

AGENDA

MEETING NO. 9

August 10, 2023

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VISION

“A World of Opportunities
Within Our Region”

MISSION

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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****AGENDA****Thursday, August 10, 2023****First Nations Acknowledgement**

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA - August 10, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
8-20	Board Meeting Minutes - July 13, 2023	Approve
	<u>DELEGATION</u>	
	<u>ROGERS</u> (via Zoom) Courtney Cathcart, Government Relations, Corporate Affairs Re: New Infrastructure Projects	
	<u>ELECTORAL AREA PLANNING</u>	
	<u>Bylaw for 3rd Reading</u>	
21-53	Jason Llewellyn, Director of Planning Rezoning Application RZ B-01-22 3rd Reading Report, Bylaw 2005, 2023 Electoral Areas B (Burns Lake Rural)	Recommendation

Meeting No. 9
August 10, 2023

<u>PAGE NO.</u>	<u>Development Variance Permit</u>	<u>ACTION</u>
54-67	Danielle Patterson, Senior Planner Development Variance Permit B-01-23 Electoral Area B (Burns Lake Rural)	Recommendation
	<u>DEVELOPMENT SERVICES</u>	<u>ACTION</u>
	<u>ALR Applications</u>	
68-83	Danielle Patterson, Senior Planner ALR Application 1260 Subdivision Electoral Area A (Smithers/Telkwa Rural)	Recommendation
84-94	Jason Llewellyn, Director of Planning ALR 1261 Exclusion Request Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Referrals</u>	
95-100	Cameron Kral, Planning Technician Notice of Work Referral No. 159555282-002 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
101-104	Danielle Patterson, Senior Planner Notice of Work Referral No. 159635952-005 Electoral Area F (Vanderhoof Rural)	Recommendation
105-110	Cameron Kral, Planning Technician Crown Land Referral No. 159754934 - 004 Electoral Area G (Houston/Granisle Rural)	Recommendation

Meeting No. 9
August 10, 2023

<u>PAGE NO.</u>	<u>PARKS AND TRAILS</u>	<u>ACTION</u>
	<u>Bylaw for 1st, 2nd, and 3rd Reading</u>	
111-129	Jason Llewellyn, Director of Planning Parks and Trails Bylaw 1 st , 2 nd , and 3 rd Reading	Recommendation
130-137	Jason Llewellyn, Director of Planning Cycle 16 Trail Phase Three	Recommendation
	<u>ENVIRONMENTAL SERVICES</u>	
138-142	Janette Derksen, Waste Diversion Supervisor Update: Vanderhoof Transfer Station -Electronics Pilot Program	Recommendation
	<u>ADMINISTRATION REPORTS</u>	
143-145	Cheryl Anderson, Director of Corporate Services – Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008, 2023	Recommendation
146-147	Jason Blackwell, Regional Fire Chief - Community Resiliency Investment Fund	Recommendation
148-149	John Illes, Chief Financial Officer – General Passenger Vehicle Summary	Recommendation
150-164	John Illes, Chief Financial Officer – Investment Policy	Recommendation
165-167	John Illes, Chief Financial Officer – Financial Statements (Ending June 30)	Receive
168	Shari Janzen, Economic Development Assistant – Smithers Mountain Bike Association -Letter of Support Request	Recommendation

Meeting No. 9
August 10, 2023

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
169	Village of Burns Lake – CMHC’s Housing Accelerator Fund Application	Ratify
170-171	Honourable Lawrence MacCauley, Minister of Agriculture Canada – Farmers Need Help Responding to the Drought Crisis in Northern B.C.	Ratify
172	Honourable Marie-Claude Bibeau, Minister of Agriculture Canada – Regional District of Bulkley-Nechako Drought	Ratify
173	Bulkley Valley Cattlemen’s Association –Regional District of Bulkley-Nechako Drought	Ratify
174-175	Lakes District News - Black Press Media –Request for Support – Stop all Advertising with Meta Platforms Facebook and Instagram	Receive
176	Union of B.C. Municipalities – Canada Community Building Fund BC: First Community Works Fund Payment for 2023/2024	Receive
	<u>UNION OF B.C. Municipalities CONVENTION</u>	
177-178	Peace River Regional District – BC Wildfire Service Fire Fighting Equipment	Receive
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>VERBAL REPORTS AND COMMITTEE CHAIR REPORTS</u>	
	<u>RECEIPT OF VERBAL REPORTS</u>	
	<u>NEW BUSINESS</u>	

Meeting No. 9
August 10, 2023

IN-CAMERA MOTION

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

- Labour Relations

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 8 (VIA ZOOM)****Thursday, July 13, 2023**

PRESENT:	Chair	Mark Parker
	Directors	Gladys Atrill Shane Brien Leroy Dekens – arrived at 10:30 a.m. Martin Elphee Judy Greenaway Linda McGuire Shirley Moon Kevin Moutray Chris Newell Michael Riis-Christianson Stoney Stoltenberg
	Directors Absent	Clint Lambert, Electoral Area E (Francois/Ootsa Lake Rural) Sarra Storey, Village of Fraser Lake Henry Wiebe, Village of Burns Lake
	Alternate Directors	Audrey Fennema, Village of Fraser Lake Charlie Rensby, Village of Burns Lake
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Janette Derksen, Waste Diversion Supervisor – arrived at 10:46 a.m. John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning
	Others	Isobel Mackenzie, Seniors Advocate, Office of the Seniors Advocate BC – left at 10:30 a.m. Brad Miller – left at 10:58 am
	Media	Saddman, LD News – arrived at 10:35 am

CALL TO ORDER

Chair Parker called the meeting to order at 10:21 a.m.

FIRST NATIONS ACKNOWLEDGEMENT**AGENDA &****SUPPLEMENTARY AGENDA**Moved by Director Stoltenberg
Seconded by Director Riis-Christianson2023-8-1

"That the Board Meeting Agenda of July 13, 2023 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
June 22, 2023

Moved by Director McGuire
 Seconded by Director Stoltenberg

2023-8-2

"That the Board Meeting Minutes of June 22, 2023 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Solid Waste Advisory
Committee Meeting Minutes
-June 20, 2023

Moved by Director Atrill
 Seconded by Director Greenaway

2023-8-3

"That the Regional Solid Waste Advisory Committee Meeting Minutes of June 20, 2023 be received.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

OFFICE OF THE SENIORS ADVOCATE BC – Isobel Mackenzie, Seniors Advocate RE: Seniors Issues

Chair Parker welcomed Isobel Mackenzie, Seniors Advocate, Office of the Seniors Advocate BC.

Ms. Mackenzie provided a presentation.

Current Issues for B.C. Seniors

- Snapshot of B.C. Seniors
 - o Northern Health 15% of the population is 65 years and older
 - o Age in home
- Alternate Level of Care (ALC)
 - o 19 day provincial avg. length of stay for 65+
 - o Northern Health: 73 days avg. length of stay for 65+
 - o 17% ALC days as a percent of total inpatient days
 - Northern Health: 36% ALC days as a percent of total inpatient days
- Access to Assisted Living
 - o Long-term care beds and assisted living facilities limited
 - o Publicly funded home support services are limited
 - o Affordability issue for renters
 - o Lack of alternative housing for seniors downsizing
- Union of B.C. Municipalities Convention resolutions to consider
 - o Housing Program for Renters
 - Asking the provincial government to change the Shelter Aid for Elderly Renters (SAFER) program to provide a rent subsidy that relates to market rates

DELEGATION (CONT'D)

**OFFICE OF THE SENIORS ADVOCATE BC – Isobel Mackenzie, Seniors Advocate RE:
 Seniors Issues (Cont'd)**

- Waive Home Support Co-payment Fee
 - Some provinces cover the full cost of home support
- Cost of Home Support
 - Amount paid is based on income
 - Province funds home support if the Provincial Guaranteed Income Supplement for a senior is less than \$25,000
 - Income above \$25,000 - 1 hour a day of home support requires individuals to pay a fee of \$9,000 per year
 - BC has a higher percentage of seniors in long-term care with low care needs than other provinces
 - Northern Health is higher than the provincial average
- Premature Admission to Long-Term Care
 - 61% of B.C. seniors admitted to a long-term care facility received no home support 90 days prior to admission
- Access to Long-Term Care
- Challenges for Northern Communities/rural BC
 - Transportation
 - Access to primary care
 - Housing
 - Availability for housing for seniors wanting to sell their homes and purchase a senior based home
 - Isolation
 - Financial supports
 - Issue for Northern Health
 - Cost of new long-term care bed.

Discussion took place regarding the following:

- Home support co-payment fee in B.C. vs. other provinces
- Advocacy for elimination or reduction of the cost to seniors for minimum home support co-payment fee
- Wait times and costs for long-term care increasing.

Chair Parker thanked Ms. Mackenzie for attending the meeting.

ELECTORAL AREA PLANNING

Bylaws for Adoption

Rezoning Application RDBN Moved by Director Atrill
04-21, Adoption Report, Seconded by Director Stoltenberg
Bylaws 1996-1999, 2023
Electoral Areas A (Smithers/
Telkwa Rural), B (Burns Lake
Rural), G (Houston/Granisle Rural)

2023-8-4 "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1996, 2023, Regional District of Bulkley-Nechako Rezoning Bylaw No. 1997, 2023, Regional District of Bulkley-Nechako Rezoning Bylaw No. 1998, 2023 and Regional District of Bulkley-Nechako Rezoning Bylaw No. 1999, 2023 be adopted this 13th day of July, 2023."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Rezoning Application RZ Moved by Director Stoltenberg
A-01-23 Adoption Report, Seconded by Director Dekens
Bylaw 2004, 2023 Electoral
Area A (Smithers/Telkwa Rural)

2023-8-5 "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2004, 2023 be adopted this 13th day of July, 2023."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Temporary Use Permit

Temporary Use Permit Moved by Director Greenaway
C-01-23 – Electoral Area C Seconded by Director Elphee
(Fort St. James Rural)

2023-8-6 1. "That the Board approve the issuance of Temporary Use Permit C-01-23 to allow a portable asphalt plant at 2640 Spencer Pit Road.

2. That the Board direct staff to issue the permit when staff have received a copy of an approved Industrial Access Highway Use Permit for the proposed portable asphalt plant from the Ministry of Transportation and Infrastructure."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Other Items

Advisory Planning
 Commission Minutes
 Electoral Area C (Fort St.
 James Rural) – June 7, 2023

Moved by Director Greenaway
 Seconded by Director Brienen

2023-8-7

“That the Electoral Area C (Fort St. James Rural) Advisory Planning Commission Minutes for June 7, 2023 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Advisory Planning
 Commission Minutes
 Electoral Area F (Vanderhoof
 Rural)– June 13, 2023

Moved by Director Moon
 Seconded by Director Stoltenberg

2023-8-8

“That the Electoral Area F (Vanderhoof Rural) Advisory Planning Commission Minutes for June 13, 2023 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

ALR Application

ALR Application 1256
 Non-Farm Use (Removal
 of Soil) – Electoral Area
 F (Vanderhoof Rural)

Moved by Director Moon
 Seconded by Director Greenaway

2023-8-9

1. “That Agricultural Land Reserve Application No. 1256 be recommended to the Agricultural Commission for approval and that the ALC ensure appropriate 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 an adequate dust mitigation plan is in place to address concerns about the impact of dust on adjacent residents and farming operations.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mines Referral

Notice of Work Referral
No. 1650460 – Electoral Area Moved by Director Stoltenberg
 Seconded by Director Dekens

2023-8-10

“That the comment sheet be provided to the Province as the Regional District’s comments on Notice of Work No. 1650460.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Atrill mentioned inviting Northern Structural Moving Ltd to a future meeting as a delegation.

REGIONAL TRANSIT

Transit Service Amendment
Bylaw 2011– Electoral Area
B (Burns Lake Rural) Moved by Director Riis-Christianson
 Seconded by Director Moutray

2023-8-11

“That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2011, 2023 to include Electoral Area B (Burns Lake Rural) be given first and second reading this 13th day of July, 2023.”

(All/Participants/Two-Thirds)

CARRIED UNANIMOUSLY

Transit Service Amendment
Bylaw 2012– Electoral Area
C (Fort St. James Rural) Moved by Director Greenaway
 Seconded by Director Elphee

2023-8-12

“That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2012, 2023 to include Electoral Area C (Fort St. James Rural) be given first and second reading this 13th day of July, 2023.”

(All/Participants/Two-Thirds)

CARRIED UNANIMOUSLY

REGIONAL TRANSIT (CONT'D)

Transit Service Amendment
 Bylaw 2013- Electoral Area
 D (Fraser Lake Rural) Moved by Director Moon
 Seconded by Director McGuire

2023-8-13

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2013, 2023 to include Electoral Area D (Fraser Lake Rural) be given first and second reading this 13th day of July, 2023."

(All/Participants/Two-Thirds) CARRIED UNANIMOUSLY

Transit Service Amendment
 Bylaw 2015- Electoral Area
 F (Vanderhoof Rural) Moved by Director Moon
 Seconded by Director Elphee

2023-8-14

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2015, 2023 to include Electoral Area F (Vanderhoof Rural) be given first and second reading this 13th day of July, 2023."

(All/Participants/Two-Thirds) CARRIED UNANIMOUSLY

Transit Service Amendment
 Bylaw 2016- Electoral Area
 G (Houston/Granisle Rural) Moved by Director Newell
 Seconded by Director McGuire

2023-8-15

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2016, 2023 to include Electoral Area G (Houston/Granisle Rural) be given first and second reading this 13th day of July, 2023."

(All/Participants/Two-Thirds) CARRIED UNANIMOUSLY

Transit Service Amendment
 Bylaw 2017 - Requisition
 Amendment Moved by Director McGuire
 Seconded by Director Elphee

2023-8-16

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2017, 2023 to amend the requisition and cost recovery formula be given first and second reading this 13th day of July, 2023."

(All/Participants/Two-Thirds) CARRIED UNANIMOUSLY

PARKS AND TRAILS

Draft Parks and Trails Bylaw Moved by Director Stoltenberg
 Seconded by Director Riis-Christianson

2023-8-17 "That the Board receive the Draft Parks and Trails Bylaw."
 (All/Directors/Majority) CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Fort Fraser 2023 Capital Plan and Budget Update Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

2023-8-18 "That the Board approve the increase of the 2023 Fort Fraser Capital Budget from \$162,000 to \$275,000 and that the increase in funds from this project be withdrawn from the Gas Tax Reserve."
 (All/Directors/Majority) CARRIED UNANIMOUSLY

RSWAC June 20th Meeting Summary Moved by Director Moutray
 Seconded by Director Greenaway

2023-8-19 "That the Board receive the Waste Diversion Supervisor's RSWAC June 20th Meeting Summary memorandum."
 (All/Directors/Majority) CARRIED UNANIMOUSLY

Wood Waste Diversion Summary Moved by Director Greenaway
 Seconded by Director Atrill

2023-8-20 "That the Board receive the Waste Diversion Supervisor's Wood Waste Diversion Update 2023 memorandum."
 (All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Union of B.C. Municipalities Convention – Provincial Government Staff Meetings The Board requested the following Union of B.C. Municipalities Convention – Provincial Government Staff Meetings:

- BC Emergency Health Services - BC Ambulance
 - o Community Paramedic Program
- Northern Health
 - o Seniors Advocate.

