

AGENDA

MEETING NO. 5

May 4, 2023

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

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, May 4, 2023

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – May 4, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>DELEGATION</u>	
	<u>BESWICK HILDEBRANDT LUND CHARTERED PROFESSIONAL ACCOUNTANTS - 1:00 pm</u> Taylor Turkington, CPA RE: 2022 Audit	
	<u>ELECTORAL AREA PLANNING</u>	
	<u>Bylaw for 1st and 2nd Reading</u>	
6-18	Cameron Kral, Planning Technician Rezoning Application RZ A-01-23 1 st and 2 nd Reading Report Bylaw No. 2004, 2023 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Other Items</u>	
19	Advisory Planning Commission Minutes Electoral Area A (Smithers/Telkwa Rural)	Receive

Meeting No. 5
May 4, 2023

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u>	<u>ACTION</u>
	<u>Agricultural Land Reserve (ALR)</u>	
20-37	Danielle Patterson, Senior Planner Memorandum of Understanding between the Ministry of Energy, Mines, and Low Carbon Innovation and the Agricultural Land Commission	Receive
38-45	Danielle Patterson, Senior Planner ALR Application 1248 Non-Farm Use (Removal of Soil) Electoral Area A (Smithers/Telkwa Rural)	Recommendation
46-52	Danielle Patterson, Senior Planner ALR Application 1250 Non-Farm Use (Removal of Soil) Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Land Referral</u>	
53-70	Cameron Kral, Planning Technician Crown Land Application Referral No. 7410291 Electoral Area C (Fort St. James Rural)	Recommendation
	<u>Addition to Park Referral</u>	
71-76	Cameron Kral, Planning Technician BC Parks Mount Pope Park Additions Referral Electoral Area C (Fort St. James Rural)	Recommendation
	<u>ADMINISTRATION REPORTS</u>	
77-131	John Illes, Chief Financial Officer – 2022 Financial Statements and Audit Report	Recommendation
132-137	John Illes, Chief Financial Officer - Growing Communities Fund	Receive/Discussion
138-145	Megan D'Arcy, Regional Agriculture Coordinator -CN Vegetation Control Activities 2023	Receive

Meeting No. 5
May 4, 2023

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
146	BC Hydro – Prince George to Glenannan Transmission Project Open House	Receive
147	BC Hydro – North Coast Electrification Information Sessions	Receive
148-149	Ministry of Emergency Management and Climate Readiness – Emergency Preparedness and Resources	Receive
150-153	Ministry of Health – Response to RDBN Letter -Provincial Vaccine Mandate for Healthcare Professionals (including RDBN Letter)	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
- Tenas Coal Project

ADJOURNMENT



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: May 04, 2023
Subject: Rezoning Application RZ A-01-23
First and Second Reading for Rezoning Bylaw No. 2004, 2023

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

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2004, 2023" be given first and second reading and subsequently taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2004, 2023" be delegated to the Director or Alternate Director for Electoral Area A.

Executive Summary

The 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 construct a second dwelling on the property. The proposed second dwelling fits the character of the neighborhood. No negative impacts are expected from this rezoning.

Planning Department staff recommend Bylaw No. 2004, 2023 receive first and second readings.

APPLICATION SUMMARY

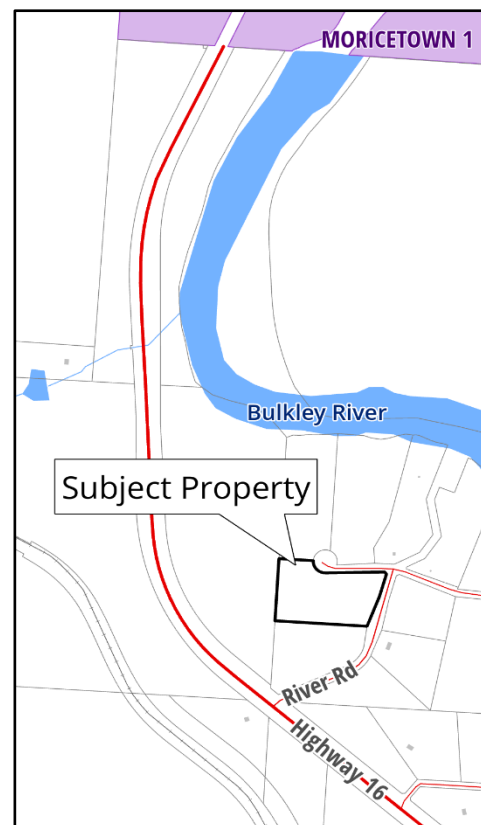
Name of agent/owner:	Daryn Larson
Electoral area:	Electoral Area A (Smithers Telkwa/Rural)
Subject property:	24151 River Road, Lot 11, District Lot 1129, Range 5, Coast District, Plan PRP14918 (PID 023-640-146)
Property size:	3.69 ha (9.12 ac)
OCP designation:	Rural Residential (RR) Designation in Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014
Zoning:	Small Holdings (H1) Zone in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR status:	Not in the ALR
Building inspection:	Within the building inspection area
Fire protection:	Outside the fire protection area
Existing land use:	Vacant
Location:	19 km northwest of the Town of Smithers and 1.3 km south of Witset.

Proposed rezoning:

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

The subject property is currently vacant. In May 2022, the RDBN issued a building permit to the applicant for a 225.66 m² (2,429 ft²) single family dwelling but construction has not yet started.

The applicant is proposing to construct a 83.6 m² (900 ft²) dwelling. The H1 Zone only permits one Single Family Dwelling. Therefore, the applicant wishes to rezone to H1A to allow the proposed second Single Family Dwelling.



DISCUSSION

Official Community Plan (OCP)

The subject property is designated Rural Residential (RR) in the Smithers/Telkwa Rural OCP. OCP policy 3.4.2(7) states a rezoning application to allow a second single family dwelling on a parcel under the RR designation 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.”*

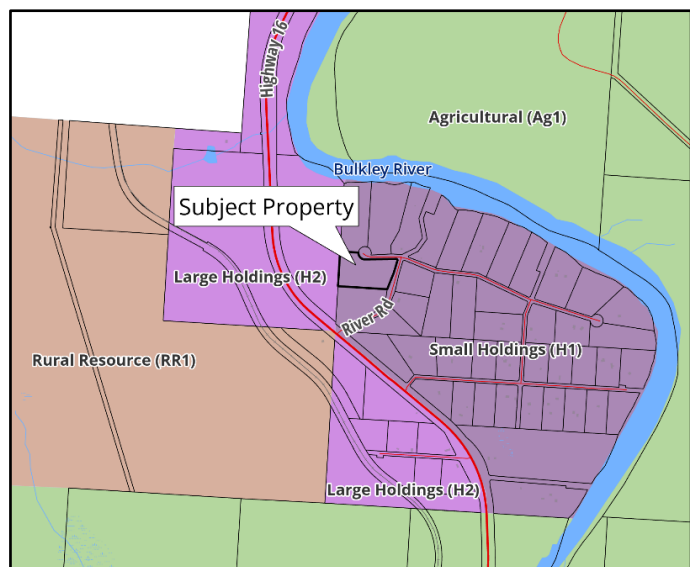
The applicant provided a site investigation report from a Registered Onsite Wastewater Practitioner (see applicant submission) stating that the subject property can support both proposed dwellings. Conformity with Northern Health regulations is ensured as part of the building permit process.

There are no known notable wildlife or ecological values on the subject property and there are no known hazards.

Zoning

The subject property is zoned H1 in the RDBN Zoning Bylaw. The H1 Zone allows one Single Family Dwelling on properties under 4 ha (9.88 ac). The H2 Zone allows two Single Family Dwellings, only one of which can exceed a gross floor area of 120 m² (1,290 ft²).

The subject property is in an area that is predominantly zoned H1. It is adjacent to a 55 ha (135.93 ac) vacant parcel along Highway 16 that is in the Large Holdings (H2) Zone (see Zoning Map to the right).



Staff Comments

The proposed second dwelling fits the character of the neighbourhood. No negative impacts are anticipated from this rezoning.

Planning Department staff recommend Bylaw No. 2004, 2023 receive first and second readings.

REFERRAL RESPONSES

At their April 3, 2023 meeting, the Electoral Area 'A' Advisory Planning Commission (APC) recommended approval of the rezoning (see Attachments).

The Town of Smithers had no concerns or comments.

The Ministry of Transportation and Infrastructure (MOTI) stated that *"The Ministry sees little to no impact to our infrastructure system. Pursuant to section 52(3)(a) of the Transportation Act, [MOTI] is prepared to endorse the amended Bylaw after third reading. Please forward the adopted bylaw for our signature"*.

ATTACHMENTS

1. Applicant submission
2. April 3, 2023 Area A APC minutes
3. Referral Responses
4. Proposed Bylaw No. 2004, 2023

2. AGENT AUTHORIZATION

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

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

<u>Jessica Harrison</u> Owner Name (print)	<u>[Signature]</u> Signature	<u>Feb 14, 2023</u> Date
_____ Owner Name (print)	_____ Signature	_____ Date
_____ Owner Name (print)	_____ Signature	_____ Date

3. PROPERTY INFORMATION

Legal Description(s) of the land which is the subject of this Application (subject property):

Lot 11 District Lot 1129 Range 5 COAST DISTRICT PLAN PRP14918

Civic Address (House No., Street Name):

24151 River Road, Smithers, BC

Size of Property: 9.113 (Hectares/Acres)

Existing Land Use:

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

We are currently building our house and this property is our primary residence.

Single family dwelling, Rural residential, Zoned H1

There are currently no completed structures on the property.

RECEIVED

FEB 17 2023

Cameron Kral

From: Daryn Larson [REDACTED]
Sent: Thursday, March 23, 2023 7:23 AM
To: Cameron Kral
Subject: [EXTERNAL]: Page 3

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

4. REQUESTED AMENDMENT

Proposed
Amendment to
Zoning Bylaw: Re-zone from H1 to H1A

Proposed
Amendment to
OCP:

Reason for Application:

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

I want a second dwelling on our property because we can easily fit it down in the lower corner and branch off of our existing driveway. This would give visiting family members a place to stay as our family lives far away. We also like the idea of raising our property value and the option to rent it out long term if needed.

5. APPLICATION FEES

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

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

- Cheques should be made to the Regional District of Bulkley-Nechako and delivered to the attention of the

Planning Department by mail to Box 820, Burns Lake, BC, V0J 1E0; or at the RDBN office, 37-3rd Ave, Burns Lake, BC.

- Interact debit card or cash payments can be made at the RDBN office, 37 3rd Avenue, Burns Lake, BC.

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

- Official Community Plan (OCP) Amendment \$1,000
- Zoning Bylaw Amendment \$1,000
- Combined OCP and Zoning Bylaw Amendment \$1,500

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

RECEIVED

FEB 17 2023

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

NEIGHBORING PROPERTY

PROPERTY LINE - 64.17' 0"

PROPERTY LINE - 64.17' 0"



This is
Draft
copy
print
or dx
write
Verify
to co!

12

Under
Construction



Proposed
New build

30' x 30' Cabin



Proposed Driveway

CANYON ROAD

RIVER ROAD

NEIGHBORING PROPERTY

T OVERVIEW

A1
D MARKEN
D MARKEN

NO.	DATE	DESCRIPTION
1	21-SEP-21	ISSUED FOR PERMIT
2	13-APR-22	REVISED BP



January 27/23

Northern BC Septic Solutions – Carmen Nyuli, ROWP

5009 Gilbert Rd. Smithers, BC V0J2N7

250-847-0143 cgnyuli@telus.net**Attn: Jason Berlin****Sewerage Proposal for Subdivision****Introduction:**

Northern BC Septic Solutions has been retained by Daryn Larson, owner of 24151 River Rd, Smithers, BC to provide comment regarding the suitability of the parcel in the proposed zoning change to reliably support two onsite sewerage systems.

Scope of work to include attending the site, percolation testing and soil test pits:

The proposed house #1 will be a 4 bedroom house <330m² on approximately 3.7 hectares. Proposed sewerage system is a gravity fed dispersal field with a blinding layer. System has been filed and accepted by Northern Health file # TTIS-CFGT5F.

The proposed house #2 will be a 2 bedroom cabin <100m² sharing the 3.7 hectare property. Proposed sewerage system is a gravity fed dispersal field with a blinding layer.

Field assessment:

Percolation testing showed 1 to 2 minutes per inch.

Stratification testing showed sand < 10% clay.

Depth to a seasonally high water table was > 200cm.

Conclusion:

Based on the site inspection of house #1, the percolation testing and the assessment of the soil types to a depth of 200cm on the property, it is Northern BC Septic Solutions' opinion that if the property is rezoned to H1A both proposed dwellings can be suitably supported with an onsite sewerage system.

Carmen Nyuli ROWP



**Advisory Planning Commission
Meeting Minutes**

Electoral Area A	Meeting Date: April 3, 2023, 7:00 pm	Meeting Location: Virtually via Zoom
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Natalie Trueit-MacDonald		<input checked="" type="checkbox"/> Director Stoney Stoltenberg
<input type="checkbox"/> Bob Posthuma		<input checked="" type="checkbox"/> Alternate Trever Krisher
<input checked="" type="checkbox"/> Sandra Hinchliffe		<u>RDBN Attendees</u>
<input checked="" type="checkbox"/> Andrew Watson		<input type="checkbox"/> Jason Llewellyn, Director of Planning
<input checked="" type="checkbox"/> Alan Koopman		<input checked="" type="checkbox"/> Danielle Patterson, Senior Planner
		<input checked="" type="checkbox"/> Cameron Kral, Planning Technician
		<u>Other Attendees (applicants)</u>
		<input checked="" type="checkbox"/> Daryn Larson
Chairperson: Sandra Hinchliffe		Secretary: Natalie Trueit-MacDonald
Call to Order: 7:04pm		
Agenda		
7:00 ALR 1248 Larson (Sam & Aleisha) Trout Creek gravel pit		
7:20 RZ A-01-23 Larson (Daryn) Alder Estates Subdivision		
7:40 ALR 1250 Vihar Skillhorn Pit		
Applications (Include application number, comments, and resolution)		
7:04pm – 7:18pm – RZ A-01-23 – Daryn Larson APC recommends approval		
7:20pm – 7:42pm – ALR 1248 – Larson (Sam & Aleisha) Trout Creek gravel pit APC recommends approval (not unanimous) but had several concerns - closest neighbour, 24014 should be consulted as they will be greatly impacted by noise and potentially the use of the Right of Way they use to access their driveway. - the river is closer than the application states - the APC feels that this is not a suitable location for crushing		
7:42pm – 7:48pm – ALR 1250 – Vihar Skillhorn Pit APC recommends approval		
Prior to the meeting being adjourned there was some discussion regarding meeting in person vs zoom vs hybrid of both. This topic to be followed up by Stoney after determining a suitable location for a hybrid meeting.		
Meeting Adjourned 7:50pm	Secretary Signature <i>NCT-Mac</i>	



April 24, 2023

File: 6410-01/RZ A-01-23

EMAIL: planning@rdbn.bc.ca

Jason Llewellyn, MSc., RPP
Director of Planning
Regional District of Bulkley-Nechako,
37 3rd Avenue / PO Box 820, Burns Lake, BC, V0J 1E0

Dear Jason Llewellyn,

Re: Referral Response for Zoning Bylaw Amendment RZ A-01-23

Thank you for the opportunity to provide comment on the Zoning Bylaw Amendment Application RZ A-01-23, for 24151 River Road, legally described as Lot 11, District Lot 1129, Range 5, Coast District, Plan PRP14918 (PID 023-640-146), located 19 kilometres north-west of the Town of Smithers and 1.3 kilometres south of Witset. Staff reviewed the application and the referral report received on March 29, 2023, and have no concerns or comments regarding the proposed zoning amendment.

Should you have any questions on this letter, please contact the undersigned at 250-847-1600 or dchandran@smithers.ca.

Sincerely,

Deepa Chandran
Planner, Town of Smithers

CC: Danielle Patterson, Senior Planner, Danielle.patterson@rdbn.bc.ca
Mark Allan, Director of Development Services, mallen@smithers.ca
Jason.llewellyn@rdbn.bc.ca



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2004

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 11, District Lot 1129, Range 5, Coast District, Plan PRP14918, 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. 2004, 2023".

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

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

PUBLIC HEARING HELD 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 Rezoning Bylaw No. 2004, 2023".

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

Corporate Administrator

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

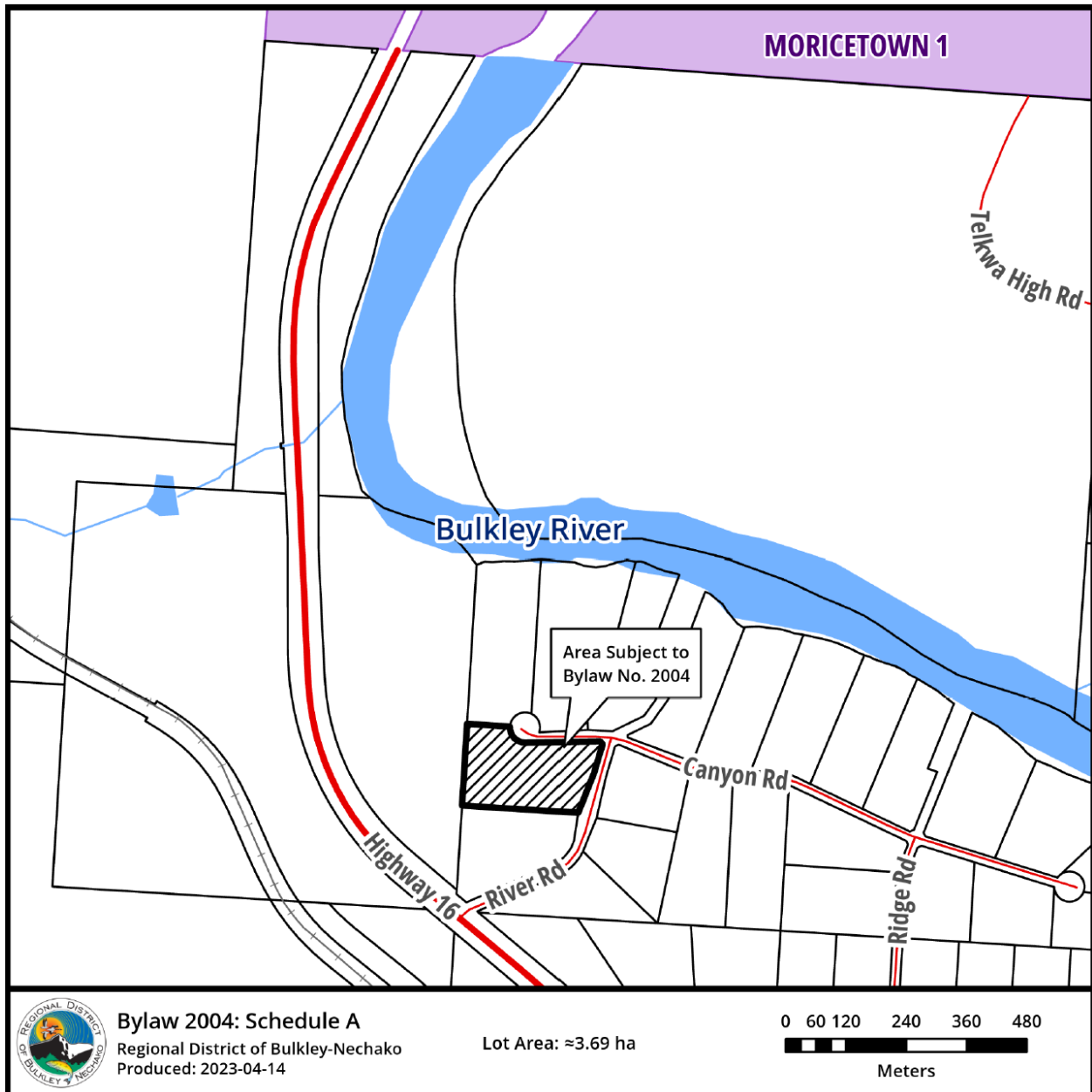
for Minister of Transportation & Infrastructure

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2004



Lot 11, District Lot 1129, Range 5, Coast District, Plan PRP14918, 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. 2004, 2023.

Corporate Administrator

**Advisory Planning Commission
Meeting Minutes**

Electoral Area A	Meeting Date: April 3, 2023, 7:00 pm	Meeting Location: Virtually via Zoom
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Natalie Trueit-MacDonald		<input checked="" type="checkbox"/> Director Stoney Stoltenberg
<input type="checkbox"/> Bob Posthuma		<input checked="" type="checkbox"/> Alternate Trever Krisher
<input checked="" type="checkbox"/> Sandra Hinchliffe		<u>RDBN Attendees</u>
<input checked="" type="checkbox"/> Andrew Watson		<input type="checkbox"/> Jason Llewellyn, Director of Planning
<input checked="" type="checkbox"/> Alan Koopman		<input checked="" type="checkbox"/> Danielle Patterson, Senior Planner
		<input checked="" type="checkbox"/> Cameron Kral, Planning Technician
		<u>Other Attendees (applicants)</u>
		<input checked="" type="checkbox"/> Daryn Larson
Chairperson: Sandra Hinchliffe		Secretary: Natalie Trueit-MacDonald
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Meeting Adjourned 7:50pm	Secretary Signature <i>NCT-Mac</i>	



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: May 4, 2023
Subject: Memorandum of Understanding between the Ministry of Energy, Mines, and Low Carbon Innovation and the Agricultural Land Commission

RECOMMENDATION: (all/directors/majority)

Receive.

DISCUSSION

The RDBN has recently seen a notable increase in the number of ALC Non-Farm Use applications regarding the continued or expanded operation of gravel pits in the ALR. It was discovered that this increase is related to the attached Memorandum of Understanding (MOU) between the Ministry of Energy, Mines, and Low Carbon Innovation and the Agricultural Land Commission. This MOU outlines each party's responsibilities regarding mining, including gravel extraction, within the ALR.

The MOU prohibits the issuance or renewal of a Mines Act Permit without the necessary ALC approval. Past ALC approval for existing gravel pits commonly included time limitations, and those approvals have expired. In these situations, new ALC applications are required. The Board will be considering a number of these ALC applications in the coming months.

ATTACHMENTS:

MOU between MEMLCI and the ALC



MEMORANDUM OF UNDERSTANDING

BETWEEN:

MINISTRY OF ENERGY, MINES, AND LOW CARBON INNOVATION, the ministry responsible for British Columbia's (BC) electricity, alternative energy, mining and petroleum resource sectors pursuant to the *Ministry of Energy and Mines Act* (British Columbia) RSBC 1996, c. 298, having an address at PO Box 9060 Station Provincial Government, Victoria, BC V8W 9E2

(hereinafter referred to as "EMLI")

AND:

PROVINCIAL AGRICULTURAL LAND COMMISSION, an administrative tribunal established pursuant to the *Agricultural Land Commission Act* (British Columbia), SBC 2002 under the Ministry of Agriculture, Food and Fisheries, having an address at 201-4940 Canada Way, Burnaby, BC V5G 4K6

(hereinafter referred to as the "ALC")

WHEREAS:

- A. EMLI is the ministry responsible for BC's electricity, alternative energy, oil, natural gas and related infrastructure, and the Province's mining and mineral exploration sectors.
- B. The ALC is the agency responsible for agricultural land within BC, including both Crown and private land, with the mandate of preserving agricultural land, encouraging farming in collaboration with other communities of interest, and encouraging local government, First Nations, the Province and its agents to enable and accommodate farm use of agricultural land and uses compatible with agricultural land in their plans, bylaws, and policies.
- C. In some cases, a mining or extraction activity, including exploration or production, may be located or may be proposed to be located on land within the Agricultural Land Reserve (ALR). In such cases, EMLI and the ALC have concurrent jurisdiction.
- D. Section 2 of the Agricultural Land Commission Act gives the Agricultural Land Commission Act precedence over, but does not replace other legislation and bylaws that may apply to land. Local and regional

governments, as well as other Provincial agencies, are expected to plan in accordance with the Provincial policy of preserving agricultural land.

- E. EMLI Regional Offices review applications for mineral and coal exploration activities, placer mines, industrial mineral mines, and aggregate pits/quarries through Notice of Work (NoW) applications and issue Mines Act permits for lands across the Province of BC. Such permits may require a financial security in order to ensure reclamation is completed once the mining activities have ceased, and to provide for protection of, and mitigation of damage to, watercourses and cultural heritage resources affected by the mine.
- F. The ALC either permits outright, requires the submission of a Notice of Intent (NOI) to the ALC Chief Executive Officer (CEO) or a delegate of the CEO, or requires the submission of an Application for Soil or Fill Use to the ALC Commissioners, for mining or extraction activities in the ALR. In reviewing an NOI or Application, the ALC issues a Decision. A Decision may require a financial security in order to ensure reclamation to an agricultural standard is completed once mining activities have ceased.
- G. EMLI and the ALC both may require a financial security to ensure that reclamation is completed to either agency's standards.
- H. The ALC's requirements to reclaim to an agriculturally capable standard would generally meet, or exceed, EMLI's reclamation standards and reclamation security requirements.

THEREFORE, the parties agree to enter into a non-binding Memorandum of Understanding (MOU) on the following terms:

Purpose and Scope:

- 1. The purpose of this MOU is to establish an understanding between the ALC and EMLI with respect to each party's responsibilities for mining and extraction projects which fall within the ALR, with the following objectives:
 - i. To preserve lands within the ALR in accordance with the ALC's mandate;
 - ii. To ensure that applicable notices or applications are submitted to each respective party;
 - iii. To avoid redundancy in the reclamation securities required by each party;

- iv. To achieve an improved level of service to the public;
 - v. To facilitate cooperation between EMLI and the ALC in which the objectives of each may be mutually achieved; and,
 - vi. To establish procedures for the implementation of the objectives.
2. This MOU is subject to all applicable legislation, including but not limited to the Agricultural Land Commission Act, the Ministry of Energy and Mines Act, the Mines Act, and the Environmental Management Act and to the regulations of all applicable statutes, including but not limited to the Health, Safety and Reclamation Code for Mines in BC.
 3. The parties believe that the effect of this MOU will be that overall, EMLI's and the ALC's processes and associated reclamation securities for mining and extraction activities within the ALR will be better clarified than would otherwise be the case.
 4. This MOU is not intended to be, and is not, binding on the parties and is intended only to serve as a statement of the parties' shared objectives.

Notices of Work Submitted to EMLI:

5. NOW's are submitted through FrontCounterBC, a service which assists proponents with licences, permits, registrations and other authorizations required to utilize the Province's natural resources.
6. NoWs are reviewed by EMLI Regional Offices with respect to eligibility for a Mines Act permit to explore for and develop the Province's mineral, coal, placer, quarry and aggregate resources.
7. NoWs are not submitted for mining and extraction projects initiated and used exclusively by the Ministry of Transportation and Infrastructure (MoTI) unless the project is a reviewable project under the Environmental Assessment Act.
8. Part 10 of the Health, Safety and Reclamation Code for Mines in BC (the Code) specifies standards for reclamation of mine sites, including: land use, land capability, long term stability, re-vegetation, growth medium, landforms, structures and equipment, dumps, watercourses, open pits, access roads, openings, drains, and others.
9. For regional mines, EMLI uses the *Regional Mine Reclamation Bond Calculator* to estimate an appropriate bond amount based on the project details. The *Regional Mine Reclamation Bond Calculator* gives an estimation that may be modified by the Inspector to account for site specific circumstances.

With respect to the purpose of this MOU, NoWs may be submitted to EMLI under three scenarios: (i) activities not requiring an NOI or Soil or Fill Use Application; (ii) activities requiring an NOI and (iii) activities requiring a Soil or Fill Use Application.

(i) For Activities Not Requiring a Notice of Intent or Soil or Fill Use Application:

10. In certain situations, the use of land within the ALR for mining or extraction activities does not require ALC referral or approval. This applies in the following situations:
 - i. Surveying, exploring and prospecting for gravel or minerals (including placer minerals) if all cuts, trenches and similar alterations are restored to the natural ground level on completing the surveying, exploring or prospecting (as described in Section 19(b) of the ALR Use Regulation); or
 - ii. Removing aggregate, if the total volume of aggregate removed from any single parcel is less than 500m³ (as described in Section 26 of the ALR Use Regulation) so long as the following are completed:
 - a. The disturbed area is rehabilitated in accordance with good agricultural practice as soon as reasonably practicable after either aggregate removal is complete (if the aggregate is removed as part of a continuous operation) or each stage of aggregate removal is complete (if the aggregate was not removed as part of a continuous operation); and
 - b. The cultivable surface layer of soil is salvaged, stored on the parcel and available for rehabilitation.

