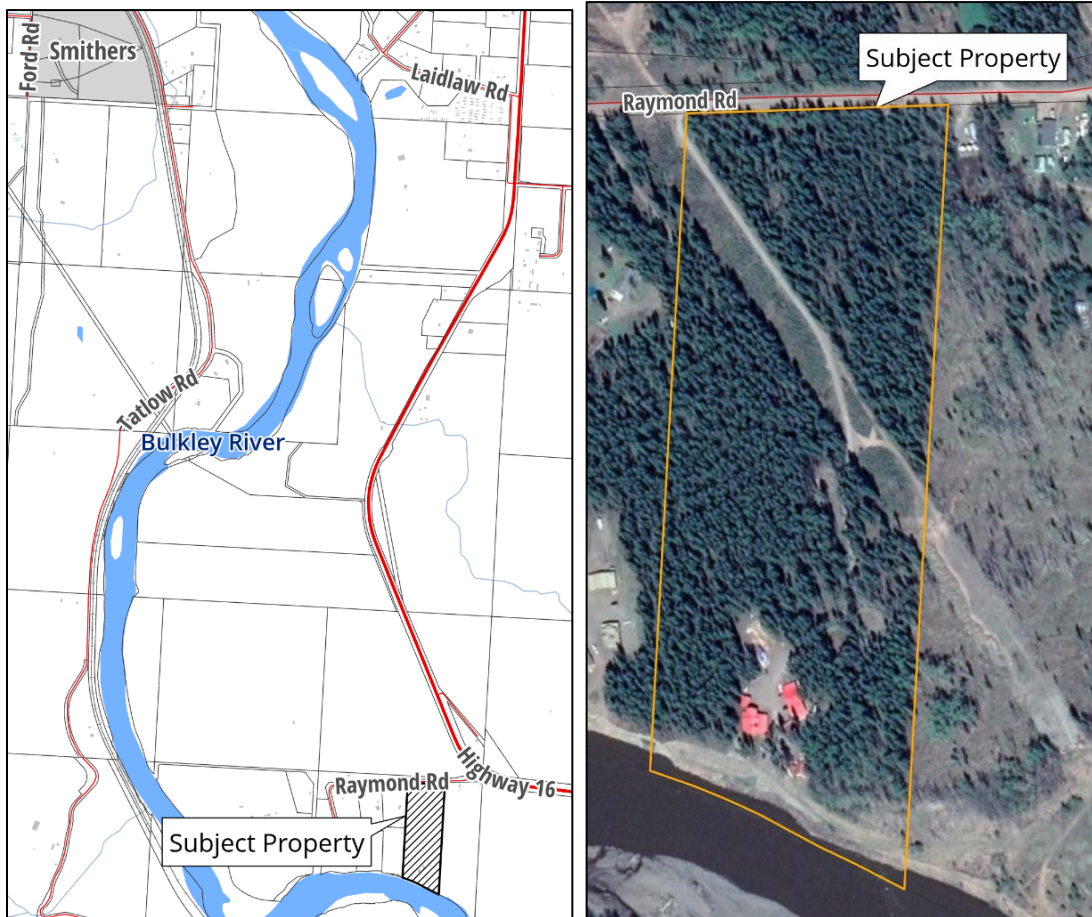
EXECUTIVE SUMMARY

Seven dwelling units at 405 Raymond Road were built without building permits or inspections required pursuant to "RDBN Building Bylaw No. 1634, 2012" (the Building Bylaw).

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

BACKGROUND

The property owner has constructed seven dwellings without building permits. These dwellings are in addition to two dwellings which were previously built under permit by a previous owner. The dwellings are also built contrary to RDBN Zoning and Agricultural Land Reserve (ALR) regulations.



HISTORY

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

November 2, 2022

In response to complaints from the public, a Bylaw Enforcement Officer conducted a site visit to the property. A recently placed manufactured home was observed on the property, along with evidence that plumbing and electrical connections for more manufactured homes or RV's had recently been installed. RDBN Building Inspectors were notified of the situation.



November 9, 2022

A Building Inspector conducted a site visit to the property. A tenant present on the property stated that there were 4 dwellings in a building that was initially built as a garage, and an additional dwelling had been added to one of the dwellings built with a building permit. The manufactured home did not appear to be occupied at the time of the inspection.



November 21, 2022

A letter (attached) was sent by registered mail to the property owner regarding non-compliance with RDBN bylaws. This letter requested an inspection inside of the buildings.

December 5, 2022

An email (attached) was received from the property owner confirming receipt of the November 21 letter and acknowledging that tenants were living on the property. A time for a site visit was arranged.



January 19, 2022

A Building Inspector and Bylaw Enforcement Officer inspected the inside of the buildings on the property with the

property owner. A total of 9 dwellings were confirmed on the property including 7 dwellings built without building permits. These dwellings include:

- A building built as a single-family dwelling with two dwelling units added without permit.
- A second building built as a single-family dwelling with one dwelling unit added without permit.
- A building built as a garage developed into four dwelling units without permit.



The property owner said that the manufactured home was stored temporarily on the property, and that the sewage hook ups and power for RV's were done by the previous owner. The property owner also indicated that he was planning on selling the property.

The property owner was informed that the seven dwellings built on the property without building permits were in contravention of the Building Bylaw, the Zoning Bylaw, and ALR regulations.

Following this meeting the RDBN received phone calls and emails from several tenants claiming that they had been evicted by the property owner on orders from the RDBN.

February 27, 2023

A letter (attached) was sent by registered mail and by email to the property owner outlining the bylaw contraventions and asking that action be taken to bring the property into compliance with the bylaws. The letter informed the property owner that RDBN staff would be moving forward with the process to register a Section 57 notice on title. An email was received back from the property owner acknowledging receipt of the letter.

March 10, 2023

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

SECTION 57 REQUIREMENTS

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

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

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

FURTHER ENFORCEMENT ACTION

The Regional District Board may direct staff at this time to undertake additional enforcement action, including the initiation of action to have the illegal dwellings removed. Staff will continue to work with the property owner to gain compliance, in consultation with the ALC.



November 21, 2022

Arvindbha Manilal Patel and Lynett Lalita Patel
 Smithers, BC
 PO Box 3607
 VOJ 2N0

**Zoning Bylaw and Building Bylaw Contraventions at 405 Raymond Road
 (Lot 2, Section 5, Township 4, Range 5, Coast District, Plan 7322)**

Dear Arvindbha and Lynett Patel:

In response to a public complaint regarding activities on your property at 405 Raymond Road I conducted a site visit on November 2, 2022. A Building Inspector subsequently visited your property on November 9, 2022. We have identified several concerns regarding non-compliance to Regional District of Bulkley-Nechako (RDBN) bylaws, and the *Agricultural Land Commission Act* and regulations. These issues are discussed below.

Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012 (the Building Bylaw)

Section 6.1 of the Building Bylaw states:

"No person shall commence or continue any work related to the construction, erection, replacement, reconstruction, alteration, repair, moving or demolition, of a building or change the occupancy of any building or structure unless a valid and subsisting building permit has been issued by a building official for the work."



There has been notable building on the property without the required building permits. It appears that this includes the building of dwelling units within an existing single-family dwelling and within a structure which was built as a garage, the building of additions to that garage structure, the building of a pole barn and other accessory building, and the placement of a manufactured home.

Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)

Section 2.0.3 of the Zoning Bylaw states:

"No person shall cause, suffer or permit any land, Building or other Structure to be used, occupied, developed, constructed, erected, altered, modified, replaced, located, enlarged, or maintained in contravention of this bylaw or otherwise to contravene or fail to comply with this bylaw."

Your property at 405 Raymond Road is zoned Small Holdings (H1). The H1 zone allows up to two single-family dwellings or one two-family dwelling on your property. The above noted dwelling units established without Building Permit appear to be in contravention of the Zoning Bylaw.

There are service connections and infrastructure on the property that may be intended to accommodate additional dwelling. We are concerned that there is an intent to place additional dwellings on the property in contravention of the Zoning Bylaw.



Agricultural Land Reserve Use Regulations



Your property is within the Provincial Agricultural Land Reserve (ALR). Therefore, the use and development of your property is subject to the "Agricultural Land Reserve Use Regulations" which limit the use of your property to a maximum of two dwellings with size limitations and restrict the deposit of soil or fill on your property. It appears that you do not comply with these regulations.

We encourage you to contact the ALC at 1-800-663-7867 to discuss their regulations with them directly.

Next Steps

I along with a Building Inspector would like to undertake an inspection of the inside of the buildings on your property to confirm the nature and extent of non-compliance with the Zoning and Building Bylaws. Please contact me at the number below in the near future to arrange a time for this inspection at your convenience.

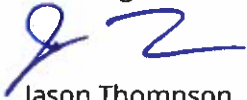
We ask that you please bring your property into compliance with the RDBN's Building and Zoning Bylaws. This requires that you obtain Building Permits for buildings where the use of that building is permitted and remove the unauthorized dwellings from the property. Please note that the work necessary to remove the unauthorized dwellings may also require a Building Permit to convert buildings back to their previous permitted use. This process can be discussed during the above-mentioned inspection. You may also contact a Building Inspector (Steve Davis or Jason Berlin) at any time to discuss this requirement.

If meaningful action is not taken in a timely manner the RDBN can be expected to take further enforcement action beginning with but not limited to the placement of notice on title of the property in accordance with Section 57 of the *Community Charter*.

If you wish to ask the RDBN to consider amending the zoning of your property to change the permitted uses, please be encouraged to speak to a land use Planner (Maria Sandberg or Danielle Patterson) regarding the process and what changes may be considered. If any of the uses proposed for your property are not in compliance with ALR Regulations, you may apply to the ALC for non-farm use approval. A land use Planner can provide further information regarding this process; however, as noted the ALC should be contacted directly regarding their regulations. Please note that a rezoning cannot be finalized without first obtaining a non-farm use approval from the ALC. However, both applications can be made and processed concurrently.

Please do not hesitate to contact me at your convenience if you have any questions regarding the bylaw enforcement process. My e-mail is jason.thompson@rdbn.bc.ca. I, along with the Building Inspectors and Planners, can be reached at 250-692-3195 or 1-800-320-3339.

Kind Regards,



Jason Thompson

Bylaw Officer

Regional District of Bulkley-Nechako

jason.thompson@rdbn.bc.ca

Office Phone: 250-692-3195 | Cell Phone: 250-251-2788

c: Jason Llewellyn, Director of Planning (jason.llewellyn@rdbn.bc.ca)

From: [Arvind Patel](#)
To: jason.thompson@rdbn.cc.ca; [Jason Llewellyn](#)
Subject: [EXTERNAL]: Fwd: Scan from Arvind Patel CPA Smithers Off
Date: Monday, December 5, 2022 4:51:04 PM
Attachments: [4777_001.pdf](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hello Mr. Thompson and Llewellyn

I am confirming that I received the letter dated November 21, 2022.

I need your help in ensuring compliance and would cooperate fully with the understanding that we will look at all available options to give recognition to the property so whereby the tenants do not lose a roof over their heads and, at the same time, ensure compliance with laws and regulations.

I will be available in mid-January as I am headed to Europe tomorrow. My energy in the last two weeks was devoted to a complicated acquisition. I will confirm the date and time towards the end of December if that works for you.

In the meantime, I have reached out to an Agrologists to help with any possible applications to the Government for change of use of the subject property.

Thank you.

Arvind Patel, CPA, CGA

Office of:

Arvind Patel, CPA

Cell 778 865 0009

Surrey Office

211 – 6333 148 Street

Surrey, BC V3S 3C3

Phone 604 502 4815

Fax 1 778 748 0760

Smithers Office

P.O. Box 3607, 1114 Main Street

Smithers BC, V0J 2N0

Phone 250-847-2281

Fax 250-847-4421

Note: Prohibited for any unauthorized distribution, copying or dissemination of this communication without specific permission from the intended recipient.

If you have received this communication in error, please notify us as soon as possible.

----- Forwarded message -----

From: **Arvind Patel,CPA** <arvindpatel69@gmail.com>

Date: Thu, Nov 24, 2022 at 11:16 AM

Subject: Scan from Arvind Patel CPA Smithers Off

To: Arvind Patel <arvindpatel69@gmail.com>



February 27, 2023

Mr. Arvindbhai Patel
Mrs. Lynett Patel
PO Box 3607
Smithers, B.C.
V0J 2N0

Dear Mr. and Mrs. Singh:

RE: Illegal Dwellings at Lot 2, Section 5, Township 4, Range 5, Coast District, Plan 7322 (405 Raymond Road).

As you are aware seven of the nine dwellings on your property at 405 Raymond Road contravene multiple RDBN and Provincial Government regulations. This letter is to confirm in writing our verbal communications regarding these 7 dwelling units. These dwellings were built without a building permit in contravention of "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012" and Provincial Government regulations, including Agricultural Land Reserve regulations. In addition, the dwellings are not permitted pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020."

Please be aware that, we are moving forward with the process to ask the RDBN Board to file a notice on the property title in accordance with Section 57 of the *Community Charter* as you have indicated that you may be considering selling the 405 Raymond Road property.

We ask that you take steps as necessary to bring your property into compliance with RDBN and Provincial Government regulations. Staff are available to discuss this process at your convenience. Please be encouraged to call me at 250-692-3195 to discuss next steps.

Sincerely,

Steve Davis
Building Inspector

cc: Director Stoney Stoltenberg, Area 'A' – Smithers / Telkwa Rural
Jason Llewellyn, Director of Planning



March 10, 2023

Mr. Arvindbhai Patel
Mrs. Lynett Patel
PO Box 3607
Smithers, B.C. V0J 2N0

Dear Property Owners:

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

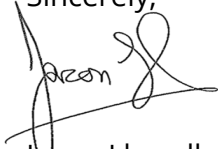
NOTICE IS HEREBY GIVEN that the Board of the Regional District of Bulkley-Nechako will, at its Regular Meeting, tentatively beginning at 10:30 am, on March 23, 2023 in the Board Chambers at the Regional District Offices, at 37 3rd Avenue, Burns Lake, BC, consider a request from the Building Inspector to register a notice on the title of Lot 2, Section 5, Township 4, Range 5, Coast District, Plan 7322 (405 Raymond Road) concerning alleged contravention of Section 6.1 of Regional District of Bulkley-Nechako Building Bylaw No. 1634-2012, namely that unpermitted dwellings have been constructed at 405 Raymond Road without the required building permits.