ADMINISTRATION REPORTS (CONT'D)

Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008, 2023 Moved by Director Stoltenberg
 Seconded by Director Dekens

2023-8-21

"That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008 be given first, second, and third reading this 13th day of July, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Project Award for RFP #RDBN-Fire-23-01

Moved by Director Riis-Christianson
 Seconded by Alternate Director Rensby

2023-8-22

"That the Board award the supply and installation of a 10,000-gallon underground water tank located at both the Topley Fire Hall and the Round Lake Community Hall to Groot Bros Construction Ltd for a total cost of \$315,364 plus applicable taxes."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Area F Recreation and Culture Bylaw Amendment

Moved by Director Moon
 Seconded by Director Stoltenberg

2023-8-23

"That Electoral Area F Recreation and Culture Contribution Service Area Amendment Bylaw No. 2018, 2023 be given first, second and third reading this 13th day of July, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Benefits for Alternate Municipal Directors

Moved by Alternate Director Rensby
 Seconded by Director Atrill

2023-8-24

"That Extended Health and Dental Benefits be provided to alternate municipal directors that spend more than 20 hours per week doing elected official duties with an effective date of October 1, 2023, and that the costs associated with these benefits be reimbursed by the member municipalities."

Opposed: Director Elphee
 Director Greenaway

CARRIED

(All/Directors/Majority)

ADMINISTRATION REPORTS (CONT'D)

Chinook Community Society Bylaw Update Moved by Director Riis-Christianson
 Seconded by Director McGuire

2023-8-25 "That the Board, as one of the two members of the Chinook Community Society, recommend to the Society's Board that the Bylaws of Chinook Community Society be updated as recommended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Local Government Climate Action Plan Survey Moved by Director Atrill
 Seconded by Director Stoltenberg

2023-8-26 "That the Board receive the Chief Financial Officer's Local Government Climate Action Plan Survey memorandum on the Board and Supplementary Agenda."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Departmental Quarterly Reports – 2nd Quarter Moved by Director Stoltenberg
 Seconded by Director McGuire

2023-8-27 "That the Board receive the Director of Corporate Services' Departmental Quarterly Reports – 2nd Quarter memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Break for lunch at 12:06 p.m.

Reconvened at 12:30 p.m.

ADMINISTRATION REPORTS (CONT'D)

Canada Community-Building Fund BC Compliance Recommendations Discussion took place regarding the following:

- Length of time it takes to save a sufficient amount of funds to complete large projects e.g. connectivity
- Funds meant to address infrastructure needs within the Regional District –Electoral Area Directors designating funds towards infrastructure needs within their specific electoral area
- Past RDBN reporting to the province indicated funds will be allocated to project(s) by March 31, 2024
- Researching the utilization of funding for Primary Care Capital expenses
- Timelines for projects can be lengthy.

ADMINISTRATION CORRESPONDENCE

BC Cattlemen's Association Moved by Director Dekens
-Economic Impact Study on Seconded by Director Greenaway
Veterinary Medicine in BC

2023-8-28

"That the Board receive the Administration Correspondence from the BC Cattlemen's Association regarding Economic Impact Study on Veterinary Medicine in BC."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Village of Fraser Lake
-Update

Alternate Director Fennema noted that the Village of Fraser Lake has been providing messaging to its residents to be prepared if the wildfire event deteriorates. She noted air quality is a concern.

Electoral Area F (Vanderhoof
Rural) – Update

Director Moon provided the following update:

- Challenges concerning the lack of feed for livestock
- Moving livestock at the issuance of Evacuation Alerts
- Challenges with evacuation alerts being large geographical areas
- Farms unable to take additional livestock due to the lack of feed.

Electoral Area A (Smithers/
Telkwa Rural) – Update

Director Stoltenberg gave an overview regarding the Power Creek Wildfire event and that it is improving.

Village of Granisle – Update

Director McGuire provided the following update:

- Granisle Marina
 - o New docks have been installed and breakwater is complete
 - o Additional works continue to complete the project
- Dave Birdie has been hired as Chief Administrative Officer
- Real estate in the community continues to sell.

Town of Smithers – Update

Director Atrill mentioned the following:

- Challenges continue with homelessness
 - o Addressing proposal from BC Housing to purchase a local hotel
- Reviewing Permissive Tax Exemption Bylaw
- Funding secured to link the Cycle 16 Trail from Bulkley Valley Fair Grounds
- Smithers was featured on the Amazing Race Canada.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

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

Director Greenaway spoke of the following:

- Primary Health Care Annual General Meeting
- Volunteering in the Clean Air Facility
- Harm Reduction Meeting
 - o sharps container locations in the community
- Zamboni purchased utilizing Electoral Area C (Fort St. James Rural) Federal Gas Tax has arrived in the community.

District of Fort St. James -Update

Director Elphee provided the following update:

- Mayor and Council met with Nak'azdli Whut'en regarding future projects and have set a date for a future meeting
- Fort St. James Community Splash Park opened July 10th
- EOC Training taking place currently in collaboration with Nak'azdli Whut'en
- Potential wildfire impacts to Highway 27 and secondary routes.

District of Houston – Update

Director Brienens expressed concerns regarding the growth of the Peacock Creek Wildfire and the current impact to the community. Director Newell spoke of challenges with the Electoral Area Order Access Permit Pass process.

Electoral Area B (Burns Lake Rural)-Update

Director Riis-Christianson spoke of the proximity of the Tintagel Wildfire to homes and infrastructure in Electoral Area B (Burns Lake Rural).

District of Vanderhoof

Director Moutray provided the following update:

- Davidson Mountain fire intensified
- Expressed concerns regarding wildfire impacts to economic development in the region
- Meeting with Minister Cullen to schedule a meeting with Minister Ma.

EOC Staff Appreciation

The Board expressed their appreciation to the RDBN Emergency Operations Centre (EOC) and RDBN Staff for the work during the current wildfire event.

Chair Parker – Update

Chair Parker spoke of numerous meetings and media messaging regarding the current wildfire event in the region. He noted that a meeting with Minister Ma will take place this afternoon. Chair Parker also met with Todd Doherty, MP Cariboo-Prince George, Coralee Oakes, MLA Cariboo North, and Shirley Bond, MLA Prince George-Valemount regarding the wildfires in the region.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Receipt of Verbal
 Reports

Moved by Director McGuire
 Seconded by Director Stoltenberg

2023-8-29

"That the verbal reports of the various Board of Directors be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Director Stoltenberg
 Seconded by Alternate Director Fennema

2023-8-30

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

- Committee Appointment
- Labour Relations
- Tenas Coal Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Stoltenberg
 Seconded by Director Greenaway

2023-8-31

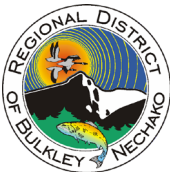
"That the meeting be adjourned at 1:10 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Cheryl Anderson, Director of Corporate Services



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: August 10, 2023
Subject: **Rezoning Application RZ B-01-22**
Third Reading for Rezoning Bylaw No. 2005, 2023

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

1. That the Regional District Board receive the Public Hearing Reports for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 2005, 2023”.
 2. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 2005, 2023” be considered at third reading.
 3. And that should Bylaw No. 2005, 2023 be supported at third reading, adoption not be considered until a covenant is registered on title, to the satisfaction of the Director of Planning.
-

EXECUTIVE SUMMARY

This application requests a rezoning of the subject property from the Small Holdings Zone (H1) to the Civic/Institutional Zone (P1) to facilitate the construction of a church. There is some concern that a large church in the proposed location at the end of a rural residential road may have a negative impact on rural residents living along the road. To address this concern the applicant has offered to register a covenant on title of the subject property limiting the use of the property to a church and single family dwelling; restricting the size of the church building to an occupant capacity of 100-persons; and restricting the future subdivision of the property.

APPLICATION SUMMARY

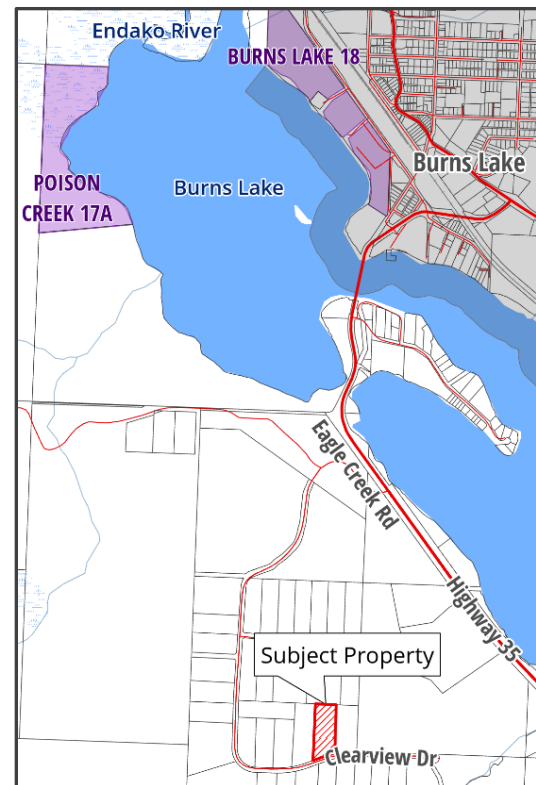
Name of Agent/Owner:	Jeannette Sholander, agent for Seventh-Day Adventist Church, DBA Lakes District SDA Company
Electoral Area:	B (Burns Lake Rural)
Subject Property:	Lot 12, District Lots 1890 and 1898, Range 5, Coast District, Plan 10853 (PID 005-079-501)
Property Size:	2.52 ha (6.23 ac)
OCP Designation:	Rural Residential Designation in the "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan"
Zoning:	Small Holdings Zone (H1) in RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Not in the ALR
Existing Land Use:	Vacant Land
Location:	Clearview Drive, about 2 km from the Village of Burns Lake, Poison Creek 17A Reserve, and Burns Lake Band 18 Reserve

Proposal:

The applicant is proposing to rezone the subject property from Small Holdings Zone (H1) to the Civic/Institutional Zone (P1) to allow the construction of a church. The application includes a proposal to register a covenant on title of the subject property limiting its use to a church/place of worship and single family dwelling; restricting the size of the church building to an occupant capacity of 100-persons; and prohibiting subdivision of the subject property.

DISCUSSION

The local Seventh-Day Adventist Church and its members are renting space from a small church with limited parking in the Burns Lake area. The applicant stated they want to develop their own building to have adequate space for parking, church programming, and religious services for their members.



Official Community Plan (OCP)

The subject property and the lands that surround it are designated Rural Residential in the OCP. The Rural Residential designation is intended to provide opportunities for people to live in a rural setting in a sustainable and responsible manner, while protecting and preserving the rural character of the area.

While the Rural Residential designation does not contain policies supporting civic or institutional uses such as a church, the Civic Institutional Designation Policy 3.6.2(2) states *“the Regional Board will permit additional Civic institutional uses by way of re-zoning, without the requirement for an OCP amendment subject to the following criteria:*

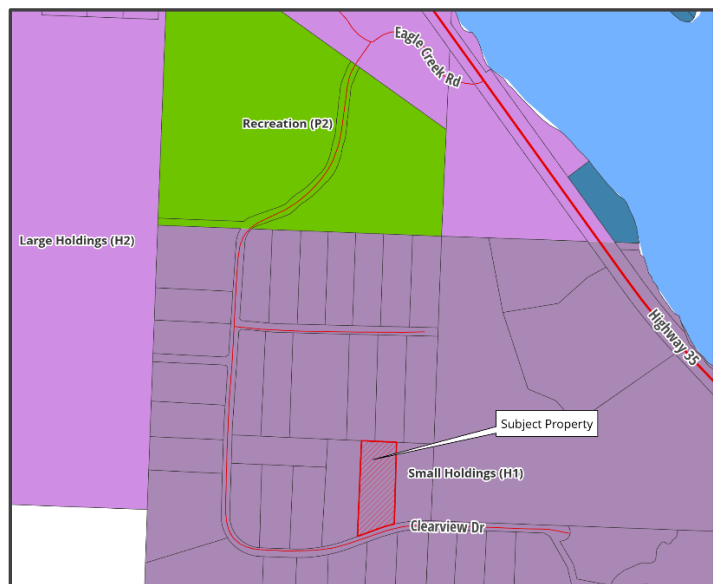
- (a) there is a demonstrated need for the proposed service;*
- (b) the proposed civic institutional use will not create an amount of traffic that will adversely affect the rural character of the area;*
- (c) the proposed civic institutional development will minimize negative impacts on the environment;*
- (d) the proposed civic institutional use will minimize negative impacts on neighbouring land uses or property owners; and,*
- (e) the proposed civic institutional use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).”*

Should the Regional District Board determine the rezoning application is inconsistent with the above OCP policy, the application should not be supported without an OCP amendment.

Zoning

The existing H1 Zone allows agriculture, a single family dwelling, a two family dwelling, and a kennel (on parcels greater than 2 ha) as principal uses.

The proposed P1 Zone would allow the proposed church, as well as several other uses such as a clubhouse, a community care facility, community recreation, a farmers’ market, and other institutional uses, including school, cemetery, and visitor information centre (see Attachments - Zoning Bylaw definitions



for Principal Uses in the P1 Zone - for details). The permitted secondary uses in the P1 Zone are a single-family dwelling or dwelling unit in a building containing a principal use.

The minimum parcel area in the P1 Zone is 1 ha (2.47 ac) without a community water system, which would allow the subject property to be potentially subdivided into two parcels.

Neighbourhood impact and covenant on title

The applicant's submission states they believe the traffic from the church would not be a concern, noting that Eagle Creek Fairgrounds is nearby. Churches within the rural area are typically located at the intersection of collector roads. The proposed location is within a rural residential subdivision near the end of Clearview Drive which is a dead end road with steep sections, accessed via Eagle Creek Road and Highway 35.

Given the nature of the access and location of the subject property within an established rural residential area, the Planning Department has concerns regarding the impact of the proposal. In response to these noted concerns, the applicant has offered to voluntarily register a covenant on title of the subject property to the satisfaction of the Director of Planning, prior to the adoption of Rezoning Bylaw 2005. The covenant language would:

- Restrict the use of the property to a church/place of worship, a single family dwelling, and related accessory structures/uses. No other uses in the P1 Zone would be permitted.
- Restrict the size of the church/place of worship to a size which restricts the maximum occupant load to 100-persons.
- Prohibit the subject property from being subdivided.

Without the above noted covenant, staff would evaluate the proposed rezoning based on the uses and scale of development permitted in the P1 Zone. Staff would have notable concerns with such an application. Should Rezoning Bylaw No. 2005 be given third reading, staff recommend a covenant be registered on title, to the satisfaction of the Director of Planning, prior to the Board's consideration of adoption of the bylaw.