(ii) For Activities Requiring a Notice of Intent to be Submitted to the ALC:

11. When placing fill or removing soil or aggregate (for reasons other than an "Exempted Activity" meeting the requirements of Section 35 of the ALR Use Regulation or the activities described in Part 11), a Notice of Intent (NOI) must be filed with, and the requisite fee must be paid to, the ALC CEO at least 60 days before engaging in the intended use. An applicant cannot proceed with fill placement or removal of soil until the activity has been approved by the CEO or a delegate of the CEO.
12. The purpose of an NOI is to seek authorization prior to lawful placement of fill or removal of soil or aggregate, and not as a mechanism to seek retroactive approval.

13. Within 60 days of submission of the NOI, the CEO or a delegate of the CEO must approve the placement of fill or the removal of soil or aggregate or issue a written order that the person stop or not engage in placing fill or removing soil or aggregate.
14. The CEO or delegate of the CEO may request further information within the first 60 days from when the NOI is received by the ALC. If additional information is requested, the applicant has 60 days to provide the requested information or the file will be cancelled. The 60 days for the CEO or delegate of the CEO to issue a response only begins once all requested items have been received.
15. If the CEO or delegate of the CEO does not issue a response within the 60 day period, the applicant may remove soil from or place fill on the agricultural land as described in the notice (except if "Prohibited Fill" is placed, as described under Section 36 of the ALR Use Regulation).
16. In response to the NOI, the CEO or delegate of the CEO will release an NOI Decision (Decision).
17. A person who receives an NOI approval may place fill or remove soil or aggregate provided they do so in accordance with the terms of that approval, which may involve reclamation requirements.
18. To ensure successful reclamation of a project area, the CEO or a delegate of the CEO may require financial security, such as insurance, a bond, or an Irrevocable Letter of Credit (ILOC) be posted. The amount of security is at the discretion of the CEO or a delegate of the CEO, and is generally determined based on the size (hectares), the estimated reclamation cost, and the nature of the project. The ALC generally requires a reclamation security of approximately \$20,000 per hectare.

(iii) For Activities Requiring a Soil or Fill Use Application to be Submitted to the ALC:

19. A Soil or Fill Use Application is submitted to the ALC in the following circumstances:
 - a. If the applicant chooses to seek approval via an application rather than an NOI (whether partially through the NOI process or not);
 - b. If the applicant chooses to seek approval via an application because the terms of an NOI are not satisfactory to the applicant;
 - c. If an NOI is refused; or

- d. If the placement of fill or removal of soil or aggregate has already commenced.
20. In response to the Soil or Fill Use Application, the ALC will release an Application Decision.
21. If a Soil or Fill Use Application is approved, the placement of fill or extraction of soil or aggregate must be undertaken in accordance with the terms of that approval, including reclamation requirements.
22. To ensure successful reclamation of the project area, the ALC may hold a financial security such as insurance, a bond or ILOC, generally determined based on the size (hectares), the estimated reclamation costs, and the nature of the project. The ALC generally requires a reclamation security of approximately \$20,000 per hectare.

Responsibilities of EMLI:

23. Pursuant to Section 3 of the Agricultural Land Commission Act, for proposals on lands entirely within the ALR, where the proposed mining or extraction activity requires an NOI or a Soil or Fill Use Application to be submitted to the ALC, the EMLI Statutory Decision Maker (SDM) will consult the ALC prior to issuance of the Mines Act permit, and will not issue the Mines Act permit until such time that an ALC NOI or Application Decision has been released. The general timeline for consulting the ALC is outlined in Appendix A. The ALC may be notified by electronic mail at ALC.Soil@gov.bc.ca.
24. For proposals on lands partially within the ALR, where the proposed mining or extraction activity requires an NOI or a Soil or Fill Use Application to be submitted to the ALC, the EMLI SDM may proceed to issue a Mines Act permit prior to an ALC NOI or Application Decision for the area outside of the ALR only. Pursuant to Section 3 of the Agricultural Land Commission Act, the EMLI SDM will not issue a Mines Act permit for the lands within the ALR until such time that an ALC NOI or Application Decision has been released.
25. Where the proposal timeline exceeds the length of the term approved by an ALC NOI or Application Decision in Part 23 or Part 24, the EMLI SDM will align the Mines Act permit approval with the ALC NOI or Application Decision terms.
26. For lands within the ALR where the proposed mining activity does not require a NOI or a Soil or Fill Use Application to be submitted to the ALC (described in Part 10), the EMLI SDM may proceed to issue a permit under the Mines Act at

their discretion, may require a reclamation security at their discretion, and need not consult with the ALC before such permit issuance.

27. In review of a NoW application, the EMLI SDM may refer a Mines Act permit to the ALC for comment. A lack of response within the 30 day response period as outlined in s.10(3)(2) of the Code, shall not be construed as ALC approval for the proposal. An NOI or Soil or Fill Use Application is required, where applicable.
28. EMLI SDMs need not require additional reclamation security for activities addressed under the ALC's financial security.
29. Where the EMLI SDM considers that the ALC's financial security is not adequate, they may require additional reclamation security to address mining related reclamation activities.
30. For all mining NoW applications, with respect to lands within the ALR, the EMLI SDM will copy the ALC on their issuance of the Mines Act Permit. The ALC may be notified by electronic mail at ALC.Soil@gov.bc.ca.
31. Where the EMLI SDM is closing a Mines Act permit, including release of any associated financial security, the SDM will consult with ALC in advance of the closure. The ALC may be notified by electronic mail at ALC.Soil@gov.bc.ca.

Responsibilities of the ALC:

32. The ALC's financial security will cover (but is not limited to) preparation of the surface grade (measured as the top one metre of soil), including preparation of the seed bed, seeding or planting with appropriate agronomic species, and the installation of any other agricultural infrastructure that is required to ensure that the land has been improved for agricultural production (e.g. agricultural subsurface drainage).
33. For aggregate extraction projects, the ALC will require that the ALC's Best Management Practices for Aggregate Extraction are followed (see Appendix B).
34. For mining and extraction projects initiated by MoTI, which do not require the submission of a NoW to EMLI, the ALC's financial security will cover the costs of all reclamation activities.
35. For all mining and extraction activity proposals (in respect of NOIs or Soil or Fill Use Applications), the ALC will copy the applicable Regional EMLI Office and Mines Inspector on its Decision.

36. Where the ALC is releasing a financial security for a mining or extraction project, the ALC will consult with EMLI prior to the release of the financial security.

Terms of Agreement:

37. The parties agree to meet on an annual basis to examine the effectiveness of this MOU and may recommend amendments as required.
38. Any amendment to this MOU agreed to by the parties must be in writing and signed by the parties.
39. This MOU and any amendments are effective on the latest date they are signed by the Parties and remain in effect until:
- (a) a replacement MOU is signed between the parties; or,
 - (b) a party notifies the other in writing that this MOU is no longer in effect.
40. Where differences arise between EMLI and ALC staff regarding the interpretation or adherence to the MOU that cannot be resolved by those staff, the matter will be referred to EMLI's Assistant Deputy Minister and the CEO of the ALC.

Appendices:

Appendix A: ALC and EMLI Process Flow Chart

Appendix B: ALC Best Management Practices for Aggregate Extraction

MINISTRY OF ENERGY, MINES, AND LOW
CARBON INNOVATION per its
Chief Permitting Officer:



George Warnock, Chief Permitting Officer

Date: September 15, 2021

PROVINCIAL AGRICULTURAL LAND
COMMISSION per its Chair:

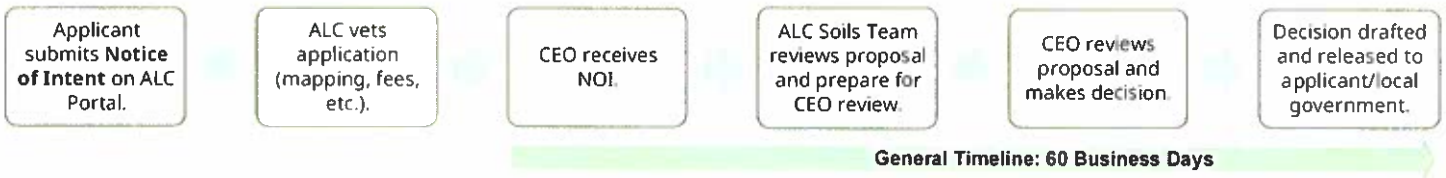


Jennifer Dyson, ALC Chair

Date: September 22, 2021

APPENDIX A: ALC AND EMLI REVIEW PROCESSES FOR MINING AND AGGREGATE EXTRACTION PROJECTS IN THE ALR

ALC NOTICE OF INTENT PROCESS



How Consultation Should Occur:

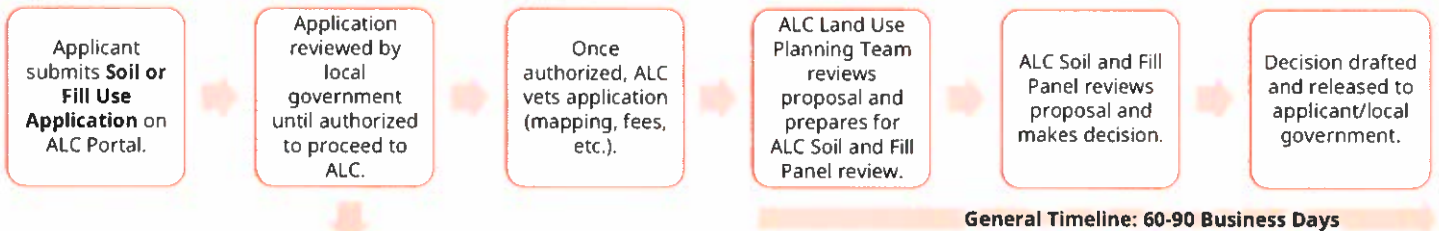
ALC contacts EMLI to discuss proposal, confirm history.

ALC contacts EMLI to discuss proposed financial security, if applicable.

ALC copies EMLI Mine's Inspector on ALC decision.

If the NOI is refused, the applicant may pursue a Soil or Fill Use Application.

ALC SOIL OR FILL USE APPLICATION PROCESS



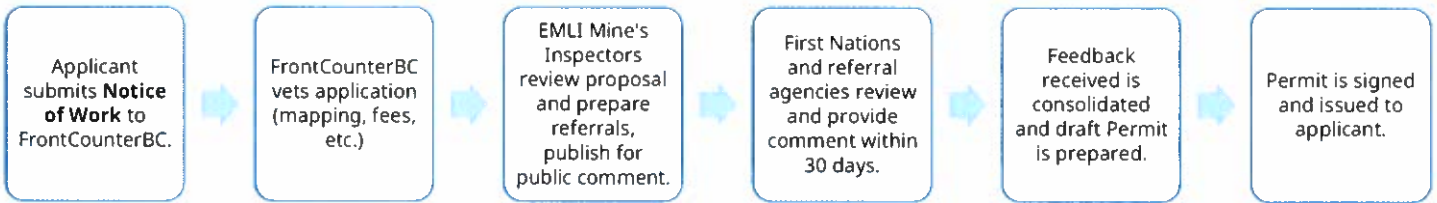
How Consultation Should Occur:

ALC contacts EMLI to discuss proposed financial security, if approved.

ALC copies EMLI Mine's Inspector on Decision.

If local government refuses the application, the application is refused.

EMLI NOTICE OF WORK PROCESS



How Consultation Should Occur:

FrontCounterBC advises applicant of additional permits required (e.g. water licence, ALC NOI or application).

EMLI ensures applicant is aware of ALC NOI or application requirement.

EMLI may refer the NoW to the ALC; however, if no response is received within 30 days this shall not be construed as ALC approval.

EMLI shall ensure the ALC has been consulted prior to issuance of Permit and will not issue Permit until ALC NOI or Application Decision released, except in accordance with Part 26 of the MOU.



APPENDIX B:

BEST MANAGEMENT PRACTICES FOR AGGREGATE EXTRACTION ACTIVITIES OCCURRING IN THE AGRICULTURAL LAND RESERVE

Reclamation planning is essential to the successful reclamation of agricultural lands located in the Agricultural Land Reserve (ALR). The following document is intended to provide best management practices for aggregate extraction to both private landowners and industrial operations operating on private and Crown land in the ALR. This information should be used to assist in the development, operation, and reclamation of various scales of aggregate extraction operations ranging from small gravel pits and rock quarries to large, long-term industrial operations with multiple phases.

This document provides recommendations on:

- General operating conditions
- Soil management techniques
- Recontouring and subgrade preparation
- Soil placement (Topsoil/Subsoil)
- Seedbed preparation and surface rehabilitation
- Drainage and water management
- Weed management
- Project closure

GENERAL OPERATING CONDITIONS

- Soil must not be salvaged, moved, stockpiled, or replaced during conditions of adverse soil moisture content including when the soil is frozen (to prevent slumping) or powdery dry.
- Compaction must be minimized by selecting soil materials with low clay contents for replacement in the root zone.
- The use of native material (salvaged topsoil and overburden) is preferable to the use of materials sourced from off-site to avoid potential issues with drainage and excessive stoniness in the upper soil profile.
- Surface drainage from the reclaimed area must be maintained at all times in order to prevent erosion, flooding, siltation or other degradation of soils, adjacent lands or waterways.

- Any run-off must be diverted into catchment ponds or silt traps prior to discharge into natural watercourses or road ditches.
- On-site supervision by a qualified registered professional with expertise in soils and reclamation is required during the soil salvaging, stockpiling, storage and soil replacement process.

SOIL MANAGEMENT

Prior to any extraction, all existing topsoil must be salvaged under the direction of the qualified registered professional for use during reclamation. Additional salvaging of subsoil and overburden may be necessary on sites where backfill sourced from off-site is not readily available, topsoil is shallow or where there is limited overburden available. The recommendations for soil handling procedures are as follows:

- Soil must be salvaged from all of the following areas:
 - the proposed pit or quarry area;
 - the access roads; and,
 - the proposed stockpile areas for the subsoil and overburden.
- Topsoil, subsoil and any overburden must be salvaged and stored separately.
 - Separation between piles should be no less than 3 m
- Topsoil must be salvaged using an excavator with a clean-out bucket.
- Materials must be transported to an appropriately designated storage area that will not be disturbed by extraction activities in order to avoid double handling of materials.
- A uniform layer of bark mulch or sawdust should be laid down on the storage surface prior to placement of any salvaged material.
- The areas required for stockpile storage must be based on estimates of initial soil salvaging volumes.
- Stockpiled soils must be windrowed and located in an area where they will not be disturbed and will not impede site drainage.
- Drainage from, onto and around the stockpiles must be controlled by ditches, drains or intercepts as required.
- Stockpiled soil must not be removed from the property without written permission from the ALC.
- Salvage piles should be limited in height (2 to 3 meters). Higher piles must not exceed a 3:1 slope (horizontal: vertical).

- Stockpiles must be seeded and established with an appropriate plant cover or other suitable soil erosion control measure must be applied to protect the stockpiles from wind or water erosion.

SUBGRADE PREPARATION

The Commission frequently requires the backfilling of pits to ensure that the final elevation is consistent with adjacent land and the property's relative original elevation. Therefore, once all extraction activities are complete, the pit should be filled with suitable material that consists of either the stockpiled overburden and/or fill sourced from offsite. Subgrade preparation must proceed as follows:

- If imported fill is used to backfill, the fill must have the following characteristics:
 - must be of mineral origin only (organic soils are not permitted as fill material but can be used as a top-dress);
 - have a coarse fragment content less than 5% with no boulders >25 cm in the top 1 meter of the soil profile;
 - the texture of the soil must be no coarser than loamy sand and no finer than silt loam.
- The following are considered prohibited materials and must not be used as fill:
 - concrete or demolition waste, including masonry rubble, concrete, cement, rebar, drywall, and wood waste;
 - asphalt;
 - glass;
 - synthetic polymer;
 - treated wood; and,
 - unchipped lumber.
- The final contours of the subgrade must be gently sloping in such a manner as to conform to the surrounding landscape.
- Depending on the site topography, any permitted side slopes and/or benches should be recontoured so that slopes are no steeper than 3.5H:1V (horizontal: vertical) to allow for use of farm equipment on the slopes. Steeper slopes may be allowed in some cases depending on the configuration of the field in order to maximize the amount of flat land (e.g., long narrow extraction pits).
- To avoid severe erosion of topsoil, land that is intended for the production of annual crops should have slopes no greater than 20H:1V or 5% slope (Class 1).

- In the Lower Fraser Valley and Metro Vancouver, the slopes must be less than 1% on cropland to minimize sheet and rill erosion.
- If necessary, upon completion of backfilling, the subgrade should be chisel plowed to a minimum depth of 60 cm in two directions at right angles.

SOIL REPLACEMENT

Once the subgrade materials have been regraded, available topsoil and/or other suitable soil materials must be used to provide a rooting bed for crops.

General Recommendations

- Any stockpiled soils must be replaced in the reverse order from which they were removed.
- The recommended soil profile should consist of (from surface to at depth):
 - 20 - 30 cm of topsoil;
 - 30 cm of subsoil;
 - 50 cm of free draining subgrade;
 - Overburden or backfill (variable thickness).
- The placement of stakes, flagged to the desired replacement thickness, must be employed to assist the machine operator.
- Soil materials should be end dumped and leveled with low ground pressure equipment, such as tracked bulldozers.
- Vehicles and equipment must be restricted to designated roads or routes, so that ripping and subsoiling activities can be limited to these specific areas.
- Random, repeated running of equipment over leveled areas must be minimized wherever possible.

Subsoil Placement

- If subsoil has been retained, the subsoil must be replaced in one lift.
- If fill is used as subsoil, then the fill must have a coarse fragment (fragments >2 mm diameter) content of less than 5% percentage and must not contain any boulders (rock fragments >25 cm).
- Once the subsoil is in place, roughening the subsoil surface is required to hold topsoil in place following initial placement.
- If compaction does occur, rip the affected areas to a depth of 60 cm or more with shanks spaced 60 cm apart and then cross rip perpendicular to the first direction.

Topsoil Placement

- Topsoil thickness should be equivalent what was present before disturbance.

- Coarse fragments must not be introduced in the top 25 cm of the soil profile.
- Prior to replacement of the topsoil, soils must be screened separately to remove coarse fragments.
- Where the percentage of the coarse fragment content by volume is less than 5%, screening is not necessary. The qualified registered professional must determine if screening is necessary.
- Screening must be carried out under appropriate soil moisture conditions.
- Topsoil should not be replaced in areas such as roads or wet depressions that will not be used for productive agriculture unless required for grass establishment for erosion control.
- If the native topsoil has been removed, then a 20 - 30 cm lift of imported topsoil must be uniformly spread over the disturbance area. The texture of the soil must be no coarser than loamy sand or finer than silt loam.
- A suitable organic matter should be top-dressed over the reclamation area. This organic matter may be added in the form of animal or poultry manure or as a cereal or forage cover crop and turned into the soil.

SEEDBED PREPARATION/SURFACE REHABILITATION

If the disturbance area is not immediately returned to agricultural use upon completion, a seedbed must be prepared, and the area(s) seeded with an appropriate agronomic species using cover crops when necessary to reduce erosion on slopes and fertilized. Seed preparation and surface rehabilitation must take place as follows:

- Till the seed bed just prior to seeding to minimize the time period in which the soil surface will be exposed to water and wind erosion.
- Tillage must be completed only under specific soil moisture conditions (not powdery dry or excessively wet).
- The following equipment is suitable depending on the specific soil conditions:
 - Tillage equipment - plows and discs that lift and invert the soil;
 - Cultivators and harrows that lift and stir without inverting the soil;
 - In situations where it is undesirable to mix thin topsoil with underlying subsoil (i.e. stony subsoil) use cultivators and harrows rather than plows and deep discs.
- Soil tillage should be carried out across (perpendicular to) slopes to reduce the slow runoff velocity and the potential for rill formation.
- The rate of application and type of seed mix and fertilizer is to be determined by the qualified registered professional.

- Cereal cover crops such as spring barley, oats, winter wheat or fall rye germinate and develop rapidly. If seeded in mid to late summer they provide cover by fall but will not generally set seed and will not take over the stand the following year if turned over before seed set.
- Fertilizer should be applied based on soil testing results.
- Use supplementary irrigation to establish and maintain a complete cover.

DRAINAGE/WATER MANAGEMENT

A drainage plan must be prepared for the site by a qualified professional to ensure that water is appropriately managed on and off site. Prior to the installation, drainage plans must be submitted to the Commission for review and approval. The drainage design layout must be completed by a drainage specialist who will oversee the installation. The following drainage and erosion control measures should be considered when designing the plan; however, this will vary depending on specific site conditions:

- Interceptor drains and grassed water runs to slow the velocity of runoff water and prevent erosion.
- Placement of toe slope drains to collect and remove seepage from the subsoil.
- Use of temporary diversion drainage on new areas of topsoil and seeded areas.
- Sedimentation impoundments to protect water quality in downstream areas. The size and location of impoundments is determined by runoff volumes, erosion rates, and required retention times.
- Installation of a soil drainage system (subsurface drainage as needed). This will depend on the end use and agricultural capability.
- Installation of a layer of porous drainage material to reduce the amount of water in the soil.
- The drainage must be installed upon completion of rehabilitation of each phase and prior to establishing any perennial crops other than forage.
- The reclaimed area must be monitored following re-seeding to determine if sufficient drainage has been provided. If poorly drained areas persist, it may be necessary to install additional drainage structures.

WEED MANAGEMENT

- Weed control must be practiced at all times.
- Weeds must be controlled before seed set. The most common practices include:

- Cultural methods such as reseeding with an appropriate vegetative mix that can out-compete weeds;
 - Mechanical methods such as tillage, mowing, mulching or use of black plastic sheeting; and,
 - Chemical methods such as the use of herbicides.
- All newly reclaimed areas must be reseeded as soon as possible after soil replacement.

CLOSURE

A report must be submitted to the Commission upon the completion of all reclamation works to ensure that the final land objective has been achieved and the agricultural capability and suitability of the site has been restored or improved. The report must include photographs and a written description of all aspects of the reclamation. The report is required to ensure that the operation has complied with all the conditions of the ALC approval. Reports must be completed by the qualified registered professional and must be completed after two full growing seasons. The specific requirements of the closure report will be outlined in the conditions of the ALC authorization.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: May 4, 2023
Subject: ALR Non-Farm Use (Removal of Soil) Application No. 1248

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

1. That Agricultural Land Reserve Application No. 1248 be recommended to the Agricultural Land Commission for approval.
 2. That the Ministry of Energy, Mines and Low Carbon Innovation be requested to consult with the owners of 24014 Highway 16 regarding the impact of the proposed gravel pit prior to the issuance of a permit.
-

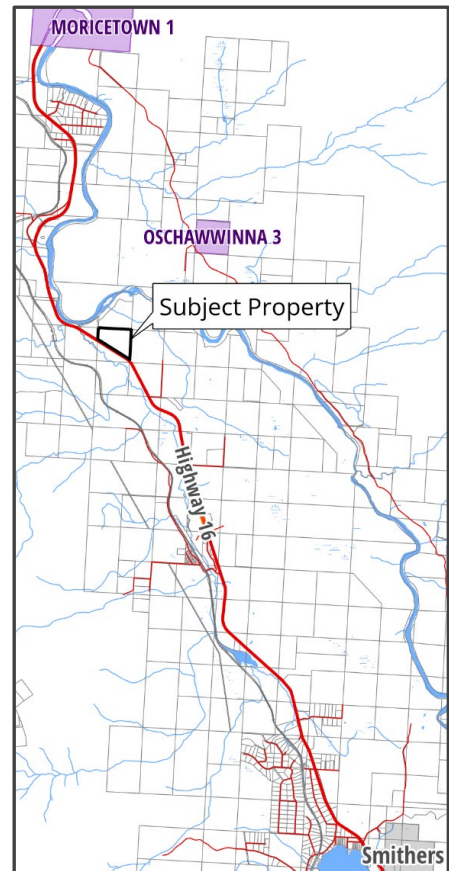
EXECUTIVE SUMMARY

This applicant is requesting Agricultural Land Commission (ALC) approval of a Non-Farm Use - Removal of Soil (NFU) to remove 250,000 m³ of aggregate from a 4.7 ha portion of the subject property, which operates as a farm, over 20 years. The reclamation plan states the lands will be restored to a standard that will allow the lands to support forage crops and allow the owners to expand their farmable lands.

Staff recommend that the application be forwarded to the ALC with a recommendation to support, and that Ministry of Energy, Mines, and Low Carbon Innovation be requested to consult with the owners of 24014 Highway 16 regarding the impact of the proposed gravel pit prior to the issuance of a permit due to the proximity of the neighbouring property to the proposed aggregate extraction area.

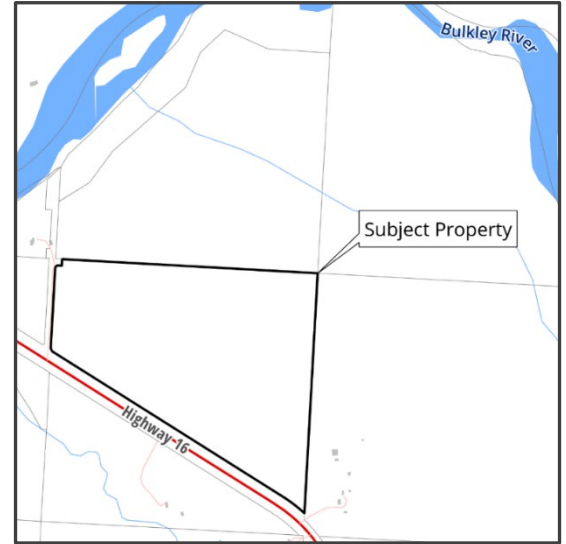
APPLICATION SUMMARY

Name of Agent/Owner:	Sam Larson (agent/owner) and Aleisha Larson (owner)
Electoral Area:	A (Smithers/Telkwa Rural)
Subject Properties:	The Northwest ¼ of District Lot 870, Range 5, Coast District, Except Plan PRP13743 (PID 011-569-883)
Property Size:	40.6 ha (100.3 ac)
OCP Designation:	Agriculture (AG) in "Regional District of Bulkley-Nechako Smithers Telkwa Rural OCP Bylaw No. 1704, 2014" (the OCP)
Zoning:	Agricultural (Ag1) Zone in "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)
Existing Land Uses:	Agriculture
Location:	About 7 km south of Witset and about 13 km north of the Town of Smithers (see subject property map). Undeveloped Crown land is to the north. Lands to the south are Hwy 16/ forage fields. Lands to the east are the applicant's residence/ farmland and the lands to the west are Hwy 16/ residential/ treed.
Non-Farm Use Area:	10.9 ha (26.9 ac)

**PROPOSAL**

The purpose of this application is to allow aggregate extraction in the Agricultural Land Reserve (ALR) so the property owners, who farm the property, may reclaim more of their lands for growing foraging crops. There is a seam of aggregate dividing the cultivated portions of the subject property (see submitted ALC application).

The application indicates that over the 20-year project duration, the total mining area is 4.7 ha (11.6 ac), with half of the area reserved for stockpiling and an access road. The total proposed volume of aggregate to be removed is 250,000 m³ (298,997 yd³). The applicant's reclamation plan (see image below and [link to reclamation plan](#)) details the application area (blue), the mining area (red circle), the proposed road to access the mining area (orange line), the 2023-2027 mining area (green shading), and the areas for stockpiling/storage of topsoil (outlined in light green and purple). The closest residence is about 130 metres northwest of the proposal area. Planning staff have confirmed the applicant wants to perform aggregate processing on the subject property in a few years' time.