As the registered property owner you have the opportunity to provide comment to the RDBN Board for their consideration at their March 23, 2023 Board meeting regarding the proposed notice on title. You may provide written comment to the Board by mail or email to inquiries@rdbn.bc.ca. Written comment must be received by the Regional District office by 12:00 pm, March 22, 2023. You may also make verbal representations to the RDBN Board at their March 23, 2023 Board meeting in person or by Zoom or telephone. Please contact Cheryl Anderson at 1-800-320-3339 or (250) 692-3195 prior to the end of the day on March 22, 2023, to make arrangements to provide input at the meeting.

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

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

Sincerely,

A handwritten signature in black ink, appearing to read "Jason", with a large, stylized flourish extending to the right.

Jason Llewellyn
Director of Planning

Community Charter

[SBC 2003] CHAPTER 26

Part 3 — Additional Powers and Limits on Powers

Division 1 — Partnering and Other Agreements

Note against land title that building regulations contravened

57 (1) A building inspector may recommend to the council that it consider a resolution under subsection (3) if, during the course of carrying out duties, the building inspector

(a) observes a condition, with respect to land or a building or other structure, that the inspector considers

(i) results from the contravention of, or is in contravention of,

(A) a municipal bylaw,

(B) a Provincial building regulation, or

(C) any other enactment

that relates to the construction or safety of buildings or other structures, and

(ii) that, as a result of the condition, a building or other structure is unsafe or is unlikely to be usable for its expected purpose during its normal lifetime, or

(b) discovers that

(i) something was done with respect to a building or other structure, or the construction of a building or other structure, that required a permit or an inspection under a bylaw, regulation or enactment referred to in paragraph (a) (i), and

(ii) the permit was not obtained or the inspection not satisfactorily completed.

(2) A recommendation under subsection (1) must be given in writing to the corporate officer, who must

(a) give notice to the registered owner of the land to which the recommendation relates, and

(b) after notice under paragraph (a), place the matter before the council.

(3) After providing the building inspector and the owner an opportunity to be heard, the council may confirm the recommendations of the building inspector and pass a resolution directing the corporate officer to file a notice in the land title office stating that

(a) a resolution relating to that land has been made under this section, and

(b) further information about it may be inspected at the municipal hall.

(4) The corporate officer must ensure that all records are available for the purpose of subsection (3) (b).

(5) If the registrar of land titles receives a notice under subsection (3) and payment of the prescribed fee, the registrar must make a note of the filing against the title to the land that is affected by the notice.

(6) The note of a filing of a notice under this section is extinguished when a new title to the land is issued as a result of the deposit of a plan of subdivision or a strata plan.

(7) In the event of any omission, mistake or misfeasance by the registrar or an employee of the registrar in relation to the making of a note of the filing under subsection (5), or a cancellation under section 58, after the notice is received by the land title office,

(a) the registrar is not liable and neither the Provincial government nor the Land Title and Survey Authority of British Columbia is liable vicariously,

(a.1) the assurance fund or the Land Title and Survey Authority of British Columbia as a nominal defendant is not liable under Part 19.1 of the [Land Title Act](#), and

(b) the assurance fund or the minister charged with the administration of the [Land Title Act](#) as a nominal defendant is not liable under Part 20 of the [Land Title Act](#).

(8) Neither the building inspector nor the municipality is liable for damage of any kind for the doing of anything, or the failure to do anything, under this section or section 58 that would have, but for this subsection, constituted a breach of duty to any person.

(9) The authority under this section is in addition to any other action that a building inspector is authorized to take in respect of a matter referred to in subsection (1).

Cancellation of note against land title

58 (1) On receiving a report from a building inspector that the condition that gave rise to the filing of the notice under section 57 (3) has been rectified, the corporate officer must file a cancellation notice and, on receiving the notice, the registrar of land titles must cancel the note against the title to which it relates.

- (2) An owner of land with respect to which a notice has been filed under section 57 (3), may apply to the council for a resolution that the note be cancelled.
- (3) After hearing an applicant under subsection (2), the council may pass a resolution directing the corporate officer to file a cancellation notice.
- (4) If a resolution has been passed under subsection (3), the corporate officer must file a cancellation notice in the land title office and, on receiving the notice, the registrar of land titles must cancel the note against the title to which it relates.
- (5) If the council does not pass a resolution under subsection (3), the owner may apply to the Supreme Court and notify the municipality to attend before the court to show cause why the note should not be cancelled.
- (6) On an application under subsection (5), after reviewing any evidence that the owner and the municipality may adduce, the court may make an order directing the registrar to cancel the note made under section 57 (5) and, on receiving the order, the registrar of land titles must cancel the note accordingly.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: March 23, 2023
Subject: Committee Meeting Recommendations – March 9, 2023

RECOMMENDATION: (all/directors/majority)

Recommendation 1 through 6 as written.

BACKGROUND

The following are the recommendations from the March 9, 2023 Committee Meetings for the Regional Board's consideration and approval.

Committee of the Whole – March 9, 2023

Recommendation 1:

Re: North Central Local Government Association Resolutions

"That the Board approve the following resolutions for consideration at the NCLGA Convention:

1. Healthcare Worker Shortage
2. Building Bylaw Enforcement
3. Clean Transportation Action Plan for Rural and Northern Communities."

Recommendation 2:

Re: RDBN Draft Letter – Provincial Vaccine Mandate for Healthcare Professionals

"That the Board approve and send the RDBN Letter – Provincial Vaccine Mandate for Healthcare Professionals to the Honourable David Eby, Premier, The Honourable Adrian Dix, Minister of Health, Dr. Henry, Provincial Health Officer and Northern Health."

Recommendation 3:

Re: Five Year Financial Plan

"That the local fire services that are provided by member municipalities, the Vanderhoof Pool Services, and the Smithers Recreation and Culture Service be included in the 2023 Five Year Financial Plan."

Rural/Agriculture Committee Meeting – March 9, 2023

Recommendation 4:

Re: BC Rural Center “Keeping it Rural” Conference June 1-2, 2023 in Kelowna

“That the Board authorize attendance of Rural Directors at the 2023 Keeping it Rural Conference June 1-2, 2023, in Kelowna, BC.”

Recommendation 5:

Re: Northwest Trade Expo May 5-6 in Smithers

“That the Board approve spending \$550 from Rural Government for the rental of an RDBN booth at the Northwest Trade Expo.”

Recommendation 6:

Re: Veterinary Drug Regulations Research

“That the Board direct staff to further investigate the veterinary drug and medicated feed regulation and licencing requirements.”

ATTACHMENTS:

None



Regional District of Bulkley-Nechako Board Meeting

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: March 23, 2023
Subject: Five Year Financial Plan

RECOMMENDATION: (all/directors/majority)

That the Board give the Five-Year Financial Plan Bylaw No. 1994, 2023 third reading, as amended, and adoption this 23rd day of March, 2023.

BACKGROUND

Discussion

- The overall impact of the proposed budget will be an increase in property taxation of 3.3% for the average rural property owner and 3.7% for the average municipal property owner. This amount will vary from property to property depending on the different minor services for which that property is a part.
- The total requisition for the Regional District is increasing by 9.5%.
- The tax rates for the Regional District are dropping by 7.3% for the rural taxpayers and by 6.8% for municipal tax payers.

There have been no significant changes to the budget since the March 9th budget presentation at the committee meeting. There have been minor changes to the Fort St. James Rural Fire Service, the Luck Bay Rural Fire Service, the Gerow Island Street Lighting Service, and Area "B" Grant in Aid Service. These changes have been reviewed with the Electoral Area Directors that are involved in these services.

The Summary of Capital Items for major services from the February 23rd board meeting has been brought forward and is attached to this memo. In addition, a summary of the minor service capital amounts for 2023 are also included to bring the total capital budget to \$3,527,312 as described in the Five-Year Financial Plan Bylaw. A breakout of the capital projects for Environmental Services under \$100,000 is also included.

Table – Capital Items

MAJOR SERVICE	Item	Budget	Status	Actual	Variance	Budget
		2022		2022	2022	2023
General Government	Vehicle	\$ 50,000	Complete	\$ 42,943	\$ 7,057	
General Government	Climate Control and HVAC System					\$ 300,000
911	Southside Fire Equipment	\$ 100,000	In Progress	\$ 65,270	\$ 34,730	\$ 34,730
Emergency Services	Electoral Area Fire Equipment					\$ 500,000
SUBTOTAL		\$ 150,000		\$ 108,213	\$ 41,787	\$ 834,730
ENVIRONMENTAL SERVICES						
KLF	Phase 3B/C completion	\$ 300,000	Complete	\$ 538,000	\$ (238,000)	
KLF	Recycle Depot					\$ 235,000
CLF	Clearview Expansion					\$ 150,000
HAUL	New Walking Floor Trailer	\$ 175,000	Complete	\$ 179,000	\$ (4,000)	
HAUL	Roll-off Truck	\$ 150,000	Complete	\$ 121,000	\$ 29,000	
FIELD	Air Curtain Burner	\$ 100,000	Complete	\$ 83,000	\$ 17,000	
FIELD	Mini Excavator = 2 skid steers	\$ 100,000	Complete	\$ 91,000	\$ 9,000	
OTHER	Various Projects under \$100,000	\$ 360,000	Complete	\$ 288,600	\$ 71,400	
VTS	Lean-to for big trucks	\$ 100,000	Cancelled	\$ -	\$ 100,000	
OTHER	Various Projects under \$100,000	\$ 220,000	Cancelled	\$ 2,100	\$ 217,900	
KLF	Perimeter Fence	\$ 125,000	Deferred to 2023	\$ -	\$ 125,000	\$ 100,000
KLF	Lagoon Hydro	\$ 170,000	Deferred to 2023	\$ -	\$ 170,000	\$ 275,000
BLTS	Lean-to for big trucks	\$ 100,000	Deferred	\$ 8,000	\$ 92,000	
BLTS	Skid steer					\$ 110,000
FLTS	Recycle Depot					\$ 120,000
OTHER	Various Projects under \$100,000	\$ 385,000	Deferred to 2023	\$ 43,000	\$ 342,000	\$ 649,000
SUBTOTAL		\$ 2,285,000		\$ 1,353,700	\$ 931,300	\$ 1,639,000
MINOR SERVICE						
Building Inspection	Vehicle					\$ 50,000
Fort Fraser Sewer	Sewer Upgrades					\$ 162,000
Fort Fraser Fire	Fire Truck					\$ 336,750
Luck Bay Fire	Fire Station Improvements					\$ 14,204
Bulkley Valley Pool	Filter Upgrades + Other Pool Capital					\$ 175,000
Bulkley Valley Parks	Highway 16 Bike Trail / Park Improvements					\$ 255,628
Lakes District Parks	Park Improvements					\$ 60,000
SUBTOTAL						\$ 1,053,582
GRAND TOTAL						
						\$ 3,527,312

Attachments:

Environmental Services projects under \$100,000

Table 1 – Tax rates for Major Services

Draft requisitions for each jurisdiction

Bylaw 1994 – Five Year Financial Plan 2023

A Summary of the schedule of Bylaw 1994 for 2023

For Information Only	
Environmental Services	
Projects Under \$100,000	
Unified Security Camera System	\$ 50,000
Unified Sign System	\$ 40,000
Unified Master Lock and Key System	\$ 15,000
Landfill Site Reusable Cover Mat	\$ 30,000
Granisle - Recycling Storage	\$ 22,000
Vanderhoof - Workshop/Storage Expansion	\$ 15,000
Vanderhoof Floor resurfacing	\$ 80,000
Southside Recycling Storage	\$ 22,000
Smithers - Fencing	\$ 30,000
Smithers Recycling Depot Expansion	\$ 60,000
Trailer - Walking Floor Replacement	\$ 50,000
Lowbed Jeep	\$ 60,000
M21 Excavator Major Servicing and Repairs	\$ 25,000
Site Yard Lighting Upgrades	\$ 25,000
Manlift	\$ 50,000
Unified Diversion Infrastructure Engineering	\$ 75,000
	\$649,000

RDBN - 2023 Budget
Projected Tax Rates for Regional Services
TABLE 1

Dept	Service	Taxation			Tax on a \$100,000 Residential Property					
		2023 Tax	2022 Tax	Increase (Decrease)	Rural Taxpayers			Municipal Taxpayers		
					2023	2022	Increase (Decrease)	2023	2022	Increase (Decrease)
Region-Wide Services										
1201	General Government	985,290	936,658	48,632	11.03	12.08	(1.04)	11.03	12.08	(1.04)
2500	Regional Economic Development	329,050	385,173	(56,123)	3.69	4.97	(1.28)	3.69	4.97	(1.28)
4101	Electoral Area Planning	288,694	309,430	(20,736)	3.83	4.76	(0.93)	2.55	3.17	(0.62)
4301	Development Services	281,989	327,410	(45,421)	3.16	4.22	(1.06)	3.16	4.22	(1.06)
5101	Environmental Services	4,349,787	3,788,323	561,464	48.72	48.85	(0.13)	48.72	48.85	(0.13)
7501	9-1-1 Service	388,849	432,574	(43,725)	4.35	5.58	(1.22)	4.35	5.58	(1.22)
Total Region-Wide Services		6,623,658	6,179,568	395,459	74.77	80.45	(5.67)	73.50	78.86	(5.36)
Regional Rural Services										
1101	Rural Government	356,092	334,083	22,009	7.44	8.33	(0.89)			
5901	Weed Control	31,002	4,351	26,651	0.65	0.11	0.54			
7601	Emergency Preparedness	421,381	403,039	18,342	8.81	10.05	(1.24)			
Total Rural-Wide Services		808,475	741,473	67,002	16.90	18.49	(1.59)			
TOTAL		7,432,133	6,921,041	462,461	91.67	98.94	(7.27)	73.50	78.86	(5.36)

Major Services Requisition Change

Tax Rate \$\$/\$1000 Assessment	0.917	0.989	(0.073)	0.735	0.789	(0.054)
Tax amount increase for a \$200,000 Assessment		-\$ 14.53	-7.3%		-\$ 10.73	-6.8%

**REQUISITION AMOUNTS SUMMARY
ALL SERVICES**

	2023 Requisition Draft	2022 Requisition Actual	Increase in Requisition
Municipalities			
District of Houston	427,454	418,237	2.2%
Town of Smithers	1,936,477	1,777,792	8.9%
Village of Burns Lake	395,206	380,242	3.9%
District of Fort St. James	407,734	387,812	5.1%
Village of Fraser Lake	176,006	171,231	2.8%
Village of Granisle	20,407	19,929	2.4%
Village of Telkwa	261,336	258,649	1.0%
District of Vanderhoof	712,850	700,544	1.8%
	4,337,470	4,114,436	5%
Electoral Areas			
Electoral Area "A"	1,736,485	1,564,274	11.0%
Electoral Area "B"	763,807	717,842	6.4%
Electoral Area "C"	707,714	691,653	2.3%
Electoral Area "D"	495,660	427,889	15.8%
Electoral Area "E"	542,885	463,696	17.1%
Electoral Area "F"	1,375,629	1,267,091	8.6%
Electoral Area "G"	339,192	282,339	20.1%
	5,961,372	5,414,784	10%
Other Taxes			
Specified Areas	18,006	19,371	-7.0%
Service Areas -Taxation on Land & Improvements	1,758,204	1,441,323	22.0%
Service Areas -Taxation on Improvements Only	285,525	267,455	6.8%
Defined Areas	219,276	214,431	2.3%
	2,281,011	1,942,580	17.4%
Parcel Taxes			
Parcel	33,385	31,712	5.3%
Frontage	106,602	108,670	-1.9%
	139,987	140,382	-0.3%
TOTAL REQUISITION	12,719,840	11,612,182	9.5%
TOTAL REQUISITION INCREASE AFTER NON MARKET ADJUSTMENT	12,719,840	11,989,578	6.1%