REFERRAL RESPONSES

At the February 28, 2023, **Electoral Area B Advisory Planning Commission** (APC) meeting, the APC stated, as follows:

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

Since the APC meeting, the applicant modified their original proposal from a 60-person church to a 100-person church. In response to the APC's suggestion for engagement with the community, the applicant informed staff that they have surveyed neighbouring residents (see applicant submission for details).

The Regional District's Protective Services Department provided the following comment;

"It is recommended that FireSmart standards are in place in the development of the property and is maintained at the FireSmart standard. It is noted that the property is within fire protection, but according to the Wildland Urban Interface the area is at a Risk Class of one (highest class) for the Burns Lake and surrounding area."

The **Village of Burns Lake** has no concerns regarding the proposal and the Burns Lake Fire Department stated, *"Concerns from the Burns Lake Fire Department would be that they conform to the BC Building Code, specifically sections 3.2.5.6 which addresses fire department access, and 3.2.5.7 which addresses adequate water supply for firefighting."*

No response was received by **Ts'il Kaz Koh First Nation** or **Stellat'en First Nation** as of the writing of this report.

No response was received by the Ministry of Transportation and Infrastructure (MoTI) regarding potential traffic implications. As the subject property is more than 800 m from an intersection with Highway 35, approval of MoTI is not required. MoTI confirmed the proposed church would require a Commercial Access Permit.

PUBLIC HEARINGS

A Public Hearing for Bylaw No. 2005 was held on Monday, June 12, 2023, and five members of the public attended. At the June 22, 2023 Board Meeting the Board directed staff to hold a second Public Hearing. This Public Hearing was held on July 25, 2023. Both Public Hearing Reports are attached for the Board's information.

It is noted that many residents consider that the proposed use will generate traffic that will adversely affect the rural character of the area. Should the Board agree with this observation the rezoning bylaw may be inconsistent with OCP policy and should not be supported without an OCP amendment.

ATTACHMENTS:

1. Bylaw No. 2005
2. [Link to July 25, 2023, Public Hearing documents](#)
3. June 12, 2023 Public Hearing Report
4. July 25, 2023 Public Hearing Report



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2005

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 Civic/Institutional Zone (P1):

Lot 12, District Lots 1890 and 1898, Range 5, Coast District, Plan 10853, 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. 2005, 2023".

READ A FIRST TIME this 18th day of May, 2023.

READ A SECOND TIME this 18th day of May, 2023.

PUBLIC HEARING HELD this 12th day of June, 2023.

SECOND PUBLIC HEARING HELD this 25th day of July, 2023.

READ A THIRD TIME this ___ day of ___.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2005, 2023".

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

Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2005
June 12, 2023**

Report of the Public Hearing held at 7:00 pm, Monday, June 12, 2023 by second floor Board Room of the Regional District of Bulkley-Nechako office, 37 3rd Avenue, Burns Lake, B.C. regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2005, 2023".

ATTENDANCE:

Members of the Public:

Jeannette Sholander, 16912 Colleymount Road, applicant

Jeff Palm, 1076 Miller Road North

John Gayan, 20524 Hutter Road

Linda Uchacz, 665 McNeil Drive

Ron Uchacz, 665 McNeil Drive

Public Hearing Chair:

Michael Riis-Christianson, Director, Electoral Area B (Burns Lake Rural)

RDBN Staff:

Danielle Patterson, Senior Planner (Recording Secretary)

Cameron Kral, Planning Technician

CORRESPONDENCE: Two written submissions to this Public Hearing are attached to the Public Hearing Report as Appendix "A"

CALL TO ORDER: The meeting was called to order by Riis-Christianson at 7:03 pm

BUSINESS:

Chair Riis-Christianson Chair Riis-Christianson provided an overview of proposed Bylaw 2005 and the Public Hearing process, and that input is being requested for Bylaw 2005. Chair Riis-Christianson stated the Public Hearing package is available by the Boardroom door and available on the RDBN website.

Chair Riis-Christianson Asked applicant Jeannette Sholander to state her address and ask if J. Sholander had any comments.

- Jeannette Sholander Said their address is 16192 Colleymount Road. J. Sholander said they hope the process goes well and that the application can go through.
- Chair Riis-Christianson Thanked J. Sholander for comments and asked if anyone else had comments. No response.
- Chair Riis-Christianson Called for comments a second time.
- Linda Uchacz Said their address is 665 McNeil Drive. Said they submitted a letter to the Public Hearing and is against the proposal.
- Jeff Palm Said their address is 1076 Miller Rd North. J. Palm said they accompanied the applicant to a meeting with staff about the proposal and asked if they could reiterate those comments at this Public Hearing.
- Chair Riis-Christianson Said J. Palm was welcome to provide those comments at the Public Hearing if they wished.
- Jeff Palm Said they have been a member of the Seventh Day Adventist Church for six years and J. Sholander has been a member for 45+ years, but the church has never had their own building. J. Palm said the membership is approximately 25 to 30 people.
- J. Palm said the church looked at commercial properties that were \$400,000+, which was too expensive, and the subject property was a reasonable price but needs rezoning.
- J. Palm said the church meets once per week and traffic is a handful of vehicles. J. Palm said the church is a good neighbour because members are not rowdy and do not drink.
- J. Palm said the Eagle Creek rodeo grounds and Island Gospel Church are nearby and were used as facilities during the wildfires. They noted the Seventh Day Adventist Church is affiliated with A.D.R.A. and could be used for similar uses and community outreach. They said that if the rodeo grounds traffic is not an issue, the church traffic wouldn't be an issue either.
- Chair Riis-Christianson Called for comments a third time.
- Ron Uchacz Said their address is 665 McNeil Drive and said the rodeo grounds are before the residential area. R. Uchacz said with rezoning the subject property could be much more and would open the property up to other uses.
- Chair Riis-Christianson Called for comments a fourth time.

Linda Uchacz and Ron Uchacz	Asked when the results of the rezoning would be available.
Chair Riis-Christianson	Directed the question to Danielle Patterson, staff.
Danielle Patterson	Said the Public Hearing is a step in the rezoning consideration process to collect public comments. They stated the consideration of third reading is anticipated to occur at the June 22, 2023 Board meeting. If the Board gives the proposed bylaw third reading, the date for consideration of adoption would be decided. D. Patterson noted the applicant has agreed to enter a restrictive covenant that would limit the size, uses, and subdivision of the property. If third reading is given, staff recommend the covenant be finalized before the Board considers whether to adopt the rezoning.
Ron Uchacz	Said that Eagle Creek Road can be difficult to drive up in the winter.
Linda Uchacz	Said she is concerned about water and sewer. They said they've had the well on their property for 25 years and doesn't want to jeopardize it. Asked how long more comments could be made as no one else from their road is at the public hearing and they have concerns.
Chair Riis-Christianson	Said no new comments could be considered once the Public Hearing ends. Chair Riis-Christianson stated they were glad to see residents attend the Public Hearing and engage in the planning issues and thanked attendees for coming out.
Jeannette Sholander	Said that perhaps the church could talk to the road maintenance provided and see about improving the road.
Linda Uchacz	Said that was unlikely.
Chair Riis-Christianson	Reminded attendees that the Public Hearing is not a forum to debate the issues.
Chair Riis-Christianson	Called for any other comments. No comments were received.
Chair Riis-Christianson	Called for any other comments a second time.
Linda Uchacz	Asked if letters will be included for the Board's consideration.

- Chair Riis-Christianson Directed the question to Danielle Patterson.
- Danielle Patterson Said that two letters were received about the application, and both were received by 1:00 pm today. D. Patterson said both letters are included in the Public Hearing package and will be provided to the Board.
- Chair Riis-Christianson Called for comments for a third and final time. No comments were received.
- Chair Riis-Christianson Closed the Public Hearing at 7:16 pm.



Michael Riis-Christianson, Chairperson



Danielle Patterson, Recording Secretary

Appendix "A"
Report of the Public Hearing for Bylaw No. 2005
Written Submissions

Submitted by

Address

Linda Uchacz and Ron Uchacz

665 McNeil Drive

Dave Mackereth and Crystal Mackereth

2975 Clearview Drive

From: [Crystal Mackereth](#)
To: [Danielle Patterson](#)
Subject: Re: RDBN File No. B-01-22
Date: June 12, 2023 2:01:03 PM

[EXTERNAL EMAIL] Please do not click on links on open attachments from unknown sources.

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Yes it is 2975 clearview dr

On Mon, Jun 12, 2023 at 1:05 PM Danielle Patterson <danielle.patterson@rdbn.bc.ca> wrote:

Good afternoon Dave and Crystal,

Thank you for your comments for the proposed Bylaw amendment for B-01-22. Your comments will be included in the Public Hearing package and will be provided to the Board of Directors for their consideration.

Typically members of the public are asked to provide their civic (street) address with their public comments. Are you able to send that to me?

Sincerely,

Danielle

Danielle Patterson (she/her), B.A., B.Pl.

Senior Planner

danielle.patterson@rdbn.bc.ca | Office Phone: 250-692-3195 | 1-800-320-3339

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.

From: RDBN Planning <planning@rdbn.bc.ca>
Sent: Monday, June 12, 2023 12:05 PM
To: Danielle Patterson <danielle.patterson@rdbn.bc.ca>
Subject: FW: RDBN File No. B-01-22

From: [RDBN Planning](#)
To: [Danielle Patterson](#)
Subject: FW: RDBN File No. B-01-22
Date: June 12, 2023 12:05:30 PM

From: Crystal Mackereth [REDACTED]
Sent: Monday, June 12, 2023 12:03 PM
To: RDBN Planning <planning@rdbn.bc.ca>
Subject: RDBN File No. B-01-22

[EXTERNAL EMAIL] Please do not click on links on open attachments from unknown sources.

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To whom it may concern

Regarding Proposed Zoning Bylaw Amendment- RDBN File No. B-01-22

We oppose the rezoning of lot 12 on clearview dr for the construction of a church. The extra traffic on Clearview dr would be a hazard and we have concerns over noise and property values

Dave and Crystal Mackereth

From: [RDBN Planning](#)
To: [Danielle Patterson](#)
Subject: FW: RDBNfile no. B-01-22
Date: June 12, 2023 9:49:08 AM

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

From: Linda Uchacz [REDACTED]
Sent: Monday, June 12, 2023 9:47 AM
To: RDBN Planning <planning@rdbn.bc.ca>
Cc: Linda Uchacz [REDACTED]
Subject: RDBNfile no. B-01-22

[EXTERNAL EMAIL] Please do not click on links or open attachments from unknown sources.

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Hello

Responding to your letter May 29, 2023, regarding proposed zoning bylaw amendment RDBN B-01-22. Definitely against this change.

We have property on McNeil Drive that backs onto this property and we were never informed of this change in zoning. We had heard from some neighbours this was happening but never got any further official notification of this change.

We are definitely against this change, as it will bring many people into our quiet neighbourhood, as well as potential water and sewer issues, within the area.

As well will bring a greater number of traffic into our area.

Please confirm receipt of this email.

Linda and Ron Uchacz

665 McNeil Drive

Burns Lake, BC

Home [REDACTED]

Cell [REDACTED]

Sent from my iPad

REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE SECOND PUBLIC HEARING FOR BYLAW NO. 2005
July 25, 2023

Report of the Public Hearing held at 7:00 pm, Tuesday, July 25, 2023 at the Village of Burns Lake Council Chambers, 15 3rd Ave, Burns Lake, BC, regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2005, 2023".

Due to the activation of the RDBN's Emergency Operations Centre, the Public Hearing was relocated to Village of Burns Lake Council Chambers. A member of RDBN staff posted at the RDBN building entrance from 6:45 pm until the closure of the Public Hearing at 8:06 pm redirected the public, as needed to the Village of Burns Lake.

ATTENDANCE:

Members of the Public:

Jeannette Sholander, 16912 Colleymount Road (applicant)
Bastan Justis St. Hilaire, 7043 Colleymount Road
Herb Larsen, 5080 East Francois Lake Road
San Wook Kwak, 3340 First Avenue, Smithers
Jeff Palm, 1076 Miller Road
Tracy Palm, 1076 Miller Road
Kurtis Bjorgan, 855 McNeil Drive
Amanda Ettinger, 855 McNeil Drive
David Mercer, 770 McNeil Drive
Tania Mercer, 770 McNeil Drive
Ron Uchacz, 665 McNeil Drive
Linda Uchacz, 655 McNeil Drive
Gail Schroeder, 3535 Clearview Drive
David Kesterke, 3535 Clearview Drive
Travis McKee, 695 McNeil Drive
Jenny McKee, 695 McNeil Drive
Dave Mackereth, 2975 Clearview Drive
Crystal Mackereth, 2975 Clearview Drive
Jeff Likkel, 800 McNeil Drive
John Knepp, 19095 Payne Road
John Gagan, 20524 Hutter Road
Mike Downie, 3665 Clearview Drive
Dominic Doglione, 2550 Clearview Drive
Travis Patreau, 785 McNeil Drive
Jeannie Larsen
R. St. Hilaire
Roseann
Kyung Sun Kim
Lauren Kwak
Lauric Pittman

T. Kwak
Olivia Kwak

Public Hearing Chair:

Michael Riis-Christianson, Director, Electoral Area B (Burns Lake Rural)

RDBN Staff:

Danielle Patterson, Senior Planner (Recording Secretary)
Cameron Kral, Planning Technician

CORRESPONDENCE: One written submission to this Public Hearing is attached to the Public Hearing Report as Appendix "A"

CALL TO ORDER: The meeting was called to order by Chair Riis-Christianson at 7:05 pm

BUSINESS:

Chair Riis-Christianson Chair Riis-Christianson provided an overview of proposed Bylaw 2005 and the Public Hearing process. Chair Riis-Christianson noted this is the second Public Hearing for proposed Bylaw 2005, and that the Public Hearing package is available by the Council Chambers door and available on the RDBN website.

Chair Riis-Christianson Asked applicant Jeannette if they had any comments.

Jeannette Sholander Provided the following input:

- The church feels this property would be great for building a small church.
- The members gather once per week, and it would be great to have this property to gather on.

Dominique Doglione Provided the following input:

- Asked if the applicants understand the environmental development requirements and safe public street use for neighbouring properties.
- The property has swamp and hills. A lot of development must take place for any development of any size.
- The applicant wants 100 people. Is that 100 cars and will the Ministry of Transportation be able to handle it?
- Concerned about environment and erosion concerns.

Justis St. Hilaire Provided the following input:

- Said many concerns mentioned by others were taken into consideration by the church members when they were

selecting a property and asked if environmental concerns were an issue for other builders on that road.

- The church has about 25 to 30 members, with five to six vehicles.
- The 100-person capacity church could have the capacity to help people if they needed a place to stay in emergencies like wildfires. This year people had to evacuate from Colleymount Road.
- For a funeral or a wedding, there would be more than 25 to 30 people but 100 people does not mean 100 vehicles.
- More vehicles go to the rodeo grounds than would go to the church.
- The church is a community facility like the rodeo grounds.
- Historically the church has never had many people in its membership and the church design looks more like a house than a church.