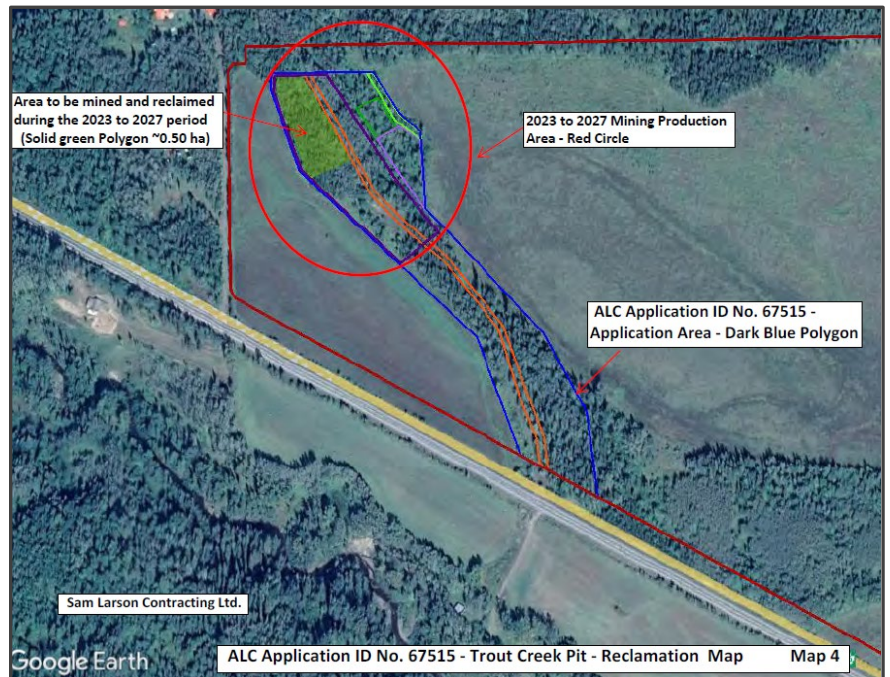
DISCUSSION

OCP

The subject property is designated Agriculture (AG) under the OCP. The intent of the designation is to preserve and encourage the utilization of land for agricultural purposes. OCP Policy 3.1.2(2) states "[t]he Provincial Ministry should ensure that agricultural lands used for aggregate extraction are adequately restored for agricultural purposes".

Zoning

The property is zoned Agricultural (Ag1) pursuant to the Zoning Bylaw. The Zoning Bylaw cannot regulate the location of the removal or deposit of soil. Aggregate processing is not a permitted use on the subject property. Given this, the applicant's future plans for aggregate processing will require a Temporary Use Permit (TUP) from the RDBN. The applicant plans to perform aggregate processing on the site and intend to apply for it in a few years.



ALR Approval

There are two ways in which aggregate extraction can be allowed in the ALR. A property owner can initiate a Notice of Intent – Soil Removal (NOI) process or make a Non-Farm Use Removal of Soil (NFU) application. The applicant applied for a NOI on September 28, 2022, and was told on February 1, 2023, that the scale of their operations required a NFU application. This NFU application will be considered by the ALC's Soil and Fill Panel.

Ministerial Approvals

The applicant has submitted a Notice of Work (NoW) application to the Ministry of Energy, Mines and Low Carbon Innovation (MEMLCI) . The Regional District has not received a referral to date for the NoW. ALC approval is required as part of that process. The applicant has stated they have applied for an industrial access permit from the Ministry of Transportation and Infrastructure (MoTI).

Planning Department Comments

The applicant has provided a land capability report ([see link](#)) and a reclamation plan to reclaim the site for forage crops ([see link](#)). The applicant stated they will thoroughly pressure wash the heavy equipment prior to coming onsite to help prevent the spread of invasive plants. The applicant has been informed that their reclamation plan erroneously states the proposal area is 700 metres from the Bulkey River when it is closer to 275 metres from the river.

The proposed aggregate extraction is on a portion of the property with 60 per cent Class 3X soil. Class 3 soil is the only prime soil class in the RDBN (see Appendix A for details).

Staff recommend that the application be forwarded to the ALC with a recommendation to support, with the further recommendation that the Ministry of Energy, Mines, and Low Carbon Innovation be requested to consult with the owners of 24014 Highway 16 regarding the impact of the proposed gravel pit prior to the issuance of a permit.

Referral Comments

At their April 3, 2023 meeting, the **Electoral Area 'A' Advisory Planning Commission** (APC) recommended the application be approved but noted some concerns:

- The APC does not feel this site is a suitable location for crushing,
- The Bulkey River is closer than stated in the reclamation plan, and
- The neighbours at 24014 Hwy 16 should be consulted as they would be greatly impacted by noise and potential use by the applicant of the undeveloped highway.

The applicant clarified with staff they want to perform aggregate processing on the site and are aware they will need a TUP but intend to apply for it in a few years. The applicant has said they have not spoken with the neighbour at 24014 Hwy 16 to date. The applicant confirmed they have no intentions of using the undeveloped roadway that leads to the neighbours at 24014 Hwy 16 as an access point. Further, they stated their MoTI industrial access permit is for accessing the site from the subject property only. Staff believe residential quality of life are better addressed at the MEMCLI's NoW referral stage.

The **RDBN Regional Agriculture Coordinator** stated, *"I would support a recommendation approving the non-farm use application submitted as part of the ALR 1248 Referral documents as the proposal is to ultimately reclaim the land for agriculture use. At present the forested esker does provide an element of landscape-level diversity that increases the overall biodiversity potential for this farm property. In particular, I am thinking of the connectivity of treed habitat provided by the esker, and the potential benefit to natural pollinators. It is noted in the reclamation plan document that the reclamation process may be refined as it proceeds, so there may be an opportunity to add back some landscape level attributes that lend themselves to regenerative agriculture at that time"*.

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

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. [Applicant Land Capability Report \(link\)](#) and [Reclamation Plan \(link\)](#)

Appendix A

Agricultural Capability based on Canada Land Inventory Mapping

95.1% of the subject lands are:

- 60% 3X (limited by cumulative and minor adverse conditions)
- 40% 5MP (limited by soil moisture deficiency and stoniness)

4.9% of the subject lands are:

- 80% 4PT (limited by stoniness and topography)
- 20% 3X (limited by cumulative and minor adverse conditions)

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

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

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

Agricultural Capability Map

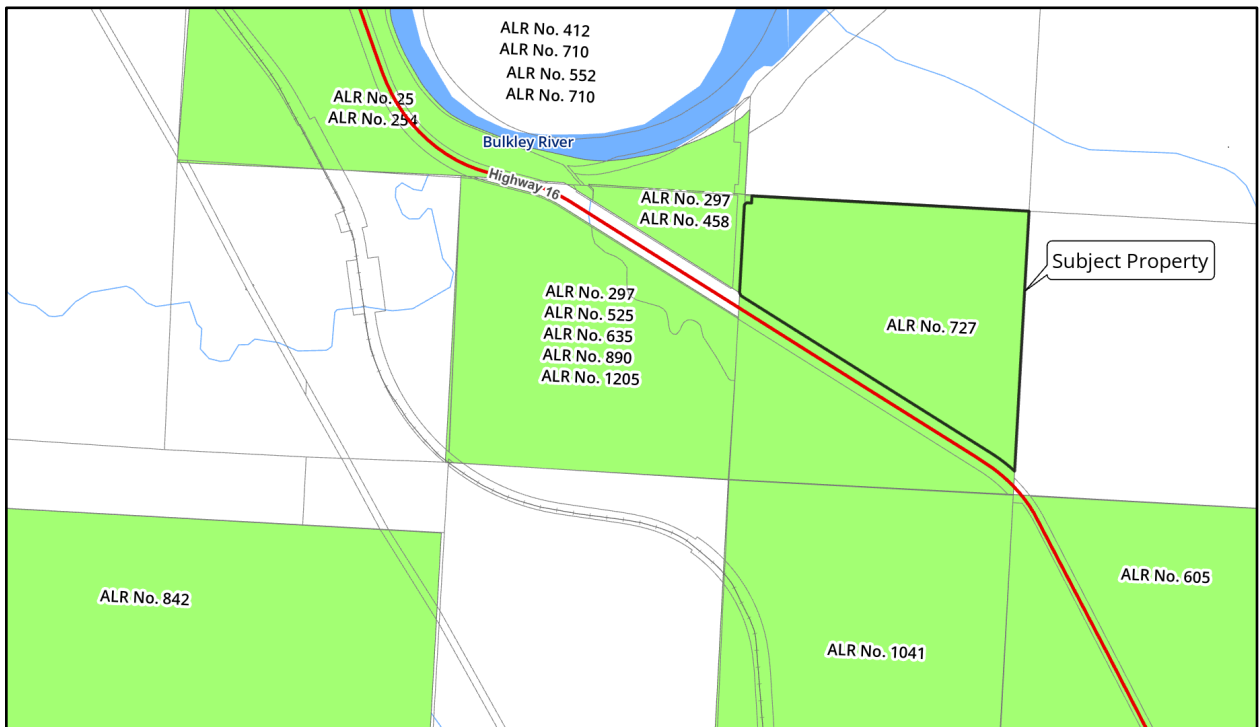


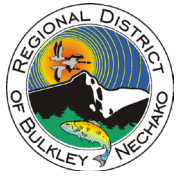
APPENDIX B:**Surrounding Applications**

ALR Application	Legal Description	Summary	Recommendation
25	District Lot 1124, Range 5, Coast District	Application for exclusion from the ALR.	Approval
			Approval
			Denied
254	District Lot 1124, Range 5, Coast District, except R/W	Application for exclusion from the ALR.	Denial
			Denial
			Denied
297	East 1/2, District Lot 1123, Range 5, Coast District	Application to subdivide 63.7 ha into one 6.89 ha parcel NE of the Highway and one 56.7 ha parcel SW of the Highway.	Denial
			Approval
			Approved
412	District Lot 354, Range 5, Coast District	Application to subdivide 56 ha into a 3.88 ha parcel, a 7.05 ha parcel and a 45.07 parcel.	Approval
			Approval
			Approved
458	Lot 1, Part of the East 1/2 of District Lot 1123, Range 5, Coast District	Application to subdivide 6.44 ha into three parcels of ± 2 ha.	Denial
			Denial
			Denied
525	East 1/2, District Lot 1123, Range 5, Coast District, except Plan 10258	Application to retain existing mobile home as a second dwelling.	Approval
			Approval
			Approved
552	Parcel A, District Lot 1124, Range 5, Coast District, Plan 8788	Application to subdivide 3.38 ha into one 2.7 ha parcel and one 0.67 ha parcel.	Denial
			Denial
			Denied
605	SE 1/4 of District Lot 870, Range 5, Coast District	Application to subdivide 62 ha into a 40.5 ha parcel and a 21.5 ha.	Denial
			Denial
			Denied
635	East 1/2 of District Lot 1123, Range 5, Coast District, Except Plan 10258	Application to subdivide one ± 6.8 ha parcel from 57.9 ha.	Denial
			Denial
			Denied
710	Lot 1, District Lot 354, Range 5, Coast District, Plan 10854	Application to subdivide 3.85 into two parcels.	Approval
			Approval
			Denied
727 Subject property	NW 1/4 of District Lot 870, Range 5, Coast District	Application to subdivide along Highway 16.	Approval
			Approval
			Approved

842	Block A, District Lot 5438, Range 5, Coast District	Application to include ±107 ha of land into the ALR	Approval
			Approval
			Approved
890	East 1/2 of District Lot 1123, Range 5, Coast District, Except Plan 10258	Application to subdivide a 7 ha parcel from the 58 ha parent property.	Approval
			Approval
			Approved
1041	Fractional SW 1/4 of District Lot 870, Range 5, Coast District.	Applications to subdivide a ±5 ha parcel from the ±62.3 ha parent property.	Approval
			Approval
			Denial
1205	Part of The East 1/2 of District Lot 1123, Range 5, Coast District, Except Plan 6431	Non-Farm Use application for an existing residence above garage.	Approval
			Approval
			Denied

Surrounding Applications Map





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: May 4, 2023
Subject: ALR Non-Farm Use (Removal of Soil) Application No. 1250

RECOMMENDATION:

(all/directors/majority)

1. That Agricultural Land Reserve Application No. 1250 be recommended to the Agricultural Land Commission for approval and that the ALC ensure appropriate phased remediation throughout the life of the gravel pit.
 2. That the Agricultural Land Commission and the Ministry of Energy, Mines and Low Carbon Innovation be requested to ensure that the proposed reclamation plans and gravel pit operations consider potential impacts on the water bodies on the subject properties.
-

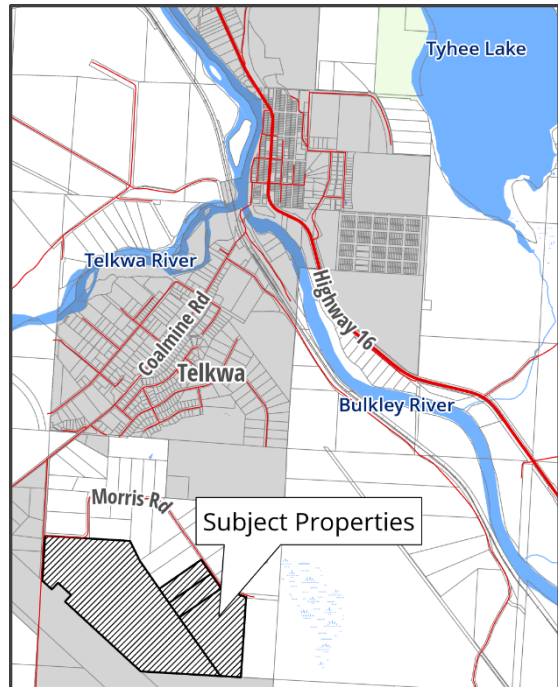
EXECUTIVE SUMMARY

This applicant is requesting Agricultural Land Commission (ALC) approval of a Non-Farm Use - Removal of Soil (NFU) to remove 2,000,000 m³ of gravel from a 65.9 ha portion of the subject properties over 25 years. The subject properties have been operated as gravel pit and quarry since the 1980s. The reclamation plan states the lands will be restored for cattle grazing standards.

Staff recommend the application be forwarded to the ALC with a recommendation to support. Staff also recommend the Regional District request that the ALC and Ministry of Energy, Mines and Low Carbon Innovation (MEMLCI) ensure that the proposed reclamation plans and gravel pit operations consider potential impacts on the water bodies on the subject properties.

APPLICATION SUMMARY

Name of Agent/Owner:	Randy Fraser, Vihar Construction Ltd.
Electoral Area:	A (Smithers/Telkwa Rural)
Subject Properties:	Lots 3-5, District Lot 413, Range 5, Coast District, Plan 10331 (PIDs 005-373-760, 005-373-794, and 005-373-841) and Lot 8, District Lot 413, Range 5, Coast District, Plan 9490 (PID 006-002-081)
Property Sizes:	Lot 3 = 4 ha (9.89 ac) Lot 4 = 4.16 ha (10.27 ac) Lot 5 = 17.18 ha (42.46 ac) Lot 8 = 57.75 ha (142.71 ac)
OCP Designation:	Agriculture (AG) in "Regional District of Bulkley-Nechako Smithers Telkwa Rural OCP Bylaw No. 1704, 2014" (the OCP)
Zoning:	Agricultural (Ag1) Zone in the "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)
Existing Land Uses:	Gravel Pit/Residential
Location:	On Skillhorn Road and Morris Road. The land to the north of the subject properties are rural residential parcels. The land to the east is unused forested land. The Village of Telkwa gravel pit and an air strip are to the west, with undeveloped Village of Telkwa land to the south (see subject property map)
Non-Farm Use Area:	± 83 ha (± 205 ac)

**PROPOSAL**

The purpose of this application is to allow the continued operation of an existing gravel pit and quarry on lands that are in the Agricultural Land Reserve (ALR) that is used to supply gravel for projects in the Bulkley Valley.

The application indicates over the 25-year project duration, the total soil removal area is 65.9 ha (162.8 ac) and the volume of material to be removed is 2,000,000 m³ (2,391,980 yd²). The application indicates portable crushing and screening plants will be utilized during non-winter conditions and that a permanent wash plant exists onsite to produce washed rock and sand products. Drill and blast is required to mine the rock in quarry.

DISCUSSION

Official Community Plan (OCP)

The subject property is designated Agriculture (AG) under the OCP. The intent of the AG designation is to preserve and encourage the utilization of land for agricultural purposes. OCP Policy 3.1.2(2) states “[t]he Provincial Ministry should ensure that agricultural lands used for aggregate extraction are adequately restored for agricultural purposes”.

Zoning

The properties are zoned Agricultural (Ag1) pursuant to the Zoning Bylaw. The Zoning Bylaw cannot regulate the location of the removal or deposit of soil. Aggregate processing, including the proposed screening and crushing, is not a permitted use on the subject properties. Given this, the proposed portable crushing and screening plants will require a Temporary Use Permit from the RDBN. The applicant stated they are waiting to apply for TUP until they know what the Board recommends to the ALC.

MEMLCI & ALC application history

It appears that gravel extraction in this area has been under two separate permits issued in 1980 and 1994. The permits were renewed in 2019 and are valid through to 2024.

In 2021, the applicant applied for a NFU to allow gravel extraction on the subject properties (see Appendix B). The Board recommended the ALC approve the application, with the further recommendation that the ALC ensure appropriate phased remediation throughout the life of the mine.

In ALC Resolution #286/2022, the ALC Soil and Fill Panel (the Panel) denied the applicant’s NFU request. In the Panel’s reasons, it was noted following the ALC’s *Best Management Practices for Aggregate Extraction Activities*, would allow a broad range of agricultural uses to be carried out on the site. The application was denied at least in part because the applicant’s agrologist recommended remediating the site to wildlife habitat rather than for agricultural use.

Planning Department Comments

The applicant has provided a reclamation plan to reclaim the site to cattle grazing standards ([see link](#)). The new reclamation plan includes phased reclamation for the

application area. Loaders, crawlers, and excavators are planned for use in the extraction of gravel and rock products. The applicant stated heavy equipment is inspected and washed prior to coming onsite to help prevent the spread of invasive plants.

Referral Comments

At their April 3, 2023 meeting, the **Electoral Area 'A' Advisory Planning Commission** (APC) recommended approval of the application.

The **RDBN Regional Agriculture Coordinator** stated, *"[t]his gravel pit is already a well established operation, and the reclamation plan speaks to increasing the forage production capacity of this land. I would support a recommendation for approval. I did have a question about the small bodies of water on-site. The reclamation plan doesn't speak to testing them for water quality (or where they come from as they are not visible on BC iMap)"*.

Referral responses from the **Ministry of Agriculture and Food**, the **Village of Telkwa** and the **Ministry of Transportation and Infrastructure** were not received at the time of writing this report.

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. [Applicant Reclamation Plan \(see link\)](#)

Appendix A

Agricultural Capability based on Canada Land Inventory Mapping

75% of the subject lands are:

Class 5MP (limited by soil moisture deficiency and stoniness)

25% of the subject lands are:

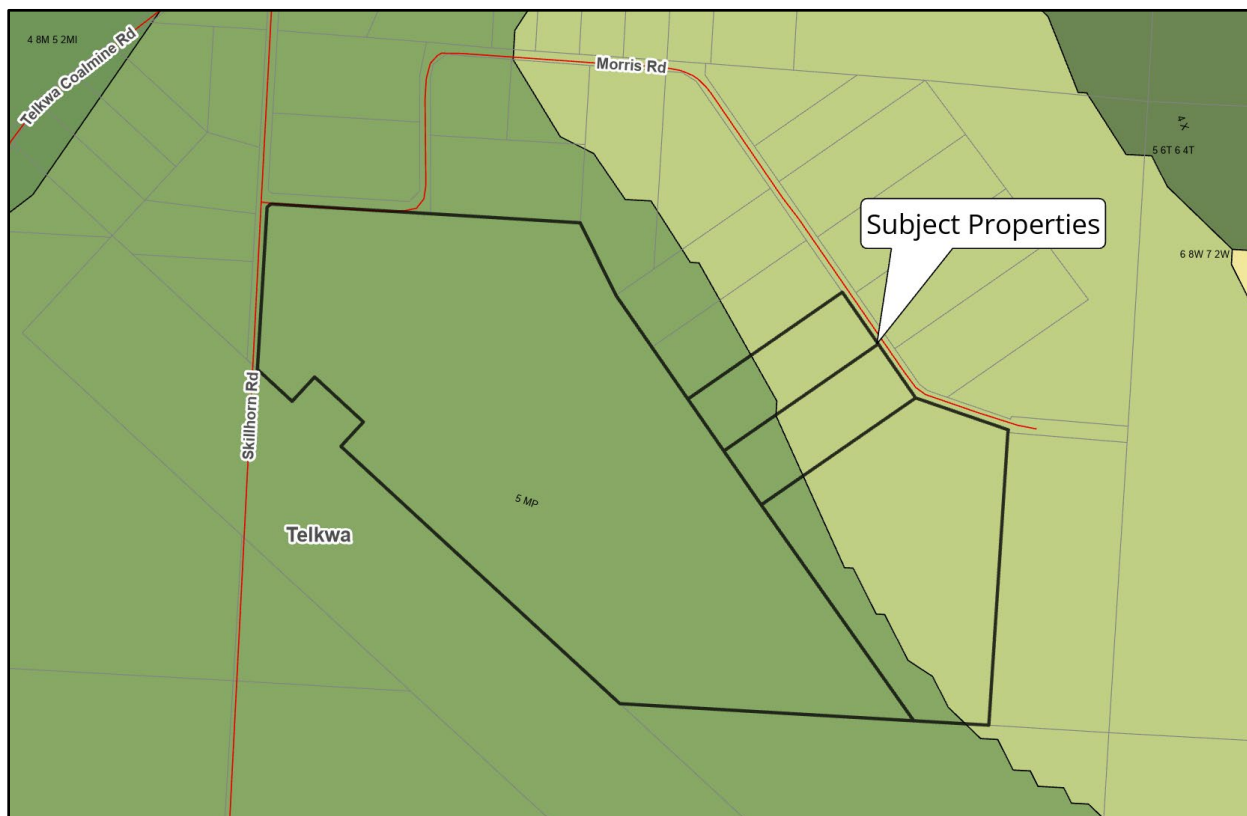
60% 5T (limited topography)

40% 6T (limited by topography)

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

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

Agricultural Capability Map

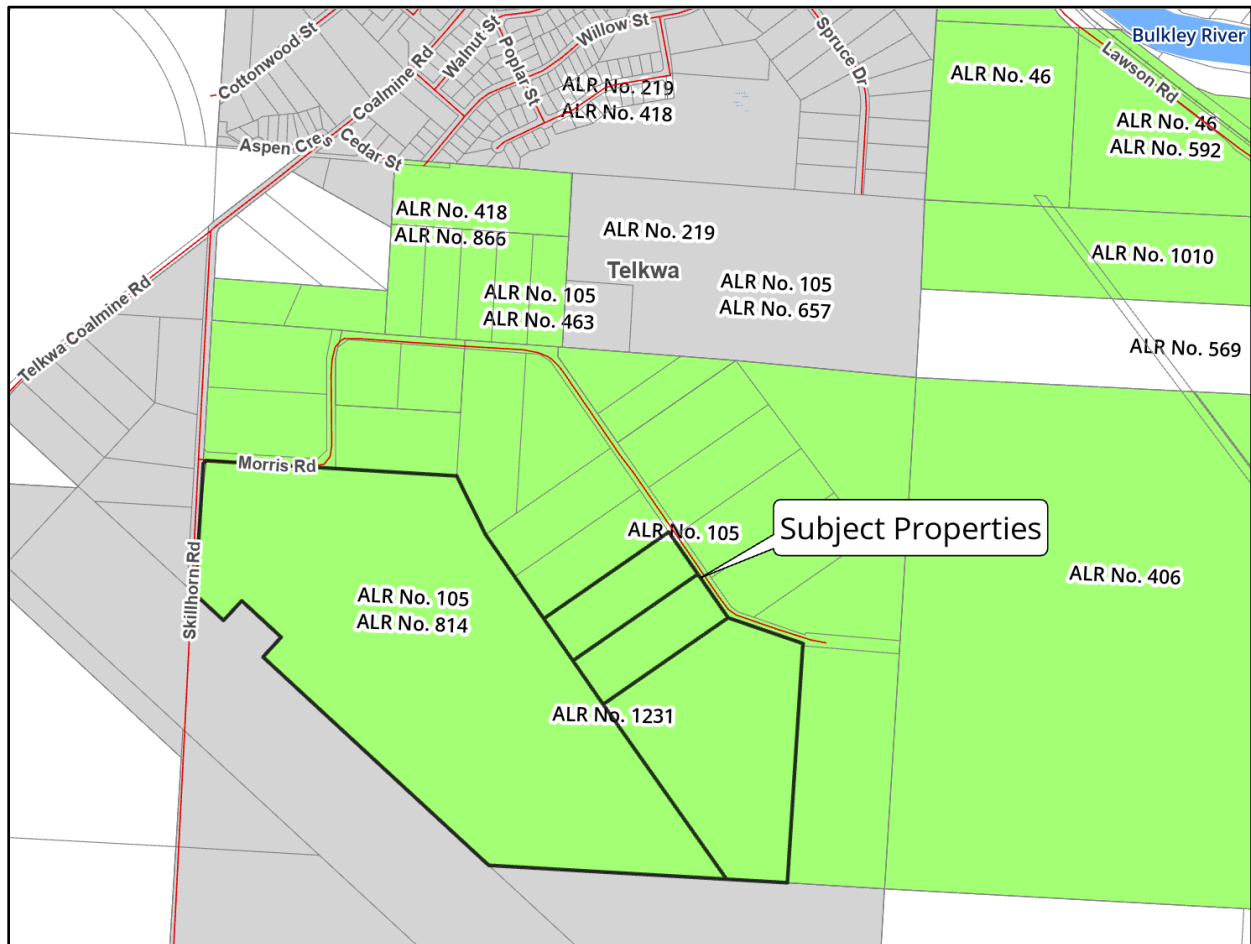


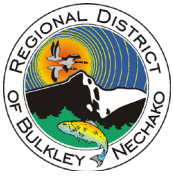
APPENDIX B:**Surrounding Applications**

ALR Application	Legal Description	Summary	Recommendation
105	S 1/2 and the S 1/2 of the N 1/2 of District Lot 413, Range 5, Coast District.	Application for subdivision, consolidating properties.	Denial
			Approval (Conditions)
			Approved
219	NE 1/4 of NW 1/4 of District Lot 413, Range 5, Coast District	Application for exclusion from the ALR.	Denial
			Denial
			Approved
406	That Part of District Lot 414, Range 5, Coast District, lying south and west of Plan 1157, except Plans 6694, 7023 and 7286	Application to subdivide 131.22 ha into 24 parcels of ± 2.5 ha and one 65.10 ha parcel.	Denial
			Denial
			Denied
418	NW 1/4 of the NW 1/4 of District Lot 413, Range 5, Coast District, except Plan 9288	Application to construct 1 dwelling and place 1 mobile home on the 3.88 ha parcel.	Denial
			Approval
			Approved
463	Lot 4, District Lot 413, Range 5, Coast District, Plan 9490	Application to subdivide 4.25 ha into 2 parcels of ± 2.13 ha.	Approval
			Approval
			Approved
569	Lot 1, District Lot 414, Range 5, Coast District, Plan 7286	Application to subdivide subject property.	Denial
			Approval
			Denied
592	S 1/2 of the SE 1/4 of Section 26, Township 5, Range 5, Coast District, except Plans 1157, 5229 and 8041	Application to subdivide 15.84 ha into two parcels divided by the R/W Plan 1157.	Approval
			Denial
			Denied
657	Lot 12, District Lot 413, Range 5, Coast District, Plan 10331.	Application to subdivide 4.32 ha into one 2.21 ha lot and one 2.2 ha lot.	Denial
			Approval
			Approved
814 (subject properties)	Lot 8, District Lot 413, Range 5, Coast District, Plan 9490	Application to subdivide 1.34 ha containing a dwelling from the parent property.	Approval
			Approval
			Approved
866	NW 1/4 of the NW 1/4 of District Lot 413, Range 5,		Approval
			Approval

	Coast District, except Plan 9288	Application to subdivide 3.9 ha into three lots: ±1.0 ha, 1.8 ha and 1.1 ha.	Approved
1010	Lot A, District Lot 414, Range 5, Coast District, Plan 7023, except Plan 8041	Application to allow an additional mobile home on the subject property.	Approval (conditions)
			Approval (conditions)
			Approved (conditions)
1231 (subject properties)	Lot 8 District Lot 413, Range 5 Coast District, Plan 9490; Lots 3, 4 and 5, District Lot 413, Range 5, Coast District, Plan 10331	Non-Farm Use application to allow the continued operation of an existing gravel pit.	Approval
			Approval
			Denied

Surrounding Applications Map





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: May 04, 2023
Subject: Crown Land Application Referral No. 7410291

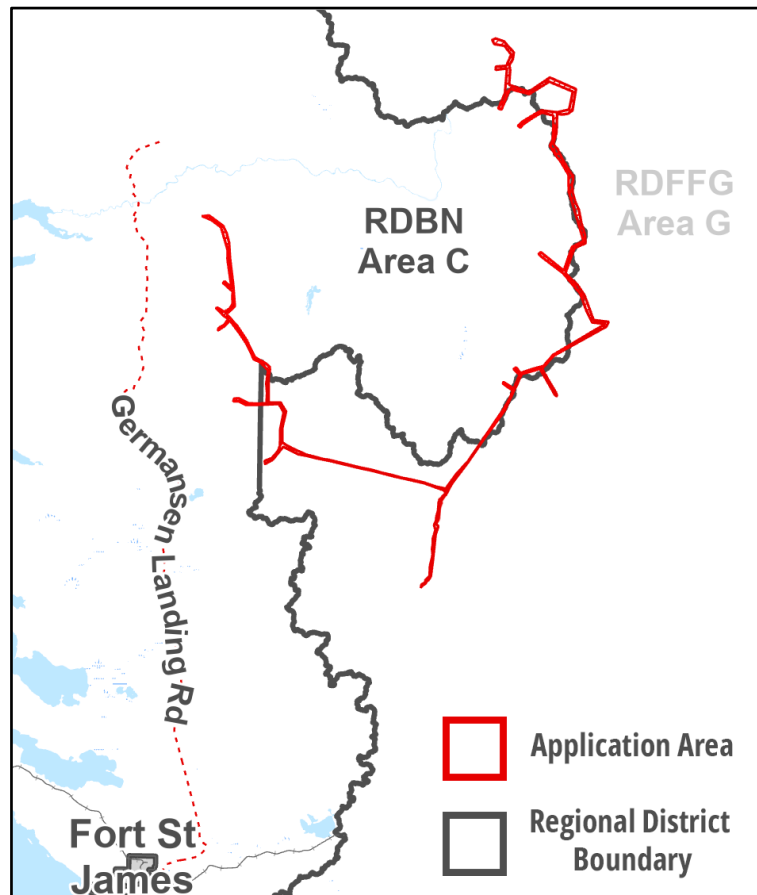
RECOMMENDATION:**(all/directors/majority)**

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7410291.