District of Houston

		2023	2022
		Requisition	Requisition
		Draft	Actual
Taxation on Land & Improvements:			
Revised 2022 Hospital Converted Total - 100%			
General Government	General Government	58,151	58,472
Regional Economic Development	Bylaw 1652, 2012	19,420	24,045
Development Services	General Government	16,643	20,439
Waste Disposal	Bylaw 1726, 2015	256,722	236,490
Television Rebroadcasting	Bylaw, 630, 1990	6,859	7,052
Regional Recreation	Bylaw 1979, 2022	14,723	
Revised 2022 Hospital Converted Total - 66%			
Planning and Zoning	SLP - No. 1	13,438	15,349
		385,956	361,847
Taxation on Improvements only:			
Revised 2022 Hospital Converted Improvements- 100%			
9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	25,628	30,469
Regional Parks & Trails	Bylaw 1928, 2021	0	14,773
		25,628	45,242
Taxation on Population			
Regional Public Transit	Bylaw 1790, 2017	15,870	11,148
		15,870	11,148
Total		427,454	418,237

Town of Smithers

		2023	2022
		Requisition	Requisition
		Draft	Actual
Taxation on Land & Improvements:			
Revised 2022 Hospital Converted Total - 100%			
General Government	General Government	173,248	168,263
Regional Economic Development	Bylaw 1652, 2012	57,859	69,194
Development Services	General Government	49,583	58,817
Waste Disposal	Bylaw 1726, 2015	764,843	680,541
Smithers Victim Services	Bylaw 1776, 2016	21,865	18,156
Bulkley Valley Regional Pool	Bylaw 1350,2005	633,307	590,220
Television Rebroadcasting	Bylaw, 630, 1990	20,435	20,296
Regional Recreation	Bylaw 1976, 2022	26,746	
Revised 2022 Hospital Converted Total - 66%			
Planning and Zoning	SLP - No. 1	40,037	44,169
		1,787,923	1,649,656
Taxation on Improvements only:			
Revised 2022 Hospital Converted Total - 100%			
9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	63,041	70,793
Regional Parks & Trails	Bylaw 1927, 2021	57,550	37,701
		120,591	108,494
Taxation on Population			
Regional Public Transit	Bylaw 1790, 2017	27,963	19,642
		27,963	19,642
Total		1,936,477	1,777,792

Village of Burns Lake**Taxation on Land & Improvements:****Revised 2022 Hospital Converted Total - 100%**

		2023 Requisition Draft	2022 Requisition Actual
General Government	General Government	28,673	27,907
Nechako Watershed/Fraser Basin Council	General Government	99	219
Regional Economic Development	Bylaw 1652, 2012	9,576	11,476
Development Services	General Government	8,206	9,755
Waste Disposal	Bylaw 1726, 2015	126,582	112,872
Gowan Loop Street Lighting	Bylaw 1983, 2022	1,772	
Regional Recreation	Bylaw 1977, 2022	4,303	

Revised 2022 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	6,626	7,326
		<u>185,837</u>	<u>169,555</u>

Taxation on Improvements only:**Revised 2022 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	12,866	14,671
Burns Lake & Area Victim Services	Bylaw 1682,2013	7,396	7,778
Lakes District Airport	Bylaw 1751,2015	19,535	22,786
Burns Lake Tom Forsyth Arena Grant	Bylaw 1609,2012	81,412	81,275
Lakes District Arts & Culture	Bylaw 1831,2018	61,289	63,527
Burns Lake & Area TV Rebroadcast	Bylaw 982,1997	6,567	6,880
Regional Parks & Trails	Bylaw 1929, 2021	11,678	7,711
		<u>200,743</u>	<u>204,628</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	8,626	6,059
		<u>8,626</u>	<u>6,059</u>

Total

395,206	380,242
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District of Fort St. James**Taxation on Land & Improvements:****Revised 2022 Hospital Converted Total - 100%**

		2023 Requisition Draft	2022 Requisition Actual
General Government	General Government	40,063	39,240
Nechako Watershed/Fraser Basin Council	General Government	138	308
Regional Economic Development	Bylaw 1652, 2012	13,379	16,137
Development Services	General Government	11,466	13,717
Waste Disposal	Bylaw 1726, 2015	176,865	158,713
Fort St. James Seniors Helping Seniors	Bylaw 1750,2016	23,589	23,697
Television Rebroadcasting	Bylaw 1765,2016	95,762	95,619
Regional Recreation	Bylaw 1978, 2022	17,160	

Revised 2022 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	9,258	10,301
		<u>387,680</u>	<u>357,732</u>

Taxation on Improvements only:**Revised 2022 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	18,613	21,181
Regional Parks & Trails	Bylaw 1930, 2021	0	7,887
		<u>18,613</u>	<u>29,068</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	1,441	1,012
		<u>1,441</u>	<u>1,012</u>

Total

407,734	387,812
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Village of Fraser Lake**Taxation on Land & Improvements:****Revised 2022 Hospital Converted Total - 100%**

		2023 Requisition Draft	2022 Requisition Actual
General Government	General Government	23,283	22,995
Nechako Watershed/Fraser Basin Council	General Government	80	181
Regional Economic Development	Bylaw 1652, 2012	7,776	9,456
Development Services	General Government	6,664	8,038
Waste Disposal	Bylaw 1726, 2015	102,789	93,005
Television Rebroadcasting	Bylaw 1855, 2019	13,488	15,339

Revised 2022 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	5,381	6,036
		<u>159,461</u>	<u>155,050</u>

Taxation on Improvements only:**Revised 2022 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	11,527	12,657
		<u>11,527</u>	<u>12,657</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	5,018	3,524
		<u>5,018</u>	<u>3,524</u>

Total

		<u>176,006</u>	<u>171,231</u>
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Village of Granisle**Taxation on Land & Improvements:****Revised 2022 Hospital Converted Total - 100%**

		2023 Requisition Draft	2022 Requisition Actual
General Government	General Government	2,920	2,926
Regional Economic Development	Bylaw 1652, 2012	975	1,203
Development Services	General Government	836	1,023
Waste Disposal	Bylaw 1726, 2015	12,892	11,833
Regional Recreation		739	

Revised 2022 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	675	768
		<u>19,037</u>	<u>17,753</u>

Taxation on Improvements only:**Revised 2022 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	1,020	1,191
Regional Parks & Trails	Bylaw 1928, 2021	0	739
		<u>1,020</u>	<u>1,930</u>

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	350	246
		<u>350</u>	<u>246</u>

Total

		<u>20,407</u>	<u>19,929</u>
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Village of Telkwa**Taxation on Land & Improvements:****Revised 2022 Hospital Converted Total - 100%**

		2023 Requisition Draft	2022 Requisition Actual
General Government	General Government	27,823	28,506
Regional Economic Development	Bylaw 1652, 2012	9,292	11,722
Development Services	General Government	7,963	9,964
Waste Disposal	Bylaw 1726, 2015	122,830	115,294
Smithers Victim Services	Bylaw 1776,2016	3,511	3,076
Bulkley Valley Regional Pool	Bylaw 1350,2005	61,023	59,996
Houston/Smithers TV Rebroadcasting	Bylaw 1818,2018	3,282	3,438

Revised 2022 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	6,430	7,483
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Taxation on Improvements only:**Revised 2022 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	11,517	13,787
		11,517	13,787

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	7,664	5,383
		7,664	5,383

Total

		261,336	258,649
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District of Vanderhoof**Taxation on Land & Improvements:****Revised 2022 Hospital Converted Total - 100%**

		2023 Requisition Draft	2022 Requisition Actual
General Government	General Government	103,226	104,082
Nechako Watershed/Fraser Basin Council	General Government	356	817
Regional Economic Development	Bylaw 1652, 2012	34,474	42,801
Development Services	General Government	29,543	36,382
Waste Disposal	Bylaw 1726, 2015	455,717	420,963

Revised 2022 Hospital Converted Total - 66%

Planning and Zoning	SLP - No. 1	23,855	27,321
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Taxation on Improvements only:**Revised 2022 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	43,082	52,305
		43,082	52,305

Taxation on Population

Regional Public Transit	Bylaw 1790, 2017	22,597	15,873
		22,597	15,873

Total

		712,850	700,544
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ELECTORAL AREAS**Electoral Area "A"****Taxation on Land & Improvements:**

	2023 Requisition Draft	2022 Requisition Actual
Rural Government Services (1101)	104,884	100,424
Area A Grant in Aid (1131)	0	10,000
General Government (1201)	155,490	145,568
Regional Economic Development (2500)	51,928	59,861
Planning and Zoning (4101)	53,899	57,319
Development Services (4301)	44,500	50,882
Building Numbering (4401)	2,273	1,631
Unsightly Premises Regulatory Control (4501)	8,923	8,695
Waste Disposal (5101)	686,444	588,751
Weed Control (5901)	9,131	1,308
Emergency Preparedness Planning (7601)	124,114	121,152
Smithers Victim Services	19,624	15,707
Bulkley Valley Regional Pool and Rec Centre (10101)	341,035	306,367
Regional Recreation (10912)	24,004	
	<u>1,626,249</u>	<u>1,467,665</u>

Taxation on Improvements Only:

Area "A" Economic Development (2401)	0	0
9-1-1 Emergency Telephone Response (7501)	58,585	63,993
Smithers Para-Transit (8201)	0	0
Regional Parks & Trails (10902)	51,651	32,616
	<u>110,236</u>	<u>96,609</u>

1,736,485	1,564,274
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ELECTORAL AREAS**Electoral Area "B"****Taxation on Land & Improvements:**

	2023 Requisition Draft	2022 Requisition Actual
Rural Government Services (1101)	31,714	30,726
Area B Grant In Aid (1132)	5,000	0
General Government (1201)	47,016	44,538
Nechako Watershed/Fraser Basin Council (1206)	162	350
Regional Economic Development (2500)	15,702	18,315
Planning and Zoning (4101)	16,298	17,537
Development Services (4301)	13,456	15,568
Building Numbering (4401)	688	499
Unsightly Premises Regulatory Control (4501)	2,698	2,661
Waste Disposal (5101)	207,565	180,134
Weed Control (5901)	2,761	400
Emergency Preparedness Planning (7601)	37,529	37,068
Regional Recreation (10914)	7,056	
	<u>387,646</u>	<u>347,795</u>

Taxation on Improvements Only:

Electoral Area 'B' Economic Development (2402)	81,200	76,364
9-1-1 Service (7501)	18,473	20,720
Burns Lake & Area Victim Services (7701)	2,465	2,593
Lakes District Airport (8101)	28,049	32,180
Burns Lake Tom Forsyth Arena Grant (10202)	116,897	114,785
Lakes District Arts & Culture (10303)	100,499	101,384
Burns Lake & Area TV Rebroadcast (10504)	9,429	9,716
Regional Parks & Trails (10904)	19,149	12,305
	<u>376,161</u>	<u>370,047</u>

763,807	717,842
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	2023 Requisition Draft	2022 Requisition Actual
Electoral Area "C" Complete		
Taxation on Land & Improvements:		
Rural Government Services (1101)	52,899	54,876
Area C Grant in Aid (1133)	0	0
General Government (1201)	78,423	79,545
Nechako Watershed/Fraser Basin Council (1206)	271	624
Regional Economic Development (2500)	26,191	32,710
Planning and Zoning (4101)	27,184	31,321
Development Services (4301)	22,444	27,805
Building Numbering (4401)	1,147	892
Unsightly Premises Regulatory Control (4501)	4,501	4,752
Waste Disposal (5101)	346,215	321,719
Weed Control (5901)	4,605	715
Emergency Preparedness Planning (7601)	62,598	66,203
Fort Saint James Library (10603)	17,156	17,150
Regional Recreation (10915)	33,590	0
	<u>677,225</u>	<u>638,312</u>
Taxation on Improvements Only:		
Area "C" Economic Development (2403)		
9-1-1 Emergency Telephone. Response (7501)	30,490	37,355
Regional Parks & Trails (10905)	0	15,986
	<u>30,489</u>	<u>53,341</u>
	<u>707,714</u>	<u>691,653</u>

ELECTORAL AREAS

	2023	2022
	Requisition	Requisition
	Draft	Actual
Electoral Area "D" Complete		
Taxation on Land & Improvements:		
Rural Government Services (1101)	35,666	31,923
Area D Grant in Aid (1134)	4,620	0
General Government (1201)	52,874	46,273
Nechako Watershed/Fraser Basin Council (1206)	182	364
Regional Economic Development (2500)	17,658	19,029
Planning and Zoning (4101)	18,328	18,220
Development Services (4301)	15,132	16,174
Building Numbering (4401)	773	519
Unsightly Premises Regulatory Control (4501)	3,035	2,764
Waste Disposal (5101)	233,424	187,152
Weed Control (5901)	3,105	415
Emergency Preparedness Planning (7601)	42,205	38,512
Television Rebroadcasting (10502)	30,631	30,867
	<hr/> 457,633	<hr/> 392,211
Taxation on Improvements Only:		
Area "D" Economic Development (2404)	0	0
9-1-1 Emergency Telephone. Response (7501)	19,448	19,638
Fraser Lake Library (10602) 755	18,579	16,040
	<hr/> 38,027	<hr/> 35,678
	<hr/> 495,660	<hr/> 427,889

ELECTORAL AREAS**Electoral Area "E"****Taxation on Land & Improvements:**

	2023 Requisition Draft	2022 Requisition Actual
Rural Government Services (1101)	30,207	26,572
Area E Grant in Aid (1135)	6,869	7,888
General Government Services (1201)	44,782	38,517
Nechako Watershed/Fraser Basin Council (1206)	154	302
Regional Economic Development (2500)	14,956	15,839
Planning and Zoning (4101)	15,523	15,166
Development Services (4301)	12,817	13,464
Building Numbering (4401)	655	432
Waste Disposal (5101)	197,701	155,784
Weed Control (5901)	2,630	346
Emergency Prep Planning (7601)	35,746	32,057
Regional Recreation (10914)	6,720	