Dave Mackereth

Provided the following input:

- Said the fairground traffic is different than church traffic as no one lives between Highway 35 and the fairgrounds.
- Said there is a very sharp corner near their residence with low visibility and people bike, walk, jog on the road. The church driveway is adjacent to it. Extra traffic is not welcome.

Ron Uchacz

Said this application is for rezoning and not necessarily an application for a church. Said once the applicant gets their rezoning, they could sell the land to someone who could use it for other uses.

Chair Riis-Christianson

Directed the question to Danielle Patterson, staff.

Danielle Patterson

Said the proposed covenant would restrict the use of the property to a 100-person occupancy church, a single family dwelling, and some accessory buildings. If the rezoning were adopted as proposed with the covenant, no other uses in the P1 Zone would be allowed.

Ron Uchacz

Said residents must use four wheel drive every winter as the roads are extremely dangerous. They have had to pull people off the road and said they question the ability of traffic to get up the hill.

Travis McKee

Said they share a property line with the application property and are concerned about their water supply as they have a shallow well.

- Crystal Mackereth Asked if all the P1 Zone uses listed in the report would be allowed and what would happen if other people wanted to use nearby properties for similar uses?
- Chair Riis-Christianson Directed the question to Danielle Patterson, staff.
- Danielle Patterson Said the application is to rezone to the P1 Zone but the proposed covenant would restrict the uses to a church, a single family dwelling, and some accessory buildings.
- Crystal Mackereth Said she notices the extra annual fairgrounds traffic, which creates safety concerns for walkers, bikers, dog walkers, and kids. Their home is on a horrible sharp corner and the road is in bad shape.
- Jeff Likkel Provided the following input:
- Said a new building will increase taxes, increase property assessments and it isn't fair because churches do not contribute to taxes.
 - It will open development to other people.
 - Said churches meet multiple times a week, not just on Sundays and the road is not meant for that.
 - Said there may be a part time school in their church.
 - Said churches are meant to be in urban areas, not rural areas and that is why we have OCPs for this type of development.
 - Said this would be unfair for rural residents who chose this location to be away from development.
 - Said the Regional District should be protecting rural properties from development as rural people grow food.
 - Asked what else the church would bring onto the property and could it lead to bigger parking areas or a school.
 - Said everyone in the neighbourhood has animals and they look out for each other's animals and kids on the streets.
 - Said the fairground traffic is not near their houses, but is on a dangerous corner, with traffic increasing during the rodeo.
 - Said they bought a house to be away from people, not to have development. The road will become so busy it will change our lifestyles.
- Tania Mercer Said their concern is the potential to have a cemetery on the property and its impact on groundwater. The people on McNeil Drive are below the property. They are concerned about the risk of the church drying up ground water resources.

- Travis Patreau Said they are adjacent from the property. Said their concern is the size of the aquifer. Asked if there was a drill test and if there was a test, they would like to see it as they are unsure of how many people can access water since they struggle with shallow wells.
- Linda Uchacz Said they agree with everything that has been said. L. Uchacz said the fair at the rodeo grounds only has two or three events a year plus some summertime baseball. The road is not safe and 4-wheel drive is required since the road is not plowed properly. L. Uchacz is concerned about their shallow well and a new well could cost \$30-50 thousand. Roads, taxes, water, and traffic are main their concerns.
- Gail Schroeder Provided the following input:
- Said they are almost at the end of the road and are concerned about extra traffic. The road is not wide enough to have vehicles park on the road. Said in summer there may not be room to pass on the road with RVs, side by sides, and so forth.
 - Said the proposed driveway is on the hill and if there is a lot of traffic, it creates a hazard as a lot of people get stuck on the hill.
 - Has concerns that 30 church attendees could become 100 people.
 - Asked if residents will have to be quiet on Sundays on their ATVs for the church. Right now, locals are used to that noise, driving slowly, and watching for traffic.
- San Wook Kwak Provided the following input:
- Said they are the pastor for churches in Hazelton, Smithers, and the proposed church location here in Burns and recognizes from experience that churches have a hard time finding locations for a new buildings.
 - Said that they understand that without the support of the neighbours and their acceptance and generosity, it would be difficult to run the church.
 - Said many church members have lived in this area their whole lives and believe they can have the small church at this location.
 - Said that in the City of Merritt, the church hosted 400 evacuees as the church always tries to reach out and support the community, especially in this emergency situations.

- Said when there were wildfires here, church members set up a tent at this property and let people come and welcomed them with food.
- For decades, their church has had the eagerness to help but haven't had their own property. Said they have been renting space in Decker Lake but when there is a schedule conflict, church members must try to meet in each other's homes.
- Said that as a community church, they want to apply their belief to love God and love their neighbours. Said when they hear these neighbours' comments, they know without their tolerance and understanding it would be difficult to build the church.
- Said the church asks neighbours for their understanding so they can have worship and the church intends to respect their needs and listen.
- Said the church went door to door to about ten houses near the application property to talk about their proposal and most of those neighbours sounded welcoming of the church, so S.W. Kwak assumed there would be no issues from the neighbours with the proposal.
- Understands from listening tonight that there are some serious concerns. Said they believe some issues can be worked out with the Regional District to provide pathways to handle concerns.

Mike Downie

Said if their community was evacuated, they would not be allowed to go to this church.

Dave Mercer

Provided the following input:

- Said they have lived on the road for over seven years.
- Said the Ministry of Transportation has allowed the road to degrade and D. Mercer has had to tow people who get stuck. Said they had a near traffic accident that nearly took their life.
- Said their residential well is 480 ft deep and has gone dry several times, requiring them to pay to fill it.
- Asked what if there are 100 people, then 150 people, and they all need water.
- Said the Ministry of Transportation has not cleared brush back at the end of McNeil Drive and it causes visibility issues and near accidents at the stop sign.

Amanda Ettinger	Said they agree with everything everyone has said. A. Ettinger's property has a shallow well and backs onto the proposed property. A. Ettinger said they are scared about the impact on water and traffic. They said residents walk with kids, dogs, and ride horses down the road. When people are not used to being around livestock or animals, they do not know how to safely pass on the road.
Dominique Doglione	Asked if the Regional District can explain zoning, traffic regulations, and what permits are involved for the building. Said they have all asked questions and have not received some answers. Said they don't care about the tax rates but doesn't want to open the door to other uses if the church is built.
Chair Riis-Christianson	Said BC Assessment sets the assessment rate, and they go to properties every year. Said BC Assessment tries to compare properties with other properties of the same classification in the area. Asked Danielle Patterson, staff if they know if a church is a different assessment category than a residence.
Danielle Patterson	Yes, a church is a difference assessment category than a residence.
Justis St. Hilaire	Said it would be unfair if a church went in and increased taxes.
Chair Riis-Christianson	Said the church is a civic use and they believe any improvements on the land would be in a different classification than a house. If someone bought the vacant land for a higher price than others recently, that could affect your land value.
Justis St. Hilaire	<p>They provided the following input:</p> <ul style="list-style-type: none"> • Said the church's pastor lives in Smithers, and the other members live rural too, so they do not get to together frequently. • Said the church meets from 8:45 am to 2:00 pm on Saturdays so they can worship. • Stated the church does not use a lot of water but comments tonight do have J. St. Hilaire concerned about water and whether the location would affect other people's water. J. St. Hilaire asked if this development would affect water in the area.
Chair Riis-Christianson	Said they are not able to answer that question, but they are here to hear everyone's concerns.

- Justis St. Hilaire Said when they listen to some of the reasoning for opposing the church, the same reasoning could apply to building a new house in the neighbourhood, as it would also access water and would use more water than a church would use one day per week. J. St. Hilaire stated they are only in the church a few hours in the morning with five to seven vehicles.
- Herb Larsen Provided the following input:
- Said it was a privilege to be at the Public Hearing and to listen to everyone as it is good to air things out.
 - Said they have lived here since 1956 and are retired church pastor.
 - Said from H. Larsen's personal experience the Seventh Day Adventist church helps more people than almost any other church all over the world.
 - Said there is a church camp in Hope, which has been housing residents of Lytton for 2.5 years and supported them.
 - H. Larsen said the church's support for people in the local communities is tremendous as it is also a service to help the community. Said the church is trying to do something to help the local people and people all over the world.
- Chair Riis-Christianson Asked H. Larsen, if they had any additional comments to support the application.
- Herb Larsen Said the church members have found a place they think would be great for their church and H. Larsen thinks it would be great for their neighbours once their neighbours get to know them.
- David Kesterke Provided the following input:
- Said they understand the church wants to do good.
 - Lakes District Maintenance does not plow the side roads and they think the church may not be aware of how bad road conditions are in this neighbourhood.
 - Lakes District Maintenance sometimes goes two weeks without plowing in the winter and people going to the church will get stuck and won't make it up the hill.
 - Said since the highway is not maintained enough, 4-wheel drive vehicles are needed.
 - Asked if the zone is changed, can a commercial company buy properties and rezone them to a commercial zone?

- Tracy Palm Said they appreciate everyone's comments and that many people make good points but wants to comment on road conditions: T. Palm's parent lives on a road that never gets plowed, and they get around. The church members live rural too and know how to drive in rural conditions.
- Crystal Mackereth Provided the following input:
- Said all their concerns are with more people in the area not the use as a church.
 - The church could be rented out for hall rentals, funerals, birthdays, and other uses. The church says they meet one day a week but a couple months down the road, everything could change.
 - Said they agree everyone probably knows how to drive but there have been lots of accidents in the neighbourhood. How many people have skidded through into the highway? Lakes District Maintenance doesn't always sand the road.
 - Attendees at weddings and funerals who don't know the road and might not be rural drivers could have problems.
- David Kesterke D. Kesterke said they have logging trucks and their day off is Saturday. People are busy all week and Saturday is the day they go back and forth to town when the stores are open, so the extra traffic is a concern. Said that none of the photos in the report show the blind corners and the photos make the road look wonderful.
- Jeff Likkel J. Likkel provided the following input:
- Said six loggers live on the road and their day off is Saturday. Said the church is not going to be used one day only as there will be funerals and weddings.
 - Said that during the forest fires, we all worked on the forest fires churches weren't used this year and we nearly lost our town. Said they don't need another church to house evacuees.
 - Said when J. Likkel returns home from work there is a lot of traffic on the road, which has dips, with a stop sign at the end of a hill.
- Ron Uchacz Said they used to be across the street from a Seventh Day Adventist Church in Burnaby that was a decent size but grew over time and had other events. It reached the point where people could not get in and out of their driveways. This church proposal might not be at the same scale as presented in five years.

- Dominic Doglione Asked if the Regional District could explain what happens if they rezoned. Would the Regional District have a level of control over what the church could build and if they didn't follow the requirements?
- Chair Riis-Christianson Directed the question to Danielle Patterson, staff.
- Danielle Patterson Said the staff report included recommendation for a covenant limiting the church to a 100-person capacity building, with a house, which the applicant volunteered to do.
- The church requires a water license from the Province. Staff have informed the applicant of that requirement and the applicant said they have begun the process of looking into a water license. The build would require appropriate water storage for a fire and building permits.
- The Regional District does have bylaw enforcement officer, that people can submit complaints to about potential zoning violations.
- Said the Ministry of Transportation Infrastructure confirmed the applicant would require a commercial access permit from the Ministry. The Ministry said the development is unlikely to require a traffic impact study due to the level of development proposed.
- Travis McKee Asked if the rezoning is passed by the Regional District, what role the Regional District plays and if the Regional District hands the responsibility over to the Province.
- Chair Riis-Christianson Directed the question to Danielle Patterson, staff.
- Danielle Patterson Said the Regional District is responsible for zoning regulations and the building permits. At the building permit stage, information must be submitted to confirm the property has drinking water, septic, and water storage for a fire. The water license is applied for from the Province. The sewerage must be built to Northern Health standards but would need to be done by a Registered Onsite Wastewater Practitioner or a qualified engineer.
- The Commercial Access permit is the jurisdiction of the Ministry of Transportation and Infrastructure but is not part of the building permit review process.

Crystal Mackereth	Asked how easy it for other lots to be rezoned if the church gets its rezoning. How easy would it be to rezone for a recreational vehicle business or a logging business.
Chair Riis-Christianson	Said if someone wanted to rezone, each rezoning application would be considered individually, with the same process as is occurring for this proposal. Each rezoning is assessed based on that application and its own merits.
Tania Mercer	<p>Said there has been a lot of back and forth about the impact of this proposal and a lot of us are thinking of the future in case the church starts off small and then expands. T. Mercer asked what the impact on the area water and roads is would be.</p> <p>T. Mercer said the Ministry of Transportation might upgrade the road but might not plan for the road to be used regularly. Said the church will be rented out multiple days a week and not used just one day per week. Said if a school was in the the church, the building could be used five days per week.</p>
Travis Patreau	Said if someone bought that property and built a house instead, they would be using water, but a church would need to be rated for 100 persons of water use. T. Patreau said weddings and other events could stress water some months leaving some residents without water for days.
Justis St. Hilaire	Asked if the church's commercial access permit benefit that community, making it better for those who live there?
Chair Riis-Christianson	Said that cannot answered fully but in general the Ministry of Transportation's maintenance does not change a great deal.
Justis St. Hilaire	<p>J. St. Hilaire provided the following input:</p> <ul style="list-style-type: none"> • Does not understand why the road is not maintained better. • Wants to address the example from Burnaby. The Burnaby church did grow to 400 people as the City of Burnaby grew at a fast pace, so it is not fair to look at the growth of the church and blame it for the growth in traffic. • Said this community is Burns Lake and the church has never had a funeral or wedding but would like to make the space available for that use. Said funerals and weddings would not happen every week or even every month. • Said Jeanette Sholander cannot remember when the church had its last wedding or funeral, and J. Sholander has been here for years.

- The worship day is Saturdays, with five or six vehicles for twenty to thirty people.
 - Said they live on Colleymount Road and know what it is like driving in this area.
- Mike Downie Said that an application for this lot would make property values go up to cover the costs of Lakes District Maintenance because maintenance is not free.
- David Kesterke Said as far as the Highways department goes, the roads are given classifications. Class One is Highway 35 and they do not care about side roads. Said it sometimes takes two to three weeks to clear this road. D. Kesterke said they have concerns about the septic and what will done with as waste goes downhill.
- Chair Riis-Christianson Asked Danielle Patterson, staff to confirm that a sewerage disposal system would need to be designed by a ROWP or an engineer.
- Danielle Patterson Yes, sewerage disposal systems are required by Northern Health to be designed by a Registered Onsite Wastewater Practitioner or a qualified engineer.
- Amanda Ettinger Asked if the sewerage disposal would be a lagoon or field.
- Chair Riis-Christianson Said he can't be sure, but it would have to be done to Northern Health standards and the professional would have to design it.
- Dominic Doglione Asked if the rezoning would limit the building to the stated 100 people.
- Chair Riis-Christianson Directed the question to Danielle Patterson, staff.
- Danielle Patterson Yes, the rezoning, with the covenant, would limit the church to have a building with a 100-person occupancy limit.
- Dominic Doglione Said they are concerned about traffic as this in not in the Village but a rural subdivision and asked how something could be rezone here.
- Chair Riis-Christianson Said each application is evaluated individually for consistency with the official community plan.
- Jeff Likkel Said half the church members live out of town and asked why they are trying to put a church in this neighbourhood.
- Tracy Palm Said the church tried to build a church out farther from town, but the Regional District said it wouldn't be able to get rezoned.