BACKGROUND

The application, by 1336489 BC Ltd., is for an Investigative Licence over 4777 ha of Crown Land that runs close to the border between the RDBN and the RDIFFG. Approximately 1855 ha are within the RDBN. The investigation area is located 50+ km northeast of the District of Fort St. James. The tenure period is five to ten years.

The applicant wishes to erect a temporary meteorological tower which is up to 200 m in height at various locations along the license area to collect and analyze data to evaluate the potential for a future wind power project. The tower is accompanied by a 25 m² building housing equipment.

**ATTACHMENTS**

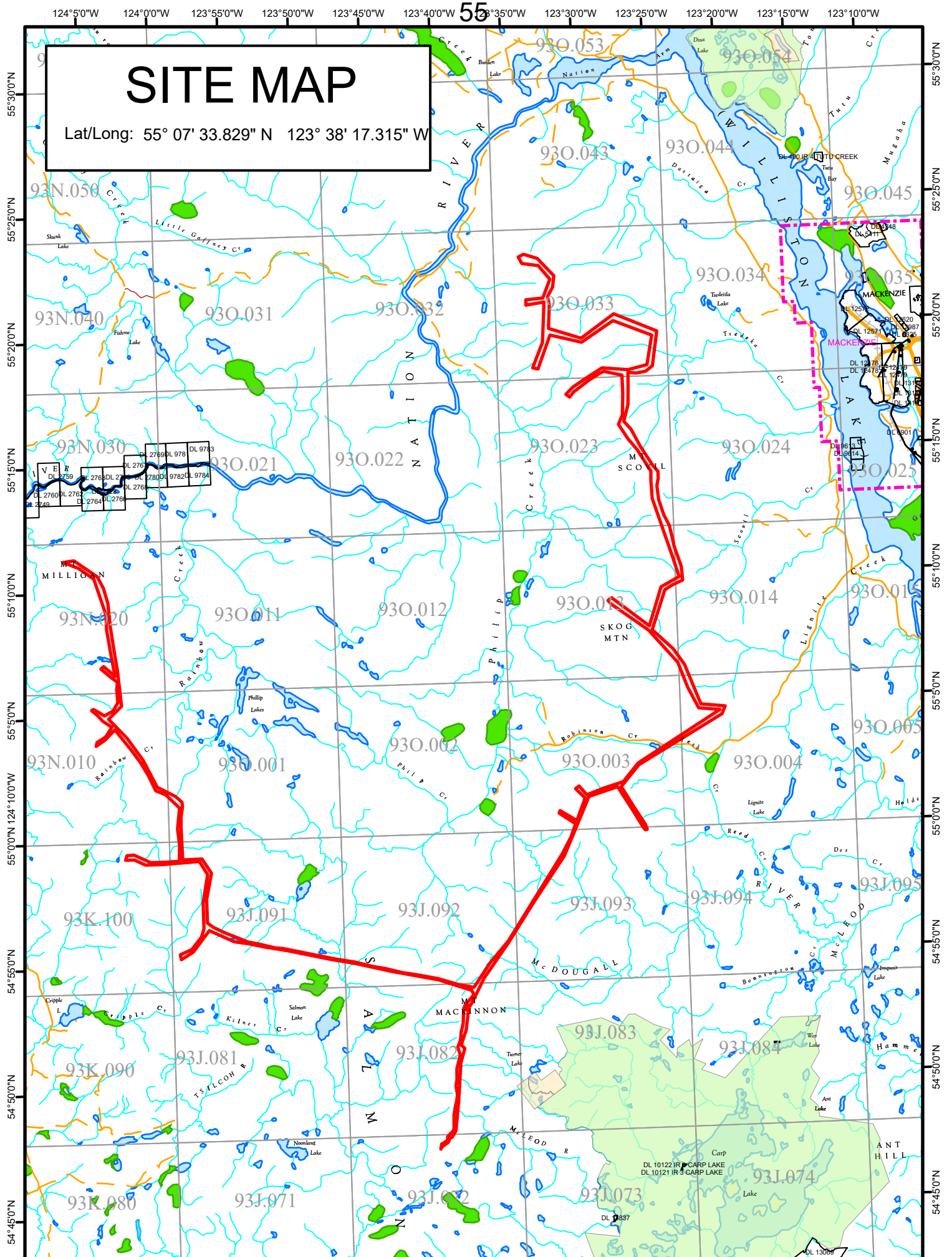
- Comment Sheet
- Applicant Submission



Electoral Area:	Electoral Area C (Fort St. James Rural)
Applicant:	1334689 BC LTD.
Existing Land Use:	Forestry/Forested Crown Land
Zoning:	N/A
OCP Designation:	Resource (RE)
Proposed Use Comply with Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	No
Access:	Various roads and helicopter
Building Inspection:	No
Fire Protection:	No
Other comments:	None

SITE MAP

Lat/Long: 55° 07' 33.829" N 123° 38' 17.315" W



File Number: 7410291

Site # 1 of 1 - APPLICATION AREA: 4,700.28

TYPE: LICENCE

PURPOSE: WINDPOWER

SUBTYPE: INVESTIGATIVE LICENCE

SUBPURPOSE: INVESTIGATIVE AND MONITORING PHASE

LOCATION: WILLISTON LAKE

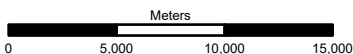
IMAGERY: N/A

Produced by
Ministry of Forests
Northern Service Centre
FrontCounterBC
Date: March 7, 2023

Scale: 1:350,000*

* if printed on 8.5X14 page

Projection: BC Albers
Datum: NAD 83



Legend

- | | |
|-------------------------------|-------------------------------------|
| Crown Land Application | Protected Areas |
| Area to be Deleted | Provincial Park |
| Primary Survey Parcel | Protected Area |
| Subdivision | OIC Ecological Reserve |
| Municipality | Recreation Area |
| Privately Owned Parcel | |
| Surveyed Rights of Way | Base Mapping Features (20K) |
| Surveyed Road R/W | River or Stream |
| Gas/Oil R/W District Lot | River or Stream - Dry |
| Power Transmission R/W | Lake |
| Gas/Oil R/W | Reservoir - Definite |
| Telecom R/W District Lot | Glacier/icefield |
| Miscellaneous R/W | Contour - 20m interval |
| Surveyed Road R/W | Transportation - Lines (20K) |
| Highway | Airfield |
| Railway | Road |
| Surveyed Road R/W | Forest Service Road |
| | Road Permit |
| | Trail |
| | Rail Line |

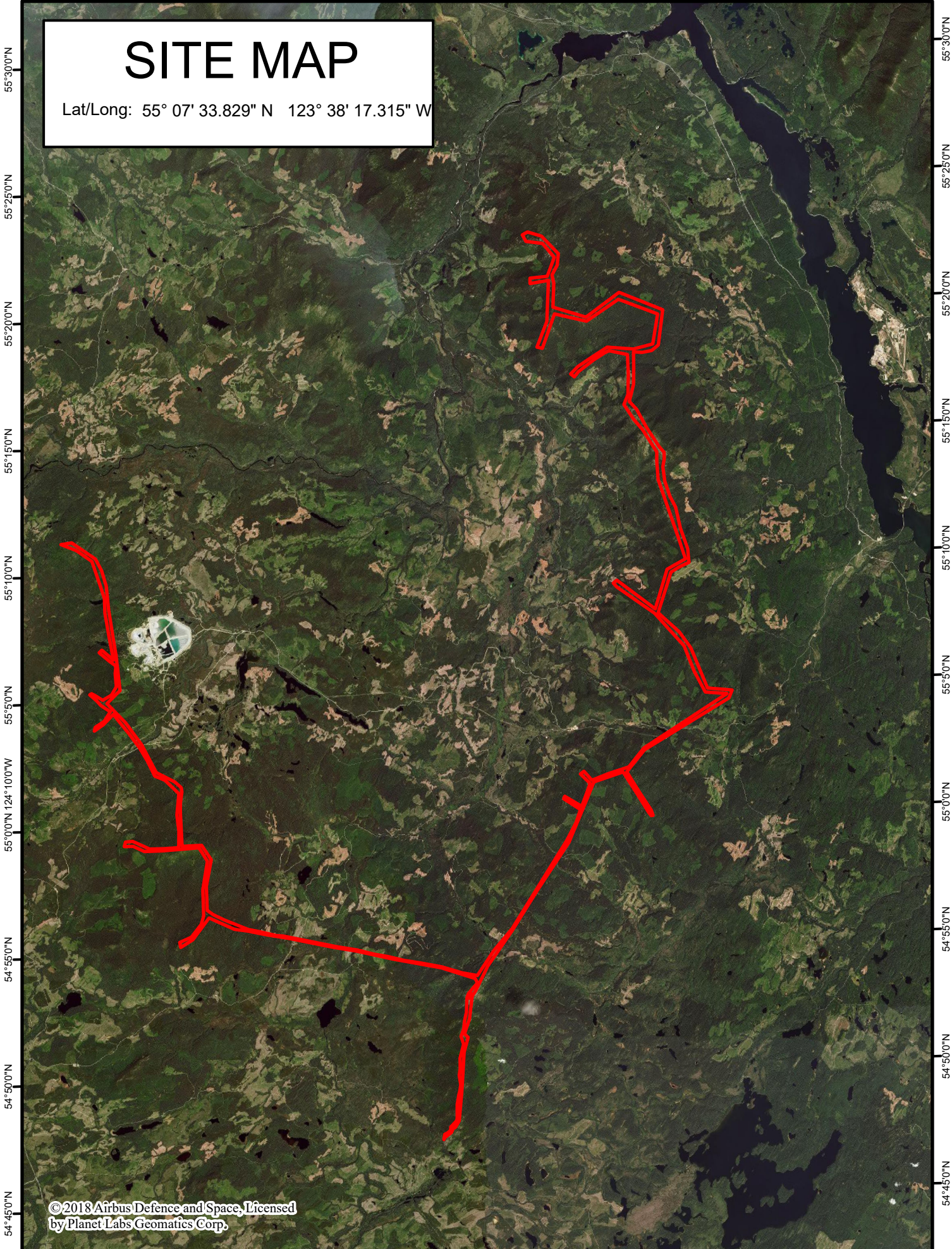
All measurements are approximate.



124°50'W 124°00'W 123°55'W 123°50'W 123°45'W 123°40'W 56 123°35'W 123°30'W 123°25'W 123°20'W 123°15'W 123°10'W

SITE MAP

Lat/Long: 55° 07' 33.829" N 123° 38' 17.315" W



© 2018 Airbus Defence and Space, Licensed by Planet Labs Geomatics Corp.

File Number: 7410291

Site # 1 of 1 - APPLICATION AREA: 4,700.28

TYPE: LICENCE

PURPOSE: WINDPOWER

SUBTYPE: INVESTIGATIVE LICENCE

SUBPURPOSE: INVESTIGATIVE AND MONITORING PHASE

LOCATION: WILLISTON LAKE

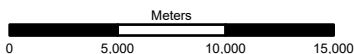
IMAGERY: SPOT 2018-2020

Produced by
Ministry of Forests
Northern Service Centre
FrontCounterBC
Date: March 7, 2023

Scale: 1:350,000*

* if printed on 8.5X14 page

Projection: BC Albers
Datum: NAD 83



Legend

- | | |
|-------------------------------|-------------------------------------|
| Crown Land Application | Protected Areas |
| Area to be Deleted | Provincial Park |
| Primary Survey Parcel | Protected Area |
| Subdivision | OIC Ecological Reserve |
| Municipality | Recreation Area |
| Privately Owned Parcel | Base Mapping Features (20K) |
| Surveyed Rights of Way | River or Stream |
| Surveyed Road R/W | River or Stream - Dry |
| Gas/Oil R/W District Lot | Lake |
| Power Transmission R/W | Reservoir - Definite |
| Gas/Oil R/W | Glacier/Icefield |
| Telecom R/W District Lot | Contour - 20m interval |
| Miscellaneous R/W | Transportation - Lines (20K) |
| Highway | Airfield |
| Railway | Road |
| Surveyed Road R/W | Forest Service Road |
| | Road Permit |
| | Trail |
| | Rail Line |

All measurements are approximate.



Crown Land Tenure Application

Tracking Number: 100406466

Applicant Information

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization

What is your relationship to the company/organization? Owner

REFERRAL / PUBLIC COMMENT CONTACT INFORMATION

Company / Organization: 1334689 B.C. LTD.
 Contact Name: [REDACTED]
 Contact Address: [REDACTED]
 Contact Phone: [REDACTED]
 Contact Email: [REDACTED]

APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: 1334689 B.C. LTD.
 Doing Business As:
 Phone: [REDACTED]
 Fax:
 Email: [REDACTED]
 BC Incorporation Number:
 Extra Provincial Inc. No:
 Society Number:
 GST Registration Number:
 Contact Name: [REDACTED]
 Mailing Address: [REDACTED]

CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email:
 Contact Name: [REDACTED]

ELIGIBILITY

Question	Answer	Warning
<p>Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?</p> <p>Applicants and/or co-applicants who are Individuals must:</p> <ol style="list-style-type: none"> 1. Be 19 years of age or older and 2. Must be Canadian Citizens or permanent residents of Canada (Except if you are applying for an aquatic tenure adjacent to privately owned upland) <p>Applicants and/or co-applicants who are Organizations must either:</p> <ol style="list-style-type: none"> 1. Be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or 2. First Nations who can apply through Band corporations or 	Yes	

Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

58

Is your application for a Connectivity Project? No

TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:

EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure? No

ALL SEASONS RESORTS

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program, please see the operational policy. If you have further questions, please contact FrontCounter BC.

Are you applying within an alpine ski resort? No

WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

In some situations, such as short-term, low-impact use of Crown land or docks/moorage that meet specific criteria, Crown land use is allowed without needing to apply for authorization. Some examples are uses listed within the Land Use Policy - Permissions and, for docks/moorage, within the Private Moorage policy.

For all application types, you should review the Land Use Policy that describes your intended use of Crown land to determine if your activity is permissible under the Land Act.

Purpose	Tenure	Period
Wind Power Investigative Phase	Investigative Licence	Five to ten years

ACCESS TO CROWN LAND

Please describe how you plan to access your proposed crown land from the closest public road: current roads

WIND POWER

Applications are accepted for investigation of Wind Power Project potential and for the development of a project. It is unlikely that a project application will be successful if an investigative phase has not been completed. Please contact FrontCounter BC to discuss the details of your proposed project if you have not completed an investigative phase. Review the Crown Land Operational policy which provides more details on phasing and expectations.

Specific Purpose: Investigative Phase
Period: Five to ten years
Tenure: Investigative Licence

TOTAL APPLICATION AREA

Please give us some information on the size of the area you are applying for. Investigative Licences will be issued for areas not exceeding 5,000 ha. Requests for larger areas are at the discretion of Authorizing Agency. For further details please read program area operational policy.

Please specify the area: 4777 hectares

ADDITIONAL QUESTIONS

In many cases, you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction, please answer the questions below. In addition, your application may be referred to other agencies for comments.

Is the Applicant or any Co-Applicant or their No

Spouse(s) an employee of the Provincial Government of British Columbia?

Are you planning to cut timber on the Crown Land you are applying for?

No

Are you planning to use an open fire to burn timber or other materials?

No

Do you want to transport heavy equipment or materials on an existing forest road?

No

Are you planning to work in or around water?

No

Does your operation fall within a park area?

No

LOCATION INFORMATION

LAND DETAILS

DRAWINGS

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

I will upload a PDF, JPG or other digital file(s)

MAP FILES

Your PDF, JPG or other digital file must show your application area in relation to nearby communities, highways, railways or other land marks.

Description	Filename	Purpose
investigative plan	investigative planson.pdf	Wind Power
kml of map	sonwind.kml	Wind Power
kml of station	station son.kml	Wind Power
tiff of map	sonwind.tif	Wind Power

ATTACHED DOCUMENTS

Document Type	Description	Filename
General Location Map	general plan	sonwind.pdf

PRIVACY DECLARATION

Check here to indicate that you have read and agree to the privacy declaration stated above.

IMPORTANT NOTICES

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

DECLARATION

By submitting this application form, I, declare that the information contained on this form is complete and accurate.

APPLICATION AND ASSOCIATED FEES

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$500.00	GST @ 5%: \$25.00	\$525.00	\$0.00

OFFICE

Office to submit application to: Prince George

PROJECT INFORMATION

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

OFFICE USE ONLY

Office Prince George	File Number	Project Number
	Disposition ID	Client Number

Investigative Plan

Please describe the details of your project to the extent known. Consult the guidance document for further information on regulatory requirements, rationale for why the information is required, and how to find required information.

The scope and the timing for response will be provided. If information is requested and not received, it may result in the disallowance of the application.

Information on these topics may be required as part of the application processing and if further detail is necessary that is not part of the application and management plan received, you will be contacted and requested to provide additional information.

1.0 Background

1.1 Project Overview

Describe the potential project, including proposed work for the investigative stage and any phased development details:



This Application for a Wind Power Investigative License is for the purpose of enabling investigation of the wind resource within the Investigative License area in order to evaluate the potential for the future development of a wind power project.

The total application area is 4700 hectares.

The primary activity during the investigative phase is the collection and analysis of on-site wind data and environmental data. The only infrastructure to be installed on-site will be wind monitoring equipment for the purposes of wind data collection. This equipment will likely include a remote sensor technology including SoDAR/LiDAR to monitor wind speed and direction, and a remote power supply (solar panels and/or a small wind generator) as needed to power the remote sensor. The installation of the wind monitoring equipment is planned to begin shortly after the Investigative License is approved. If the wind speeds are found to be commercially viable within the first six months of monitoring then the remote sensing device may be re-positioned on site and additional anemometry devices may also be installed. A minimum of one year of near-complete wind data collection is required for a bankable energy yield assessment and to secure project financing, while two years of complete data would be ideal. The installation of the remote sensing equipment in early 2023 would ensure ample time to collect the data required for project financing before the end of the 5 year license term.

1172100 B.C. LTD. (the proponent) will engage with First Nations as early as possible in the planning stages to ensure relationship building and information sharing. Proponent will consult with First Nations before the installation of any wind monitoring device.

1.2 Current Zoning / Land Use

Are there any management plans, zoning or use restrictions in place that limit or preclude your proposed use of the land?



Yes No

1.4 First Nations Consultation

Describe any contact you may have had, including the name of the First Nation(s) and representatives contacted:



The proponent engage with First Nations as early as possible in the planning stages to ensure relationship building and information sharing. Proponent will consult with First Nations before the installation of any wind monitoring device.

2.0 Location

2.1 Description

Provide a general description of the location of any proposed activities shown on the accompanying Detailed Site Map:



Three monitoring locations have been identified as part of this investigative license application. Remote sensing devices may be installed at the following locations:

Monitoring Location-

One Station 54.88401 /
-123.65991

2.2 Location Justification

Provide your reasons/justification of the need for this type of project at this location:



The site was selected for three primary reasons that make this site ideal for potential future wind energy development 1) the site has minimal anticipated environmental impacts 2) the wind resource is expected to be exceptional based on an initial desktop analysis 3- its location is not visible from population centers and thus there will be no noise concerns with respect to dwellings, and the site avoids all provincial and federal protected zones.

3.0 Infrastructure

3.1 Improvements

Describe any improvements to existing infrastructure, as well as any planned construction or installations:



The installation of a floating LiDAR or SoDAR wind monitoring platform will not have any anticipated negative impacts. The remote sensing device will have a surface area of less than 25 square meters. When decommissioned, all equipment related to the remotemonitoring station will be removed.

3.2 Access

How are you planning to provide access to the site during the investigative phase?



Access will be via current access roads and helicopter.

3.3 Water Use

Identify water requirements and sources for the Investigative Phase. Include any agreements outside of *Water Act* permits identified above, such as Municipal water supply.

N/

4.0 Schedule

4.1 Investigative Schedule

Please complete the table showing what types of activities are proposed, which season(s) they will be conducted, the potential impacts of the activity and any mitigation or management of potential impacts.



Activity	Brief Description of Activity	Season	Potential Impact	Mitigation / management of potential impact
Installation of a SoDAR or LiDAR wind monitoring .	Place a SoDAR or LiDAR remote wind speed sensing device within the investigative area at one of the predetermined monitoring locations. The unit will be powered using a small wind generator and/or solar panels paired with battery storage. No permanent site disturbance is anticipated due to this activity.	Planned installation for spring 2023.	No impacts anticipated.	N/A
Installation of a met-mast - this step would only be required if wind monitoring campaign was successful and the project progresses	Installation of a tower met-mast . The met-mast would measure between 80m and 200m in height.	Planned installation for 2023. The met-mast may remain on-site through to the end of investigative period, or as long as necessary to secure project financing.	When decommissioned, all mast components will be removed .	No impacts anticipated after the monitoring lattice tower are removed. Best management practices as recommended by Ecosystems will be implemented to minimize any adverse effects on any listed species during the investigative phase, including complete adherence to all relevant provincial/federal enactments including Section 34 of the provincial Wildlife Act and the Water Act.

Activity	Brief Description of Activity	Season	Potential Impact	Mitigation / management of potential impact
Bird monitoring activities	On-site observations by expert consultants. May involve the installation of Anabat sound detectors.	Starting summer 2023 and may continue through to the end of the investigative license period.	No impacts anticipated. Best management practices as recommended by Ecosystems will be implemented to minimize any adverse effects on any listed species during the investigative phase, including complete adherence to all relevant provincial/federal enactments including Section 34 of the provincial Wildlife Act and the Water Act.	N/A

Add Field

5.0 Diligent Use

5.1 Evidence of On-going Diligent Use (For Replacements Only)

Review the investigative schedule information and table provided in your previously submitted Investigative Plan for this site, during the previous term of tenure. Provide a report on investigative work completed, incomplete or ongoing.



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones

Add Field

Currently, global hydrogen consumption is around 75 million tonnes per year. However, most hydrogen is produced from fossil fuels, in particular natural gas, generating large amounts of emissions that pollute our planet. The hydrogen produced in this way is called "grey hydrogen".

There is also "blue hydrogen", which is capable of retaining these polluting gases when producing hydrogen.

This process reduces its impact, but has a sustainability problem, both economically and environmentally.

This is why the only completely sustainable and commercially viable hydrogen is the so-called "green hydrogen", which is obtained through the electrolysis of water in particular electrochemical cells powered by electricity from renewable sources.

The vision of the project presented in this Application is the generation of Green Hydrogen from the electricity produced by the solar photovoltaic plant. In this way, the PV panels will be able to provide the electricity necessary for the electrolysis process using water, producing 100% sustainable green hydrogen. This process separates water into its two elements, hydrogen (H₂) and oxygen (O₂). The former will be used as a source of energy and the oxygen will be released into the atmosphere.

The electrolysis process is carried out in electrolyzers, devices used to separate oxygen (O₂) and hydrogen (H₂) molecules from a water molecule (H₂O). They have at least one pair of conductive electrodes that generates an electric current to trigger this electrochemical reaction.

After the hydrogen is generated, it is separated from the Oxygen and later on, it is passed from purification unit to remove the impurities like water vapors and the final purity of 99.99% is achieved. After that, it is compressed to a suitable pressure according to the end use. Since, it has very high volumetric ratio as compared to air, it needs to be highly compressed to store or transport for later use. Usually, it is compressed to 40-60 bars before injecting into the gas pipeline.

There is a limit which needs to be followed while mixing Hydrogen with natural gas. Theoretically, 20% mixing is possible to safely transport it in the pipelines while in Germany, for example, 10% mixing ratio is already in place. At this time BC Hydro is under review by the BC Government and has announced no new upcoming market opportunities to sell clean electricity. This contrast with the usual market context in recent decades where BC Hydro

would run periodical periodic Call for Power . Until such time that there is a foreseeable market to sell electricity, it does not make business sense to invest substantially in project development.

We are hopeful that market signals from BC Hydro will improve at some point during the requested 5 year IL term, and in that case we would likely move forward with IP.

PROJECT SCHEDULE

The stages of development of the project are anticipated to proceed as follow, subject to any currently unforeseen delays in development:

- Stage 1: Permitting applications for investigative tenures.
- Stage 2: Consultation with local First Nations to establish their interests and involvement in investigative activities.
Investigation of site: literature review, fieldwork, and wind resource monitoring.
Negotiations with potential financial partners for the Project.
- Stage 3: Expansion of wind resource monitoring, focused field studies, and preliminary design.
Environmental Assessment.
Refined financial modeling of expected costs and revenues.
Marketing of electricity, possibly in a competitive call by BC Hydro of selling to a Hydrogen producer or other market opportunities.
- Stage 4: Financing, detailed design, construction permitting.
- Stage 5: Construction and commissioning.
- Stage 6: Operations (typically 20-25 years).
- Stage 7: Decommissioning, or overhaul as appropriate.

The Project is currently in “Stage 1” as described above. Next steps will include continued dialogue with First Nations and the municipality, a site visit, and wind resource monitoring.

PROJECT CONSIDERATIONS DURING INVESTIGATION

During Project investigation, the Proponent utilizes the services of qualified professionals to examine the possible effects of the proposed wind farm on valued ecological and social factors. The following are brief descriptions of some of the potential issues associated with this project and how the Proponent plans to address them.

Wind Resource Analysis

Wind resource feasibility was initially estimated using publicly available data, typically from Environment Canada. Potential locations for meteorological (met) towers have been selected based on desktop wind and terrain data.

The Proponent intends to confirm the optimal met tower site in the field, with input from local First Nations. Subsequently, the Proponent will conduct a wind resource modeling exercise in order to establish where gaps exist in our understanding of the distribution of the wind resource across the site. At that time additional met towers could be installed. It is possible that the locations of these additional met towers could change due to the gaps analysis, and in this case the Proponent will keep MFLNRORD informed regarding the new met tower locations.

Other modern technologies such as LiDAR or SoDAR can also be used to measure the wind resource. These devices could be installed adjacent to met towers, or they can also be relocated at various points around the development area to probe the variation in wind speed, direction, and other factors such as turbulence and shear. These technologies can be used to provide initial measurements in advance of a met tower or to fill information gaps that exist between met towers.