	368,760	306,367
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Taxation on Improvements Only:

Area "E" Economic Development (2405)	9,861	9,044
9-1-1 Emergency Telephone. Response (7501)	15,794	15,675
Burns Lake & Area Victim Services (7701)	2,465	2,593
Lakes District Airport (8101)	23,981	24,345
Lakes District Arts & Culture (10303)	95,723	87,679
Burns Lake & Area TV Rebroadcast (10504)	8,062	7,351
Regional Parks & Trails (10904)	18,239	10,642

	174,125	157,329
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	542,885	463,696
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ELECTORAL AREAS**Electoral Area "F"****Taxation on Land & Improvements:**

	2023 Requisition Draft	2022 Requisition Actual
Rural Government Services (1101)	74,312	66,730
Area F Grant in Aid (1136)	0	63,496
General Government (1201)	110,167	96,727
Nechako Watershed/Fraser Basin Council (1206)	380	759
Regional Economic Development (2500)	36,792	39,776
Planning and Zoning (4101)	38,189	38,086
Development Services (4301)	31,530	33,811
Building Numbering (4401)	1,611	1,085
Unightly Premises Regulatory Control (4501)	6,323	5,778
Waste Disposal (5101)	486,357	391,213
Weed Control (5901)	6,470	869
Emergency Preparedness Planning (7601)	87,937	80,503

	880,068	818,833
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Taxation on Improvements Only:

Area "F" Economic Development (2406)	0	0
9-1-1 Emergency Telephone. Response (7501)	42,110	42,355
Vanderhoof Pool (10102)	453,451	405,903

	495,561	448,258
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	1,375,629	1,267,091
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Electoral Area "G" Complete	2023 Requisition Draft	2022 Requisition Actual
Taxation on Land & Improvements:		
Rural Government Services (1101)	26,409	22,833
Area G Grant in Aid (1137)	0	0
General Government (1201)	39,151	33,097
Regional Economic Development (2500)	13,075	13,610
Planning and Zoning (4101)	13,572	13,031
Development Services (4301)	11,205	11,569
Building Numbering (4401)	573	372
Unightly Premises Regulatory Control (4501)	2,247	1,977
Waste Disposal (5101)	172,842	133,860
Weed Control (5901)	2,299	298
Emergency Preparedness Planning (7601)	31,251	27,545
Regional Recreation (10913)	9,913	0
	<u>322,537</u>	<u>258,192</u>
Taxation on Improvements Only:		
Area "G" Economic Development (2407)		
9-1-1 Emergency Telephone. Response (7501)	16,655	15,785
Regional Parks & Trails (10901)	0	8,362
	<u>16,655</u>	<u>24,147</u>
	<u><u>339,192</u></u>	<u><u>282,339</u></u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1994

**Being a bylaw to adopt the Financial Plan
for the years 2023 to 2027**

The Regional District of Bulkley-Nechako in open meeting assembled ENACTED as follows:

1. Schedule "A", attached hereto and made part of this bylaw, is the Financial Plan for the Regional District of Bulkley-Nechako for the years 2023 through 2027.
2. This bylaw may be cited as "Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 1994, 2023".

READ A FIRST TIME this 23rd day of February, 2023

READ A SECOND TIME this 23rd day of February, 2023

READ A THIRD TIME AS AMENDED this ____ day of _____, 2023

ADOPTED this ____ day of _____, 2023

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1994 as adopted.

Corporate Administrator

Regional District of Bulkley-Nechako
2023 to 2027 Financial Plan - Bylaw No. 1994 Schedule A
Five Year Plan

Service	2023-2027 Reserves					TRANSFERS From/(To) 2023-2027					2023-2027 Equity NON CASH					2023-2027 Total				
	Reserve Funds	Reserve Funds	Reserve Funds	Reserve Funds	Reserve Funds	Surplus of Prior Year	Surplus of Prior Year	Surplus of Prior Year	Surplus of Prior Year	Surplus of Prior Year	2023 CASH	2024 CASH	2025 CASH	2026 CASH	2027 CASH	2023 Total	2024 Total	2025 Total	2026 Total	2027 Total
1101 Rural Government Services	100,000	90,000	90,000	(150,000)	(210,000)	0	0	0	0	0	0	0	0	0	100,000	90,000	90,000	(150,000)	(210,000)	
1131 Area "A" Grant in Aid						63,823	0	0	0	0						63,823	0	0	0	0
1132 Area "B" Grant in Aid						22,778	0	0	0	0						22,778	0	0	0	0
1133 Area "C" Grant in Aid						25,211	0	0	0	0						25,211	0	0	0	0
1134 Area "D" Grant in Aid						23,688	0	0	0	0						23,688	0	0	0	0
1135 Area "E" Grant in Aid						17,677	0	0	0	0						17,677	0	0	0	0
1136 Area "F" Grant in Aid						39,736	0	0	0	0						39,736	0	0	0	0
1137 Area "G" Grant in Aid						13,419	0	0	0	0						13,419	0	0	0	0
1200 General Government Services	62,082	(175,000)	(175,000)	(175,000)	(125,000)	505,610	0	0	0	0	145,000	145,000	145,000	145,000	145,000	712,692	(30,000)	(30,000)	(30,000)	20,000
1206 Nechako Watershed/Fraser Basin Council						7,010	0	0	0	0						7,010	0	0	0	0
1301 Feasibility Studies						37,079	0	0	0	0						37,079	0	0	0	0
1501 Local Community of Fort Fraser						8,321	5,000	5,500	6,000	0						8,321	5,000	5,500	6,000	0
1701 Chinook Community Forest						4,429	0	0	0	0						4,429	0	0	0	0
2401 Area "A" Economic Development						9,500	0	0	0	0						9,500	0	0	0	0
2402 Area "B" Economic Development						0	0	0	0	0						0	0	0	0	0
2403 Area "C" Economic Development						878	0	0	0	0						878	0	0	0	0
2404 Area "D" Economic Development						913	0	0	0	0						913	0	0	0	0
2405 Area "E" Economic Development						9,888	0	0	0	0						9,888	0	0	0	0
2406 Area "F" Economic Development						2,274	0	0	0	0						2,274	0	0	0	0
2407 Area "G" Economic Development						0	0	0	0	0						0	0	0	0	0
2500 Regional Economic Development	50,000					58,186	0	0	0	0						108,186	0	0	0	0
3101 Member Fiscal Services						0	0	0	0	0						0	0	0	0	0
4101 Planning						0	0	0	0	0						0	0	0	0	0
4201 Building Inspection	(10,000)	(10,000)	55,000	(10,000)	(10,000)	60,000	0	0	0	0	5,500	5,500	5,500	5,500	5,500	55,500	(4,500)	60,500	(4,500)	(4,500)
4301 Development Services						986	0	0	0	0						986	0	0	0	0
4401 Building Numbering Extended Service						0	0	0	0	0						0	0	0	0	0
4501 Unlawful Premises Regulatory Control						7,777	0	0	0	0						7,777	0	0	0	0
4601 Bylaw Enforcement	(10,500)	(10,500)	(10,500)	44,500	(10,500)	1,400,000	0	0	0	0	6,000	6,000	6,000	6,000	6,000	(4,500)	(4,500)	50,500	(4,500)	
5101 Environmental Services	0	0	0	0	0	0	0	0	0	0	870,000	870,000	870,000	870,000	870,000	2,270,000	870,000	870,000	870,000	870,000
5901 Invasive Plant Control						0	0	0	0	0						0	0	0	0	0
5902 Lake Kathryn Aquatic Weed Harvesting						14	0	0	0	0						14	0	0	0	0
5903 Glacier Gulch Water Diversion						2,301	0	0	0	0						2,301	0	0	0	0
6101 Ft. Fraser Sewer System	101,900	(60,100)	(60,100)	(60,100)	(60,100)	26,506	0	0	0	0	13,650	13,650	13,650	13,650	13,650	142,056	(46,450)	(46,450)	(46,450)	(46,450)
6201 Ft. Fraser Water System	(85,150)	(50,150)	(50,150)	(50,150)	(50,150)	41,043	0	0	0	0	95,000	95,000	95,000	95,000	95,000	50,893	44,850	44,850	44,850	44,850
6401 Pump & Haul Sewer Disposal	0	(550)	(550)	(3,363)	(3,363)	0	0	0	0	0						0	(550)	(550)	(3,363)	(3,363)
6402 Liquid Waste Disposal						10,459	0	0	0	0						10,459	0	0	0	0
7101 Ft. Fraser Fire Protection	282,143	(25,000)	(25,000)	(25,000)	(25,000)	38,937	0	0	0	0	21,000	21,000	21,000	21,000	21,000	342,080	(4,000)	(4,000)	(4,000)	(4,000)
7102 Southside Rural Fire Protection	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	8,496	0	0	0	0	35,400	35,400	35,400	35,400	35,400	28,896	20,400	20,400	20,400	20,400
7103 Topley Rural Fire Protection	(7,500)	(5,900)	(5,900)	(5,900)	(5,900)	1,766	0	0	0	0	32,170	32,170	32,170	32,170	32,170	26,436	26,270	26,270	26,270	26,270
7104 Cluculuz Lake Emergency Response	0	(1,946)	(1,946)	(1,946)	(1,946)	10,728	0	0	0	0	40,000	40,000	40,000	40,000	40,000	50,728	38,054	38,054	38,054	38,054
7201 Burns Lake Rural Fire Protection						1,375	0	0	0	0						1,375	0	0	0	0
7202 Ft. St. James Rural Fire Protection	0					873	0	0	0	0						873	0	0	0	0
7203 Houston Rural Fire Protection						0	0	0	0	0						0	0	0	0	0
7204 Luck Bay Rural Fire Protection	24,204	(5,000)	(5,000)	(5,000)	(15,000)	0	0	0	0	0	9,000	9,000	9,000	9,000	9,000	33,204	4,000	4,000	4,000	(6,000)
7205 Smithers Rural Fire Protection	20,000	0	0	0	0	0	0	0	0	0						20,000	0	0	0	0
7206 Telkwa Rural Fire Protection	0	0	0	0	0	0	0	0	0	0						0	0	0	0	0
7207 Vanderhoof Rural Fire Protection						0	0	0	0	0						0	0	0	0	0
7208 Round Lake Fire Protection	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	0	0	0	0	0	7,500	7,500	7,500	7,500	7,500	6,000	6,000	6,000	6,000	6,000
7501 1-1 Services	0	0	0	0	0	34,730	0	0	0	0	4,500	4,500	4,500	4,500	4,500	39,230	4,500	4,500	4,500	4,500
7601 Emergency Preparedness Planning	633,000	0	0	0	0	0	0	0	0	0	34,730	34,730	34,730	34,730	34,730	667,730	34,730	34,730	34,730	34,730
7701 Burns Lake & Area Victim Services						1,171	0	0	0	0						1,171	0	0	0	0
7702 Smithers Victim Services						103	0	0	0	0						103	0	0	0	0
8101 Lakes District Airport	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	82,945	0	0	0	0						72,945	(10,000)	(10,000)	(10,000)	(10,000)
8202 FSJ Seniors Helping Seniors Transportation Service						0	0	0	0	0						0	0	0	0	0
8203 Regional Transit Service	0	0	0	0	0	35,506	0	0	0	0						35,506	0	0	0	0
9101 Dickson Lake Street Lighting						254	0	0	0	0						254	0	0	0	0
9102 Endako Street Lighting						348	0	0	0	0						348	0	0	0	0
9103 Ft. Fraser Street Lighting						1,013	0	0	0	0						1,013	0	0	0	0
9104 Gerow Island Street Lighting	15,000					409	0	0	0	0						15,409	0	0	0	0
9106 Colony Point Street Lighting						575	0	0	0	0						575	0	0	0	0
9107 Laidlaw Street Lighting						75	0	0	0	0						75	0	0	0	0
9108 Gowan Loop Street Lighting						0	0	0	0	0						0	0	0	0	0
10101 Bulkley Valley Regional Pool and Rec. Centre	(76,275)	(100,600)	(100,600)	(100,600)	(100,600)	30,675	0	0	0	0	160,000	160,000	160,000	160,000	160,000	114,400	59,400	59,400	59,400	59,400
10102 Vanderhoof Pool	(5,000)	(15,000)	(15,001)	(15,002)	(15,003)	0	0	0	0	0						(5,000)	(15,000)	(15,001)	(15,002)	(15,003)
10201 Ft. St. James Arena Grant						1	0	0	0	0						1	0	0	0	0
10202 Burns Lake Arena						8,229	0	0	0	0						8,229	0	0	0	0
10301 Smithers Rural Recreation/Culture						0	0	0	0	0						0	0	0	0	0
10302 Vanderhoof Recreation & Culture						0	0	0	0	0						0	0	0	0	0
10303 Lakes District Recreation and Culture	(200)	(200)	(200)	(200)	(200)	68,657	0	0	0	0						68,457	(200)	(200)	(200)	(200)
10401 Ft. Fraser Cemetery Grant						269	0	0	0	0										