Church members live all over the region, so Burns Lake is a central location to meet.

John Gagan

Provided the following input:

- J. Gagan said they want to address the groundwater situation which relates to water and sewer.
- Said they have installed several septic systems and know how they work. Said that the septic system is in the ground and the leach field contaminates a very small area. The affluent is mostly broken down inside the tank and what comes out is already pre-digested liquid that gets eaten up in the leach field.
- The church septic system will be designed to meet all requirements and will not be near the swamp as the water table is too high there. The septic field would not leach into the ditch or aquifer. J Gagan said a cow or horse would create more contamination to the groundwater than the church septic system.
- J. Gagan said that based on the area vegetation, they do not believe the water table is an issue. If people can have shallow wells, then the ground water must be close to the surface.

Dave Mackereth

Provided the following input:

- Said they don't think anyone who lives there supports this development, which is why there has been such a turnout at the Public Hearing.
- Said they bought their property 30 years ago and everyone they know who bought there did so because there was hardly anyone there and they wanted their own little piece of heaven that is quiet and limited to local traffic.

Linda Uchacz

Said they wanted to reiterate their major concern is the rezoning, whether that rezoning would be for a church, a store, or a logging business. L. Uchacz said they bought their property 23 years ago in a rural area and asked if the Regional District did not want this church on Colleymount Road, why would they want it in this rural community. L. Uchacz stated they have nothing against the church but are against any rezoning.

Chair Riis-Christianson

Said the Regional District seldom has two Public Hearings. As some people felt they were not aware of the proposal, a second Public Hearing was scheduled as the Regional District Board wants to hear those who are for and against the proposal.

	Chair Riis-Christianson said they were pleased that everyone attended, and they were able to hear about the conditions of the local road. The Chair will make couple of calls about the road but can't guarantee there will be any changes.
Chair Riis-Christianson	Called for any other final comments a first time.
Linda Uchacz	Asked when residents would hear about the Board's decision.
Chair Riis-Christianson	Directed the question to Danielle Patterson, staff.
Danielle Patterson	Said the proposed timeline for considering third reading is August 10 th . If third reading is granted, then the covenant limiting the uses would need to be registered on the title of the property. Consideration of adoption would be sometime after that registration, depending on how many weeks or months it may take. The covenant registration doesn't guarantee the bylaw would be adopted.
Chair Riis-Christianson	Said this Public Hearing is the time to give comments as the Board cannot receive more input after tonight without holding another Public Hearing. Said this is to ensure everyone is heard and the Board and Chair are not being influenced by other information.
Linda Uchacz	Asked what happens if the property is rezoned but the church is not built.
Chair Riis-Christianson	Directed the question to Danielle Patterson, staff.
Danielle Patterson:	Said the zoning and the related covenant stay with the property, whether the church is or isn't built or the land is sold.
Crystal Mackereth	Asked if the rezoning would allow all the P1 Zone uses.
Chair Riis-Christianson	Directed the question to Danielle Patterson, staff.
Danielle Patterson	The proposed covenant limits the property to be used for only the maximum 100-person occupancy church and the house and related accessory buildings and not any other uses in the P1 Zone.
San Wook Kwak	Said the church must follow all the government requirements. For example, S.W. Kwak has a church in Hazelton, and it must follow all Northern Health and Ministry of Environment

regulations. The church couldn't buy a property in downtown and is looking for a place to worship where there is room to serve the community and for their children. The church members do not want to damage or hurt their neighbours. S.W. Kwak said they will do their best to protect neighbours. If the rezoning doesn't happen, they will sell the property as the church is not looking for an investment property. S.W. Kwak said they appreciate everyone being so patient.

- Dave Mackereth Said looking at the building plans, there is a classroom and asked if that is for a school.
- Jeannette Sholander Said that is not a school classroom, it is for church study.
- Dave Mackereth Said the corner is worse than it looks in the report photos. D. Mackereth said the report photos don't represent the road well and look misleading.
- Chair Riis-Christianson Asked staff to confirm whether staff or the applicant took the photos and if they could speak to them.
- Danielle Patterson Confirmed that D. Patterson took the photos shown in the report and tried to capture the slopes, widths, and corners in the road. D. Patterson noted the camera did not appear to fully capture the roads, but staff did their best.
- Cameron Kral Said they were present when the report photos were taken and confirmed staff tried to convey the condition of the road.
- Dave Mackereth Said sorry, but the photos aren't very good.
- Danielle Patterson Said staff are exploring options to get a better camera to enhance photo quality moving forward.
- Linda Uchacz Said the building plan shows an auxiliary room, a classroom, and with those rooms this looks like it is not just a church.
- Justis St. Hilaire Said that to address L. Uchacz's comments, most churches have a kitchen, and many have an auxiliary room. If there was a marriage or a funeral, the kitchen and auxiliary room would be needed. J. St. Hilaire said the sanctuary cannot hold 100 people, which is why there is an auxiliary room. Since members live so far apart, they eat together on Saturdays for fellowship.
- Chair Riis-Christianson Called for comments for a third time.

Jeff Likkel	Said they did not receive a letter and only saw the Public Hearing in the newspaper. J. Likkel said they were all blindsided by this and that they were not notified with enough time.
Chair Riis-Christianson	Said it is great to see the strong turnout. Asked for any final comments.
Linda Uchacz	Said the letter was address to "homeowner/resident". L. Uchacz said they spoke with neighbours who would throw away letters that do not have their name on them.
Chair Riis-Christianson	Asked staff to speak to the notice letters.
Danielle Patterson	The notices went to every address within 200 metres of the application property. The envelope label was addressed to the property owner based on roll records. The letters inside the envelope have a general "owner/occupier" label in case someone is a tenant, which is a common practice at many local governments. The Public Hearing was also in the newspaper and there was a sign.
Jeff Likkel	Said just because they don't live within 200 metres, doesn't mean it they aren't affected by the proposal. Said people don't always read the newspaper.
Chair Riis-Christianson	Said the Board has discussed the 200-metre distance and tries to strike a balance when choosing the distance, but the distance is outlined in the RDBN bylaw, so is what is used.
Unknown speaker	Said it would have been nice if the Regional District phoned everyone.
Danielle Patterson	Asked for a name and address or the public record. No response given.
Chair Riis-Christianson	Said there is an understanding that not everyone reads the newspaper. Asked staff to describe the Regional District's notice requirements and if they could be changed to something other than the newspaper.
Danielle Patterson	Said the Regional District does not have access to residents and property owners' phone numbers. The Development Procedures Bylaw requires written notice to properties within 200 metres of the proposal property, and a sign. D. Patterson said there are requirements for two newspaper notices and

that the Public Hearing information is also added to the RDBN website.

Said there have been recent changes to provincial legislation that could allow the Regional District to use one newspaper notice and another alternative notice form, but the Regional District Board would need to establish a bylaw to make that option available.

- Jeannette Sholander Said there is also a sign on the property.
- Tania Mercer Said there is a sign, but T. Mercer couldn't find the proposal by going through the website links and couldn't find the rezoning information.
- Chair Riis-Christianson Asked for any comments for a final time. No comments received.
- Chair Riis-Christianson Thanked the attendees for their patience and attendance.
- Chair Riis-Christianson Adjourned the Public Hearing at 8:56 pm.

Michael Riis-Christianson, Chairperson

Danielle Patterson, Recording Secretary

Appendix "A"

**Report of the Second Public Hearing for Bylaw No. 2005
Written Submissions**

Submitted by

Amanda Ettinger & Kurtis Bjorgan

Address

855 McNeil Drive

To Whom It May Concern

This letter is regarding the proposed rezoning for RDBN file # B-01-22, Amanda Ettinger and Kurtis Bjorgan from 855 McNeil Dr, Burns Lake BC, are opposed to the proposal of the re zoning on Clearview Dr, Lot 12, District lots 1890 and Range 5, Coast District Plan 10853 (PID 005-079-501). We have concerns about the amount of traffic this could create on our road, not to mention the potential impact to our personal water supply, having to facilitate 100 people could have a negative impact on our well.

Sincerely

Amanda Ettinger & Kurtis Bjorgan



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: August 10, 2023
Subject: **Development Variance Permit Application No. B-01-23**

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

That the Board approve Development Variance Permit B-01-23 for the property located at 395 Beach Road to Vary Section 14.0.4.1c) of Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 to reduce the setback for a structure from a parcel line which abuts a Highway from 7.5 metres to 4.5 metres for the west parcel line abutting Beach Road for a Single Family Dwelling development in general compliance with Schedule A of the permit.

BACKGROUND

This application proposes to reduce the setback requirement for a structure from a parcel line which abuts a Highway from 7.5 metres to 4.5 metres. This variance is being requested for the parcel line abutting Beach Road to facilitate the construction of a Single Family Dwelling. The subject property has limited flat area large enough to accommodate an average sized Single Family Dwelling.

Staff have no objections to the reduced setback on this parcel and recommend the permit be approved. The proposed reduction in the setback to 4.5 m is not anticipated to have negative impacts on surrounding residents or impacts on road visibility at the intersection of Beach Road and Highway 35.

APPLICATION SUMMARY

Name of Applicant:	Carol Blackwell and Wayne Carlton
Electoral Area:	Electoral Area B (Burns Lake Rural)
Subject Property:	Lot 6, District Lot 1891, Range 5, Coast District, Plan 4729 (PID 011-467-835)
Property Size:	0.44 ha (1.08 ac)
OCP Designation:	Rural Residential (RR) in the Burns Lake and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017 (the OCP)
Zoning:	Small Holdings (H1) Zone in Zoning Bylaw No. 1800, 2020 (Zoning Bylaw)
ALR Status:	Outside the ALR
Existing Land Use:	Recreational / personal storage
Location:	395 Beach Road, accessed via Beach Road. Approximately 1.2 km south of the Village of Burns Lake.

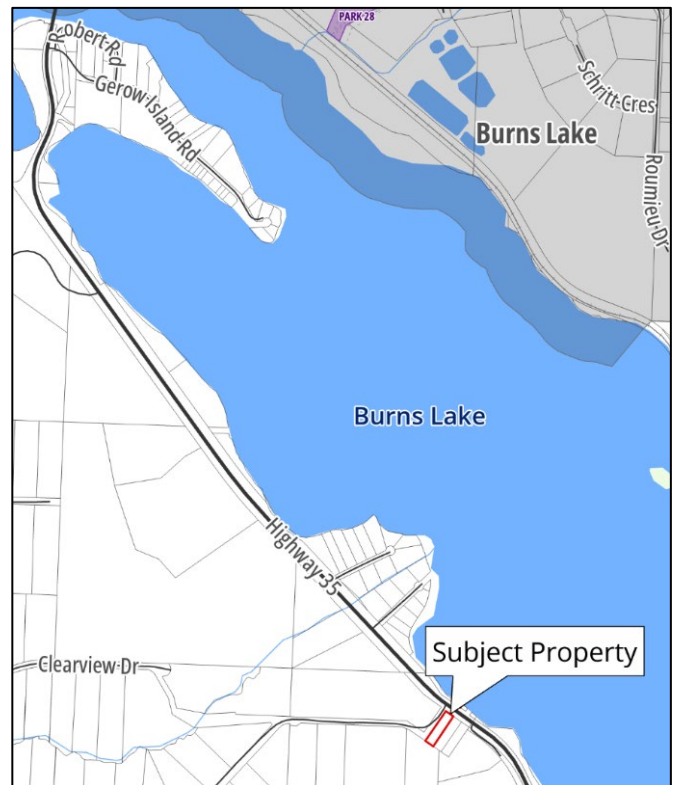
PROPOSAL

The applicants are requesting a Development Variance Permit (DVP) to facilitate the construction of a Single Family Dwelling on the subject property (see Attachments for Applicant Submission). The applicants wish to vary Section 14.0.4.1c) of the Small Holdings Zone (H1) of the Zoning Bylaw, which states no structure or part thereof, shall be located within 7.5 m (24.60 ft) of any parcel line which abuts a highway. The applicants request to vary this regulation by reducing the setback to 4.5 m. The application includes a basic site plan for their proposed dwelling, with an approximate building footprint of 97.5 m² (1,050 ft²).

The applicants provided the following reasons for requesting a DVP:

- The subject property is long and narrow (approximately 124 m by 32 m or approximately 406 ft by 105 feet).

Subject Property Map



- The portion of the subject property adjacent to Beach Road has driveway access and is flat.
- The east side of the subject property is sloped and has uneven elevation changes.

The variance is being requested for the west parcel line abutting Beach Road (see map below).

DISCUSSION

The subject property has been mostly cleared by the applicants during site preparation and driveway access from Beach Road has been established.

The applicants have a camping vehicle on the subject property for recreational use; have installed a pit privy; and have built a small personal storage structure.

During a site visit to the subject property, planning staff were able to confirm that the proposed construction site for the Single Family Dwelling is the most level area on the subject property (see Attachments for Site Visit Photos). While difficult to see in the site visit photos due to the presence of slash and vegetation, there is considerable sloping on the southwest and northeast ends of the subject property. There is more significant and uneven sloping along the east side of the subject property, with sloping estimated at between 15 per cent to 25 per cent. The subject property is a corner parcel, creating additional restrictions for siting due to required setbacks to two roads.

Planning Department staff recommend approval of the DVP, as presented. The subject property has a limited flat area large enough to accommodate an average sized Single Family Dwelling due to topological constraints and the narrowness of the parcel (see Attachments for the proposed Development Variance Permit B-01-23). That limited flat area is near the applicants' Beach Road driveway access. The proposed reduction in the setback from 7.5 m to 4.5 m is not anticipated to have negative impacts on surrounding residents or impacts on road visibility at the intersection of Beach Road and Highway 35.

PUBLIC CONSULTATION

All property owners within 100 m of the subject property have been provided written notice of the application and were given an opportunity to comment on this application in writing. Written submissions will be made available at the Board meeting on August 10, 2023.

ATTACHMENTS

- Applicant Submission
- Site Visit Photos
- Public Submission (C. & D. Stronstad)
- Development Variance Permit B-01-23

RECEIVED

JUN 16 2023

REGIONAL DISTRICT OF
BULKLEY-NECHAKOCarol Blackwell
Wayne Carlton


June 9, 2023

Regional District of Bulkley Nechacko
Planning Department
37 3rd Avenue
Burns Lake, B.C. V0J 1E0Re: Development Variance Permit
Bylaw No. 1800 Section 14.04 Small Holdings Zone (H1)
Lot 6 District Lot 1891 Range 5 Coast District Plan 4729
2740 Hwy 35

Dear Planning Board Members,

We are requesting a Development Variance Permit as we have a need to develop our property that does not comply with development regulation. Due to site limitations, the following indicators limit our building options.