Constructability

Constructability and environmental studies will be undertaken to establish that the site is generally constructible using existing construction methods. These studies may be accelerated in the leadup to the next market opportunity with BC Hydro.

Ongoing discussions with overlapping tenure holders are also useful for determining site feasibility with respect to possible conflicts with other infrastructure at the site. Issues of concern at this site include possible conflicts with other infrastructure and operations activities as well as possible seasonal constraints on construction activities.

Further investigation of constructability issues may include geotechnical drilling at the project site in order to test the ground conditions. This is important information given the high cost of wind turbine foundations, and the proximity of human use. The locations for geotechnical drilling will be identified in collaboration with a qualified engineering firm and consistent with MFLNRORD's Permissions Policy. Drilling could potentially involve the clearing of trees and/or the sourcing of water, and specific licenses for these activities would be sought if needed.

Environmental studies, as well as consultation with local First Nations and stakeholders, also contribute to the determination of site feasibility.

First Nations

The Proponent takes a proactive approach to engaging local First Nations in project development activities including obtaining their input on the suitability of the project area. The Company initiates early discussions to inform First Nations of the proposed projects and, where appropriate, The Proponent also informs First Nations of our interest in entering into consultation and capacity funding agreements to support their involvement in the development and construction of the eventual wind farm.

The Proponent researches government maps and websites to identify First Nations reserve lands, asserted traditional territories and treaty lands to determine which First Nations may be impacted by an energy project under investigation. The Proponent then initiates early project discussions with the potentially affected First Nations. Initial contact is typically made between The Proponent's senior executives such as the CEO (or President) and the elected Chiefs and Councils of the First Nations or other delegated representatives. Ensuing discussions typically address the questions of which First Nations are most impacted by the project and how they wish to be consulted. The Company recognizes that all of the potentially impacted First Nations within the region will be informed and consulted on the proposed project.

The Proponent has initiated contact with First Nations regarding this site. The Proponent intends to increase the level of engagement with these First Nations as development activities at this site increase in intensity.

Archaeology & Heritage

Since some of the activities included in this Investigation Plan could cause impacts beneath the soil (e.g. digging anchors for construction of met towers, or geotechnical drilling) The Proponent will be sure to work closely with local First Nations and, where necessary, a professional archaeologist.

The Proponent's common practice is to share information with local First Nations regarding proposed investigative activities with potential for archaeological impact, before these activities are conducted. The Proponent will conduct a site visit along with First Nations representatives to confirm the suitability of any sites to be impacted (often termed by First Nations a Preliminary Field Reconnaissance or PFR). Reporting from such a site visit would be shared with local First Nations.

Wildlife and Birds

The proponent has investigated desktop sources to establish where red, blue and yellow listed species are known to exist in the vicinity. The presence of key species and/or habitat may be confirmed via targeted field studies. Strategies to avoid impacts to wildlife and wildlife habitats, along with strategies to minimize or reduce the impacts and disturbance, will be developed by consulting biologists and discussed with agency personnel during permitting.

During the investigation phase, The Proponent will install daytime visual markers on met tower guy wires in consultation with MOE. Furthermore, all on-site materials (e.g., fuel, waste) will be stored in such a way as to not attract wildlife, and will be removed on completion of met tower construction or other investigative activities. No fuel cans or garbage will be left on-site overnight, unless a work crew is also sleeping or working on the site overnight.

Fish

In addition to consultation with Fisheries and Oceans Canada, local First Nations, and others, The Proponent will conduct a study of the potential effects of the proposed project on fish and fish habitat, and will develop any appropriate mitigation measures during permitting. The Proponent will obtain necessary approvals in relation to construction that could impact fish and fish habitat, where necessary.

Plant Life

This project is expected to have low impacts to plants during both construction and operation, based on the small footprint of a typical wind farm relative to its spatial extent. The Proponent will study these potential impacts, and develop appropriate mitigation measures, and discuss the findings with the MFLNRORD.

Forests

We anticipate that activities related to the proposal will be conducted on existing industrial roads in the area. Installation of meteorological towers may require some minimal clearing and brush cutting operations at the direct base area of the towers. Any additional clearing, road improvements, or road extensions will be authorized with the co-operation of MFLNRORD and in communication with forest companies as appropriate.

Mining Interests

The Proponent will conduct a search through the BC Ministry of Energy and Mines of all mineral rights tenure holders in the project area. If any current claims are identified, The Proponent will contact the owners and the Gold Commissioner as per the guidelines outlined in the Mineral Right of Way Act.

Local Government and Recreational Use

The Proponent will be in contact with local government to discuss potential land-use and zoning issues associated with the project area. The Proponent has taken care not to site this project within any restricted areas such as provincial parks. The Proponent will also discuss the project with local recreational groups.

Other Land Users

The Proponent will discuss investigative activities with other users of the land that have a registered land right, such as forest companies that hold a license on access roads. The Proponent will also consider entering into a Road Use Agreement where necessary.

Other Land Users

The Proponent will discuss investigative activities with other users of the land that have a registered land right, such as forest companies that hold a license on access roads. The Proponent will also consider entering into a Road Use Agreement where necessary.

Other Guidance

The Proponent will refer to other guidance documents to inform its investigative activities, including:

① MFLNRORD Land Use Operational Policy for Wind Power Projects:

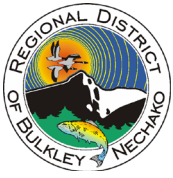
<https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/naturalresource-use/land-water-use/crown-land/windpower.pdf>

② MFLNRORD Permissions Policy :

<https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/naturalresource-use/land-water-use/crown-land/permissions.pdf>

③ Best Management Practices found on the Ministry of Environment website:

http://www.env.gov.bc.ca/wld/a_z_index.html



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: May 04, 2023
Subject: BC Parks Mount Pope Park Additions Referral

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

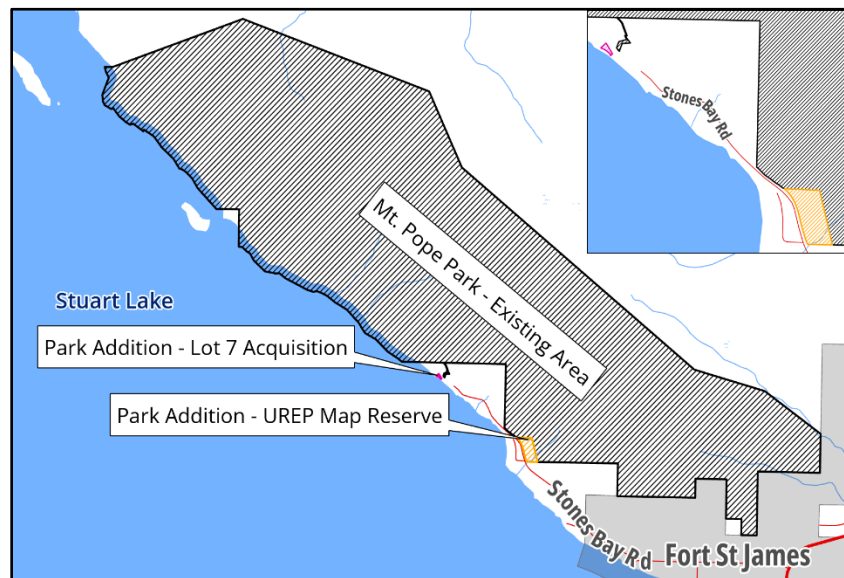
That the attached comment sheet be provided to BC Parks as the Regional District's comments on the referral regarding BC Parks Mount Pope Park additions.

DISCUSSION**Proposed Park Additions**

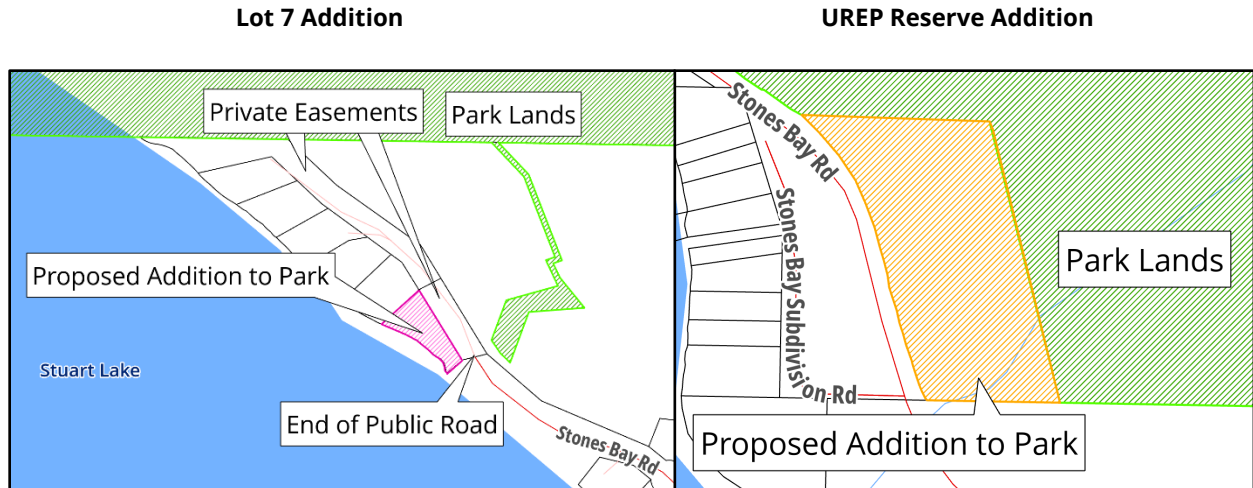
Located adjacent to the District of Fort St. James, Mount Pope Provincial Park covers 2,030 ha (5,016 ac), which is popular for hiking and rock climbing.

BC Parks is proposing the addition of two properties to Mount Pope Provincial Park.

In 2007 BC Parks assumed responsibility for an RDBN operated parking lot on Crown Land serving Mount Pope Park by establishing it as a Recreation Reserve (UREP). The province is proposing to add the 4.76 ha UREP (11.8 ac) to the Park.



In 2020, BC Parks purchased a 0.4 ac parcel (Lot 7) at the end of Stones Bay Road to serve as an additional parking lot for the park. BC Parks is proposing to also add Lot 7 to the Mount Pope Provincial Park. Lot 7 is accessed through a separate parcel owned by BC Parks, which is not being added to the park. BC Parks plans to remove the existing house on Lot 7 from the property.



Adjacent Water Access Parcels

The parcels to the northwest of Lot 7 are water access only. This means that the parcels were created on the understanding that their legal access is from Stuart Lake. Shortly after their subdivision in 1977 driveway access to these parcels was secured by easement over an adjacent property. In 1998 the easement area was added to the most westerly parcel (Lot A). In 2022 the easement area adjacent to Lot 7 was subdivided from Lot A and purchased by BC parks. Owners of the six residential parcels to the northwest of the subject property continue to have driveway access by easement over the BC Parks property.

Staff have been contacted by the owner of one of the parcels expressing concerns regarding the impact of the proposed development of Lot 7 for public parking. Staff are not aware of any impacts on adjacent parcels that would justify objecting to the establishment of Lot 7 as a parking lot. However, the comment sheet does recommend that BC Parks engage with owners in the area regarding the development of the parking lot on Lot 7.

ATTACHMENTS

- Comment Sheet
- Referral submission



Comment Sheet on BC Parks Mount Pope Park Additions Referral

Electoral Area:	Electoral Area C (Fort St. James Rural)
Applicant:	BC Parks
Existing Land Use:	
Lot 7:	Residential
UREP Reserve:	Parking/Park
Zoning:	
Lot 7:	Waterfront Residential II (R4)
UREP Reserve:	Recreation (P2)
OCP Designation:	
Lot 7:	Lakeshore (L)
UREP Reserve:	Parks and Recreation (P)
Proposed Use Comply with Zoning:	Yes
If not, why?	N/A
Agricultural Land Reserve:	No
Access:	
Lot 7:	Legal Access by Water and Private Easement.
UREP Reserve:	Stones Bay Rd.
Building Inspection:	Yes
Fire Protection:	Fort St. James Rural Fire Protection Area
Other comments:	BC Parks is encouraged to consult with adjacent property owners regarding the operation of Lot 7 as a parking lot.

April 5, 2023

Attn: Jason Llewellyn, Director of Planning
Regional District of Bukley-Nechako
37 3rd Avenue
Burns Lake, BC V0J 1E0

Sent electronically: jason.llewellyn@rdbn.bc.ca

Re: Proposed additions to Mount Pope Provincial Park

Mount Pope Provincial Park is a Class A park named and described in Schedule C of the *Protected Areas of British Columbia Act*. The park was established in 2001 for day-use and covers a total area of 2,030 ha. The park protects mule deer winter range, Douglas-fir representation, unique plant and animal species associated with limestone rock formations, and significant recreation values for hikers and rockclimbers. Visitor parking is an issue at the park and BC Park has been working to resolve the concern for the past few years.

We are proposing the addition of two parcels of land to Mount Pope Provincial Park (see attached map and .kmz file). The proposal would result in the addition of 11.8 acres of land into the park.

1. Lot 7, DL 6604, Range 5 Coast District, PID 007-519-079
2. Recreation Reserve/UREP 7406922, unsurveyed Crown land in the vicinity of DL 4932, Range 5 Coast District

In 2020, BC Parks purchased Lot 7, a 0.4 acre parcel of private land located at the west end of Stones Bay Road. BC Parks routinely acquires private property to protect and enhance conservation and recreation values, to protect culturally important values, and to improve management operation of existing protected areas. Lot 7 was formerly owned and developed for private recreational use. In the next 2-5 years BC Parks will develop a parking lot for public access to Mount Pope Provincial Park to alleviate congestion from visitors parking along Stones Bay Road. The purchase of Lot 7 by BC Parks brought the parcel into the Crown land base and within our government jurisdiction, however it is not yet designated as within the park.

In 2007, BC Parks applied for a Recreation Reserve for the Use, Recreation and Enjoyment of the Public (UREP) from Crown Lands Branch over the existing parking lot at the Mount Pope trailhead. We have waited for a convenient time to add the 11.4 acre parcel to the park, ensuring its protection for future recreation access. We are now proposing to add this Recreation Reserve/UREP to the park. This parcel of land is



currently under the authority of the Ministry of Forests, Crown Lands Branch and would be transferred to BC Parks prior to its' addition to the park.

In 2023, BC Parks purchased a portion of private road fronting Lot 7. This acquisition was completed to provide access to the lot and help ease trespass issues on the private road. We do not intend to add this acquisition to the park.

BC Parks intends to add Lot 7 and the Recreation Reserve/UREP to Mount Pope Provincial Park through 'designation' by an Order in Council or an act of the legislature. We would like to provide this opportunity to the Regional District of Bulkley-Nechako to comment on the park additions. Your comments would be used to inform government's decision on continuing with the proposal, as detailed above. Please provide your response by **April 28th, 2023**.

Please feel free to contact me via phone or email if you have any questions, require more information or want to set up a meeting to discuss further.

Sincerely,

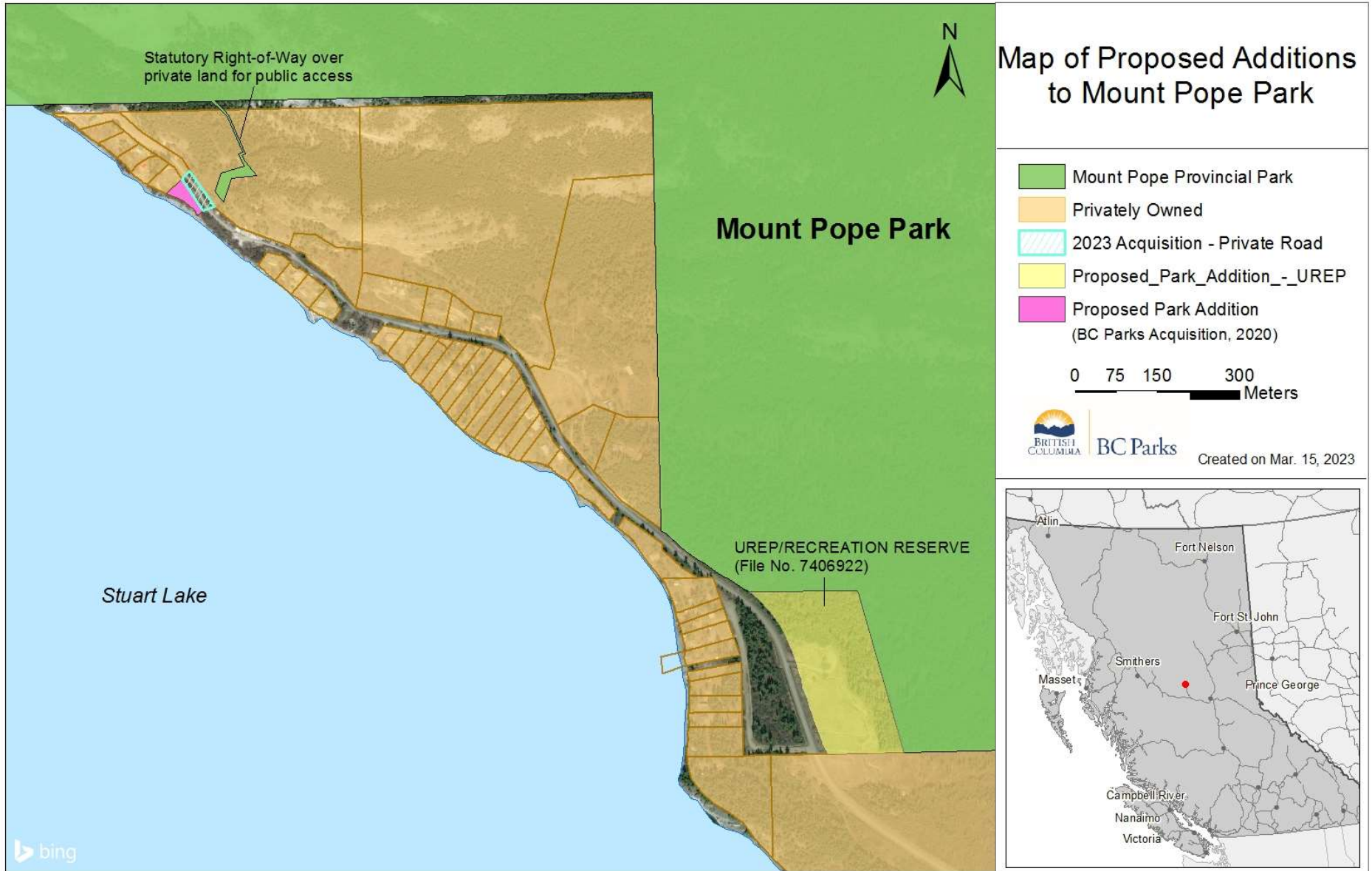
A handwritten signature in black ink that reads "A Somerville".

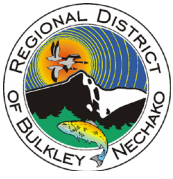
Andrea Somerville, B.Sc.
Planning Section Head, Omineca Peace Region
BC Parks | Ministry of Environment and Climate Change Strategy
250-645-9299 | andrea.somerville@gov.bc.ca

Attachments:

1. Map of Proposed Additions to Mount Pope Park
2. .kmz file of Mount Pope Park additions

cc: Maria Sandberg, Planning and Parks Coordinator, maria.sandberg@rdbn.bc.ca
planning@rdbn.bc.ca





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, CFO
Date: May 4, 2023
Subject: 2022 Financial Statements and Audit Report

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

“That the Board accept and authorize the Chair and the Chief Financial Officer to sign the Financial Statements for the year ending December 31, 2022.”

“And That the Year End Audit Findings Report to the Board be received.”

BACKGROUND

The draft Financial Statements are attached and our auditor, Taylor Turkington, CPA, will make a presentation to the Board covering the changes to the financial statements since last year and discuss any audit findings.

The annual financial statements along with additional reporting must be sent to the Province by May 15th each year.

The Financial Statements and the Statement of Financial Information (SOFI) report must be sent to the Province by June 30th every year. This year the financial staff plan to bring this report forward at the June 22nd Board meeting. The meeting containing this presentation on annual financial reporting must have a notice of the meeting published in accordance with section 94 of the community charter.

ATTACHMENTS:

Draft Financial Statements for 2022
Year End Audit Findings Report for 2022

REGIONAL DISTRICT OF BULKLEY-NECHAKO

FINANCIAL STATEMENTS

December 31, 2022

DRAFT

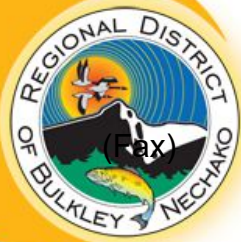
REGIONAL DISTRICT OF BULKLEY-NECHAKO

FINANCIAL STATEMENTS

December 31, 2022

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

REGIONAL DISTRICT
OF BULKLEY-NECHAKO
“A WORLD OF OPPORTUNITIES WITHIN OUR REGION”

Management’s Responsibility for the Financial Statements

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management’s responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management’s judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements.

The Board of Directors are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and exercises these responsibilities through the Board. The Board reviews internal financial statements on a quarterly basis and external audited financial statements yearly. The Board also discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The external auditors, Beswick Hildebrandt Lund Chartered Professional Accountants, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of Regional District of Bulkley-Nechako and meet when required. The accompanying Auditor’s Report outlines their responsibilities, the scope of their examination and their opinion on the financial statements.

On behalf of Regional District of Bulkley-Nechako

John Illes
Chief Financial Officer

Mark Parker
Chairperson

MUNICIPALITIES:

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

ELECTORAL AREAS:

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



CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Regional District of Bulkley-Nechako

Opinion

We have audited the financial statements of Regional District of Bulkley-Nechako (the Entity), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standard.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Partners

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

Dane Soares CPA
Taylor Turkington CPA

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



CHARTERED PROFESSIONAL ACCOUNTANTS

Chartered Professional Accountants

Prince George, British Columbia

May 4, 2023

DRAFT

REGIONAL DISTRICT OF BULKLEY-NECHAKO
STATEMENT OF FINANCIAL POSITION

December 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash and cash equivalents (Note 2)	\$ 21,370,937	\$ 21,973,326
Accounts receivable	701,755	731,917
Grants receivable	1,395,230	493,912
Investments (Note 3)	89	89
Debt Reserve Fund - Municipal Finance Authority (Note 4)	158,165	164,364
Debentures recoverable from municipalities (Note 5)	7,326,906	7,927,385
	30,953,082	31,290,993
LIABILITIES		
Accounts payable and accrued liabilities (Note 6, 10 and 11)	6,791,289	6,278,759
Deferred revenue (Note 7)	9,285,825	10,370,653
Debt Reserve Fund - Municipal Finance Authority (Note 4)	158,165	164,364
Debentures issued for municipalities (Note 5)	7,326,906	7,927,385
Debentures issued for the Regional District (Note 9)	346,702	366,535
	23,908,887	25,107,696
NET FINANCIAL ASSETS	7,044,195	6,183,297
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 3)	22,767,614	20,357,779
Prepaid expenses	356,261	141,488
	23,123,875	20,499,267
ACCUMULATED SURPLUS (Note 13)	\$ 30,168,070	\$ 26,682,564

CONTINGENCIES (Note 10)

Approved by the Board:

_____ Chairperson

_____ Chief Financial Officer

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

STATEMENT OF OPERATIONS

For the year ended December 31, 2022

	2022		2021
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
REVENUE (Schedule 4)			
Property tax requisition			
Electoral area	\$ 7,568,575	\$ 7,564,039	\$ 8,432,249
Municipal	4,045,150	4,048,150	2,654,173
	11,613,725	11,612,189	11,086,422
Grants-in-lieu of taxes	1,106,259	1,249,205	1,193,141
Federal grants - conditional	858,116	863,098	676,477
Fees and permits	1,537,225	2,054,102	1,960,061
Municipal debt payments (Note 5)	797,885	749,535	757,399
Provincial grants - northern capital	1,201,850	1,068,539	1,334,843
Provincial grants - unconditional	1,031,350	394,654	185,000
Other grants - conditional	10,000	929,144	1,274,950
Emergency expenditure recoveries	600,000	30,573	115,264
Provincial grants - conditional	-	-	-
Interest	500	183,478	249,321
Municipal cost sharing	200,544	258,141	214,305
Sundry	1,819,860	1,504,096	290,619
Administration recoveries	17,210	16,657	16,788
Donations	-	12,946	21,799
Debt sinking fund actuarial earnings (Note 9)	-	8,088	4,384
Community forest	-	89,600	89,600
	20,794,524	21,024,045	19,470,373
EXPENSES (Schedule 1) (Schedule 4)			
Environmental services	5,183,449	5,829,679	6,176,468
Government - general, rural and local commission	4,295,499	3,375,196	3,041,810
Recreation and culture	3,112,914	2,871,661	2,654,502
Fire protection and emergency response	3,309,395	2,606,552	2,276,228
Building inspection, building numbering, planning and development services	1,134,110	1,138,201	1,135,998
Economic development	780,318	553,639	559,629
Municipal debt payments (Note 5)	797,885	749,535	757,399
Street lighting and transportation	349,344	282,492	299,898
Sewer and water	208,644	131,584	185,225
	19,171,558	17,538,539	17,087,157
ANNUAL SURPLUS	1,622,966	3,485,506	2,383,216
ACCUMULATED SURPLUS - BEGINNING OF YEAR	26,682,564	26,682,564	24,299,348
ACCUMULATED SURPLUS - END OF YEAR (Note 13)	\$ 28,305,530	\$ 30,168,070	\$ 26,682,564

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS

For the year ended December 31, 2022

	<u>2022</u>		<u>2021</u>
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
ANNUAL SURPLUS	\$ 1,622,966	\$ 3,485,506	\$ 2,383,216
Acquisition of tangible capital assets	(5,198,143)	(3,959,850)	(2,662,270)
Loss on sale of tangible capital assets	-	7,633	638
Proceeds on sale of tangible capital assets	-	-	-
Amortization of tangible capital assets	1,164,185	1,542,382	1,366,252
	(2,410,992)	1,075,671	1,087,836
Net use of (addition to) prepaid expenses	-	(214,773)	(51,379)
CHANGE IN NET FINANCIAL ASSETS	(2,410,992)	860,898	1,036,457
NET FINANCIAL ASSETS AT BEGINNING OF THE YEAR	6,183,297	6,183,297	5,146,840
NET FINANCIAL ASSETS AT END OF THE YEAR	<u>\$ 3,772,305</u>	<u>\$ 7,044,195</u>	<u>\$ 6,183,297</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

STATEMENT OF CASH FLOWS

For the year ended December 31, 2022

	<u>2022</u>	<u>2021</u>
OPERATING ACTIVITIES		
Annual surplus	\$ 3,485,506	\$ 2,383,216
Add: Non-cash items		
Debt sinking fund actuarial earnings (Note 9)	(8,088)	(4,384)
Amortization of tangible capital assets	1,542,382	1,366,252
Loss (gain) on sale of tangible capital assets	<u>7,633</u>	<u>638</u>
	5,027,433	3,745,722
Changes in non-cash working capital:		
Accounts receivable	30,162	595,898
Grants receivable	(901,318)	(242,227)
Accounts payable and accrued liabilities	512,530	1,517,013
Deferred revenue	(1,084,828)	(258,647)
Prepaid expenses	<u>(214,773)</u>	<u>(51,379)</u>
	<u>3,369,206</u>	<u>5,306,380</u>
FINANCING ACTIVITIES		
Repayments from Debt Reserve Fund - Municipal Finance Authority	-	-
Debt repayments	<u>(11,745)</u>	<u>(14,801)</u>
	<u>(11,745)</u>	<u>(14,801)</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(3,959,850)	(2,662,270)
Proceeds on disposal of tangible capital assets	<u>-</u>	<u>-</u>
	<u>(3,959,850)</u>	<u>(2,662,270)</u>
INCREASE (DECREASE) DURING THE YEAR	(602,389)	2,629,309
CASH AT BEGINNING OF THE YEAR	<u>21,973,326</u>	<u>19,344,017</u>
CASH AT END OF THE YEAR	<u><u>\$ 21,370,937</u></u>	<u><u>\$ 21,973,326</u></u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

The Regional District of Bulkley-Nechako (“the Regional District”) was incorporated as a Regional District on February 1, 1966 under the Municipal Act (replaced by the Local Government Act) of British Columbia. The Regional District provides a political and administrative framework for region-wide, inter-municipal and sub-regional services and acts as the local government for electoral areas.