Service	2023					2024					2025					2026					2027					2023					2024					2025					2026					2027									
	Debt Payments Int and Princ	Debt Payments Int and Princ	Debt Payments Int and Princ	Debt Payments Int and Princ	Debt Payments Int and Princ	Capital Expenditures	Capital Expenditures	Capital Expenditures	Capital Expenditures	Capital Expenditures	Amortization Non-Cash Expense	Amortization Non-Cash Expense	Amortization Non-Cash Expense	Amortization Non-Cash Expense	Amortization Non-Cash Expense	Other Expenses	Other Expenses	Other Expenses	Other Expenses	Other Expenses	Debt of Prior Year	Debt of Prior Year	Debt of Prior Year	Debt of Prior Year	Debt of Prior Year	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures	Total Expenditures																				
1101 Rural Government Services																																																							
1131 Area "C" Grant in Aid																																																							
1132 Area "D" Grant in Aid																																																							
1133 Area "E" Grant in Aid																																																							
1134 Area "F" Grant in Aid																																																							
1135 Area "G" Grant in Aid																																																							
1136 Area "H" Grant in Aid																																																							
1137 Area "I" Grant in Aid																																																							
1200 General Government Services						300,000																																																	
1206 Nechako Watershed Fraser Basin Council																																																							
1201 Feasibility Studies																																																							
1501 Local Community of Fort Fraser																																																							
1701 Citizens Community Forest																																																							
2401 Area "A" Economic Development																																																							
2402 Area "B" Economic Development																																																							
2403 Area "C" Economic Development																																																							
2404 Area "D" Economic Development																																																							
2405 Area "E" Economic Development																																																							
2406 Area "F" Economic Development																																																							
2407 Area "G" Economic Development																																																							
2500 Regional Economic Development																																																							
3101 Member Fiscal Services	749,800					722,011					712,011					722,011					712,011																																		
4101 Planning																																																							
4201 Building Inspection						50,000																																																	
4301 Development Services																																																							
4401 Building Numbering Extended Service																																																							
4501 Landfill Response Regulatory Control																																																							
4601 Bylaw Enforcement																																																							
5101 Environmental Services						1,839,000					1,800,000					1,800,000					1,800,000																																		
5901 Invasive Plant Control																																																							
5902 Lake Kutlaya Aquatic Weed Harvesting																																																							
5903 Claster Creek Water Diversion																																																							
6101 Ft. Fraser Sewer System	162,000																																																						
6101 Ft. Fraser Water System																																																							
6301 Clatsat Lake - Sewerage Estates Sewer																																																							
6401 Pump & Haul Sewer Disposal																																																							
6402 Liquid Waste Disposal																																																							
7101 Ft. Fraser Fire Protection						336,750																																																	
7102 Southern Rural Fire Protection																																																							
7103 Toiyabe Rural Fire Protection	19,385					19,385					19,385					19,385					19,385																																		
7104 Clatsat Lake Emergency Response																																																							
7201 Burns Lake Rural Fire Protection																																																							
7202 Ft. St. James Rural Fire Protection																																																							
7203 Houston Rural Fire Protection																																																							
7204 Luck Bay Rural Fire Protection																																																							
7205 Smithers Rural Fire Protection	10,630					10,630					10,630					10,630					10,630																																		
7206 Telkwa Rural Fire Protection																																																							
7207 Vanderhoof Rural Fire Protection																																																							
7220 Round Lake Fire Protection																																																							
7501 9-1-1 Service		1,025				1,025					1,025																																												

Regional District of Bulkley-Nechako

2023 to 2027 Financial Plan Year One (2023) Summary

Schedule "A"

Service	2032 Financial Plan:						TRANSFERS From/(To)					EXPENDITURES:					
	Prop. Value	Parcel	Fees and	Proceeds of	Other	Total	Transfer to	Transfer from	Surplus of	Equity in	Total	Debt Pmts.	Capital	Amortization	Other	Deficit from	Total
	Taxes	Charges	Borrowing	Revenue	Funding	Reserve	Reserve	Prior Yr.	TCA's	Transfers	Int. & P'pal.	Expenditures	of TCA's	Expenses	Prior Year	Expenditures	
1101 Rural Government Services	356,092				1,036,323	1,392,414	(900,000)	1,000,000	0	100,000					1,492,414	1,492,414	
1131 Area "A" Grant in Aid	0					0			63,823	63,823					63,823	63,823	
1132 Area "B" Grant in Aid	5,000					5,000			22,778	22,778					27,778	27,778	
1133 Area "C" Grant in Aid	0					0			25,211	25,211					25,211	25,211	
1134 Area "D" Grant in Aid	4,620			5,014	9,634				23,688	23,688					33,322	33,322	
1135 Area "E" Grant in Aid	6,869			7,454	14,323				17,677	17,677					32,000	32,000	
1136 Area "F" Grant in Aid	0				0				39,736	39,736					39,736	39,736	
1137 Area "G" Grant in Aid	0				0				13,419	13,419					13,419	13,419	
1200 General Government Services	985,290			485,430	1,470,720		(175,000)	237,082	505,610	145,000	712,692	0	300,000	145,000	1,738,412	2,183,412	
1206 Nechako Watershed/Fraser Basin Council	1,822			365	2,187				7,010	7,010					9,197	9,197	
1301 Feasibility Studies	0			0	0				37,079	37,079					0	37,079	
1501 Local Community of Fort Fraser	3,966			5,000	8,966				8,321	8,321					17,286	17,286	
1701 Chinook Community Forest				15,000	15,000				4,429	4,429					19,429	19,429	
2401 Area "A" Economic Development	0				0				9,500	9,500					9,500	9,500	
2402 Area "B" Economic Development	81,200				81,200				0	0					81,200	81,200	
2403 Area "C" Economic Development					0				878	878					878	878	
2404 Area "D" Economic Development	0				0				913	913					913	913	
2405 Area "E" Economic Development	9,861			10,701	20,562				9,888	9,888					30,450	30,450	
2406 Area "F" Economic Development					0				2,274	2,274					2,274	2,274	
2407 Area "G" Economic Development					0				0	0					0	0	
2500 Regional Economic Development	329,050			98,149	427,199			50,000	58,186	108,186					535,385	535,385	
3101 Member Fiscal Services				749,800	749,800					0	749,800				749,800	749,800	
4101 Planning	288,694		23,000	38,240	349,935					0					349,935	349,935	
4201 Building Inspection	219,276		160,000	247,034	626,311		(10,000)		60,000	5,500	55,500	50,000	5,500		626,311	681,811	
4301 Development Services	281,989		1,400	34,226	317,615					0					317,615	317,615	
4401 Building Numbering Extended Service	7,721			1,551	9,272		0		986	986					10,257	10,257	
4501 Unsightly Premises Regulatory Control	27,729			73,563	101,292				7,777	7,777					109,068	109,068	
4601 Bylaw Enforcement	0			77,595	77,595		(10,500)			6,000	(4,500)	0	6,000		67,095	73,095	
5101 Environmental Services	4,349,787			1,694,934	6,044,721			1,400,000	870,000	2,270,000	0	1,639,000	870,000		5,805,721	8,314,721	
5901 Invasive Plant Control	31,002			6,302	37,304		0		0	0					35,225	37,304	
5902 Lake Kathryn Aquatic Weed Harvesting		8,751	750		9,501				14	14					9,515	9,515	
5903 Glacier Gulch Water Diversion		3,127	205		3,332				2,301	2,301					5,633	5,633	
6101 Ft. Fraser Sewer System		45,153	30,031		75,184		(60,100)	162,000	26,506	13,650	142,056	162,000	13,650		41,590	217,240	
6201 Ft. Fraser Water System		61,448	49,810		111,258		(85,150)		41,043	95,000	50,893	0	95,000		67,151	162,151	
6301 Cluculz Lake - Somerset Estates Sewer		10,486		4,970	15,456		0		0	0					10,700	15,456	
6401 Pump & Haul Sewer Disposal			0		0				0	0					0	0	
6402 Liquid Waste Disposal			6,000		6,000				10,459	10,459					16,459	16,459	
7101 Ft. Fraser Fire Protection	62,098		7,500		69,598		0	282,143	38,937	21,000	342,080	0	336,750	21,000	53,927	411,678	
7102 Southside Rural Fire Protection	62,570				62,570		(15,000)		8,496	35,400	28,896	0	0	35,400	56,066	91,466	
7103 Topley Rural Fire Protection	89,747				89,747		(7,500)		1,766	32,170	26,436	19,385	0	32,170	64,628	116,183	
7201 Burns Lake Rural Fire Protection	147,360				147,360				1,375	40,000	41,375	0	40,000		148,735	188,735	
7202 Ft. St. James Rural Fire Protection	210,974			0	210,974				873	873					211,847	211,847	
7203 Houston Rural Fire Protection	27,629				27,629				0	0					27,629	27,629	
7204 Luck Bay Rural Fire Protection	67,190				67,190		0	24,204	0	9,000	33,204	10,630	14,204	9,000	64,725	100,393	
7205 Smithers Rural Fire Protection	295,942				295,942			20,000	0	20,000					315,942	315,942	
7206 Telkwa Rural Fire Protection	125,871				125,871				0	0					125,871	125,871	
7207 Vanderhoof Rural Fire Protection	40,846				40,846				0	0					40,846	40,846	
7208 Round Lake Fire Protection	11,565				11,565		(1,500)		0	7,500	6,000	1,025	0	7,500	9,028	17,565	
7104 Cluculz Lake Emergency Response	23,211			0	23,211				10,728	10,728					33,939	33,939	
7501 9-1-1 Service	388,849		110,000	40,251	539,100				34,730	4,500	39,230	34,730	4,500		539,100	578,330	
7601 Emergency Preparedness Planning	421,381			1,094,747	1,516,128		0	633,000	0	34,730	667,730	500,000	34,730		1,649,128	2,183,858	
7701 Burns Lake & Area Victim Services	12,327			2,677	15,004				1,171	1,171					16,175	16,175	
7702 Smithers Victim Services	45,000			500	45,500				103	103					45,603	45,603	
8101 Lakes District Airport	71,565			27,534	99,098		(10,000)		82,945	72,945					172,043	172,043	
8202 FSJ Seniors Helping Seniors Transportation S	43,000			722	43,722				0	0					43,645	43,722	
8203 Regional Transit Service	89,529		24,000	62,500	176,029		0		35,506	35,506					211,535	211,535	
9101 Decker Lake Street Lighting		11,021	350		11,371				234	234					11,605	11,605	
9102 Endako Street Lighting	3,447		353		3,800				348	348					4,148	4,148	
9103 Ft. Fraser Street Lighting	9,986		537		10,523				1,013	1,013					11,536	11,536	
9104 Gerow Island Street Lighting	4,573				4,573			15,000	409	15,409					19,982	19,982	
9106 Colony Point Street Lighting	2,973				2,973				575	575					3,548	3,548	
9107 Laidlaw Street Lighting	1,091				1,091				75	75					1,165	1,165	
9108 Gowan Loop Street Lighting	1,772			0	1,772				0	0					1,772	1,772	
10101 Bulkley Valley Regional Pool and Rec. Centre	1,035,365			18,000	1,053,365		(76,275)		30,675	160,000	114,400	175,000	160,000		832,765	1,167,765	
10102 Vanderhoof Pool	453,451				453,451		(5,000)		0	(5,000)					448,451	448,451	
10201 Ft. St. James Arena Grant	38,062				38,062				1	1					38,063	38,063	
10202 Burns Lake Arena	214,601			2,500	217,101				8,229	8,229					225,330	225,330	
10301 Smithers Rural Recreation/Culture	590,458				590,458				0	0					590,458	590,458	
10302 Vanderhoof Recreation & Culture	97,425				97,425				0	0					97,425	97,425	
10303 Lakes District Recreation and Culture	257,511			104,668	362,179		(200)		68,657	68,457					430,636	430,636	
10401 Ft. Fraser Cemetery Grant	1,941			40	1,981				269	269					2,250	2,250	
10402 Topley Cemetery Grant	1,746				1,746				4	4					1,750	1,750	
10501 Smithers, Telkwa, Houston TV Rebroadcast	60,335			700	61,035				0	0					60,900	61,035	
10502 Fraser Lake and Area TV Rebroadcasting	44,119			35,854	79,973				5,033	5,033					85,006	85,006	
10503 Ft. St. James and Area TV Rebroadcasting	164,053			3,000	167,053				0	0					168,988	167,053	
10504 Burns Lake and Area TV Rebroadcasting	24,058			8,942	33,000		0		(0)	(0)					33,000	33,000	
10602 Fraser Lake Rural Library Grant	18,578				18,578				2,682	2,682					39,779	39,779	
10603 Fort St. James Library	17,156				17,156				31	31					17,237	17,237	
10801 Fort Fraser Community Hall	2,315			93	2,408				342	342					2,750	2,750	
10802 Braeside Community Hall	5,000				5,000				0	0					5,000	5,000	
10902 Bulkley Valley Trails	109,202			222,628	331,829			157,000	0	35,000	192,000	255,628	35,000		215,572	523,829	
10903 Houston Trails	0				0			4,050	18,844	22,894					22,894	22,894	
10904 Lakes Trails	49,066			78,882	127,948			120,000	2,029	3,000	125,029	60,000	3,000		189,977	252,977	
10905 Fort St. James Trails	0				0			3,550	21,048	24,598					24,598	24,598	
10912 Bulkley Valley Recreation	50,750				50,750				0	0					50,750	50,750	
10913 Houston Recreation	25,375				25,375				0	0					25,375	25,375	
10904 Lakes Recreation	18,079			7,296	25,375				0	0					25,375	25,375	
10915 Fort St. James Recreation	50,750				50,750				0	0					50,750	50,750	
Total for all Departments	12,579,858	139,987	413,936	0	6,321,754	19,455,535	(1,356,226)	2,708,028	2,776,632	1,517,450	5,645,884	780,840	3,527,312	1,517,450	19,249,508	26,308	25,101,419



115

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: March 23, 2023
Subject: **BC Provincial Nominee Program – Entrepreneur Immigration Regional Pilot Participation**

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

That the Board approve resuming participation in the BC Provincial Nominee Program – Entrepreneur Immigration Regional Pilot.

BACKGROUND

RDBN Electoral Areas enrolled in the BC PNP EI Regional Pilot in 2019 and participated until 2022 when participation was paused. During that time referrals were made for two nominees through the program. Both nominees were successful applicants to the Provincial program, though neither secured permanent residency for various reasons.

Electoral Areas were enrolled individually, and Rural Directors were able to select economic priorities via North American Industry Classification System (NAICS) codes. The most commonly selected codes included:

111/112 – Agriculture and Food Processing

321/339 – Wood Product and Miscellaneous Manufacturing

If resumed participation is supported, staff will follow-up with Rural Directors individually to refresh the selected NAICS codes for each Electoral Area.

The BC PNP EI Regional Pilot program enables the RDBN to make referrals for entrepreneurs proposing eligible businesses. Local government referrals for skilled worker immigration are not available at this time, though collaboration is being explored and more information may be available later this spring.

More information about the program can be found at [WelcomeBC / Immigrate to BC - WelcomeBC](#)



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: March 23, 2023
Subject: **Canada Community-Building Fund BC - Area B (Burns Lake Rural)
Gerow Island Road Street Lighting Project**

RECOMMENDATION:

(all/directors/majority)

- 1) That the Board authorize contributing up to \$15,000 of Electoral Area B (Burns Lake Rural) Canada Community-Building Fund BC allocation monies to a Local Roads Infrastructure project, and further,

(participants/weighted/majority)

- 2) That the Board authorize the withdrawal of up to \$15,000 from the Federal Gas Tax Reserve Fund.
-

BACKGROUND

Two additional streetlights are planned for installation on existing poles within the Gerow Island Street Lighting service area to improve visibility and safety.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area B allocation is \$540,238.

Director Michael Riis-Christianson is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$15,000 from Area B for this Local Roads 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: March 23, 2023
Subject: **Town of Smithers – Community Emergency Preparedness Fund
Disaster Risk Reduction – Climate Adaptation (Category 1) Application**

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

That the Board approve the Town of Smithers to apply for, receive, and manage grant funding from the Community Emergency Preparedness Fund - Disaster Risk Reduction - Climate Adaptation Grant (Category 1) on behalf of the Regional District for the Airport South Slope Monitoring Project.