1. Although our property is 1 acre in size it is long and narrow at 124 m x 32 m. Most of this acre is sloping as well as having a significant dip in elevation along the east property line.
2. The first 12 m from the west property line, and where the property is accessed from Beach Rd, is flat and an ideal building site. The remaining 20 m has the significant dip which runs along the east property line.
3. The driveway comes off of Beach Rd from the west property line and at the flat area of our property.

Our request is to build within ^{4.5} m of the west property line as opposed to the required 7.5m as stated in the Zoning Bylaw.

Thank you for your consideration.

Sincerely,



Carol Blackwell Wayne Carlton



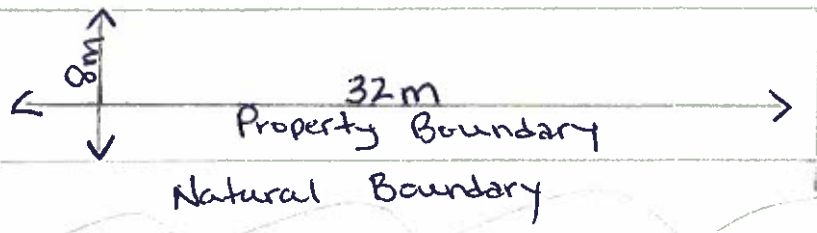
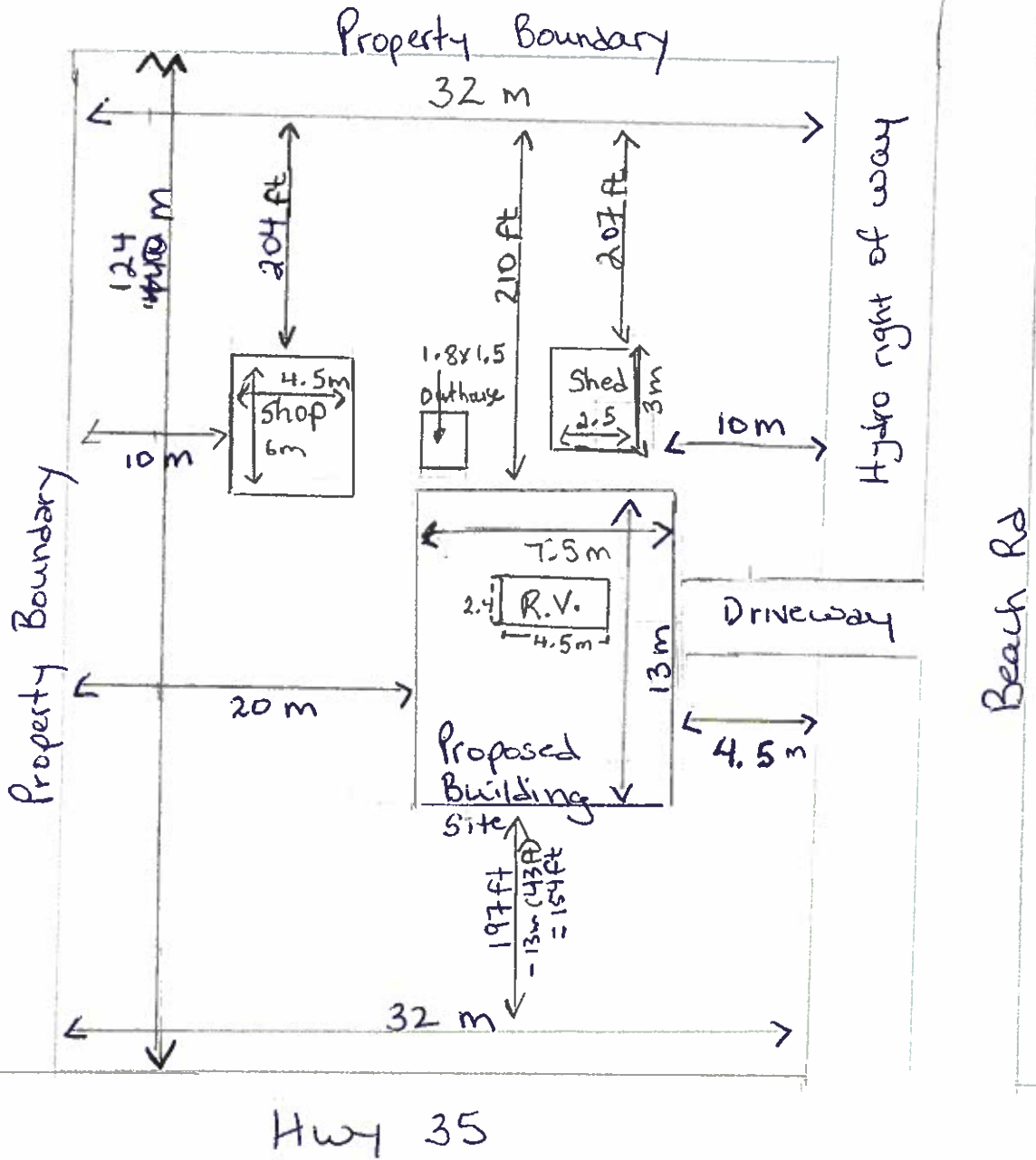
LOT 6 DISTRICT LOT 1891 RANGE 5 COAST DISTRICT PLAN 470

RECEIVED

JUN 16 2023

REGIONAL DISTRICT OF BULKLEY-NECHAKO

2740 Hwy 35
Updated July 21, 2023.



Burns Lake





The rake indicates approximately 25 ft (7.6 m) from our west property line. Wayne is standing approximately 20 ft (6 m) from the rake just before the drop in elevation.



Attachment: Site Visit Photos

Photo #1: Subject property – Proposed Single Family Dwelling site, from Beachfront Road driveway



North view of east property slope and elevation changes



North view standing on proposed build site of east property slope and elevation changes



northwest view looking at east and north property slope



North view looking at south increased slope



View from north side of Hwy 35



View from south side of Hwy 35



From: [RDBN Planning](#)
To: [Danielle Patterson](#)
Subject: FW: Dev. Variance Permit App. B-01-23
Date: July 31, 2023 8:31:46 AM

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

From: Dawn Stronstad [REDACTED]
Sent: Sunday, July 30, 2023 5:42 PM
To: RDBN Planning <planning@rdbn.bc.ca>
Subject: Dev. Variance Permit App. B-01-23

[EXTERNAL EMAIL] Please do not click on links on open attachments from unknown sources.

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

July 30, 2023

Regional District Planning Department:

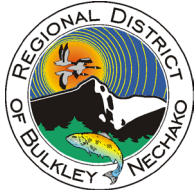
Please consider this email expressed support for the Development Variance Permit Application B-01-23 at 395 Beach Road.

Yours Truly,

Cliff and Dawn Stronstad

(Owners) 505 Beach Road

Sent from my iPhone



REGIONAL DISTRICT OF BULKLEY-NECHAKO DEVELOPMENT VARIANCE PERMIT NO. B-01-23

ISSUED TO: Carol Blackwell and Wayne Carlton
130 - 4524 Scott Avenue
Terrace, BC V8G 2A9

WITH RESPECT TO THE FOLLOWING LANDS:

395 Beach Road, legally described as Lot 6, District Lot 1891, Range 5, Coast District, Plan 4729; PID 011-467-835 (the "Lands")

1. This Development Variance Permit varies Section 14.0.4.1c) of the Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 by reducing the minimum Parcel Line which abuts a Highway setback of a structure from 7.5 metres to 4.5 metres.
2. This variance applies only to the construction of a Single Family Dwelling, as shown on the site plan attached hereto as Schedule A, which forms part of this permit. Projections such as eaves, cornices, leaders, gutters, and/or antennae may not intrude into this 4.5 metre setback.
3. The lands shall be developed in accordance with the terms and provisions of this permit and in general compliance to the plan attached as Schedule A, which forms part of this permit.
4. In accordance with Section 503 of the *Local Government Act*, notice of this Development Variance Permit shall be filed in the Land Title Office. Once filed, the terms of this Development Variance Permit shall be binding upon all persons who acquire an interest in the land affected by the permit.
5. If the Building Permit for the development that is subject of this permit has not been issued (if required), and the construction substantially started within two (2) years after the date of this permit's issuance, the permit shall lapse.
6. This permit is not a building permit, nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

AUTHORIZING RESOLUTION passed by the Regional District Board

this ___ day of _____, 2023.

PERMIT ISSUED on this ___ day of _____, 2023.

Corporate Administrator

Burns Lake

67

Highway 35

Beach-Rd

Western Parcel Line

Setback from highway varied from 7.5 to 4.5 metres

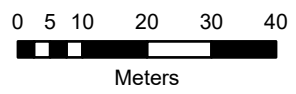
Property Subject to DVP No. B-01-23

Proposed Single Family Dwelling



DVP B-01-23: Schedule A
Regional District of Bulkley-Nechako
Produced: 2023-07-26

Lot Area: ≈0.44ha





68

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: August 10, 2023
Subject: **ALR Subdivision Application No. 1260**

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

That Agricultural Land Reserve Subdivision Application No. 1260 be recommended to the Agricultural Land Commission for approval.

EXECUTIVE SUMMARY

This applicant is requesting Agricultural Land Commission (ALC) approval to subdivide their 96.66 ha parcel into two parcels with approximate areas of 32.3 ha and 63.4 ha. The subject property is farmed by the applicant, who is requesting subdivide approval so an immediate relative can take ownership and farm the proposed 32.3 parcel.

No negative impacts to agriculture or the neighbourhood are anticipated from the proposal which complies with RDBN parcel size regulations and fits the character of the neighbourhood. Planning staff recommend the application be forwarded to the ALC with a recommendation to support.

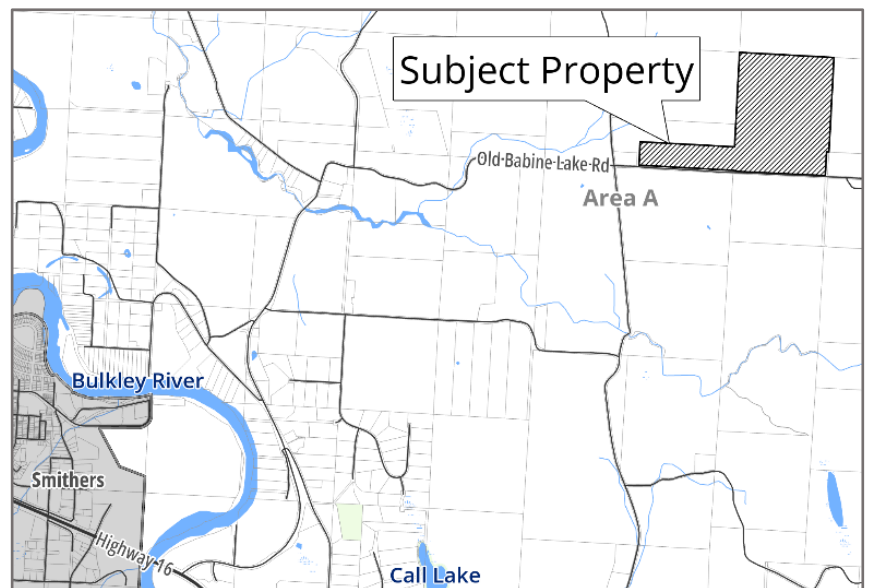
APPLICATION SUMMARY

Name of Agent/Owners:	John Perry (agent/owner) and Wendy Perry (owner)
Electoral Area:	Electoral Area A (Smithers Telkwa Rural)
Subject Properties:	Parcel A, Sections 2 and 3, Township 2A, Range 5, Coast District, Plan PRP46267 (PID 024-925-578)
Property Size:	96.66 ha (238.84 ac)
OCP Designation:	Agriculture (AG) in the “Smithers Telkwa Rural Official Community Plan” (the OCP)
Zoning:	Agricultural (Ag1) Zone in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” (the Zoning Bylaw)
Existing Land Use:	Agricultural and residential
Location:	9362 Old Babine Lake Rd, approximately 4.5 km east of the Town of Smithers. The subject property is surrounded by agricultural properties, with a lodge to the south.
Proposed Subdivision:	~32.3 ha (~80 ac) ~64.4 ha (~159 ac)

PROPOSAL

The applicant is requesting Agricultural Land Commission (ALC) approval to subdivide the 96.66 ha subject property into two parcels with approximate areas of 32.3 ha and 63.4 ha (see Proposed Subdivision Plan below).

The purpose of the proposed subdivision is to allow the owners of the subject property to transfer ownership of the 32.3 ha parcel to their adult child so they may build a home and farm the land (see Attachments for ALC Submission).



DISCUSSION

The property owners live on the subject property and will not be able to farm the proposed 32.3 ha parcel.

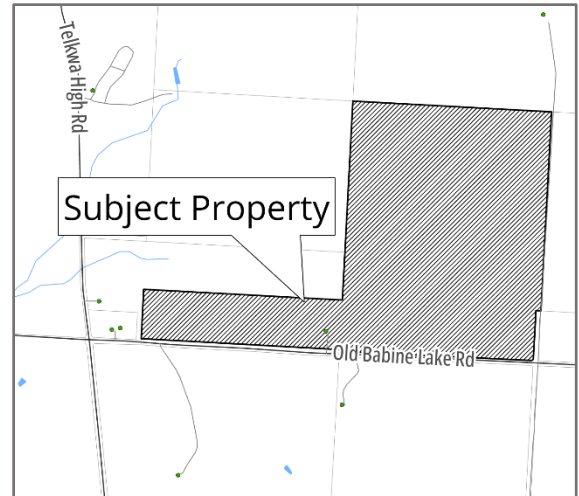
Official Community Plan (OCP)

The lands are designated Agriculture (AG) under the OCP. The designation's intent is to protect and preserve farmland and soil having agricultural capacity, and facilitate the appropriate utilization of that land for agricultural purposes. OCP Section 3.1.2 has the following subdivision policies:

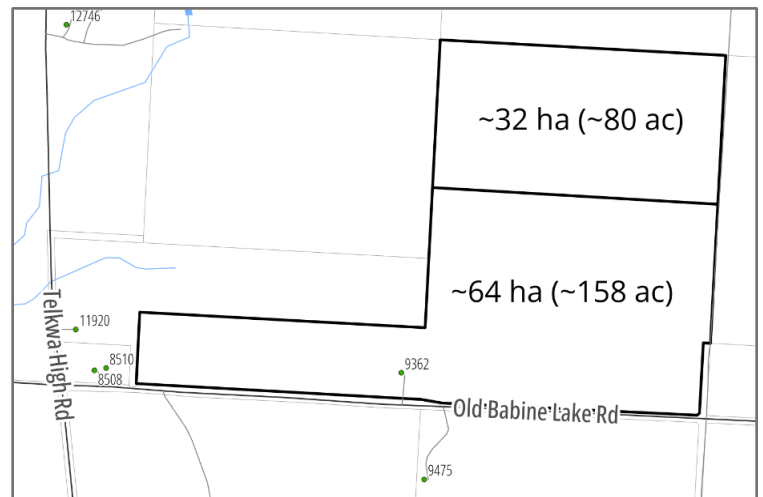
"(3) A minimum parcel size of 16 hectares (39.5 acres) is supported. Applications to permit smaller parcels may be considered where the requirements of Section 3.4.2(9) are adequately met, and the proposed subdivision will not have a net negative impact on the agricultural use of the lands being subdivided or surrounding agricultural lands."