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting

These financial statements have been prepared in accordance with Canadian public sector accounting standards (PSAS).

Funds and reserves

Certain amounts, as approved by the Board of Directors, through a bylaw, are set aside in accumulated surplus for future operating and capital purposes. Transfers to/from funds and reserves are an adjustment to the respective fund when approved.

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development improvement or betterment of the asset. Costs include overhead directly attributable to construction and development but exclude interest costs directly attributable to the acquisition or construction of the asset.

Contributed tangible capital assets are recorded into revenues at their fair market value on the date of donation, except in circumstances where there are stipulations on their use or where fair value cannot be reasonably determined, in which case they are recognized at a nominal value.

The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight-line basis over the estimated useful life of the asset.

Buildings	40-50 years
Water and waste systems	50 years
Heavy vehicles	10-20 years
Passenger vehicles	6-10 years
Other equipment	5-10 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Regional District’s ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Assets under construction are not amortized until the asset is available for productive use.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES, continuedRevenue recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis

Tax revenue from local government requisitions are recognized in the year levied, provided that the effective date of tax has passed and the related bylaws have been approved by the Board of Directors.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Contributions from other sources are deferred when restrictions are placed on their use by the contributor and are recognized as revenue when used for the specific purpose. Restricted contributions that must be maintained in perpetuity are recorded as revenue when received or receivable and are presented as non-financial assets in the statement of financial position.

Grants received from the Federal Gas Tax Agreement and Northern Capital Planning Grant Agreement are each contributed to a designated reserve and recorded as revenue in the year amounts are expended on qualifying projects.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Unfunded landfill liability

The landfill for closure of operational sites and post-closure care has been recognized based on estimated future expenses, estimated for inflation and the usage of the sites capacity during the year. The change in this liability during the year is recorded as a charge to operations. These estimates are reviewed and adjusted annually.

Measurement uncertainty

The preparation of the financial statements in accordance with Canadian PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the year. These estimates and assumptions are based on management's judgement and the best information available at the time of preparation and may differ significantly from actual results. Estimates are reviewed periodically or as new information becomes available, by management, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Significant estimates include the determination of the useful life of tangible capital assets, valuation of the landfill closure and post-closure obligation, and provisions for contingencies.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES, continuedNon-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Financial instruments*Measurement of financial instruments*

The Regional District initially measures its financial assets and financial liabilities at fair value. The Regional District subsequently measures all its financial assets and financial liabilities at cost.

Financial assets measured at cost include cash and cash equivalents, accounts receivable, cash deposits included in the debt reserve fund – Municipal Finance Authority, investments, and debentures recoverable from municipalities.

Financial liabilities measured at cost include accounts payable and accrued liabilities, debentures issued for municipalities, debentures issued for the Regional District, and financial liabilities included in the debt reserve fund –Municipal Finance Authority.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs

The Regional District recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their origination, issuance or assumption.

Investments

Investments are reported at cost or amortized cost less any write-downs associated with a loss in value that is other than a temporary decline.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

2. CASH AND CASH EQUIVALENTS

	<u>2022</u>	<u>2021</u>
Bank accounts	\$ 5,220,693	\$ 5,890,025
Petty cash	250	400
Guaranteed investment certificates	<u>16,149,994</u>	<u>16,082,901</u>
	<u>\$ 21,370,937</u>	<u>\$ 21,973,326</u>

Cash and cash equivalents consist unrestricted cash and fixed income guaranteed investment certificates, which have a maturity of one year or less, and are carried at market value which approximates cost. For the year ended December 31, 2022, the guaranteed investment certificate interest rates ranged between 1.30% to 5.60% (2021 – ranged between 1.10% to 1.80%).

3. INVESTMENTS

The Regional District has a 9% interest in the Chinook Comfor Limited Partnership and Chinook Comfor Ltd.

4. DEBT RESERVE FUND – MUNICIPAL FINANCE AUTHORITY

The Regional District issues debt instruments through the Municipal Finance Authority of British Columbia (“MFA”), and as a condition of borrowing, one percent of the debenture proceeds is withheld as a debt reserve fund. The Regional District also executes demand notes in connection with each debenture whereby the Regional District could be required to pay certain amounts to MFA in excess of the debt borrowed. The demand notes are contingent in nature, and it is unlikely that they will be called; therefore, a liability has not been reported in the financial statements (see note 10).

The Regional District reports the debt reserve fund balances for both debts issued on its behalf, and on behalf of member municipalities, as a financial asset. Because all debt reserve fund refunds received on behalf of Municipal borrowing are repayable to those Municipalities, the Municipal portion of the Debt Reserve Fund balances are also reported as a financial liability.

5. DEBT RECOVERABLE FROM MUNICIPALITIES

When a member Municipality within the Regional District wishes to issue debenture debt through the Municipal Finance Authority of British Columbia (“MFA”), the borrowing is done through the Regional District. The Regional District is therefore responsible for repayment of the debt to MFA. When payments (interest and sinking fund or principal) are made on this debt, the Regional District pays MFA and is in turn reimbursed by the Municipality.

The Regional District therefore reports the net outstanding debt borrowed on behalf of Municipalities as both a financial liability and a financial asset.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

5. DEBT RECOVERABLE FROM MUNICIPALITIES, continued

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Net Debt Outstanding	
	Year	Amount			2022	2021
Vanderhoof Issue 145	2018	1,000,000	2038	3.15%	844,303	884,970
Smithers Issue 142	2017	3,000,000	2037	3.15%	2,407,250	2,532,910
Vanderhoof Issue 142	2017	2,000,000	2037	3.15%	1,604,833	1,688,607
Smithers Issue 127	2013	650,000	2034	3.30%	448,872	477,595
Fort St. James Issue 124	2013	304,879	2033	3.15%	196,528	210,540
Smithers Issue 124	2012	147,639	2033	3.15%	95,170	101,955
Fort St. James Issue 124	2013	121,952	2028	3.15%	57,499	65,834
Smithers Issue 116	2011	800,000	2026	1.47%	260,587	320,321
Houston Issue 99	2006	2,407,125	2032	1.53%	1,145,671	1,249,766
Smithers Issue 81	2004	500,000	2024	2.85%	74,602	109,260
Smithers Issue 79	2003	500,000	2023	2.25%	38,211	74,602
Smithers Issue 77	2002	500,000	2022	0.65%	-	38,211
Granisle 149	2019	210,000	2029	2.24%	153,380	172,814
		<u>\$ 12,141,595</u>			<u>\$ 7,326,906</u>	<u>\$ 7,927,385</u>

Scheduled debt repayments may be suspended in the event of excess sinking fund earnings within the MFA.

Principal paid during 2022 was \$430,836 (2021 - \$427,844). Interest paid during 2022 was \$308,964 (2021 - \$329,555).

The MFA performs a rate reset on long-term loans each 5 year period beginning after the first 10 year term; therefore, interest rates on long-term debt are subject to change.

Actuarial earnings received during 2022 was \$169,642 (2021 - \$150,483). Future principal payments, including sinking fund additions, on existing debt are as follows:

2023	\$ 582,475
2024	563,314
2025	542,928
2026	561,368
2027	509,501
Thereafter	<u>4,567,320</u>
	<u>\$ 7,326,906</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2022</u>	<u>2021</u>
Trade payables	\$ 852,005	\$ 982,240
Vacation accrual	248,290	203,055
Sick leave accrual (Note 10)	304,324	253,385
Retirement accrual (Note 10)	315,279	144,407
Accrued debenture interest	-	-
Landfill closure cost accrual (Note 12)	5,071,391	4,695,672
	<u>\$ 6,791,289</u>	<u>\$ 6,278,759</u>

7. DEFERRED REVENUE

	<u>2022</u>	<u>2021</u>
Government transfers - Northern Capital Planning Grant	\$ 2,611,985	\$ 3,612,795
Government transfers - Federal Gas Tax Reserve	6,593,666	6,395,443
Government transfers - COVID Restart Grant	8,924	351,470
Government transfers - Provincial	70,000	-
Other	1,250	10,945
	<u>\$ 9,285,825</u>	<u>\$ 10,370,653</u>

Government transfers – Federal Gas Tax Reserve

Gas Tax funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax funding may be used towards qualifying expenditures as specified in the funding agreement. The Regional District maintains the amounts in a statutory reserve.

	<u>2022</u>	<u>2021</u>
Opening balance	\$ 6,395,443	\$ 5,229,104
Add: Amounts received in the year	897,100	1,755,216
Interest earned	151,176	87,600
	<u>1,048,276</u>	<u>1,842,816</u>
Less: Amounts spent in the year	<u>(850,053)</u>	<u>(676,477)</u>
Closing balance	<u>\$ 6,593,666</u>	<u>\$ 6,395,443</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

7. DEFERRED REVENUE, continued

Government transfers – Northern Capital Planning Grant

Northern Capital and Planning funding is provided by the Province of British Columbia. The Northern Capital and Planning funding may be used towards infrastructure and eligible projects include engineering, infrastructure planning, pipes, wells, treatment facilities, building, roads, machinery, equipment, vehicles, and other associated capital that are owned and controlled by the Regional District. This can also include the cost of land associated with developing the above capital investment.

	<u>2022</u>	<u>2021</u>
Opening balance	<u>\$ 3,612,795</u>	<u>\$ 4,888,510</u>
Add: Amounts received in the year	-	-
Interest earned	<u>67,728</u>	<u>59,128</u>
	<u>67,728</u>	<u>59,128</u>
Less: Amounts spent in the year	<u>(1,068,538)</u>	<u>(1,334,843)</u>
Closing balance	<u>\$ 2,611,985</u>	<u>\$ 3,612,795</u>

The Northern Capital Planning Grant is broken into the following reserves:

<u>Reserve</u>	<u>Initial Allocation</u>	<u>Planning Expenses</u>	<u>Capital Expenses</u>	<u>Total Interest</u>	<u>December 31, 2022 Balance</u>
General Administration	\$ 1,019,248	\$ 315,772	\$ 128,019	\$ 34,814	\$ 610,271
Clucluz Lake Fire Service	623,068	31,008	603,148	11,088	-
Protective Services	1,375,000	185,617	565,625	61,022	684,780
Glacier Gulch Water Diversion	30,000	-	-	1,789	31,789
Round Lake Fires Service	10,000	-	-	596	10,596
Luck Bay Fire Service	60,000	-	45,796	1,529	15,733
Fort Fraser Fire	186,595	-	191,237	4,642	-
Economic Development	185,273	-	-	11,047	196,320
Regional Parks and Trails	1,055,345	81,231	553,110	30,364	451,368
Environmental Service	2,394,843	-	1,955,252	56,609	496,200
Fort Fraser Water and Sewer Utilities	425,628	-	332,306	21,606	114,928
	<u>\$ 7,365,000</u>	<u>\$ 613,628</u>	<u>\$ 4,374,493</u>	<u>\$ 235,106</u>	<u>\$ 2,611,985</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

7. DEFERRED REVENUE, continued

Government transfers – COVID Restart Grant

COVID Restart funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. COVID Restart funding may be used towards qualifying expenditures as specified in the funding agreement.

	<u>2022</u>	<u>2021</u>
Opening balance	\$ 351,470	\$ 482,628
Add: Amounts received in the year	-	314,000
Interest earned	-	-
	<u>-</u>	<u>314,000</u>
Less: Amounts spent in the year	<u>(342,546)</u>	<u>(445,158)</u>
Closing balance	<u>\$ 8,924</u>	<u>\$ 351,470</u>

8. CREDIT FACILITY

The Regional District has available on an authorized operating line of credit to a maximum of \$400,000. This facility bears interest at prime rate of 6.45% (December 31, 2021 – 2.45%) and is secured by the current borrowing resolution. The facility remained unused at year end.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

9. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT

The Regional District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), pursuant to security issuing bylaws, under authority of the Community Charter, to finance certain capital expenditures. The debt is issued on a sinking fund basis, whereby MFA invests the Regional District's principal payments so that the payments plus investment income, will equal the original outstanding debt amount at the end of the repayment period. Actuarial earnings on debt represent the repayment and/or forgiveness of debt by the MFA using surplus investment income generated by the principal payments. Gross amount of debt and the repayment and actuarial earnings to retire the debt are as follows:

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Repayment & Actuarial Earnings	2022 Principal Repayment	Net Debt Outstanding	
	Year	Amount					2022	2021
Round Lake Fire Protection	2017	14,909	2037	3.15%	2,391	555	11,963	12,588
Luck Bay Fire Protection	2006	125,000	2026	1.53%	87,416	4,198	33,386	40,946
Topley Rural Fire Protection	2016	366,348	2041	2.10%	54,947	10,048	301,353	313,001
		<u>\$ 506,257</u>			<u>\$ 144,754</u>	<u>\$ 14,801</u>	<u>\$ 346,702</u>	<u>\$ 366,535</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

9. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT, continued

Scheduled debt repayments may be suspended in the event of excess sinking fund earnings within the MFA.

Principal paid during 2022 was \$14,801 (2021 - \$14,801). Interest paid during 2022 was \$10,075 (2021 - \$10,213).

The MFA performs a rate reset on long-term loans each 5 year period beginning after the first 10 year term; therefore, interest rates on long-term debt are subject to change.

Actuarial earnings received during 2022 was \$5,032 (2021 - \$4,384). Future principal payments, including sinking fund additions, on existing debt are as follows:

2023	20,504
2024	21,197
2025	21,915
2026	22,658
2027	14,227
Thereafter	246,201
	\$ 346,702

10. CONTINGENCIES

Municipal Finance Authority Demand Notes

The Regional District is contingently liable to the Municipal Finance Authority of British Columbia ("MFA") in excess of the amounts borrowed under the terms of demand notes issued to MFA.

Member municipalities have signed offsetting demand notes to the Regional District for borrowing made on their behalf. The amounts are as follows:

	2022	2021
Demand Notes Outstanding:		
Borrowing on behalf of member municipalities	\$ 302,559	\$ 320,379
Borrowing for Regional District purposes	9,332	9,332
	\$ 311,891	\$ 329,711

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

10. CONTINGENCIES, continuedEmployee Sick Leave

The Regional District is contingently liable to pay its employees sick leave. The total maximum value of the accumulated sick time is \$519,401 at December 31, 2022 (2021 - \$451,091). As at year end an amount of \$304,324 (2021 - \$253,385) has been recognized as a liability, representing the estimated future usage of accumulated sick days.

Employee Retiring Allowance

The Regional District is contingently liable to pay employees one week salary for every year of employment to a maximum of 13 weeks upon normal retirement from the Regional District. The total value of this retiring allowance is \$484,392 at December 31, 2022 (2021 - \$195,193). As at year end an amount of \$315,279 (2021 - \$144,407) has been accrued as an estimate of the liability.

11. MUNICIPAL PENSION PLAN

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Regional District paid \$394,719 (2021 - \$329,376) for employer contributions to the plan in fiscal 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

12. UNDERFUNDED LIABILITY FOR LANDFILL CLOSURE COSTS

British Columbia environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the sum of discounted future cash flows for closure and post closure activities for 30 years after closure using a discount rate of 4.0% which is net of projected annual inflation.

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. Management had a closure cost evaluation completed in 2020; and these costs (adjusted for inflation) are utilized for management's landfill closure cost estimate.

The Knockholt landfill has been divided into six phases with only the first three phases being utilized. The total capacity of the Knockholt landfill is estimated at 2,128,200 cubic meters, with a total usage of 718,200 cubic metres of the first three phases. Phase one and two are complete with phase three utilization of 718,200 of a total of 771,400. Phase three is expected to reach capacity in 2025. The existing landfill site is estimated to last past 2075 at current landfill utilization rates.

The Clearview landfill has been divided into four phases with only the first phase being utilized. The total capacity of the Clearview landfill is estimated at 2,225,200 cubic metres with a total usage of 340,200 of the first phase. Phase one has a developed capacity of 415,800 and is expected to reach capacity in 2027. The existing landfill site is expected to reach capacity approximately in the year 2135.

Considerable uncertainty exists with these estimations. The long time span for full site utilization combined with predicting costs that will be paid in far future years relies on a large number of assumptions including the certainty of current environmental legislation, a predictable rate of inflation for costs associated with landfill work and engineering, and an even flow of waste landfilled each year. Landfilling estimates do not include allowances for population change, change in landfilling from industrial sites (such as industrial camps), the possible diversion from recycling programs currently increasing and those being developed, and the diversion potential from composting programs.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

12. UNDERFUNDED LIABILITY FOR LANDFILL CLOSURE COSTS, continued

	<u>2022</u>	<u>2021</u>
Knockholt Landfill Phase One, Two, and Three		
Estimated closure costs	\$ 864,096	\$ 865,653
Estimated post-closure costs	<u>2,337,635</u>	<u>4,979,827</u>
	3,201,731	5,845,480
Estimated capacity used	<u>34%</u>	<u>18%</u>
Accrued liability for Knockholt landfill	<u>1,651,879</u>	<u>1,103,251</u>
Clearview Landfill Phase One		
Estimated closure costs	314,337	628,317
Estimated post-closure costs	<u>4,816,590</u>	<u>4,979,827</u>
	5,130,927	5,608,144
Estimated capacity used	<u>15%</u>	<u>13%</u>
Accrued liability for Clearview landfill	<u>1,051,275</u>	<u>1,051,338</u>
Inactive sites closure estimates	<u>2,368,237</u>	<u>2,541,083</u>
Total closure and post-closure liability	<u>\$ 5,071,391</u>	<u>\$ 4,695,672</u>

The liability expense of \$5,071,391 is unfunded as at December 31, 2022. The Regional District has established Landfill Closure and Post-Closure Reserve Funds that is restricted for purposes of funding landfill closure and post-closure costs. As at December 31, 2022, the Landfill Closure and Post-Closure Reserve Funds have a balance of \$408,866 (2021 - \$399,877).

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

13. ALLOCATION OF ACCUMULATED SURPLUS

The accumulated surplus at the end of the year is comprised of the following Funds:

	<u>2022</u>	<u>2021</u>
Operating	\$ 20,376,890	\$ 18,999,020
Reserves	<u>9,791,180</u>	<u>7,683,544</u>
	<u>\$ 30,168,070</u>	<u>\$ 26,682,564</u>

14. BUDGET

In accordance with legislative requirements, the Financial Plan, adopted by the Board of Directors on March 31, 2022, was prepared on a modified accrual basis. These financial statements, in accordance with Canadian Public Sector Accounting Standards, were prepared on a full accrual basis. The following reconciles the approved amended Financial Plan from April 14, 2022 to budgeted amounts reported in these Financial Statements. The amended Financial Plan was used in order to more accurately reflect the operations in the period.

	<u>2022</u>
Budgeted surplus per statement of financial activities	<u>\$ 1,622,966</u>
Less: Capital expenditures	(5,198,143)
Internal allocations	(142,708)
Prior year net deficits	<u>(5,458)</u>
	<u>(3,723,343)</u>
Add: Prior year net surplus	2,443,719
Withdrawals from capital reserves	115,439
Transfer from equity in tangible capital assets	<u>1,164,185</u>
	<u>3,723,343</u>
	<u>\$ -</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2022****15. FINANCIAL INSTRUMENTS**

The Regional District's financial instruments are comprised of cash, temporary investments, accounts receivable, debt reserve funds – Municipal Finance Authority, debentures recoverable from municipalities, accounts payable and accrued liabilities, debentures issued for municipalities, and debentures issued for the Regional District.

Liquidity risk

Liquidity risk is the risk that the Regional District will encounter difficulty in meeting obligations associated with financial liabilities. The Regional District is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, debentures issued for municipalities and debentures issued for the Regional District. The Regional District manages this risk by holding a sufficient amount of funds in highly liquid investments, and closely monitoring cash flows.

Credit risk

Credit risk is the risk that the Regional District will incur financial losses if a debtor fails to make payments when due. The Regional District is exposed to credit risk on its debenture recoverable from municipalities and accounts receivable. Risk in respect to the debentures recoverable from municipalities is managed primarily by the policies put in place by the Municipal Finance Authority of British Columbia ("MFA"). The maximum exposure to credit risk in respect to accounts receivable is limited to the carrying amount of accounts receivable, which is managed by credit policies such as limiting the amount of credit extended and obtaining security deposits where appropriate.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Regional District is mainly exposed to interest rate risk.

Interest Rate Risk

Interest rate risk is the risk that the Regional District's debt servicing costs and the value of certain investments will fluctuate due to changes in interest rates. In respect of debt servicing costs, the risk is minimal as all of the Regional District's long-term debentures are fixed rate and is usually refinanced every five to ten years as that is when most underlying debentures issued by the MFA mature. Investments subject to interest rate risk include guaranteed investment certificates (Note 2). The amount of risk is minimal due to the short terms of the investments.

16. SEGMENT REPORTING

The Regional District provides services to its members, that have been grouped into related departmental functions or service areas for segment reporting purposes. The various segments are as follows:

REGIONAL DISTRICT OF BULKLEY-NECHAKO**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2022****16. SEGMENT REPORTING, continued****Environmental Services**

This segment administers services including solid and liquid waste management, recycling, invasive plant control and developing the Regional District's Corporate Energy and Emissions Plan.

Government – general, rural and local commission

This segment administers services that relate to the legislative function as well as the administrative and financial management of the Regional District.

Recreation and culture

This segment administers services that relate to recreational and cultural, activities and organizations within the Regional District.

Fire protection and emergency response

This segment administers services related to rural fire protection and rescue services, 9-1-1 services, emergency preparedness and support services, and health and safety planning.

Building inspection, building numbering, planning and development services

This segment administers services related to long range and current community planning, geographical information services, building inspections, and bylaw enforcement.

Economic Development

This segment provides economic and community development services including assisting local community groups in accessing funding opportunities for community and economic initiatives.

Municipal Debt Payments

This segment is comprised of debenture debt payments to the Municipal Finance Authority on behalf of other Regional District members.

Street Lighting and Transportation

This segment is comprised of services for street lighting and transportation within the Regional District.

Sewer and Water

This segment is comprised of services for sewer and water treatment within the Regional District.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2022****17. RELATED PARTY TRANSACTIONS**

The Regional District of Bulkley-Nechako and the Regional Hospital District share the same management team but operate under the governance of a different board of directors.

During the year, the Regional District of Bulkley-Nechako provided administration and accounting services of \$15,900 (2021 - \$15,900) to the Regional Hospital District.

18. COMPARATIVE FIGURES

Certain prior year figures, presented for comparative purposes, have been reclassified to conform to the current year's financial statement presentation.

DRAFT

REGIONAL DISTRICT OF BULKLEY-NECHAKO

SCHEDULE OF EXPENSES BY OBJECT

For the year ended December 31, 2022

	2022		2021
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
Staff remuneration and benefits	\$ 6,026,894	\$ 5,530,266	\$ 5,105,018
Purchased services and supplies	5,290,167	4,365,979	5,229,402
Payments to societies	1,899,218	1,647,634	1,739,877
Municipal debt payments	797,885	749,535	757,399
Payments to municipalities	2,023,575	2,040,734	1,740,652
Directors' remuneration	656,814	460,392	380,647
Insurance and permits	216,530	260,763	228,021
Electoral area grants-in-aid	596,002	497,568	393,218
Staff travel, upgrading and conferences	184,223	56,433	34,089
Directors' travel and expenses	196,787	52,625	20,556
Interest on debentures	10,213	10,075	12,542
Memberships and dues	45,650	32,314	35,314
Interest	3,150	2,306	2,936
Elections, referenda and studies	56,500	18,699	-
Bad debts	-	9,391	3,859
Volunteer benefits	3,765	2,172	507
First nations dialogue	-	-	-
Special projects	-	259,271	36,868
Amortization	1,164,185	1,542,382	1,366,252
	<u>\$ 19,171,558</u>	<u>\$ 17,538,539</u>	<u>\$ 17,087,157</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
SCHEDULE OF CONTINUITY OF RESERVE FUNDS

For the year ended December 31, 2022

	2022	2021
BALANCE AT BEGINNING OF THE YEAR	\$ 17,691,782	\$ 14,806,911
Contribution to funds	3,137,638	4,692,209
Interest earned on funds	284,182	247,473
Withdrawals from funds	<u>(2,116,771)</u>	<u>(2,054,811)</u>
BALANCE AT END OF THE YEAR	<u>18,996,831</u>	<u>17,691,782</u>
Less reserves recorded as deferred revenue (Note 7):		
Federal Gas Tax	6,593,666	6,395,443
Northern Capital Planning Grant	<u>2,611,985</u>	<u>3,612,795</u>
	<u>9,205,651</u>	<u>10,008,238</u>
	<u>\$ 9,791,180</u>	<u>\$ 7,683,544</u>
 REPRESENTED BY THE FOLLOWING RESERVE FUNDS		
911 Capital	\$ 644,835	\$ 630,657
911 Vehicle	-	7,808
Administrative Equipment	40,648	39,754
Administration/Planning Vehicle	44,434	72,318
Building	335,310	278,351
Building Inspection Vehicle	33,575	32,837
Bulkley Valley Pool	2,501,969	2,248,614
Burns Lake TV Rebroadcasting	53,835	52,652
Bylaw Enforcement	10,140	-
Climate Change	92,854	-
Cluculz Sewer	13,422	-
Rural Election	29,907	53,450
Emergency Prep	58,753	68,163
Environmental Services Vehicle	-	-
Federal Gas Tax	6,593,666	6,395,443
Fort Fraser Sewer	373,051	322,700
Fort Fraser Rural Fire Protection	168,543	164,838
Fort Fraser Water	263,355	207,978
Fort St. James Rural Fire Protection	-	66,479
Glacier Gulch Water Diversion	13,073	12,785
Houston Rural Fire Protection	-	-
Insurance	113,149	84,358
Lakes District Airport	298,583	267,225
Landfill Capital	408,866	399,877
Legal	22,552	12,139
Luck Bay Rural Fire Protection	58,206	51,968
Northern Capital Planning Grant	2,611,985	3,612,795
Operational	3,837,813	2,217,771
Planning Plotter	30,098	29,437
Round Lake Rural Fire Protection	3,168	3,099
Smithers Rural Fire Protection	146,194	182,428
Southside Rural Fire Protection Vehicle	5,070	-
Southside Rural Fire Protection	1,480	6,155
Topley Fire Department	25,072	18,669
Telkwa Rural Fire Protection	68,294	66,792
Vanderhoof Pool	94,931	77,968
Vanderhoof Rural Fire Protection	-	-
Weed Control Vehicle	-	6,274
	<u>18,996,831</u>	<u>17,691,782</u>
Less reserves recorded as deferred revenue (Note 13):		
Federal Gas Tax	6,593,666	6,395,443
Northern Capital Planning Grant	<u>2,611,985</u>	<u>3,612,795</u>
	<u>9,205,651</u>	<u>10,008,238</u>
	<u>\$ 9,791,180</u>	<u>\$ 7,683,544</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
STATEMENT OF TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2022

	Land	Building	Equipment / Vehicles	Works in Progress	Engineered Structures					2022 Total	2021 Total
					Water	Sewer	Landfills	Transfer Stations	Regional Parks		
COST											
Opening Balance	\$ 720,208	\$ 8,767,610	\$ 8,748,499	\$ -	\$ 4,824,319	\$ 734,201	\$ 5,330,131	\$ 5,596,159	\$ -	\$ 34,721,127	\$ 32,059,495
Add: Additions	-	79,624	1,338,629	27,224	332,306	5,082	658,815	119,383	1,398,787	3,959,850	2,662,270
Less: Disposals	-	-	(200,045)	-	-	-	-	-	-	(200,045)	-
Less: Write-downs	-	-	-	-	-	-	-	-	-	-	(638)
Closing Balance	720,208	8,847,234	9,887,083	27,224	5,156,625	739,283	5,988,946	5,715,542	1,398,787	38,480,932	34,721,127
ACCUMULATED AMORTIZATION											
Opening Balance	-	3,268,569	4,959,600	-	1,106,212	433,110	2,380,956	2,214,901	-	14,363,348	12,997,096
Add: Amortization	-	285,738	725,033	-	95,352	13,651	224,542	170,090	27,976	1,542,382	1,366,252
Less: Acc. Amortization on Disposals	-	-	(192,412)	-	-	-	-	-	-	(192,412)	-
Closing Balance	-	3,554,307	5,492,221	-	1,201,564	446,761	2,605,498	2,384,991	27,976	15,713,318	14,363,348
Net Book Value for year ended December 31, 2022	\$ 720,208	\$ 5,292,927	\$ 4,394,862	\$ 27,224	\$ 3,955,061	\$ 292,522	\$ 3,383,448	\$ 3,330,551	\$ 1,370,811	\$ 22,767,614	
Net Book Value for year ended December 31, 2021	\$ 720,208	\$ 5,499,041	\$ 3,788,899		\$ 3,718,107	\$ 301,091	\$ 2,949,175	\$ 3,381,258			\$ 20,357,779

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
SEGMENTED DISCLOSURE**

For the year ended December 31, 2022

	Government - General, Rural and Local	Environmental Services	Recreation and Culture	Fire Protection and Emergency Response	Building Inspection and Planning	Municipal Debt Payments	Street Lighting and Transportation	Economic Development	Sewer and Water	2022	2021
REVENUE											
Taxation	\$ 1,359,304	\$ 3,812,524	\$ 2,901,798	\$ 1,856,191	\$ 883,331	\$ -	\$ 219,790	\$ 470,581	\$ 108,670	\$ 11,612,189	\$ 11,086,422
Fees, rates and service charges	-	1,591,679	12,176	97,323	179,077	-	98,968	-	74,879	2,054,102	1,960,061
Government transfers	1,518,066	249,347	52,534	972,712	(1,088)	-	46,649	84,909	332,306	3,255,435	3,471,269
Investment income	181,148	-	-	2,330	-	-	-	-	-	183,478	249,321
Other	23,955	25,453	1,315,014	143,757	304,486	749,535	14,875	92,561	-	2,669,636	1,510,159
Grants-in-lieu of Taxes	208,313	477,238	231,549	143,829	92,946	-	35,439	59,891	-	1,249,205	1,193,141
	3,290,786	6,156,241	4,513,071	3,216,142	1,458,752	749,535	415,721	707,942	515,855	21,024,045	19,470,373
EXPENSES											
Staff Remuneration and Benefits	1,015,500	2,635,084	85,237	538,121	936,404	-	20,485	299,435	-	5,530,266	5,105,018
Purchased services and supplies	1,098,603	2,188,712	85,896	575,878	147,182	-	183,380	68,882	17,446	4,365,979	5,229,402
Insurance	43,703	92,525	55,561	33,052	29,788	-	-	1,000	5,134	260,763	228,021
Payments to Societies	5,532	8,800	1,416,783	97,144	-	-	34,375	85,000	-	1,647,634	1,739,877
Other	1,066,885	14,901	44	303,028	10,814	749,535	1,253	4,321	-	2,150,781	1,677,935
Payments to Municipalities	-	-	1,032,177	870,557	-	-	43,000	95,000	-	2,040,734	1,740,652
Amortization of capital assets	144,974	889,657	195,965	188,771	14,012	-	-	-	109,003	1,542,382	1,366,252
	3,375,197	5,829,679	2,871,663	2,606,551	1,138,200	749,535	282,493	553,638	131,583	17,538,539	17,087,157
NET REVENUE(EXPENSES)	\$ (84,411)	\$ 326,562	\$ 1,641,408	\$ 609,591	\$ 320,552	\$ -	\$ 133,228	\$ 154,304	\$ 384,272	\$ 3,485,506	\$ 2,383,216

See notes to the financial statements.