BACKGROUND

In November 2022 the Board approved a resolution in support of an application by the Town of Smithers to UBCM's Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction – Climate Adaptation program for the Airport South Slope Land Use Planning and Monitoring with Equipment project.

The application was re-submitted in February 2023 and an updated supporting resolution is required.

The Town of Smithers, RDBN, and others rely on the Bulkley River and the Smithers Regional Airport lands which intersect at the riverbank that is eroding, increasing the possibility of a steep hillside above the river collapsing. The collapse of the hill would impact the river's flow, fish, and the south end of the airport's runway. The Town of Smithers would like the RDBN to participate in a joint application which would allow maximum funding of \$300,000 for Airport South Slope Monitoring project.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Christopher Walker, Emergency Program Coordinator
Date: March 23, 2023
Subject: **Union of BC Municipalities Community Emergency Preparedness Fund –
Emergency Operations Centre Application**

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

That the Board supports the submission of an application to the Union of BC Municipalities Community Emergency Preparedness Fund Emergency Operations Centre for the 2023 funding stream.

Further, the Board authorize staff and understands that if the grant is approved, the RDBN will receive and manage all grant funding, and commits to any associated ineligible costs and cost overruns.

BACKGROUND

The application deadline for the Union of BC Municipalities' (UBCM) Community Emergency Preparedness Fund (CEPF) Emergency Operations Centre (EOC) intake is March 31, 2023. Up to \$30,000 is available per local government to build local emergency response capacity through the purchase of equipment, supplies, training, and exercises.

DISCUSSION

The grant funding provides an opportunity for the RDBN to host a crisis communications workshop for RDBN Emergency Operations Centre staff, Senior Management, and other emergency management partners in the RDBN, provide funding for a discussion-based exercise on Evacuation Notice procedures, and upgrade storage of EOC equipment.

The grant application requires a resolution from the local government indicating support for the activities in the proposed project.



119

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Megan D'Arcy, Regional Agriculture Coordinator
Date: March 23, 2023
Subject: **Growing Opportunities Newsletter Update**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

Attached is Issue #16 (March 2023) of the Growing Opportunities Newsletter for your receipt.

ATTACHMENTS:

Growing Opportunities Newsletter Issue 16

GROWING OPPORTUNITIES

Bulkley-Nechako Agriculture Update



March 2023 - Issue 16

AG TEAM UPDATE

False springs aside, the days are noticeably longer, calves and lambs are arriving, and people are starting seeds. It is also the season of Annual General Meetings for many not-for-profit organizations! There are many agriculture-focused, not-for-profit organizations throughout the Regional District. They help people stay connected and informed and build community. Want to compare notes about varieties you are planting this year? Ask other producers if they have ever sold at a Farmers' Market? Want to know if there is any funding available to help you enhance your grazing system? In general, these grassroots organizations are great opportunities for producers to stay up to date with current events in an informal setting.

Some news from our Ag Team - Michelle Roberge has stepped down from her position as Regional Agriculture Coordinator. We wish all the best and are very thankful for the expertise and creativity she brought to the position. Megan has taken on Michelle's responsibilities -- our Economic Development/Agriculture team will work hard to ensure that people engaged in agriculture within the region do not notice a disruption in service.

Regional Agricultural Support Network

What is a Regional Agricultural Support Framework?

The RDBN has been participating as a core member of a province-wide Regional Agricultural Support (RAS) framework as part of a systems change project funded by the Vancouver Foundation and being administered by the Alberni-Clayoquot Regional District. On January 27, 2023, there was a gathering of several people involved in this project, as well as others who are involved with the essential relationship building and extension of agriculture information and research results. Examples of organizations that are involved in regional agriculture support are Farmers' Institutes, Ministry of Agriculture and Food, local government, First Nations, academic institutions, and various grass-roots non-profit organizations.

There are several places where all of these organizations share common ground. Some examples of where these different perspectives converge:

- the importance of collaboration and for all of these different organizations to be interconnected to promote communication
- the diversity between the different regions throughout the province - one size does not fit all!
- the general lack of organization capacity - this might mean funding, people-power, or both
- an acknowledgement that our agriculture-food systems in B.C. are very complex and that producers growing the food are facing significant challenges (e.g., extreme weather events, fluctuating market prices for inputs and outputs, broken relationships, etc.)

Next steps for this project..

The first two years of this project have revealed that there is much work being done, but unless a person is directly involved, it may not be obvious who or what organizations are working to promote agriculture in your own community (never mind province-wide). The third year of this project will therefore focus on how to best bring that information together in an accessible format.

Regional Perspective

This newsletter is a regional example of an effort to share information and profile events and organizations happening in our RDBN communities. Resources like this are the most effective when they are being used, so thank you for subscribing. 😊



Upcoming Workshops & Learning Opportunities

Seedy Saturday
SEED SWAP & Speaker
March 11th 10:30 am - 12:00 pm
Speaker: Don Bassermann
"Tips and Tricks For My Garden"
• Enhance & maximize plant health & growth in vegetable, flower, & berry gardens.
• Plant choices for local area.
• Free to attend. All are welcome with or without seeds.
• Will be in The Jane Gray Multipurpose Room
Bring your Seeds & Catalogues to Swap
(Please divide your seeds, put into packets, & label!)

NV Food Network & Vanderhoof Library
Seedy Saturday
Seed Swap & Speaker
March 11, 2023
10:30am-12:00pm
Jane Gray Multipurpose Room
Vanderhoof Library

AGRICULTURE PEST MANAGEMENT
WORKSHOP SERIES
MARCH 14 - SMITHERS
MARCH 15 - VANDERHOOF
MARCH 16 - QUESNEL
10 AM - 2:30 P.M. - LUNCH INCLUDED
Locations:
• 2023 results of 2022 IPMBC research series plus 4
• detailed on-site tours
• enhanced pest management planning, and
• easy ways to get help in monitoring trends on local
• Grow or crush like any commodity!
E-mail or call to RSVP by March 12 for these FREE events

BC Forage Council
Agriculture Pest Management
March 14 - Smithers
March 15 - Vanderhoof
March 16 - Quesnel
10:00am to 2:30pm
Lunch included
RSVP by March 12

Advanced Grazing Systems
Saturday, March 18, 2023
Round Lake Hall, Telkwa
Tradeshow Opens 9am
Workshop Starts 10am
Free Workshop Lunch Provided!
Register by March 13th
To register, email Chris at: chris@olecki_30@hotmail.ca
Winter Grazing Silvopasture Electric Fencing Producer Panel
GFGA, SRCA, Telkwa Community Centre

BC Forage Council & Skeena Regional Cattleman's Assoc.
Advanced Grazing Workshop
March 18, 2023
Starts 10:00am
Round Lake Hall
Free, with Lunch!
RSVP by March 13

2023 GROWING TOGETHER
Building a Sustainable Future
MARCH 28 & 29, 2023
TELKWA, BC
Register today!
Registration closes on March 17, 2023
Full Two-Day Conference Registration with Gala Dinner Ticket: \$175
One Day Registration - March 28: \$60
One Day Registration - March 29: \$60
Gala Dinner Ticket - March 28: \$75
Afternoon of Agriculture - March 29: \$30
Visit www.rdbn.bc.ca for more information and to register.
HOSTED BY: Telkwa Community Centre

2023 Bulkley-Nechako Business Forum
March 28 & 29
Telkwa Community Hall & Senior's Centre
Register by March 17th
Agriculture Session!



BC Climate Change Adaptation Program

Bulkley-Nechako & Fraser-Fort George Initiatives

This initiative is coming to the end of its three-year term. There are several factsheets in production right now. Some are showcasing the results of the second year of the pollinator project, and some are for the forage adaptation project. Right now, the information from the previous two years is on the Investment Agriculture Foundation of BC website and can be found [here](#).



Please let us know what you'd like to see in the next Growing Opportunities eNewsletter!

Megan D'Arcy, Agriculture Coordinator
 Phone: [250-692-0783](tel:250-692-0783)
 Email: megan.darcy@rdbn.bc.ca





CHARTERED PROFESSIONAL ACCOUNTANTS

March 14, 2023

Board of Directors
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, BC
V0J 1E0

Dear Board of Directors:

Re: Audit Planning

We are writing this letter in connection with our audit of the financial statements for the year ending December 31, 2022.

Our purpose in writing is to ensure effective two-way communication between us in our role as auditors and yourselves with the role of overseeing the financial reporting process. In this letter we will:

- a. Address our responsibilities as independent auditors and provide information about the planned scope and timing of our audit.
- b. Request a response to some audit questions and any additional information you may have that could be relevant to our audit.

Auditor Responsibilities

The respective responsibilities of ourselves and of management in relation to the audit of financial statements are set out in the engagement letter that was signed by management and a representative of the board on March 9, 2023. Please refer to the engagement letter for more information.

Planned Scope and Timing of Our Audit

Our objective as auditors is to express an opinion on whether the financial statements are prepared, in all material respects, in accordance with Canadian Public Sector Accounting Standards (PSAS).

In developing our audit plan, we worked with management to understand the nature of the entity Regional District of Bulkley-Nechako and to identify and assess the risks of material misstatement in the financial statements, whether due to fraud or error. Our audit plan has been designed to focus on the identified areas of risk.

Partners

Allison Beswick CPA, CA
Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA

Dane Soares CPA
Taylor Turkington CPA

Beswick Hildebrandt Lund CPA
556 North Nechako Road, Suite 10,
Prince George BC, Canada V2K 1A1
T: +1 250 564 2515, F: +1 250 562 8722

Materiality

For the current period, we have determined an overall materiality amount of \$616,500. We have also considered misstatements that could be material in qualitative financial statement disclosures. Materiality will be used to:

- a. Plan and perform the audit; and,
- b. Evaluate the effects of identified and uncorrected misstatements on the audit procedures performed as well as on the financial statements.

The materiality amount will be reassessed at period end to ensure it remains appropriate.

Significant Changes During the Period

The significant changes that we addressed in planning the audit for the current period are set out below:

- a. Entity operations and personnel;
No significant changes were identified
- b. Accounting and control systems;
No significant changes were identified
- c. Accounting and auditing standards; and
No significant changes were identified
- d. Other .
No other significant changes were identified

Internal Control

To help identify and assess the risks of material misstatement in the financial statements, we obtain an understanding of internal control relevant to the audit. This understanding is used in the design of appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control. Should we identify any significant deficiencies in the internal control and accounting systems, we will communicate them to you in our audit findings letter.

Significant Risks

In planning our audit, we identify significant financial reporting risks that, by their nature, require special audit consideration. The significant risks we have identified and our proposed audit response is outlined below:

If there are specific areas that warrant our particular attention during the audit or where you would like us to undertake some additional procedures, please let us know.

Significant Risks	125 Proposed Audit Response
<p>Revenue Recognition</p> <p>Auditing standards assume a rebuttable presumption, that there is a significant risk of fraud in revenue recognition in all organizations.</p> <p>We have considered the following criteria in assessing this risk:</p> <ul style="list-style-type: none"> • Complexity of revenue recognition policy and type of transactions; • Incentive/pressure to misstate revenue transactions or related balances; • Potential opportunity and rationalization. 	<p>The Regional District's significant sources of revenue consist of property tax requisition revenue, government transfers/grants, grants-in-lieu of taxes and fees and permits revenue. With the exception of property tax requisition revenue, there is a risk that revenue from these sources may be recorded in the wrong period or not complete.</p> <p>We will perform the following procedures:</p> <ul style="list-style-type: none"> • Update our understanding of the potential risk of fraud and error related to revenue recognition and understood and evaluated the related internal controls; • Test revenue sources substantively and through analytical procedures where appropriate; • Examine a selection of journal entries related to revenue recognition; • Substantively test revenue cut-off; and • Where applicable agreed on a test basis, deferred revenue amounts to underlying documentation to verify that revenue was appropriately recognized or deferred.
Significant Risks, continued	Proposed Audit Response, continued
<p>Management Override of Controls</p> <p>Auditing standards require that the risk of material misstatement due to management override of controls be considered a significant risk on every audit engagement.</p> <p>The risk relates to the manipulation of the financial reporting process by recording inappropriate or unauthorized journal entries or by making adjustments to amounts reported in the financial statements that are not reflected in the journal entries.</p>	<p>We will perform the following procedures:</p> <ul style="list-style-type: none"> • Inquired with the Board of Directors and Management to determine whether they were aware of the occurrence of actual or suspected fraud; • Updated our understanding of management's process for initiating, recording and approving journal entries; • Examined a sample of journal entries meeting certain criteria; • Examined management's assessment of current year estimates and the outcome of prior year estimates; • Considered management biases in our testing of estimates and provision, and the application of accounting policies; and • Incorporated elements of unpredictability in our audit approach.

<p>Significant Estimates - Silviculture Liability</p> <p>The landfill closure and post-closure costs is currently calculated by Silviculture Liability. {Describe why there is a significant risk with the estimate (material, subject to management bias, etc.)}</p>	<p style="text-align: center;">126</p> <p>We will perform the following procedures:</p> <ul style="list-style-type: none"> • Update our understanding of management's process for evaluating, calculating, and reviewing the landfill closure and post-closure costs; • Obtain detailed analysis supporting the landfill closure and post-closure costs and test the mathematical accuracy; • Evaluate the reasonableness of management's significant assumptions; • Examine management's assessment of current year estimates and the outcome of prior year estimates • Considered management biases in our testing of estimates and provision, and the application of accounting policies; and • Determine whether events occurring up to the date of our audit report provide audit evidence regarding the estimate.
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Uncorrected Misstatements

Where we identify uncorrected misstatements during our audit, we will communicate them to management and request that they be corrected. If not corrected by management, we will then request that you correct them. If not corrected by you, we will also communicate the effect that they may have individually, or in aggregate, on our audit opinion.

Timing

The proposed timing of our audit (as discussed with management) is as follows:

Action	Planned date
Planning	March 9, 2023
Start of audit field work	March 13, 2023
End of audit field work	April 14, 2023
Review Audit Findings with Board of Directors	To be determined
Approval of financial statements by the Board of Directors	To be determined
Provide the audit opinion on financial statements	To be determined

Engagement Team

Our engagement team for this audit will consist of the following personnel:

Name	Role	Contact details
Taylor Turkington	Partner	778-764-2654
Jake Harder	Accountant	
Aykam Gill	Accountant	

Audit Findings

At the conclusion of our audit, we will prepare an audit findings letter to assist you with your review of the financial statements. This letter will include our views and comments on matters such as:

- a. Significant matters, if any, arising from the audit that were discussed with management;
- b. Significant difficulties, if any, encountered during the audit;
- c. Qualitative aspects of the entity's accounting practices, including accounting policies, accounting estimates and financial statement disclosures;
- d. Uncorrected misstatements; and
- e. Any other audit matters of governance interest.