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

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



Proposed Subdivision



(5) New roads and utility and communication corridors required in the Plan area should minimize the negative impact on existing and potential agricultural operations.

(9) The subdivision of lands that form viable farm units is discouraged unless there is a clear benefit to agriculture.”

Zoning

The subject property is zoned Agricultural (Ag1). The proposal complies with the minimum parcel size at subdivision for the Ag1 zone, which is 16 ha (39.5 ac).

Agricultural capability soil classifications and ALC applications

The soil classifications for the subject property are approximately 30 per cent 3X and approximately 70 per cent 4PT (see Appendix A for details). There are no records of previous ALC applications for the subject property.

Road easement and proposed access

There is an access easement on the subject property that provides a private road access on the east parcel line of the subject property. This is used as the access to the neighbour's of landlocked property. The applicant wants to use this existing access for the proposed 32.3 ha parcel. The Ministry of Transportation and Infrastructure's Provincial Approving Officer determines the adequacy of road access to proposed parcels as part of the subdivision review process, which is based on subdivision requirements outlined in the *Land Title Act*.

Staff comments

The proposal fits the character of the neighbourhood, which is a wide-ranging mix of parcel sizes, used for a mix of rural residential living and agriculture. No negative impacts to agriculture are anticipated from the proposal, which states the intent is for intergenerational expansion of the farm operations and proposes to use an existing access corridor for the new parcel. The proposal complies with RDBN parcel size and use regulations. Based on these factors, Planning staff recommend the application be forwarded to the ALC with a recommendation to support.

Referral Comments

At their June 5, 2023 meeting, the **Electoral Area A Advisory Planning Commission** (APC) recommended approval of the application.

As part of a subdivision referral response pilot project, the **Ministry of Agriculture and Food (MoAF)** sent a standardized template letter providing broad comments on the impact on land value per hectare from subdivisions, and links to resources for the landowner (see Attachments).

The **RDBN Agriculture Coordinator** stated there *"I have reviewed the ALR 1260 Referral Documents, and I have no concerns"*.

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. ALC submission

Appendix A

Agricultural Capability based on Canada Land Inventory Mapping

99.4% of the subject lands are:

30% Class 3X (limited by cumulative and minor adverse conditions).

70% Class 4PT (limited by stoniness and topography).

0.6% of the subject lands are:

30% Class 3X (limited by cumulative and minor adverse conditions).

50% Class 4PT (limited by stoniness and topography).

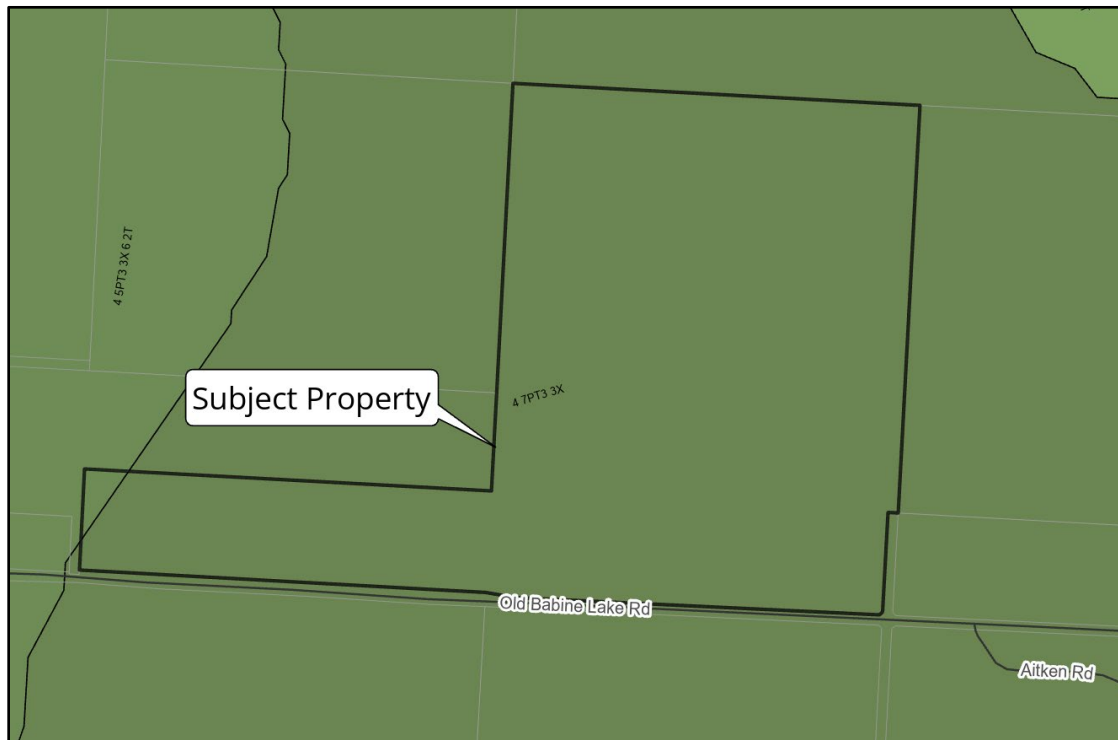
20% Class 6T (limited by topography).

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

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

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

Agricultural Capability Map



APPENDIX B:

Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation
24	Lots 2 & 3, District Lots 1191 & 1299, Range 5, Coast District, Plan 7161	Application to subdivide ±24.68 ha into eight lots of ±2 ha each.	Staff: Approval
			Board: Approval
			ALC: Denied
163	Lot 851	Application to subdivide ±5.3 ac from 320 ac.	Staff: Approval
			Board: Approval
			ALC: Approved
170	District Lot 1196, Range 5, Coast District	Application to subdivide 5 ac parcel, subject to its consolidation with the south 1/2 of District Lot 1997.	Staff: Approval
			Board: Approval
			ALC: Approved
279	Fractional SW 1/4, Section 4, Township 2A, Range 5, Coast District	Application to subdivide the subject property.	Staff: No approval needed
			Board: No approval needed
			ALC: No approval needed
335	SW 1/4, Section 33, Township 4, Range 5, Coast District	Application to construct a road on subject property.	Staff: Approval
			Board: Approval
			ALC: Approved
421	Lot 1 & 5, District Lots 1199 & 1200, Range 5, Coast District, Plan 6668	Application to subdivide ten parcels of ±2 ha and one ±44.7 ha parcel from subject property.	Staff: Denial
			Board: Denial
			ALC: Denied, amended and Approved
425	E 1/2, District Lot 1195, Range 5, Coast District	Application to subdivide 16 ha from 64 ha property.	Staff: Denial
			Board: Denial
			ALC: Approved
440	Fractional SW 1/4, Section 4, Township 2A, Range 5, Coast District, except Plan 4085	Application to subdivide two 2 ha parcels and one 12.7 ha parcel from 16.7 ha property.	Staff: Denial
			Board: Denial
			ALC: Denied
441	Section 15, Township 2A, Range 5, Land	Application to subdivide one 2 ha parcel from ±12.5 ha subject property.	Staff: Denial
			Board: Approval
			ALC: Denied

	District, except Plans 5934 & 8253		
478	Fractional SW 1/4, Township 2A, Range 5, Coast District	Application to subdivide 16.73 ha property into 5.26 ha and 11.46 ha.	Staff: Denial
			Board: Denial
			ALC: Denied
504	Lot 2, Section 1, Township 2A, Range 5, Coast District, Plan 7359	Application to subdivide 2.08 ha property into two 1.04 ha parcels.	Staff: Denial
			Board: Denial
			ALC: Denied
538	S 1/2, Section 2, Township 2A, Range 5, Coast District	Application to subdivide 129.5 ha parcel into two parcels.	Staff: Approval
			Board: Approval
			ALC: Denied
541	Fractional SW 1/4, Section 4, Township 2A, Range 5, Coast District, except Plan 4085	Application to exclude 16.96 ha from the ALR.	Staff: Denial
			Board: Denial
			ALC: Denied
563	N 1/2 of the NE 1/4, Section 11, Township 2A, Range 5, Coast District	Application to subdivide 2 ha from 32.4 ha subject property.	Staff: Denial
			Board: Approval
			ALC: Denied
577	S 1/2, Section 2, Township 2A, Range 5, Coast District	Application to subdivide subject property into two ±64 ha parcels	Staff: Approval
			Board: Denial
			ALC: Approved
647	SE 1/4, Section 13, Township 2A, Range 5, Coast District, except Plan 4806	Application to subdivide ±0.89 ha from 57.76 ha property.	Staff: Denial
			Board: Denial
			ALC: Denied
740	NW 1/4, S4, Tp 2A, R5, LD 14, except Plan 6801 Part W 1/2, DL 1195, R5, LD 14, except southerly 41.52 ac	Application to subdivide NW 1/4 into two parcels of 32.35 ha and the W 1/2 into two lots of 23.05 ha.	Staff: Denial
			Board: Denial
			ALC: Denied
782	N 1/2 of the NE 1/4, Section 11, Township 2A, Range 5, Coast District	Application to subdivide 32.38 ha into two 16 ha parcels.	Staff: Denial
			Board: Denial
			ALC: Denied
801	S 1/2 of the NW 1/4, Section 11, Township 2A, Range 5, Coast District	Application to subdivide subject property into 26 ha and 6 ha.	Staff: Denial
			Board: Denial
			ALC: Denied
847		Application to operate a 372 m ² guest lodge.	Staff: Approval
			Board: Approval

	Part S 1/2, District Lot 1190, Range 5, Coast District		ALC: Approved
884	Lot 5, District Lot 1199, Range 5, Coast District, Plan 7161, except Plan 12629	Application to subdivide ± 2.5 ha from ± 21.96 ha for consolidation.	Staff: Approval
			Board: Approval
			ALC: Denied
988	W 1/2, District Lot 1199, Range 5, Coast District, except Plan 11805	Application to subdivide ± 2.02 ha from subject property (homesite severance).	Staff: Approval
			Board: Approval
			ALC: Approval
1011	NW 1/4 & SW 1/4, District Lot 1203, Range 5, Coast District	Application to subdivide ± 9.1 ha from subject property (homesite severance).	Staff: Approval
			Board: Approval (Conditions)
			ALC: Approved (Conditions)
1025	Part W 1/2, District Lot 1195, Range 5, Coast District, except Parcel A (see J10999) & except Plan 6801	Application to subdivide ± 2.56 ha from ± 44 ha (homesite severance).	Staff: Approval
			Board: Approval
			ALC: Approved
1074	S 1/2 of the NW 1/4, Section 11, Township 2A, Range 5, Coast District	Application to subdivide subject property into 11 ha, 9 ha and 10 ha parcels.	Staff: Denial
			Board: Approval
			ALC: Approved
1084	NE 1/4 & SE 1/4, District Lot 1203, Range 5, Coast District	Application to remove restrictive covenant on separate sale of two properties, for boundary adjustment.	Staff: Approval
			Board: Approval
			ALC: Approved
1101	District Lot 179, Range 5, Coast District	Application to subdivide property in half.	Staff: Approval
			Board: Approval
			ALC: Approved
1117	Lot 1, Section 4 & 5, Township 2A, Range 5, Coast District, Plan BCP15942	Application to subdivide property into two parcels.	Staff: Approval
			Board: Approval
			ALC: Approval
1123	Block A, District Lot 1090 & 1097, Range 5, Coast District, except Plan EPP1199	Application to subdivide property into two parcels.	Staff: Approval
			Board: Approval
			ALC: Denied but reconsidered and Approved

1137	Lot 2, Section 2, Township 2A, Range 5, Coast District, Plan PRP 13968	Application to subdivide property into two parcels.	Staff: Denial
			Board: Denial
			ALC: Withdrawn
1147	Fractional NE 1/4, Section 10, Township 2A, Range 5, Coast District, except Plans 6536 & 6537	Application to subdivide property as divided by Driftwood Creek.	Staff: Approval
			Board: Approval
			ALC: Approved
1149	District Lot 4765, Range 5, Coast District	Application to subdivide property into to parcels.	Staff: Approval
			Board: Approval
			ALC: Approved
1151	Lot A, District Lots 1190, 1191 & 1192, Range 5, Coast District, Plan PRP41664, except Plan BCP16335	Application to subdivide property into two parcels.	Staff: Approval
			Board: Approval
			ALC: Approval
1153	W 1/2, DL 1195, R5, CD, except Parcel A (see J10999). Plans 6801, BCP24695, BCP32740 & EPP1500 Lot B, Sec. 4 & 5, Tp 2A, R5, CD, Plan EPP3487	Application to subdivide two parcels into three parcels.	Staff: Approval
			Board: Approval
			ALC: Refused as Proposed
1184	S 1/2, Section 11, Township 2A, Range 5, Coast District, except thereout a strip of land being the most easterly 20 m in parcel width	Application to subdivide the property in half.	Staff: Denial
			Board: Denial
			ALC: Withdrawn
1208	W 1/4, DL 1195, R5, CD, except Parcel A (see J10999) & except Plans 6801, BCP24965, BCP32740 & EPP1500 Lot B, Sec 4 & 5, Tp 2A, R5, CD, Plan EPP3487	Application to subdivide two properties into three parcels of 10.27 ha, 14.58 ha and 14.17 ha.	Staff: Not authorized to send to ALC
			Board: Not authorized to send to ALC
			ALC: N/A
1220	Lot A, District Lots 1190, 1191 & 1192, except Plan BCP 16335	Withdrawn	Staff: Withdrawn
			Board: Withdrawn
			ALC: Withdrawn



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 68154

Application Status: Under LG Review

Applicant: john perry

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 04/26/2023

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

Proposal Type: Subdivision

Proposal: I would like to transfer the northernmost 80 acres (32.23 ha) to my son and his wife so they can build a home there and develop this parcel for farming. Farmland is rare and very expensive to acquire. Most is bought by wealthy folks who then get someone to farm it if they can and if they can not it generally goes back to bush. My son's wife already has chickens at their house in town and raises a few steers at her uncle's place but would like her own place to do more of this. He would sell his place in town then build a home and develop the property. My daughter-in-law is interested in a small hobby farm with chickens, goats, steers and establishing a haskap growing operation for farming. Daughter-in-law's uncle lives a mile away from proposed homesite and he has started a commercial haskap growing operation. He has purchased a combine to harvest crops and has facilities. My son said he and his wife were thinking of getting a similar operation going and they could use his combine if they did so. The combine is an expensive machine that is just used 1 or 2 days per year at this time. Her uncle also has some knowledge about this crop and how to market it. His place is one mile from proposed homesite.