Regional District of Bulkley-Nechako

**Year-End Audit Findings Report
to Board of Directors**

**For the year ending
December 31, 2022**

Prepared as of April 26, 2023

April 26, 2023

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

Dear Board of Directors:

Re: Audit Findings

We prepared the accompanying report to assist you in your review of the financial statements of Regional District of Bulkley-Nechako for the year ending December 31, 2022. The report includes a discussion on the significant accounting and financial reporting matters dealt with during the audit process as well as communications required by Canadian generally accepted auditing standards.

We have substantially completed our audit of the financial statements of Regional District of Bulkley-Nechako (the entity) prepared in accordance with Canadian Public Sector Accounting Standards (PSAS) for the year ended December 31, 2022. We propose to issue our auditor's report on those financial statements, pending resolution of outstanding items outlined on page 1. Our draft auditor's report is included as Appendix A.

We look forward to meeting with you and discussing the matters outlined below.

We would like to express our sincere thanks to the management and staff of the entity who have assisted us in carrying out our work. If you have any questions or concerns, please do not hesitate to contact us.

Yours very truly,

Taylor Turkington CPA
Partner

c.c: John Illes, Chief Financial Officer

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

Audit Status

We have completed the audit of the financial statements, with the exception of the following items:

- Receipt of a signed management representation letter by management;
- Completing our discussions with the Board of Directors;
- Obtaining evidence of the Board's approval of the financial statements;

Once these items have been completed, we will date and sign our auditor's report.

Significant Risks

We identified the following significant risks in our planning letter dated March 14, 2023:

- Revenue recognition
- Management Override of Controls
- Estimates

We executed the proposed audit responses to the significant risks identified above, as noted in our planning letter, and we have no issues to report.

Significant Matters Arising

Changes to Audit Plan

There were no changes to the audit plan (as previously presented to you).

Other Matters

We have not identified any other significant matters that we wish to bring to your attention at this time.

Significant Difficulties Encountered

There were no significant difficulties encountered during our audit.

Comments on Accounting Practices

Accounting Policies

Management is responsible for the appropriate selection and application of accounting policies. Our role is to review the appropriateness and application as part of our audit. The significant accounting policies used by the entity are outlined in Note 1 to the financial statements.

- There were no significant changes in accounting policies.
- We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.
- We did not identify any significant accounting policies in controversial or emerging areas.

Significant Accounting Estimates

Management is responsible for the accounting estimates included in financial statements. Estimates and the related judgments and assumptions are based on management's knowledge of the business and past experience about current and future events.

Our responsibility as auditors is to obtain sufficient appropriate evidence to provide reasonable assurance that management's accounting estimates are reasonable within the context of the financial statements as a whole. An audit includes performing appropriate procedures to verify the:

- Calculation of accounting estimates;
- Analyzing of key factors such as underlying management assumptions;
- Materiality of estimates individually and in the aggregate in relation to the financial statements as a whole;
- Estimate's sensitivity to variation and deviation from historical patterns;
- Estimate's consistency with the entity's business plans; and
- Other audit evidence.

The following significant estimates/judgments are contained in the financial statements:

- Landfill closure and post-closure care

Based on audit work performed, we are satisfied with the estimates made by management.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Uncorrected Misstatements

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. All uncorrected misstatements for the current year have been corrected.

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the of

those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

Written Representations

In a separate communication, as attached in Appendix B, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian Public Sector Accounting Standards (PSAS).

Disagreements with Management

We are required to communicate any disagreements with management, whether or not resolved, about matters that are individually or in aggregate significant to the entity's financial statements or auditor's report. Disagreements may arise over:

- Selection or application of accounting principles;
- Assumptions and related judgments for accounting estimates;
- Financial statement disclosures;
- Scope of the audit; or
- Wording of the auditor's report.

We are pleased to inform you that we had no disagreements with management during the course of our audit.

Consultation with Other Accountants (Second Opinions)

Management may consult with other accountants about auditing and accounting matters to obtain a "second opinion". When an entity requests that another accountant provide a written report or oral advice on the application of accounting principles to a specific transaction or the type of opinion that may be rendered on the entity's financial statements, we are required to ensure that the accountant has ensured that the reporting accountant has knowledge of all facts and circumstances and has conducted the engagement in accordance with Canadian generally accepted auditing standards on the Reports on the Application of Accounting Principles.

We are not aware of any consultations that have taken place with other accountants.

Independence

We confirm our independence with respect to the entity as of the date of this report.

Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time and would be pleased to discuss with you further any matters mentioned above, at your convenience.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this audit findings letter will be useful. Should any member of the Board of Directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time. We would be pleased to discuss them with you and respond to any questions you may have.

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 and is not intended for any other purpose. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to a third party who uses this communication.

Yours very truly,

Beswick Hildebrandt Lund

Beswick Hildebrandt Lund Chartered Professional Accountants

Appendix A: Audit Report

Please see attached report.



CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Regional District of Bulkley-Nechako

Opinion

We have audited the financial statements of Regional District of Bulkley-Nechako (the Entity), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standard.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Partners

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

Dane Soares CPA
 Taylor Turkington CPA

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



CHARTERED PROFESSIONAL ACCOUNTANTS

Chartered Professional Accountants

Prince George, British Columbia

May 4, 2023

DRAFT

Appendix B: Management Representation Letter

Please see attached letter.



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

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

May 4, 2023

Beswick Hildebrandt Lund Chartered Professional Accountants
556 North Nechako Road, Suite 10
Prince George, British Columbia,
V2K 1A1

Dear Sir/Madame:

This representation letter is provided in connection with your audit of the financial statements of Regional District of Bulkley-Nechako for the year ended December 31, 2022, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian Public Sector Accounting Standards (PSAS).

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of entity personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm that (to the best of our knowledge and belief):

Financial Statements

We have fulfilled our responsibilities as set out in the terms of the audit engagement letter dated March 9, 2023 for:

- a. Preparing and fairly presenting the financial statements in accordance with PSAS ;
- b. Providing you with:
 - i. Access to all information of which we are aware that is relevant to the preparation of the financial statements, such as:
 - A. Accounting records, supporting data and other relevant documentation,
 - B. Minutes of meetings (such as shareholders, board of directors and audit committees) or summaries of actions taken for which minutes have not yet been prepared, and
 - C. Information on any other matters, of which we are aware, that is relevant to the preparation of the financial statements;
 - ii. Additional information that you have requested from us for the purpose of the audit; and
 - iii. Unrestricted access to persons within the entity from whom you determine it necessary to obtain audit evidence.
- c. Ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements; and
- d. Designing and implementing such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement,

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

whether due to fraud or error. We have also communicated to you any deficiencies in the design and implementation or the maintenance of internal control over financial reporting of which management is aware.

Preparation of Financial Statements

The financial statements are fairly presented in accordance with PSAS, and include all disclosures necessary for such fair presentation and disclosures otherwise required to be included therein by the laws and regulations to which Regional District of Bulkley-Nechako is subject. We have prepared the Regional District of Bulkley-Nechako's financial statements on the basis that the Regional District of Bulkley-Nechako is able to continue as a going concern.

We have appropriately reconciled our books and records (e.g. general ledger accounts) underlying the financial statements to their related supporting information (e.g. subledger or third party data). All related reconciling items considered to be material were identified and included on the reconciliations and were appropriately adjusted in the financial statements. There were no material unreconciled differences or material general ledger suspense account items that should have been adjusted or reclassified to another account balance. There were no material general ledger suspense account items written off to a statement of financial position account, which should have been written off to a revenue and expense account and vice versa. All intra entity accounts have been eliminated or appropriately measured and considered for disclosure in the financial statements.

Fraud

We have disclosed to you:

- a. All of our knowledge in relation to actual, alleged or suspected fraud affecting the entity's financial statements involving:
 - i. Management;
 - ii Employees who have significant roles in internal control; or
 - iii. Others where the fraud could have a material effect on the financial statements;
- b. All of our knowledge in relation to allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators or others;and
- c. The results of our risk assessments regarding possible fraud or error in the financial statements.

Compliance with Laws and Regulations

We have disclosed all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements that should be considered when preparing the financial statements

There have been no communications from regulatory agencies concerning non-compliance with or deficiencies in financial reporting practices. We are up to date with all corporate filings and annual returns. This includes all Canada Revenue Agency GST returns.

Litigation and Claims

All known actual or possible litigation and claims, which existed as at December 31, 2022 or exist now, have been disclosed to you and accounted for and disclosed in accordance with PSAS, whether or not they have been discussed with legal counsel.

Related Parties

We have disclosed to you the identity of all of the entity's related-party relationships and transactions of which we are aware. This includes sales, purchases, loans, transfers of assets, liabilities and services, leasing agreements, guarantees, non-monetary

transactions, and transactions for no consideration for the year ended as well as related balances due to or from such parties at the year end. All related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of CPA Canada Public Sector Accounting Handbook, Section PS 2200 (Related Party Disclosures) and we confirm our belief that any receivable balances are fully collectable. The list of related parties attached to this letter as Appendix A accurately and completely describes the Regional District of Bulkley-Nechako's related parties and the relationships with such parties.

Estimates

We acknowledge our responsibility for determining the accounting estimates required for the preparation of the financial statements in accordance with PSAS. Those estimates reflect our judgment based on our knowledge and experience of past and current events, and on our assumptions about conditions we expect to exist and courses of action we expect to take. In particular, we confirm the following:

- The measurement methods are appropriate and consistently applied;
- The significant assumptions used in determining fair value measurements represent our best estimates, are reasonable, appropriate and have been consistently applied;
- No subsequent event requires adjustment to the accounting estimates and disclosures included in the financial statements; and
- The significant assumptions used in determining fair value measurements are consistent with the Regional District of Bulkley-Nechako's planned courses of action. We have no plans or intentions that have not been disclosed to you, which may materially affect the recorded or disclosed fair values of assets or liabilities.

Significant estimates and measurement uncertainties known to management that are required to be disclosed in accordance with CPA Canada Public Sector Accounting Handbook, Section PS 2130 (Measurement Uncertainty) have been appropriately disclosed, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.

Subsequent Events

We have identified all events that occurred between December 31, 2022 and the date of this letter that may require adjustment of, or disclosure in, the financial statements, and have effected such adjustment or disclosure as per the requirements of PSAS.

Going Concern

There are no events or conditions that, individually or collectively, may cast significant doubt on the Regional District of Bulkley-Nechako's ability to continue as a going concern.

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements (e.g. to dispose of the business or to cease operations).

Commitments and Contingencies

All contractual arrangements entered into by Regional District of Bulkley-Nechako with third parties have been properly reflected in the accounting records or/and, where material (or potentially material) to the financial statements, have been disclosed to you. Regional

District of Bulkley-Nechako has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There are no side agreements or other arrangements (either written or oral) undisclosed to you.

There are no commitments, contingent liabilities/assets or guarantees (written or oral) that should be disclosed in the financial statements but have not been disclosed. This includes liabilities arising from contract terms, illegal acts or possible illegal acts, and environmental matters that would have an impact on the financial statements.

Misstatements and Adjustments

Certain representations in this letter are described as being limited to those matters that are material. Items are also considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.

We confirm that the are free from material misstatements, including omissions.

We confirm there are no uncorrected misstatements in the financial statements.

We have reviewed, approved and recorded all of your proposed adjustments, summarized in Appendix B, to our accounting records. This includes journal entries, changes to account coding, classification of certain transactions and preparation of, or changes to, certain accounting records.

Other Representations

Accounting Policies

We confirm that we have reviewed the Regional District of Bulkley-Nechako's accounting policies and, having regard to the possible alternative policies, our selection and application of accounting policies and estimation techniques used for the preparation and presentation of the financial statements is appropriate in the Regional District of Bulkley-Nechako's particular circumstances.

All significant accounting policies are disclosed in the financial statements and are consistent with those used in the previous year (except as disclosed in the financial statements).

Internal Control Over Financial Reporting

We have disclosed to you all deficiencies in the design or operation of disclosure controls and procedures and internal control over financial reporting that we are aware.

Minutes

All matters requiring disclosure to or approval of Board of Directors the have been brought before them at appropriate meetings and are reflected in the minutes.

Other Information

We confirm to you that we are not required by law, regulation or custom and do not intend to issue a document (which would include or accompany the financial statements and our auditor's report thereon) with information on Regional District of Bulkley-Nechako's operations and the Regional District of Bulkley-Nechako's financial results and financial position as set out in the financial statements.

Assets and Liabilities

We have satisfactory title or control over all assets. We have recorded or disclosed, as appropriate, all liabilities, in accordance with PSAS.

For the following specific representations, the terms “year end” and “year” are

defined as each year end and each year respectively, covered by the audit of the financial statements as stated above.

Cash and Banks

The books and records properly reflect and record all transactions affecting cash funds, bank accounts and bank indebtedness of the Regional District of Bulkley-Nechako.

All cash balances are under the control of the Regional District of Bulkley-Nechako, free from assignment or other charges, and unrestricted as to use, except as disclosed to you.

The amount shown for cash on hand or in bank accounts excludes trust or other amounts, which are not the property of the Regional District of Bulkley-Nechako.

Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, line(s) of credit, or similar arrangements have been properly disclosed.

All cash and bank accounts and all other properties and assets of the Regional District of Bulkley-Nechako are included in the financial statements.

Accounts Receivable

All amounts receivable by the Regional District of Bulkley-Nechako were recorded in the books and records.

Receivables classified as current do not include any material amounts that are collectible after one year.

Receivables recorded in the financial statements, represent bona fide claims against debtors for sales or other charges arising on or before the statement of financial position date[s] and are not subject to discount except for normal cash discounts.

Amounts receivable that are non-interest bearing and are expected to be paid more than a year after initial recognition date have been initially recognized at fair value, using an appropriate discount rate, and subsequently measured at amortized cost.

All receivables were free from hypothecation or assignment as security for advances to Regional District of Bulkley-Nechako, except as hereunder stated.

Tangible Capital Assets

All charges to tangible capital asset accounts represented the actual cost of additions or the fair value at the date of contribution. We have provided sufficient information in note 4 to the financial statements for a reader to understand the organization's economic resources held in tangible capital assets.

No material or significant amounts relating to additions or improvements to property, plant and equipment were charged to repairs and maintenance or other expense accounts.

Carrying values of tangible capital assets sold, destroyed, abandoned or otherwise disposed of have been eliminated from the accounts.

We have good and valid title to all items of property and equipment reflected in the accounts relating thereto, and any liens or encumbrances on our assets have been appropriately disclosed in the financial statements.

Tangible capital assets owned by the Regional District of Bulkley-Nechako are being depreciated on a systematic basis over their estimated useful lives and the provision for depreciation was calculated on a basis consistent with that of the previous date.

During the year, we reviewed the appropriateness of the depreciation policy and estimate of useful lives for tangible capital assets, taking into account all pertinent factors. Any changes in our assessment from the prior year have been adequately disclosed and reflected in the financial statements.

We have evaluated tangible capital assets for recoverability in accordance with the provisions of the CPA Canada Public Sector Accounting Handbook, Section PS 3150 (Tangible Capital Assets). There have been no events or changes in circumstances that indicate that any tangible capital assets no longer have any long-term service potential to the organization. Accordingly management was not required to write down any tangible capital assets to their residual values, if any, during the year.

Financial Instruments

We have properly recorded all financial assets of equity instruments quoted on an active market at fair value.

We have evaluated whether there are indicators of impairment for all financial assets measured at cost or amortized cost, and where there has been a significant adverse change in the expected timing or amount of future cash flows from a financial asset or group of similar financial assets, we have assessed whether a reduction in the carrying value is necessary.

Marketable Securities

All marketable securities owned by us are recorded in the accounts. The marketable securities are measured at fair value.

All income earned for the year ended December 31, 2022 on these securities has been recognized in earnings along with any transaction costs incurred and changes in fair value.

Accounts Payable

Accounts payable that are non-interest bearing and are expected to be paid more than a year after the initial recognition date have been classified as long term in the financial statements, initially recognized at fair value, using an appropriate discount rate, and subsequently measured at amortized cost.

Deferred Revenue and Deferred Contributions

All material amounts of deferred revenue and deferred contributions were appropriately recorded in the books and records.

Long-term Debt

All borrowings and financial obligations of the Regional District of Bulkley-Nechako of which we are aware are included in the financial statements as at year end, as appropriate. We have fully disclosed to you all borrowing arrangements of which we are aware.

Regional District of Bulkley-Nechako has not violated any covenants on its debt during the year. We have fully disclosed to you all covenants and information related to how we determined our compliance with the terms of the covenants.

Revenue Recognition

We have recorded all revenue that met the following criteria:

- Persuasive evidence of an arrangement exists;
- Delivery has occurred, or services have been rendered;
- Price is fixed or determinable; and
- Collectability is reasonably assured.

Government Transfers

Transferring organization

Transfers have only been recognized as an expense in the year the transfer has been

authorized and all eligibility criteria have been met by the recipient.

Recipient organization

We have disclosed all significant terms and agreements in respect of transfers received from governments.

Transfers without eligibility criteria or stipulations have been recognized as revenue once the transfer has been authorized.

Transfers with eligibility criteria but without stipulations have been recognized as revenue once the transfer has been authorized and all eligibility criteria have been met.

Transfers with or without eligibility criteria but with stipulations have been recognized as revenue in the year the transfer has been authorized and all eligibility criteria have been met, except when, and to the extent that, the transfer gives rise to an obligation that meets the definition of a liability for the recipient government in accordance with CPA Canada Public Sector Accounting Handbook, Section PS 3200 (Liabilities).

Disclosure

The major kinds of transfers recognized have all been disclosed in the financial statements as well as the nature and terms of liabilities arising from government transfers received.

Segment Reporting

Pursuant to CPA Canada Public Sector Accounting Handbook, Section PS 2700 (Segment Disclosures), in identifying segments, management has considered the definition of a segment and other factors, including:

- the objectives of disclosing financial information by segment;
- the expectations of members of the community and their elected or appointed representatives regarding the key activities and accountabilities of the government;
- the qualitative characteristics of financial reporting as set out in CPA Canada Public Sector Accounting Handbook, Section PS 1000 (Financial Statement Concepts);
- the homogeneous nature of the activities, service delivery, or recipients of the services;
- whether the activities relate to the achievement of common outcomes or services as reflected in government performance reports and plans;
- whether discrete financial information is reported or available; and
- the nature of the relationship between the government and its organizations (within the reporting entity).

Management has identified following operating segments:

Segment Name
Environmental Services
Government- general, rural and local commission
Recreation and culture
Fire protection and emergency response
Building Inspection
Economic development

Segment Name
Municipal Debt Payments
Street Lighting and Transportation
Sewer and Water

The financial statements disclose all the relevant factors used to identify the Regional District of Bulkley-Nechako's reportable segments.

Budgetary Data

We have included budgetary data in our financial statements, which is relevant to the users of financial statements and consistent with that originally planned and approved by Board of Directors on April 14, 2022. Planned results were presented for the same scope of activities and on a basis consistent with that used for actual results.

Yours truly,

John Illes, Chief Financial Officer

DRAFT

Appendix A: Related Parties

See attached proposed related parties summary.

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Appendix A: Related parties listing

Board of Directors

- Director Clint Lambert, and immediate family
- Mayor Gerry Thiessen (Former), and immediate family
- Director Michael Riis-Christianson, and immediate family
- Director Mark Fisher (Former), and immediate family
- Mayor Sarrah Storey, and immediate family
- Mayor Bob Motion(Former), and immediate family
- Director Thomas Greenaway (Former), and immediate family
- Director Mark Parker, and immediate family
- Mayor Dolores Funk (Former), and immediate family
- Councillor Annette Morgan (Former), and immediate family
- Director Jerry Petersen (Former), and immediate family
- Mayor Gladys Atrill, and immediate family
- Director Christopher Newell, and immediate family
- Mayor Shane Brienen, and immediate family
- Mayor Linda McGuire, and immediate family
- Mayor Kevin Moutray, and immediate family
- Mayor Henry Wiebe, and immediate family
- Mayor Martin Elphee, and immediate family
- Mayor Leroy Dekens, and immediate family
- Mayor Stoney Stoltenberg, and immediate family
- Director Shirley Moon, and immediate family
- Director Judy Greenaway, and immediate family

Management

- John Illes, Chief Financial Officer, and immediate family
- Curtis Helgesen, Chief Administrative Officer, and immediate family

Related party entities:

Stuart-Nechako Regional Hospital District
High Slope Acres
Jeraud Ranch and Farm

Appendix B: Proposed Audit Adjustments

See attached proposed audit adjustments.

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Regional District of Bulkley-Nechako

Year End: December 31, 2022

Adjusting journal entries

Date: 2022-01-01 To 2022-12-31

Number	Name	Account No	Debit	Credit
1	G.S.T. collected(payable)	205002		-14,708.74
1	G.S.T. collected(payable)	205002		-538.31
1	Metal Recycling Recovery	450003.5101	14,708.74	
1	Metal Recycling Recovery	450003.5101	538.31	
	To record missing GST collected on revenue			
2	Equity in Tangible Capital Assets	300101	8,724.00	
2	Accumulated Amortization	249102.7204		-8,724.00
2	Transfer from Equity in TCA	490001.7204		-8,724.00
2	Amortization Expense	780101.7204	8,724.00	
	To record missing accumulated amortization			
3	MFA Debenture Reserve Fund	100060		-6,385.54
3	M.F.A. Debt Reserve Fund -Cash	200602	6,385.54	
	To record missing MFA entry			
4	Accrued Payables	200300	4,550.00	
4	Accounting/Audit Fees	607002.1203		-4,550.00
	To record adjustment to audit accrual			
5	PSAS Sick Time Accrual	PSAS 29999.2		-304,324.39
5	PSAS Landfill Closure Costs	PSAS 29999.5		-5,071,391.00
5	PSAS Accumlated Surplus/Difference from Prior Year	PSAS 29999.6	5,375,715.39	
5	PSAS Accumlated Surplus/Difference from Prior Year	PSAS 29999.6		-375,719.00
5	PSAS Service and Supply Changes Landfill/Interest	PSAS 79999.0	375,719.00	
	To record PSAS adjustments.			
6	PSAS Accumulated Non-Financial Entries	PSAS 29999.7		-47,047.18
6	Gas tax deferred revenue recognized	PSAS 400000.0	47,047.18	
	To record gas tax revenue to actual.			
7	Investment Revenue	410001.1208	212,841.46	
7	Contribution to Capital Reserve	781001.1208		-212,841.46
	To reverse interest revenue on Gas tax			



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, CFO
Date: May 4, 2023
Subject: Growing Communities Fund

RECOMMENDATION: (all/directors/majority)

Receive and Discussion.

BACKGROUND

On March 16, 2023, the provincial government announced the Growing Communities Fund. This fund provided the Regional District with \$1,764,000 in the form of a restrictive grant for the purpose of improving infrastructure owned by the Regional District. The eligible expenses are listed in the attached letter with a principal objective to increase the local housing supply with investments in community infrastructure and amenities. The letter also states that Regional Districts are encouraged to work closely with adjacent local First Nations, as this collaboration will strengthen our communities and regions.

The funds must be allocated to an appropriate Regional District service by December 31, 2023, are to be reported on annually until fully expended, and are expected to be utilized within 5 years.

The Board recently held our strategic planning session and will be reviewing and finalizing the RDBN's Strategic Plan in the coming weeks. This grant, along with our new Strategic Plan, will allow the Board to deliberate on how best to allocate this funding to strategies within the Plan, and other on-going operational and capital expenditures that are eligible under the grant program.

The provincial government utilized a formula for this grant distribution that is heavily weighted around population and population growth. Unfortunately, the RDBN's rural area and total population fell since the last census, so the grant is most likely based on the flat funding amount of \$500,000 and on estimated populations. Staff have asked the Province for a breakdown of the population used to calculate our grant. Using the last Canadian census figures as a guide, the grant is generally made up of the following amounts:

Base		500,000
Rural	A	188,745
	B	57,634
	C	42,769
	D	54,289
	E	51,080
	F	118,815
	G	28,243
Subtotal		<u>541,575</u>
Whole RD		<u>722,425</u>
Total		<u>\$1,764,000</u>

Preliminary thoughts on the funding breakdown, based on how the province calculated the grant, could see the RDBN allocating \$541,575 to eligible projects within the rural electoral areas, and the remaining \$1,222,425 to be directed to region wide services and strategic initiatives. Region wide strategic priorities in the soon to be finalized RDBN Strategic Plan would be an avenue to explore in allocating a portion of the grant, and solid waste management infrastructure (a region wide service) has numerous projects that would be an eligible allocation of funds, such as the establishment of the recycling depots for Houston and Fraser Lake and the Clearview Landfill expansion project.

ATTACHMENTS

Ann Kang, Minister of Municipal Affairs - Letter of March 16, 2023



March 16, 2023

Ref: 271994

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

Dear Chair Parker:

The population of B.C. has increased consistently over the past decade and is projected to keep growing in the next 10 years. The provincial government understands the need to facilitate greater housing supply for our growing population. The province will support local governments in addressing the multiple funding and financing constraints to aid in the construction of infrastructure and amenities for all B.C. communities. Local governments' investment in core community infrastructure and amenities increases the amount of land that is ready to be developed to a higher density.