Audit Questions and Requests***Fraud***

To help us in identifying and responding to the risks of fraud within the entity, we would appreciate your responses to the following questions:

1. What oversight, if any, do you provide over management's processes for identifying and responding to fraud risks? Management's processes could include policies, procedures, programs or controls that serve to prevent, detect and deter fraud.
2. Do you have any knowledge of any actual, suspected or alleged fraud, including misappropriation of assets or manipulation of the financial statements, affecting the entity? If so, please provide details and how the fraud or allegations of fraud were addressed.

Other Matters

Would you please bring to our attention any significant matters or financial reporting risks, of which you are aware, that may not have been specifically addressed in our proposed audit plan. This could include such matters as future plans, contingencies, events, decisions, non-compliance with laws and regulations, potential litigation, specific transactions (such as with related parties or outside of the normal course of business) and any additional sources of audit evidence that might be available.

Fees

Our proposed audit fee of \$23,950, for the period ending December 31, 2022, is based on the nature, extent and timing of our planned audit procedures as described above.

We recognize your significant role in the oversight of the audit and would welcome any observations on our audit plan.

This letter was prepared for the sole use of those charged with governance of Regional District of Bulkley-Nechako to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,

Beswick Hildebrandt Lund

Beswick Hildebrandt Lund Chartered Professional Accountants



RECEIVED

February 16, 2023

FEB 21 2023

Regional District of Bulkley Nechako
PO Box 820
Burns Lake BC, V0J 1E0

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Dear Regional District of Bulkley Nechako:

**RE: Forest Stewardship Plan Amendment Requiring Approval (FSP 2 ARA-014) – License Additions
FL A98541 and FL A98545**

Canadian Forest Products Ltd. (Canfor) is in the process of developing an Amendment Requiring Approval (FSP 2 ARA-014) to their multi-District Forest Stewardship Plan (FSP). ARA-014 is initiated by the addition of FL A98541 (Nak'alkoh Timber Ltd.) and FL A98545 (Sasuchan Tenure Limited Partnership) to the FSP.

The content of the amendment is as follows, with changes to the current approved FSP text identified as blue shaded boxes containing red text:

Section 3.1 Table 1: List of Agreement Holders to which the FSP applies

Agreement Holder	Agreement
Canadian Forest Products Ltd.	FL A40873
Canadian Forest Products Ltd.	FL A18165
Canadian Forest Products Ltd.	FL A18167
Canadian Forest Products Ltd.	FL A33801
Canadian Forest Products Ltd.	FL A18157
Takla Track & Timber Ltd.	FL A27823
Carrier Lumber Ltd.	FL A18158
Takla Development Corporation	FL A62356
Canadian Forest Products Ltd.	TFL 30
Fort St. James Forest Products General Partner Ltd.	FL A77955
1040804 B.C. Ltd.	FL A93557
Dunkley Lumber Ltd.	FL A18160
Dunkley Lumber Ltd.	FL A18169
Xsu-wii-ax Forest Products Ltd.	FL A70349
Tano T'enneh Limited Partnership	FL A90812
Tano T'enneh Limited Partnership	Community Forest K1N
Tano T'enneh General Partner Corporation	First Nations Woodland License N2E
Sasuchan Development Corporation	FL A93061
Pacific BioEnergy	A93518
Nak'alkoh Timber Ltd.	FL A98541
Sasuchan Tenure Limited Partnership	FL A98545



Section 4.1 Table 3: List of Forest Development Units and Applicable Agreement Holders

FDU Name	Agreement Holder	Agreement
A	Canadian Forest Products Ltd.	FL A18157, FL A18165, FL A18167, FL A33801, FL A40873
	Takla Track & Timber Ltd.	FL A27823
	Takla Development Corporation	FL A62356
	Dunkley Lumber Ltd.	FL A18160
	Dunkley Lumber Ltd.	FL A18169
	Carrier Lumber Ltd.	FL A18158
	Fort St. James Forest Products General Partner Ltd.	FL A77955
	1040804 B.C. Ltd.	FL A93557
	Xsu-wii-ax Forest Products Ltd	FL A70349
	TanoT'enneh Limited Partnership	FL A90812
	Sasuchan Development Corporation	FL A93061
	Pacific BioEnergy	FL A93518
	Nak'alkoh Timber Ltd.	FL A98541
Sasuchan Tenure Limited Partnership	FL A98545	
TFL30	Canadian Forest Products Ltd.	TFL 30
K1N	Tano T'enneh Limited Partnership	K1N Community Forest
N2E	Tano T'enneh General Partner Corporation	N2E First Nations Woodland License

Upon conclusion of the review and comment period, the amendment will be submitted to the Ministry of Forests, (MOF) for approval. This FSP was previously approved by the MOF on November 14, 2017 for a term of five years and subsequently extended to May 13, 2023.

Hard copies of the proposed FSP text and FSP content maps are available upon request. All standard infoshare and referral processes will still be in place for any subsequent forest activities (e.g. cutblocks, roads, gravel pits) pertaining to these forest licenses and FSP. If you require more information or have any questions or comments about this amendment, please feel free to contact me at the address listed below.

For those individuals affiliated with a First Nation whose traditional territory overlaps the FSP area, a referral letter has also been sent to each affected Chief and Council.

Sincerely,

Canadian Forest Products Ltd.

Nicholas Plett, RPF
 Canadian Forest Products Ltd.
 1399 Bearhead Road
 Vanderhoof, BC V0J 3A2
 Ph: (250) 567-8275
 Email : Nicholas.Plett@canfor.com



March 10, 2023

Erin Blaney, Director Regional District Kitimat-Stikine
 Eric Nyce, Director Regional District Kitimat-Stikine
 Lara Beckett, Director Regional District Fraser-Fort George
 Blaine Harasimiuk, Manager Regional District Fraser-Fort George
 Cheryl Anderson, Corporate Services Regional District Bulkley-Nechacko
 Clint Fraser, Northern BC Tourism and Film
 Daniel Fish, CAO North Coast Regional District
 Gladys Atrill, Director Regional District Bulkley-Nechacko
 Jamie Vieira, General Manager Operations Thompson-Nicola Regional District
 Mary Sjostrom, Director Cariboo Regional District
 Tricia Thorpe, Director Thompson-Nicola Regional District

RE: Budget Update and opportunity to install additional Level 2 EV charging stations

Level 2 EV charging stations are installed and available for use in the following communities:

- Northern Rockies Regional Municipality
- Prince George
- Stelat'en First Nation
- Vanderhoof
- Masset
- McBride
- Valemount
- Village of Ashcroft
- Sun Peaks
- Logan Lake
- Sandspit
- Fort St. John
- Prince Rupert

Installation is scheduled for Daajing Giids and Masset in the coming month. The following installations will occur in Spring 2023 when the ground is clear (charging equipment is ordered and installation design plans are complete):

- Burns Lake
- Houston
- Barriere
- Prince George (RDFFG office and Exploration Place)
- 100 Mile House
- Quesnel

- Smithers
- Kitimat
- Granisle
- Hazelton
- Stewart
- Nisga'a First Nation

Pending any unforeseen circumstances our chosen Vendor (Foreseeson Inc.) has advised the overall project budget will be in surplus of \$157,000 when the remainder of the installations are complete. This presents an opportunity for more Level 2 EV charger installations across the region. The funder (Province of BC) has been advised of this budget surplus and has approved expenditures on additional Level 2 EV charger installations, so long as they are municipally owned and operated.

Allocating the budget surplus

A meeting of Charge North Advisory Committee (AC) members was held on March 8, 2023, to determine the approach. The assembled AC members agreed to:

- The financial contribution from new municipalities will be the same as original members of the project (\$5,000 per charging port).
- Selection criteria for proposed municipalities will include meeting the submission deadline (April 30), proximity to existing chargers (Level 2 and Fast Chargers), and available capital (\$5,000 per charging port) to initiate and ideally complete these installations in 2023 (i.e., they must have budget currently available).

Next Steps

This update letter is addressed to at least one Director for each of the projects participating Regional Districts. The ask of you is to:

1. Present this additional Charge North opportunity (details below) at your next board meeting.
2. As follow up, the Board would also communicate this opportunity amongst the municipalities in their Electoral Areas.
3. Regional Districts and Municipalities will submit their interest, proposed site(s), and requested number of charging ports (remember financial contribution per port is \$5,000) by April 30 (11:59 pm PST) via email (chargenorth@communityenergy.bc.ca).
4. CEA will summarize the interest and report out to the AC.
 - In the event we are oversubscribed (we anticipate the ability to fund an additional 10 charging ports) CEA will provide the summary of applicants to the respective Regional Districts and ask them to prioritize.
5. CEA will present the additional sites to the Province of BC for approval and pending approval authorize the installation of the additional Level 2 charging infrastructure by the selected vendor (Foreseeson).
 - We will adhere to the same processes completed previously for installation (an electrician will come to the site, prepare a design and final costing, the municipality/Regional District will approve the installation, and then proceed with installation).

Charge North Level 2 EV Charging Network Update

The budget for this scope of work is projected to be in surplus of \$150,000 when the installation of the initially identified 58 charging ports is completed in Spring 2023. If the surplus is realized the Charge North project would like to fund an estimated additional 10 charging ports in the Charge North project region. The cost per municipality/Regional District for each charging port will be \$5,000. If your municipality/Regional District is interested in owning and operating a Level 2 EV charger, please provide the following information by April 30th, 2023 to our project manager – Community Energy Association – via email (chargenorth@communityenergy.bc.ca).

- *Proposed site (street address)*
- *Number of charging ports per site (remember the required financial contribution is \$5,000/charging port)*



For more information, please contact Danielle Wiess with the Community Energy Association at dwiess@communityenergy.bc.ca or 250.469.6783, ext. 714.

From: [Wendy Wainwright](#)
To: [Wendy Wainwright](#)
Subject: FW: [EXTERNAL]: Multisectoral Regional workshop on implementing Old Growth Strategic Review
Date: Monday, March 13, 2023 8:32:02 AM

From: OldGrowthEngagement <OldGrowthEngagement@castlemain.com>
Sent: Thursday, March 9, 2023 11:39 AM
Subject: [EXTERNAL]: Multisectoral Regional workshop on implementing Old Growth Strategic Review

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hello,

The Ministry of Forests and the Ministry of Water, Lands and Resource Stewardship are collaborating with First Nations and engaging with stakeholders across British Columbia to develop an action plan and a provincial declaration on ecosystem health and biodiversity, to support the implementation of the Old Growth Strategic Review recommendations.

In January and February, the province brought together more than 300 First Nations and multisector participants for a forum to share ideas and better understand the current state, opportunities for improvements and the future management of our forests and ecosystems. Building on those conversations, the province is organizing a series of in-person or virtual regional workshops in the coming weeks for more opportunities to continue the discussions.

You are invited to attend any of the multi-sectoral workshops to share your voice and hear directly from others. Your insights will help shape the content of the old growth strategic action plan and will contribute to future regional planning efforts to implement changes from the Old Growth Strategic Review.

SAVE THE DATE

The following regional workshops will be offered to First Nations and select stakeholders together:

- **Wednesday, April 12, 2023 – 9:30 a.m. – 4 p.m. Virtual**
- **Tuesday, April 18, 2023 – 9:30 – 4 p.m. in Burns Lake, BC**
- **Friday, April 21, 2023 – 9:30 a.m. – 4 p.m. in Terrace, BC**
- **Tuesday, April 25, 2023 – 9:30 a.m. – 4 p.m. in Prince George, BC**

All workshops will have a similar format and will be facilitated to allow for ideas to be shared and discussed between workshop participants and ministry staff in a respectful and collaborative way.

Registration

A registration invitation will follow from the Castleman Group who is organizing workshops on behalf of the British Columbia Ministry of Forests. Registration is free, and your business information will be required to ensure participation. Once your registration has been collected, background information will be shared in advance of the meeting to support meaningful and informed participation. For virtual workshops, a link to attend the session will also be provided.

If you have any questions regarding the content, please email Yvonne Parkinson at Yvonne.parkinson@gov.bc.ca.

Thank you for your interest. We hope you or a designate from your organization will attend these sessions with us.

Sincerely,

Norah White
Executive Director, Provincial Old Growth Strategy
Office of the Chief Forester
Ministry of Forests

February 10, 2023

Ref: 272022

Dear Mayors and Regional Chairs:

I am pleased to let you know of the significant investment our government has made to support all our municipalities and regional districts around the province. This is in direct response to my mandate letter to support growing municipalities and regional districts with funding for infrastructure and community amenities.

Today Premier David Eby and I announced the [B.C. building stronger communities with \\$1-billion Growing Communities Fund | BC Gov News](#). The fund will provide a one-time total of \$1 billion in direct grants to all 188 of B.C.'s municipalities and regional districts. Your local government can use it to address your community's unique infrastructure and amenities demands, such as recreation facilities, parks and water treatment plants, as well as other community infrastructure. It will help communities prepare for future growth and build the amenities needed to support new home construction, especially with the *Housing Supply Act* where targets are set.

These grants will complement existing infrastructure funding programs for projects such as sewer, water and recreation facilities. The province will distribute them to B.C.'s 188 municipalities and regional districts by the end of March 2023. The Growing Communities Fund arises from the surplus shown in the Second Quarter Financial Report. The province is putting this year's surplus to work for people to support them now and for the long term.

The province has heard from local governments about the need for infrastructure and amenities to support their growth. Infrastructure funding programs are routinely significantly oversubscribed. For example, there were six times more requests for funding through the "Investing in Canada Infrastructure Program Community Culture and Recreation" stream than what was available. This one-time fund also supports priorities identified by the Union of British Columbia Municipalities (UBCM).

The Ministry will issue a direction letter to each local government in March 2023 including further details on this one-time direct grant. This will include information on the formula used to allocate the funds, the amount your local government will be receiving and the province's expectations for the use and reporting of the funds.

As this is a direct grant from the province to each municipality and regional district in B.C., your local government will not have to apply for the funds. Your council or board will be required to make decisions on the use of the funds in compliance with this second letter coming in March 2023. Projects that support neighboring First Nations communities are strongly encouraged.

.../2

Mayors and Regional Chairs

Page 2

I trust you will join me in acknowledging the importance and value that this fund will have to focus on building a secure, low emission, sustainable economy and a province where everyone can find a good home – whether you live in a rural area, a city, or in an Indigenous community. Together we can make life better for people in B.C., improve the services we all rely on, and ensure a sustainable province for future generations.

I look forward to connecting with you again soon in person or virtually as I continue to tour and meet with local elected officials. In the interim, any questions can be directed to myself at:

Minister.MUNI@gov.bc.ca. Staff are available at: LGIF.Infra@gov.bc.ca.

Sincerely,



Anne Kang
Minister
Ministry of Municipal Affairs

pc: The Honourable David Eby, Premier
 The Honourable Katrine Conroy, Minister of Finance
 Chief Administrative Officers
 Okenge Yuma Morisho, Deputy Minister, Municipal Affairs
 Jen Ford, President UBCM
 Gary Maclsaac, Executive Director, UBCM

**BRITISH
COLUMBIA**

VIA EMAIL

Ref. 637922

March 8, 2023

Mark Parker, Chair
Regional District of Bulkley Nechako
PO Box 820
37 - 3rd Avenue
Burns Lake BC V0J 1E0
Email: mark.parker@rdbn.bc.ca

Dear Mark Parker:

Thank you for your letter of January 4, 2023, addressed to Prime Minister Justin Trudeau, and January 13, 2023 letter, addressed to Premier David Eby, on behalf of the Regional District of Bulkley Nechako Board of Directors, regarding the Government of Canada's amendments to the *Firearms Act*. As Minister of Public Safety and Solicitor General and Deputy Premier, I have been asked to respond.

Pursuant to the *Police Act* (BC), as the Minister of Public Safety and Solicitor General, I must ensure that an adequate and effective level of policing and law enforcement is maintained throughout British Columbia. My ministry is responsible for setting the goals, objectives and priorities for policing and law enforcement in BC. Day to day deployment of police services falls to the RCMP, the municipal police department or the relevant designated policing and/or law enforcement unit. Individual investigations and enforcement decisions occur at arm's length from the government, and I cannot interfere with or direct police on such matters.

As you may know, the authority, legislation, and policies pertaining to the custody and use of firearms resides with the Government of Canada. On February 3, 2023, the federal government announced their intentions to withdraw two amendments to Bill C-21. The two withdrawn amendments, G4 and G46, would have impacted a range of specific rifles and shotguns.

The Province will continue to consult with our federal counterparts on the details of their firearms related measures. Reducing illegal firearm violence related to organized crime remains BC's top priority. This is a shared responsibility with the federal government and requires a multi-pronged approach and long-term strategies including prevention, regulatory and criminal enforcement, and interagency information sharing and collaboration. Examples of some of the initiatives supported, in part, by the Province to address gun and gang violence in British Columbia include:

.../2

Mark Parker
Page 2

- Development of the BC forensic firearms laboratory supporting the investigation and prosecution of gun crimes;
- Continued dedicated funding of law enforcement initiatives focused on the disruption of priority targets involved in trafficking of illegal firearms and other gang-related conduct;
- Ongoing support for gang intervention and exiting programming targeted towards high-risk gang-entrenched individuals; and,
- The continuing our highly successful Provincial Witness Security Program.

As noted above, amendments to the *Firearms Act* are the jurisdiction of the federal government. If you continue to be dissatisfied with the federal government's response to firearm legislation, the appropriate course of action is to direct your concerns to the federal Minister of Justice and Attorney General, the Honourable David Lametti, as follows:

The Honourable David Lametti, PC, KC, MP
Minister of Justice and Attorney General of Canada
284 Wellington Street
Ottawa ON K1A 0H8
Email: mcu@justicc.gc.ca

Thank you again for taking the time to write and for your ongoing advocacy on these important issues.

Sincerely,



Mike Farnworth
Minister of Public Safety and Solicitor General
and Deputy Premier

pc: The Honourable David Eby, KC

From: [Wendy Wainwright](#)
To: [Wendy Wainwright](#)
Subject: FW: [EXTERNAL]: NCLGA Member Notice: Proposed Annual Membership Fee increase
Date: Thursday, March 16, 2023 9:44:01 AM

From: NCLGA <admin@nclga.ca>
Date: March 16, 2023 at 6:13:44 AM PDT
Cc: Terry Robert <trobert@nclga.ca>
Subject: [EXTERNAL]: NCLGA Member Notice: Proposed Annual Membership Fee Increase

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear NCLGA Members,

Please find attached a letter from Terry Robert, Executive Director, regarding a proposed increase in the total annual membership fee amount, for inclusion in the 2023/24 NCLGA Budget which will be presented to the membership at the 2023 Annual General Meeting.

Please feel free to contact Terry Robert, Executive Director (trobert@nclga.ca) if you have any questions or would like additional information. Thank you for your continued support of the NCLGA.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Kind regards,
Sandra

Sandra Moore
Board and Committee Support
North Central Local Government Association



email admin@nclga.ca website www.nclga.ca
phone 604-512-4604



**To: Elected Officials
NCLGA Members**

Re: Call for Nominations for Positions on the NCLGA Board of Directors – 2023/2024

The following nominations process for NCLGA Board of Directors has been established based on hosting an in-person AGM and Convention. If a hybrid or virtual event is necessary to align with provincial health orders related to COVID-19, the process may be amended.

1. Positions Open for Nomination

The following positions are open for nomination:

- President
- 1st Vice-President
- 2nd Vice-President
- Director at Large (3 positions)

2. Qualifications for Office

Each candidate must be an elected official from a NCLGA member local government, regional district, or First Nation.

3. Nomination Process

A candidate must be nominated by two elected officials from a NCLGA member local government, regional district, or First Nation using the attached nomination and consent forms.

4. Advance Nominations

NCLGA will prepare a Nominations Report within the Annual Report, which will include a photo and 300-word biography for each candidate. The Nominations Report will be distributed to all NCLGA members for their consideration two weeks prior to the AGM. To be included in this report, nominations must be received by **April 3, 2023**. Candidates will also have an opportunity to deliver a 2-minute speech at the AGM and Convention.

5. Off the Floor Nominations

Off the floor nominations will be accepted at the 2023 AGM and Convention. Candidates will have an opportunity to deliver a 2-minute speech at the AGM and Convention.

6. Process for Elections (2 Ballots will be held)

If there is more than one nomination received for any Table Officer position, there will be an election for that position. Otherwise, the Table Officer positions will be filled by acclamation.

The **first ballot** will be for:

- President
- First Vice-President
- Second Vice-President

Any unsuccessful candidate from the first ballot may choose to put their name forward for the **second ballot**, which will be for the three Director at Large positions.

NOMINATION & CONSENT FORMS FOR 2023/2024 NCLGA EXECUTIVE

We are qualified under the NCLGA Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Elected Position (Mayor/Chief/Councillor/Director): _____

Municipality/RD//First Nation: _____

Nominated for: _____

NOMINATED BY:

Name: _____ Name: _____

Elected Position: _____ Elected Position: _____

Mun/RD/First Nation: _____ Mun/RD/First Nation: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

I consent to this nomination and attest that I am qualified to be a candidate² for the office I have been nominated to pursuant to the NCLGA Bylaws. I will also forward to the NCLGA the following documentation by the due date:

- Nomination and Consent Form (completed and signed)
- Portrait photograph (resolution: 300 ppi; size: 600x400 px; JPEG format)
- Biographical information. The maximum length shall be 300 words. If the length exceeds this limit, NCLGA shall return it once for editing. If it still exceeds 300 words, NCLGA shall edit as required.

CANDIDATE:

Name: _____ Elected Position: _____

Municipality/RD/First Nation: _____

Nominated for: _____

Signature: _____ Date: _____

If unsuccessful in the first ballot, I wish to put my name forward for the second ballot.

Yes _____ No _____ Not Applicable _____

The photo, biographical information (300-word maximum), and completed Nomination and Consent Form should be submitted to NCLGA at admin@nclga.ca. The photo and biography will be included in the Nominations Report, if submitted by the deadline.

Submission Deadline: April 3, 2023

¹ Nominations need to be received from two elected officials of members of the NCLGA.

² Candidates must be an elected official from an NCLGA local government member.

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

Candidates for the North Central Local Government Association Executive must be nominated by an NCLGA member local government or First Nation community.

General responsibilities for all Board positions:

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

In addition to the general requirements listed above, specific responsibilities are attached to each of the Executive positions:

President:

- Chair meetings of the NCLGA Board.
- Act as the main spokesperson for the Association when speaking to the media, membership, public, and other levels of government.
- Act as the Area Association representative on the UBCM Executive.
- Provide direction to staff between board meetings.
- Ensure Executive input into the content of media releases.
- Attend twelve virtual Table Officer meetings with the Vice-Presidents, Past President, and NCLGA staff.
- Sit on the Finance Committee.

First Vice-President:

- Act on behalf of the President in their absence.
- Attend twelve virtual Table Officer meetings with the President, Second Vice-President, Past President, and NCLGA staff.
- Sit on the Finance Committee.

Second Vice-President:

- Act on behalf of the President in the absence of the First Vice-President.
- Attend twelve virtual Table Officer meetings with the President, First Vice-President, Past President, and NCLGA staff.
- Sit on the Finance Committee.

Director at Large:

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

Regional Representative:

In addition to the general requirements of Executive members, a Regional Representative on the NCLGA Board is responsible for the following:

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

Note about Regional Representatives:

NCLGA bylaws were revised in 2011. Under the revised bylaw, Regional Representatives shall be **appointed** by their respective regional district or regional municipality. As of 2021, NCLGA requests a primary and alternate representative for each regional district or regional municipality. If the primary representative is unavailable to attend an NCLGA Board meeting, the alternate representative will participate. NCLGA requests that the names of these appointees be submitted to admin@nclga.ca by **March 27, 2023**.

Regional Representative Appointee Nomination for Executive Positions:

NCLGA accepts nominations from Regional Representative Appointees who wish to run for any of the Table Officer or Director at Large positions. If a regional district chooses to nominate an appointee for one of the Executive positions, they should appoint a **substitute representative** and notify NCLGA of their choice prior to the AGM.

If the Regional Representative is successfully elected to a Table Officer or Director at Large position, the substitute appointee will automatically step into the position.

Please note: Only candidates nominated for Executive positions by the deadline for advance nominations will have their biography and photo included in the Annual Report.



March 13, 2023

Hon. Nathan Cullen
Minister of Water, Land and Resource Stewardship
WLRS.minister@gov.bc.ca

Re: Cancellations of Conservation Lands

I was surprised to learn that B.C. Lands (Authorizations) cancelled the Land Act designations for Conservation Lands across Skeena Region. The Land Act S.17 Conservation Lands and Designated Use Areas, as well as the S.16 Fish & Wildlife Reserves (F&W Reserves), were mostly established through extensive land use planning processes.

LRMPs were the product of an extensive community consultation process in which area residents, industry and other resource users participated. These are consensus documents that have been in effect for many years now.

By removing legal status of these Conservation Lands under the Land Act, the provincial government has effectively gutted a critical component of the LRMPs and previous plan agreements. I find this particularly shocking since these cancellations took place without any community consultation, and without notice to the local bodies that oversee implementation/compliance with strategic plans such as the Bulkley Valley Community Resources Board (CRB) or the Kalum Plan Implementation Committee (Kalum PIC). There was also no documented consultation with Skeena Region First Nations that we are aware of.

Post cancellations, B.C. Timber Sales (BCTS) issued a timber sale that resulted in logging within one of the Conservation Land parcels, and is currently laying out cutblocks in another. Compliance with the agreed upon management direction for forestry activities within these Conservation Lands is being called into question by resident experts.

The Provincial Government's stated policy is to encourage, not undermine, the kind of local planning effort represented by our LRMP/SRMP, and to increase protection of valued habitat. These Conservation Lands also provide for recreational use for local communities.

At this juncture, it is clear that these Land Act cancellations should be given immediate interim protection (i.e. no further Land Act tenure issuances, no more forest development), with the exception of pre-existing tenured activities, until more secure legal designations can be applied. For example, Wildlife Management Area (WMA) under the Wildlife Act.

Thank you for considering my request. I look forward to your reply.

Sincerely,

Greg Knox, Executive Director
SkeenaWild Conservation Trust



Unit 103 – 4622 Greig Avenue, Terrace, British Columbia, Canada, V8G 1M9
Tel: 250.638.0998 Email: info@skeenawild.org Web: www.skeenawild.org

CC

Jeff McKay – chair BV CRB; info@bvcrb.ca

Javan Hanchard – Skeena Regional Executive Director; Jevan.Hanchard@gov.bc.ca

Cheryl Brown – chair for Kalum LRMP PIC; pic.klrmp@gmail.com

Curtis Helgesen, Chief Administrative Officer; curtis.helgesen@rdbn.bc.ca

Lina Gasser, Chief Administrative Officer; lgasser@rdks.bc.ca

Chief Administrative Officer, North Coast Regional District; cao@ncrdbc.com

David DeWit, Natural Resource Manager, Office of the Wet'suwet'en; david.dewit@wetsuweten.com

Jason Northcott, Executive Director, Gitxsan Laxyip Management Office; jnorthcott@gitxsanlaxyip.ca

Chris Apps, Director of Lands and Resources LR.Director@kitselas.com

Rina Gemeinhardt, Kitsumkalum Consultation and Referrals; RGemeinhardt@kitsumkalum.com



March 6, 2023

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

RECEIVED
MAR 13 2023
REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Dear Chair Parker:

Re: Provincial Response to 2022 Resolutions

UBCM has received the Province's response to your Board resolution(s) from 2022. Please find the enclosed resolution(s) and their provincial response(s).

All responses from the Province have been posted to the UBCM web site under Convention & Resolutions, then under Resolutions & Responses.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,

A handwritten signature in black ink that reads "JCFord". The signature is written in a cursive, slightly slanted style.

Jen Ford
UBCM President

Enclosure

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: Endorsed

Provincial Response

Ministry of Post-Secondary Education and Future Skills

Government recognizes the importance of access to veterinary medicine in the province and was pleased to announce funding in April 2022 to increase the number of British Columbia students beginning their training this fall at the Western College of Veterinary Medicine (WCVN). Ongoing funding for the additional 20 veterinary student spaces will be considered as part of the regular budget process for Budget 2023.

The Ministries of Agriculture and Food and Advanced Education and Skills Training continue to work closely with key stakeholders on other initiatives to address high-demand regions and specialties. For example, starting in fall 2023, there will be an agriculture-focused admission stream for 15 percent of BC seats, for students with an interest in a career in rural mixed animal practice. Government has also added veterinarians and veterinary technologists to the list of priority occupations under the Provincial Nominee Program, helping to ensure clinics have the professionals they need to provide animal care.

Stakeholders such as regional districts and municipalities have a role to play in engaging with WCVN and the Society of BC Veterinarians to find ways to increase veterinarian care in their communities, such as through clinical placements for summer students and supports for veterinarian clinics