The Government of B.C. has invested considerable resources in infrastructure and amenities in the past 10 years and has strategically leveraged federal funding to that effect. More than \$1.6 billion in federal and provincial funding have been invested in our communities since 2018 through the Investing in Canada Infrastructure Program. However, as there is still more to be done for infrastructure and amenities, the provincial government is pleased to provide the Growing Communities Fund (GCF) for local governments province-wide.

As a one-time grant, the GCF will provide up to \$1 billion through direct grants to local governments to support all B.C. communities, with a focus on those communities that need to increase the pace and scale of housing supply. The principal objective of the GCF is to increase the local housing supply with investments in community infrastructure and amenities. Regional Districts are encouraged to work closely with adjacent local First Nations, in recognition of the *Declaration on the Rights of Indigenous Peoples Act*, as this collaboration strengthens our communities and regions.

The funding provided through the GCF should be limited to one-off costs needed to build required infrastructure and amenities rather than funding ongoing or operational activities. These funds are to be incremental to currently planned investments and should accelerate the delivery of capital projects. Eligible costs are as follows:

- Public drinking water supply, treatment facilities and water distribution;
- Local portion of affordable/attainable housing developments;

.../2

Mark Parker, Chair

Page 2

- Childcare facilities;
- Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities;
- Wastewater conveyance and treatment facilities;
- Stormwater management;
- Solid waste management infrastructure;
- Public safety/emergency management equipment and facilities not funded by senior level government;
- Local road improvements and upgrades;
- Sidewalks, curbing and lighting;
- Active transportation amenities not funded by existing provincial programs;
- Improvements that facilitate transit service;
- Natural hazard mitigation;
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities.

Further to the above note capital costs, one-off costs can include:

- Costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work; costs of designing, tendering and acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and, in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities.

I am pleased to advise you that Regional District of Bulkley-Nechako is the recipient of a \$1,764,000 grant under the Growing Communities Fund. This amount will be directly transferred to your local government by March 31, 2023.

Under part 7 of the Local Government Grants Regulations, the amount of the grant to each local government is set by the Minister of Municipal Affairs. The determination of this amount was based on a formula that applies to all regional districts.

This formula is based on four components: a flat funding amount, a “total population” amount, a “rural population” amount and a “rural population growth” amount. The flat amount is \$500,000. The “total population” amount is \$17 per capita in the entire regional district. The “rural population” amount is \$30 per capita in the rural areas of the regional district.

Mark Parker, Chair
Page 3

This approach recognizes that servicing rural residents (unincorporated areas) is generally more expensive on a per capita basis than residents from urban (incorporated areas) due to economies of scale. The “rural population growth” amount is \$1,000 per capita population growth in the rural areas between 2016 and 2021.

As a condition of this funding, the grant must be allocated to an appropriate regional district service by the end of this calendar year. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 377 (1)(a) of the *Local Government Act*. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

Further to the financial reporting, an annual report that identifies work-related Housing Needs Reports and pre-zoning requirements, as applicable, is required. The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province’s Environmental, Social and Governance framework for capital projects.

Finally, requirements will include parameters for public recognition of the funding related to projects. The province must be consulted prior to any proactive media events or news releases related to the project. Funded projects must also acknowledge the province’s contribution through temporary and permanent on-site signage. The provincial government anticipates that the funds will be expended within approximately five years of receipt.

If you have any questions or comments regarding this letter, please feel free to contact the Local Government Infrastructure and Finance Branch by email at: LGIF@gov.bc.ca. Further information on the program will be available on the following webpage: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/bc-s-growing-communities-fund>.

The province welcomes this opportunity to support the growth of the supply of housing throughout British Columbia. We believe that that this funding will contribute to the capacity of B.C. local governments to provide critical services as our province and economy grows.

Sincerely,



Anne Kang
Minister

pc: Curtis Helgesen, Chief Administrative Officer, Regional District of Bulkley-Nechako
John Illes, Chief Financial Officer, Regional District of Bulkley-Nechako

Attachment with Example Calculation for a Regional District with 65,000 People, 30,000 in Rural Areas

If the Regional District rural population (unincorporated areas) grew by 2,000 people between 2016-2021, the total grant amount is calculated as follows:

Component	Calculation	Result
Flat Funding	500,000	\$500,000
Total Population	= 65,000 x 17	\$1,105,000
Rural Population	= 30,000 x 30	\$900,000
Rural Population Growth	= 2,000 x 1,000	\$2,000,000
Total Grant		\$4,505,000



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Megan D'Arcy, Regional Agriculture Coordinator
Date: May 4, 2023
Subject: **CN Vegetation Control Activities 2023**

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

Receive.

BACKGROUND

CN has circulated a letter and a frequently asked questions (FAQ) document detailing their 2023 vegetation control activities for both the ballast section and the track right-of-way to be carried out between April and October. CN uses a variety of herbicides for the ballast section and areas where the signals and communication equipment are present. The list of herbicides is in the attached FAQ document. Mechanical and chemical control are used in the right of way – mechanical control (e.g., mowing, brush cutting) is used to keep the vegetation from becoming a safety issue and to reduce the fire hazard. Chemical control in the right-of-way area is used to manage noxious weeds. The schedule for these vegetation control activities can be found at CN.ca/vegetation and is updated regularly.

CN has two different mechanisms for receiving noxious weed removal requests. These requests can be made through CN's Public Inquiry Line: contact@cn.ca, or there is a form that can be filled out to submit the information at CN.ca/vegetation. Requests received prior to June 1, 2023, will potentially be included in the 2023 Vegetation Management Plan (VMP). Otherwise, they, along with requests received after this date, will be considered for the 2024 vegetation control plan. Questions can be emailed to the above email address. There is also a CN Public Inquiry phone line: 1-888-888-5909.

The Northwest Invasive Plant Council has been contacted to see if they are aware of any noxious weed sites in the CN right-of-way within the RDBN. It is proposed to submit these same sites to support treatment in the CN 2023 VMP.

ATTACHMENTS

2023 Vegetation Program - Municipal Notice_EN

2023 Vegetation Program FAQs_EN



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Luanne Patterson

Senior System Manager
Environmental Assessment

Directrice de l'analyse des systèmes
Évaluation environnementale

Box 8100
Montréal, Québec Canada
H3C 3N4

Boite 8100
Montréal, Québec/Canada
H3C 3N4

April 12, 2023

RE: CN RIGHT-OF-WAY VEGETATION CONTROL

Dear Mayor,

CN remains committed to running its railway sustainably, as well as building a level of trust and collaboration with the communities in which we operate.

To that end, we are reaching out to advise you of our vegetation control activities in your area between April and October 2023. A regularly updated schedule is available at: [CN.ca/vegetation](https://www.cn.ca/vegetation)

If not managed properly, trees, brush or other vegetation can severely compromise rail and public safety. Vegetation can impede the view motorists have of oncoming trains and increase the risk of crossing accidents. Unwanted vegetation can damage the integrity of the railbed, interfere with signals and switches, contribute to track side fires, compromise employee and citizens safety, reduce visibility for train crews at road crossings/train control signals and track side warning devices, to name a few of the potential risks.

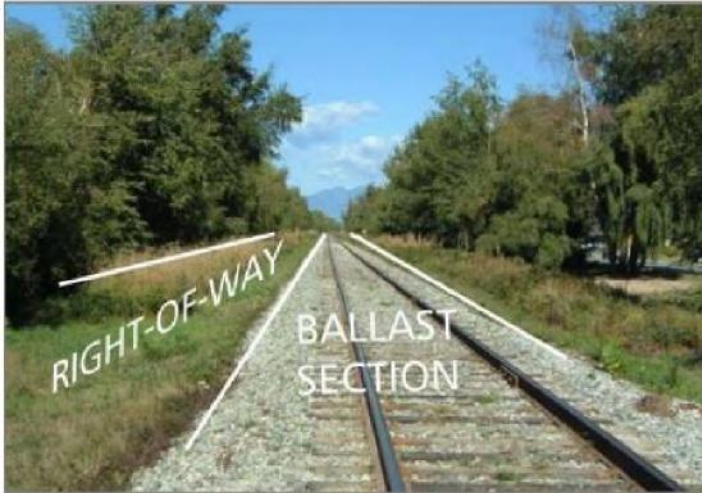
CN's annual vegetation control program is designed to mitigate these risks by managing brush, weeds, and other undesirable vegetation. This program is critical to ensure safe operations and contributes to the overall safety of your community.

Control Measures

CN manages vegetation using both chemical and mechanical methods. We are sensitive to concerns your community may have regarding chemical vegetation control and I would like to assure you that at CN, we strive to safeguard our neighbouring communities and the environment.

The track infrastructure is composed of two main sections, the ballast section typically ranging from 16-24 feet (which is primarily gravel and supports the track structure) and the right of way portion (which is the area outside of the ballast section to the CN property boundary).

The 16–24-foot ballast section and the areas around signals and communications equipment that are critical for safe railway operations will be managed using chemical methods. Application in these safety critical areas is done by spray trucks or spray trains with downcast nozzles that spray a short distance above the ground surface with shrouded booms, specially designed to limit the chemicals from drifting. The right-of-way section is maintained using mechanical control methods such as mowing, or brush cutting and may be chemically treated to control noxious or invasive weeds or brush.



CN will use chemical control techniques on the ballast section and specific locations of the right of way throughout the network for safety reasons. Furthermore, when chemicals are applied via spray train or truck, as outlined in the photo below, additives called surfactants are included to make the chemical work better.



CN has retained professional contractors qualified to undertake this work. They are required to comply with all laws and regulations applicable to CN. In addition, the contractors will ensure that vegetation control is performed with consideration of the environment and in accordance with the highest industry standards.

Inquiries

Should your community have any noxious weed removal requests, we ask that you contact CN's Public Inquiry Line at contact@cn.ca or fill out the form at [CN.ca/vegetation](https://www.cn.ca/vegetation) before June 1, 2023 with the specific information and location. CN will make every effort to include those locations as part of our 2023 Vegetation Management Program. All notices sent after the above-mentioned date will be included in the 2024 Vegetation Management Plan.

We look forward to working with you and answering any questions you may have regarding our vegetation control activities in your community.

Please find attached the notices CN is publishing in local papers to advise the public. We would kindly ask that you post copies on your community's website and at City Hall or other central locations for a wider distribution.

For any questions or more information, please contact the CN Public Inquiry Line by telephone at 1888-888-5909, or by email at contact@cn.ca.

Please also find attached a list of FAQs regarding the program that may be of further assistance.
Best regards,

A handwritten signature in blue ink, appearing to read "Luanne", with a long horizontal flourish extending to the right.

Luanne Patterson



Annual Vegetation Management Program Frequently Asked Questions (FAQs)

Where can I get more information about CN's Vegetation Management Program?

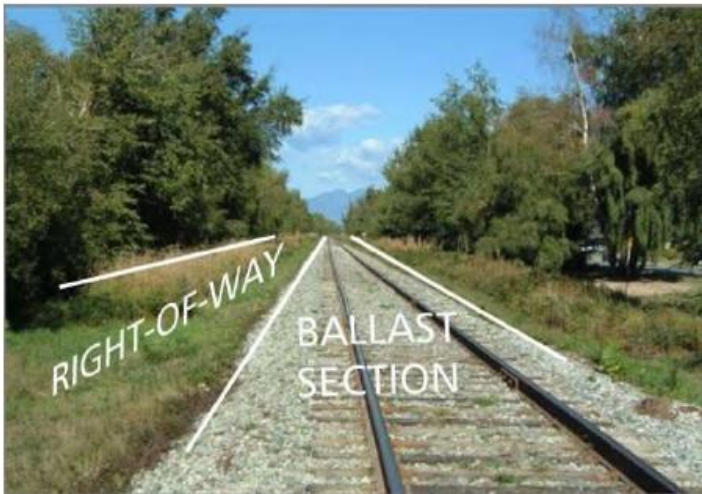
For more details, please visit our website at [CN.ca/vegetation](https://www.cn.ca/vegetation)

Why does CN need to remove vegetation along its train tracks annually?

At CN, safety is a core value. Part of maintaining and operating a safe railway is ensuring vegetation is managed along our corridors. CN also has an obligation, pursuant to the *Rules Respecting Track Safety*, adopted under the *Railway Safety Act*, to ensure that vegetation on or immediately adjacent to the railway roadbed is controlled. More specifically, the rules require federal railways to ensure the track is free of vegetation that could create fire hazards, affect the track integrity, or obstruct visibility of operations and inspections. Separate regulations also require removal of vegetation to ensure every grade crossing meets sightline requirements.

Where does CN remove vegetation?

For the purposes of vegetation control, CN divides its rail lines into two components: the ballast section and the right-of-way. The ballast section (gravelled area) covers a 16 to 24ft width (4.9 to 7.3m). The right-of-way section covers a 42ft width (13m) on each side of the ballast section.





Vegetation in the right-of-way section needs to be controlled to protect sight lines for train crews to see signal systems and at road crossings, prevent trees from fouling the track during storms, reduce fuel loading to prevent fires, minimize wildlife mortality, ensure good drainage along ditches and culverts, amongst other safety requirements and is primarily controlled mechanically, by mowing and cutting of vegetation. Certain herbicide products are used (excluding glyphosate) to encourage grass rather than shrubs and trees.

The ballast section, on the other hand, is the most critical area as it supports the track infrastructure that supports the movement of freight and passengers and provides an area for train crew to safely inspect their train. Given the crucial role it plays in ensuring the safety and integrity of rail operations, this section must be clear of all vegetation. The only proven way to effectively completely remove vegetation in the ballast section is through chemical application.



How will you manage dry plants that remain once the spraying is completed?

Ensuring vegetation is controlled on an annual basis is the best method to reduce larger volumes of dead and dry plants. This is because it eradicates vegetation before it grows, reducing the amount of dead plant material. CN's program has been developed specifically with this in mind. Most vegetation, once dead, will naturally decay leaving little debris. As for the right-of-way, the herbicides used are selective and the grass cover will remain intact while shrubs or noxious weeds will be controlled.



What herbicides will CN be using?

The choice of chemicals used depends on the specific plants targeted. All pesticides used in Canada are approved for use in Canada and the province in which they are applied. The chemicals for 2023 may include:

Name	Ingredient(s)	PCP #
Aspect	Picloram & 2,4-D	31641
Clearview	Aminopyralid & Metsulfuron-Methyl	29752
Credit Xtreme	Glyphosate	29888
Esplanade	Indaziflam 200g/l	31333
Milestone	Aminopyralid	28517
Navius Flex	Metsulfuron-Methyl & Aminocyclopyrachlor	3092228840 31333 32773 30203 30922 31470 31760 27736
Round Up Weather Pro	Glyphosate	27487
Hasten	Adjuvant	N/A
Gateway	Adjuvant	N/A

Will you be using Glyphosate. If so, is it dangerous for us or my pets?

All pesticides CN uses in Canada are registered by Health Canada's Pest Management Regulatory Agency (PMRA) and have been approved for use in the province in which they are applied. Protection of human health and the environment is Health Canada's primary objective in the regulation of pesticides and all pesticides must undergo rigorous science-based assessments before being approved for sale in Canada. The PMRA also re-evaluates registered pesticides on a cyclical basis to ensure they continue to meet modern health and environmental standards. The PMRA re-evaluated glyphosate in 2017 and reconfirmed that products containing glyphosate do not present risks to human health or the environment when used in accordance with revised label directions. CN's vegetation control contractor uses glyphosate in accordance with label directions.



Has CN tried any non-chemical weed control options in the past, such as weed whacking? Have they worked?

CN has used weed cutting in the past to control vegetation, but this does not remove the roots, and actually encourages more growth. It is not an effective long-term solution for vegetation removal along railway tracks. The application of steam injection has also been investigated; however, it has proven ineffective in killing the roots, which, if left to continue growing, could compromise the integrity of the rail bed, causing unsafe operating conditions.

CN has also explored other options, such as high concentrate vinegar (acetic acid). However, this was deemed not to be a viable option as the acid reacts negatively with steel and the sensitive electronic monitoring equipment used to regulate the safe movement and operation of our trains.

I am an organic farmer adjacent to your tracks, should I be worried?

Most of the vegetation control focuses on the ballast section (gravelled area) which is 16 – 24 feet (4.9 to 7.3 meters) wide, leaving about 42 feet (13 meters) of right-of-way on each side of the ballast. The equipment used for application is a shrouded boom which focuses the spray downward to reduce potential drift. Application must also be done during appropriate weather conditions, including low wind levels.

Many properties back onto the railway. Are Aspect, Clearview, Credit Xtreme, Esplanade, Milestone, Navius Flex, Round Up Weather Pro, Hasten, and Gateway safe to use in close proximity to people and pets?

All pesticides used in Canada must be registered by Health Canada's Pest Management Regulatory Agency (PMRA), which has one of the toughest regulatory requirements in the world for approving products for safe use. CN only uses pesticides that have been approved for use in Canada and the province in which they are applied. When used according to label directions, PMRA has evaluated them to be safe.

Can I request my area not be sprayed?

At CN, safety is a core value. CN is governed by the Railway Safety Act and must comply with the laws and regulations. Vegetation control is a key component of keeping our employees and the communities in which we operate safe. Ensuring vegetation is kept clear of our infrastructure, signals, road crossing sight lines and enabling our teams to inspect and maintain the track is critically important. As a result, all areas of the CN ballast section will be treated to control vegetation.

Prince George to Glenannan Transmission Project Open House

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We're bringing more clean, reliable electricity to the North Coast of B.C.

Electrification is a key step towards achieving the CleanBC emission reduction targets by supporting our industrial customers who want to switch from using fossil fuels to clean electricity.

To help realize our electrification goals, we're planning to build three new 500kV transmission lines and associated infrastructure from Prince George to Terrace through two projects: the Prince George to Glenannan Transmission project (PGGT) and the Glenannan to Terrace Transmission Project (GTTT).

Please join us at one of three upcoming open houses to learn about North Coast Electrification and the transmission line route corridors being considered for PGGT:

Vanderhoof

Monday, May 8
4 p.m. to 7 p.m.

Integrus Community Centre
Multi-purpose room
186 Columbia Street East

Fraser Lake

Tuesday, May 9
4 p.m. to 7 p.m.

Fraser Lake Professional Bldg
Fraser Lake Meeting Room
298 McMillan Avenue

Prince George

Wednesday, May 10
5 p.m. to 8 p.m.

Sandman Signature Hotel
Great Room
2990 Recreation Place

Can't make an in-person event? We're having **two virtual events** from 6:30 p.m. to 8 p.m. on Tuesday, May 23 and Wednesday, May 31. **Please register at projects@bchydro.com by May 18.** We look forward to discussing our plans with you.

If you have questions or comments, please contact us at 1 866 647 3334, email us at projects@bchydro.com, or visit the North Coast Electrification website at www.bchydro.com/ncelectrification.

 **BC Hydro**
Power smart

North Coast Electrification Information Sessions

We're bringing more clean, reliable electricity to the North Coast of B.C.

Electrification is a key step towards achieving the CleanBC emission reduction targets by supporting our industrial customers who want to switch from using fossil fuels to clean electricity.

To help realize our electrification goals, we're planning to build three new 500kV transmission lines and associated infrastructure from Prince George to Terrace through two projects: the Prince George to Glenannan Transmission project (PGGT) and the Glenannan to Terrace Transmission Project (GTTT).

Please join us at an upcoming Information Session anytime between 4 p.m. and 7 p.m. to learn about North Coast Electrification and our plans for the upcoming projects that will support the needs of our customers and our province.

Terrace

Monday, May 15
Sportsplex, Banquet Room
3320 Kalum Street

Smithers

Tuesday, May 16
Prestige Hudson Bay Lodge
Alpine Room
3251 East Highway 16

Burns Lake

Wednesday, May 17
Lakes District Secondary
Multi-purpose Room
685 Highway 16 West

Can't make an in-person event? We're having **two virtual events** from 6:30 p.m. to 8 p.m. on Tuesday, May 23 and Wednesday, May 31. **Please register at projects@bchydro.com by May 18.** We look forward to discussing our plans with you.

If you have questions or comments, please contact us at 1 866 647 3334, email us at projects@bchydro.com, or visit the North Coast Electrification website at www.bchydro.com/ncelectrification.



BRITISH COLUMBIA

April 25th, 2023

Reference: 638875

British Columbia Municipalities and First Nations:

I am writing to you today to discuss emergency preparedness and the resources that may assist your governments and residents in getting ready for potential emergencies. As we have observed over recent years, emergencies can be unpredictable, and it is never too early to be informed and prepared for the unexpected. We know that extreme weather events that impact British Columbians will increase in both frequency and intensity due to climate change, and the work of our new ministry to prepare for the impact of the climate crises has already begun.

I would first like to share a reminder that on February 21st, 2023, Premier David Eby and I jointly announced the launch of ClimateReadyBC, a new initiative led by the Ministry of Emergency Management and Climate Readiness (EMCR). This is an online hub designed to assist local authorities with climate readiness strategies and support; this includes guidance, mapping tools, information on funding programs, and more. ClimateReadyBC can be found at <https://climatereadybc.gov.bc.ca/>, and you can email any questions or concerns to ClimateReadyBC@gov.bc.ca.

The impacts of extreme temperatures in summer and winter can be severe, and it is important that they be given due consideration as emergencies that should be planned for and mitigated. While the establishment of cooling and warming centres are locally led, EMCR is able to provide support by reimbursing eligible costs and by amplifying information on centre availability and location to maximize public awareness. First Nations and local governments are encouraged to establish extreme weather emergency plans, and the ministry would be happy to provide guidance on available resources and eligible re-imbursments.

With the coming summer season, I wanted to remind you that the BC Heat Alert and Response System describes recommended actions for Indigenous communities and local authorities during extreme heat events. Additionally, the BC Centre for Disease Control has developed a guide for Municipal Heat Response Planning in British Columbia. You can find more information about supports during extreme heat events in the following links:

- [Extreme Heat Emergency Task Number Eligibility](#)
- [Extreme Heat Eligibility Assessment Supplement](#)

As a reminder, the [Community Emergency Preparedness Fund \(CEPF\)](#) is a suite of funding streams intended to enhance the resiliency of First Nations, local governments, and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM). In February 2023, the Province committed a further \$180 million to CEPF, bringing the total investment to \$369 million.

Current open intakes for CEPF include:

- [Public Notification and Evacuation Route Planning](#): The intent of this funding stream is to support eligible applicants to develop Evacuation Route Plans and/or Public Notification Plans that provide information for local governments, First Nations, and community members in the event of an emergency. **This funding intake closes for applications on April 28th, 2023.**
- [Extreme Temperature Risk Mapping, Assessment, and Planning](#): The intent of this funding stream is to support eligible applicants to ensure they have accurate knowledge of the risks associated with extreme temperatures, and how these risks will change over time, and to develop effective response plans and strategies to prepare, mitigate, and adapt to those risks. This funding intake closes for applications on June 2, 2023.

British Columbia's emergency preparedness education program, known as PreparedBC, offers a variety of resources that you can access to help your residents and communities prepare for emergencies, which includes the Extreme Heat Preparedness Guide, as well as a variety of personal preparedness and hazard-specific guides. Visit www.PreparedBC.ca to access these resources, and find further information on preparedness programs, such as High Ground Hike and Master of Disaster, and ready-to-go social media toolkits.

Emergency Info BC is the provincial source for current emergency information. Active 24/7/365 both on Twitter [@EmergencyInfoBC](https://twitter.com/EmergencyInfoBC) and on the web at EmergencyInfoBC.ca, it is the central resource for up-to-date information on all provincial-scale emergencies impacting the people of BC. Please consider encouraging residents in your community to follow Emergency Info BC in addition to your own information channels for the latest verified emergency updates.

Keeping British Columbians safe from emergencies and confident in our response readiness is a shared responsibility, and I thank you for your important work and collaboration on this. Please do not hesitate to reach out to me or my team if you have any questions.

Sincerely,



Bowinn Ma
Minister of Emergency Management
and Climate Readiness

From: [HLTH Patient and Client Relations HLTH:EX](#)
To: [Wendy Wainwright](#)
Cc: [OfficeofthePremier, Office PREM:EX](#)
Subject: [EXTERNAL]: Ministry of Health Response - 1255034
Date: Monday, April 24, 2023 2:51:00 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.
1255034

Mark Parker
Chair

c/o Wendy Wainwright
Deputy Director of Corporate Services
wendy.wainwright@rdbn.bc.ca

Dear Mark Parker:

Thank you for your letter of March 9, 2023, regarding COVID-19 immunization for health care professionals in British Columbia. I am responding on behalf of the Honourable David Eby, the Premier of British Columbia and the Honourable Adrian Dix, Minister of Health. I apologize for the delay in communication.

I appreciate the time you have taken to share your comments and concerns regarding health care professionals and COVID-19 immunization in BC. Throughout the pandemic, the philosophy of public health has been to implement the least restrictive measures necessary to protect the health of the public while limiting the imposition on society and individuals. To support this balanced approach, each Order of the Provincial Health Officer contains a preamble that provides the rationale and considerations for the requirements set out within, including current and emerging evidence. If it is of interest to you, the Orders of the Provincial Health Officer are available to view at: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-issues/covid-19-novel-coronavirus>.

The most thorough preamble and the most relevant to your concern is the Health Professionals COVID-19 Vaccination Status Information Order that was published on June 10, 2022. Previous versions of the Orders are archived on the same site.

Unfortunately, the dynamic nature of the pandemic continues to challenge our health system and poses a risk to those who are most vulnerable to severe COVID-19 illness and complications. In BC and elsewhere in the world, health care professionals continue to be at high risk for acquiring and transmitting the virus. Numerous outbreaks have occurred in health care settings in BC, with health care professionals identified as a common source of transmission. Vaccination is likely the most consistent way to assure that an individual has immune protection and is less likely to transmit COVID-19 illness, particularly with consideration of booster doses and the contribution of exposure through infection.

The Orders that remain in place – particularly those that require full vaccination – are to protect health care professionals against COVID-19 illness, reduce the risks of transmitting the virus to vulnerable patients and residents, increase public confidence in the safety of health

care services, and support the ongoing preparedness and resiliency of the health care system. Please note, the Government of Canada considers an individual to be fully vaccinated when they have received a primary series of COVID-19 doses. These Orders are regularly reviewed against current and emerging evidence and are updated as needed to reflect the dynamic nature of the pandemic.

I appreciate the opportunity to respond, and hope you find this information helpful.

Sincerely,

Thomas Guerrero
Executive Director

Improvement through every concern.



Patient and Client Relations
Corporate Issues and Client Relations
Ministry of Health

Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please telephone or e-mail the sender immediately and delete the message.

Good afternoon,

Please find attached a letter from the Regional District of Bulkley-Nechako regarding the Provincial Vaccine Mandate for Healthcare Professionals.

Thank you,



Wendy Wainwright
Deputy Director of Corporate Services
Regional District of Bulkley-Nechako | www.rdbn.bc.ca
wendy.wainwright@rdbn.bc.ca | Direct Line: 250-692-1232

37 3rd Avenue | PO Box 820, Burns Lake BC V0J 1E0
Office Phone: 250-692-3195 | 1-800-320-3339

I respectfully acknowledge that I live and work on the traditional territories of the First Nations in the Bulkley and Nechako watersheds.

This message is intended for the addressee(s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation.



March 9, 2023

Honourable David Eby, Premier
PO Box 9041 Stn Prov Govt
Victoria, BC V8W 9E1
Via email: Premier@gov.bc.ca

Dear Premier Eby,

Provincial Vaccine Mandate for Healthcare Professionals

On behalf of the Regional District of Bulkley-Nechako, we are writing to request the Province to consider ending the provincial vaccine mandate for healthcare professionals. British Columbia is experiencing a shortage of healthcare professionals across the province and notably in the north. A solution that would assist in alleviating some of the pressure on the healthcare system would be reinstating workers that have left the healthcare system due to vaccine mandates. With British Columbia being one of the last remaining provinces in Canada requiring a vaccine mandate for healthcare professionals, the challenge of losing workers to other provinces is also a concern.

It is imperative that all possible solutions are considered in order to ensure that British Columbia can provide the healthcare needed for its residents.

Thank you for considering our request and we look forward to your response.

Sincerely,

Mark Parker
Chair

Cc: The Honourable Adrian Dix, Minister of Health
Dr. Bonnie Henry, Provincial Health Officer, Ministry of Health
Cathy Ulrich, President and Chief Executive Officer, Northern Health