Mailing Address :

[REDACTED]

Primary Phone : [REDACTED]

Mobile Phone : [REDACTED]

Email : [REDACTED]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type :** Fee Simple

Parcel Identifier : 024-925-578

Legal Description : PARCEL A SECTIONS 2 AND 3 TOWNSHIP 2A RANGE 5 COAST DISTRICT PLAN PRP46267

Parcel Area : 96.7 ha

Civic Address : 9362 old babine lake road

Applicant: john perry

Date of Purchase : 01/05/1982

Farm Classification : Yes

Owners

1. **Name :** john perry

Address :

[REDACTED]

Phone : [REDACTED]

Cell : [REDACTED]

Email : [REDACTED]

Ownership or Interest in Other Lands Within This Community

1. **Ownership Type :** Fee Simple

Parcel Identifier : 015-598-900

Owner with Parcel Interest : john perry

Parcel Area : 64.6 ha

Land Use Type : Recreational

Interest Type : Full Ownership

Current Use of Parcels Under Application

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

hay farm /horse boarding. Hay fields part of 80 acres adjacent to road. Income from this 60-70 acres gross [REDACTED] in 2022. 80 acres being reworked by neighbour turned over not yet planted no income in 2022. 80 acres leased to cow calf operator for grazing on north boundary [REDACTED] income in 2022. I own haying equipment and put up hay myself. Sell to area people. \mostly horse owners some cattle farmers. horse Horse boarding 12% of income.

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

When we got land (5 different acquisition dates from 1982 until mid 1990s) was just rough pasture in same state as part I am seeking to carve out. Mostly brush . Got first 40 acres and put it in hay in early 1980s. Added on a second 40 acre piece couple years later which was then rough pasture. Put a hayfield in and these 2 parts generate the [REDACTED] gross income. Also put 80 acres to north of roadside parcel into hayfields which then were leased out on share crop basis since mid 1990s. I put in 160 acres of hayfields where none existed when I acquired property.. Built hay barns ,horse barns ,horse shelters equipment sheds etc over years. Fenced ,crossfenced pastures, gates installed horse rings etc. 80 acres to north is share cropped by neighbour but no income from this parcel for 4-5 years. He is redoing field and it did produce 5 years ago and is a hayfield. Farthest 80 acres to north is unimproved pasture which i mow brush on occasionally and this was used for pasture for few weeks yielding [REDACTED] yearly income. Not developed as other parts of land are. When I acquired land it was just rough pasture and currently 160 acres cultivated and used to grow crops. The 80 acres I want to subdivide out in same state as it was when I bought it in mid 1990s.

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

we have lived on lower 40 acres since 1985.

Applicant: john perry

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity : share crop owner sublets in summer but really just large home and logging slash on a 300 acre parcel of which 60-80 acres are share cropped by a local farmer. Owner of land does not farm it has no animals

East

Land Use Type: Agricultural/Farm

Specify Activity : An unimproved section that was logged and replanted and a parcel my brother and wife's horse operation that is quite active. It has riding arenas used year round. Horses are bred sold rented , trained and boarded. I sold this 40 acres to brother and wife in 1990s and they raised their 2 children there . As part of that process I tied the lower 80 acres to a quarter section so that is why the parcel I am trying to subdivide is 240 acres in size. It turned out that this subdivision was in the best interest of agriculture because it allowed my brother and his wife to establish their horse operation. The parcel I sold them was too rough rocky ,wet and hilly to develop into hayland for the most part but is good pasture and works well enough for them.

South

Land Use Type: Agricultural/Farm

Specify Activity : a lodge type property not developed or farmed consists of 115 acres that in past was used for pasture no fields developed. A second parcel to the south is a hayfield sharecropped by a nearby farmer. Neither neighbour to south does actual farm work. or owns farm equipment. No real commercial farming carried on by landowners.

West

Land Use Type: Agricultural/Farm

Specify Activity : Three parcels ;a home on 5 acres and a rental property that has hayfields sharecropped by the owner .Has 30-40 acres in hay. A third parcel to west is owned by a doctor who sharecrops the hay and has a herdsman hired to look after his cows. He has 50 or so animals. He does not live on the property

Proposal

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

32.24 ha

64.46 ha

2. What is the purpose of the proposal?

I would like to transfer the northernmost 80 acres(32.23 ha) to my son and his wife so they can build a home there and develop this parcel for farming. Farmland is rare and very expensive to acquire. Most is bought by wealthy folks who then get someone to farm it if they can and if they can not it generally goes back to bush. My son's wife already has chickens at their house in town and raises a few steers at her uncle's place but would like her own place to do more of this. He would sell his place in town then build a home and develop the property. My daughter in law is interested in a small hobby farm with chickens, goats steers and establishing a haskap growing operation for farming Daughter in law's uncle lives a mile away from proposed homesite and he has started a

Applicant: john perry

commercial haskap growing operation. He has purchased a combine to harvest crops and has facilities. My son said he and his wife were thinking of getting a similiar operation going and they could use his combine if they did so . The combine is an expensive machine that is just used 1 or 2 days per year at this time. Her uncle also has some knowledge about this crop and how to market it. His place is one mile from proposed homesite.

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

It has water from a good spring, power and a road to it. It is southerly in slope and with good views etc. Not too many trees. Large enough to get septic in and not near other places. Only 1 neighbour within a mile and he has no livestock. Would be an 80 acre parcel and large enough to develop.

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

It does because I am 69 (70 in June) and while I have owned this parcel for over 25 years I have not had time or energy to develop it. My son is younger and has a longer time frame to work with than me . If he lived there he could develop it using my equipment and could also help me with my operations as he would live close by. He helps now when he can but lives in town so not so easy. He is a better hoe operator than I am. We did consider the quarter section which was logged on a part which had mature falling down trees and replanted as a homesite for my sons family. It has never been used for any farming except grazing cattle up until 4 years ago. A problem with that is that there are a lot of wet spots with water hemlock and cattle died when grazing there especially in the spring. The land there does not have a proven or developed spring as the proposed homesite does. It is also hilly and wet and hard to develop for farming. It is good moose pasture and has lots of deer owls hawks etc that breed there. we like the biodiversity this parcel has and it is a buffer between crown lands to east and hayfields to west. It does not have power and generally would be much harder to develop for both a homesite and for farming. I have owned it since 1990s and it is too rough hilly and swampy to develop . We do use it a lot and it has ski trails riding trails hiking trails etc. Neighbours also use it. I have 2 other children to consider.

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

No

Applicant Attachments

- Proposal Sketch - 68154
- Other correspondence or file information - Parcel Map Consolidation
- Other correspondence or file information - Parcel Map
- Other correspondence or file information - Parcel Map B&W
- Other correspondence or file information - Title Search
- Other correspondence or file information - BC Assessment - 015-598-900
- Certificate of Title - 024-925-578

ALC Attachments

None.

Decisions

None.

Applicant: john perry

Crown land

83

Logged replanted
to current farm use
wild life habitat
trails recreation.

Mark + Jane
Horse
operation.

proposed new lot

part leased to
neighbour to be
replanted

Field Hay

Bush
no farm
use

Driftwood
Lodge

Old Babine Lake Road

on place

hay field
Shane cropped

Shane cropped
50 acres

Fields
Hay

Shane cropped

home

small
cabin

5 acre
homestead

Telkwa High Road

hay field
& house
Shane cropped



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: August 10, 2023
Subject: **ALR Exclusion Request**

RECOMMENDATION:

(all/directors/majority)

1. That the owners of the subject properties be directed to make an Official Community Plan (OCP) amendment application and rezoning application to legalize the residential dwellings on the subject properties.
 2. That staff report back to the Board with direction regarding submission of an ALC exclusion application if bylaws amending the OCP and Zoning Bylaw to legalize the residential dwellings are supported at 3rd reading.
-

SITUATION OVERVIEW

This report is regarding a property owner's request that the RDBN consider making an application to the Agricultural Land Commission (ALC) to exclude two properties located at the corner of Highway 16 and Babine Lake Road approximately 4 km from the Town of Smithers. A letter from the property owner making this request is attached.

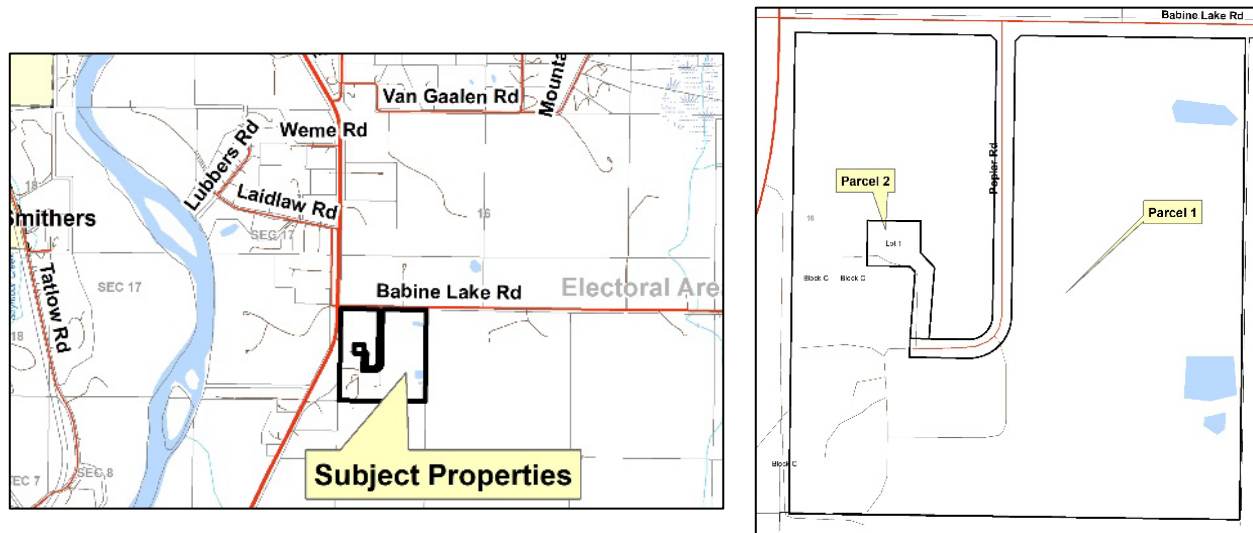
The two subject properties contain a total of 21 dwellings. The ALC has determined that only 5 dwellings are permitted (4 legal non-conforming / 1 allowed as a primary dwelling). The location of the proposed dwellings is shown on the attached map taken from the ALC decision letter.

ALC Non- Farm Use Application 1226, to allow the unauthorized dwellings was considered by the RDBN Board and forwarded to the ALC in May 2021. The ALC released its decision on the application in February 2023. The ALC Northern Panel refused to authorize the dwellings as they are not necessary for a farm use (as required by section 23(2) of the *Agriculture Land Commission Act*). The ALC indicated that it would delay enforcement action until February 27, 2025 to allow the occupants of the dwellings time to transition to new housing. The Panel encouraged the property owner to work with the RDBN and ALC to develop a compliance plan.

Details regarding the development history of the property, and status of the buildings on the property are provided in the [RDBN staff report dated May 27, 2021](#) for Non- Farm Use Application 1226, and the ALC's February 27, 2023 decision letter.

THE EXCLUSION PROCESS

As of September 30, 2020, private landowners are no longer able to make an application to exclude land from the Agricultural Land Reserve (ALR). Only a local government, First Nation, or prescribed organizations (BC Hydro, Regional Health Board, etc.) may submit an exclusion application to the ALC. The process to exclude land from the ALR is outlined in detail in the ALC's Exclusion Application Guide (attached).



The ALR exclusion process includes the following steps.

- Step 1: The RDBN submits an application to the ALC.
- Step 2: A sign providing notice of the application is posted on the property. Notice of a public hearing is placed in the local newspaper (\$800 cost). Notice of the application is provided to affected First Nation Governments.
- Step 3: The RDBN holds a public hearing.
- Step 4: The RDBN Board passes a resolution to forward the application to the ALC.
- Step 5: The RDBN submits the exclusion application to the ALC along with public notice information and the public hearing report.
- Step 6: The RDBN pays the \$750 application fee.
- Step 7: The ALC considers the exclusion application. And makes a decision.

THE OCP AMENDMENT AND REZONING PROCESS

The recommendation to first consider the land use, building, and servicing issues associated with legalizing the development (through the OCP amendment and rezoning process) is made for the following reasons.

- Justification of the exclusion to the ALC would be challenging without the Board first considering that the proposed use is acceptable.
- It would be a waste of the RDBN's, the ALC's, and the applicant's time and resources to proceed with an ALC application if the RDBN Board were not supportive of the necessary bylaw amendments.
- The public input associated with the OCP amendment and rezoning process should satisfy the public hearing requirement associated with the exclusion process.
- The application fee associated with the OCP amendment and rezoning process will cover a portion of the staff costs associated with considering and processing the ALC exclusion application. Staff note that this fee is increased by 50% to \$2250 as the applications are to legalize an existing bylaw contravention.

A notable component of the OCP amendment and rezoning process will be evaluating the ability to legalize the sewage disposal system and obtaining building permits for the dwellings that required permits.

THE PROCESS TO FOLLOW

Should the Board support the staff recommendations, the following process is proposed.

- Step 1: The property owner makes an OCP amendment and rezoning application.
- Step 2: The Board considers the OCP amendment and rezoning application bylaws at 1st and 2nd readings. The process proceeds to the next step if the readings are approved.
- Step 3: Staff initiate an exclusion application with the ALC and a public hearing is held. It is proposed that the public hearing required for the ALC exclusion application can also serve as the public hearing for the OCP amendment and rezoning.
- Step 4: The Board considers 3rd reading of the bylaws along with a resolution to forward (or not forward) the application to the ALC. The process proceeds to the next step if 3rd reading and the resolution to forward are approved.
- Step 5: The exclusion application is forwarded to the ALC for consideration.

Step 6: The Board considers adoption of the OCP amendment and rezoning bylaws subject to satisfaction of any outstanding issues (ALC conditions, MoTI approvals, building removal, building permit issuance, sewage system upgrades, etc.). It is noted that should the ALC provide any notable new information along with their decision on exclusion the RDBN may be required to hold another public hearing (at the applicants cost) prior to the Board considering adoption of the Bylaws.

STAFF COMMENT

Staff are cautiously recommending that the Board initiate the above process. Approval of the development would represent a significant departure from typical land use policy and recommended planning practice. Also, ensuring the existing dwellings are built (or rebuilt) and serviced appropriately may be a costly and complex process involving notable engineering input. However, given the unique nature of the situation, the historic use of the property and the current housing issues in the region, staff are willing to support the process moving forward. It appears to staff that the applicant is willing to undertake the work necessary to allow the Board and the ALC to appropriately evaluate the applications.

ATTACHMENTS

Schedule B: Residence Map from Feb 27, 2023 ALC Decision Letter

Exclusion Application Request Letter submitted May 2023

[Letter from ALC to property owner dated February 27, 2023 with ALC Application 61685 decision.](#)

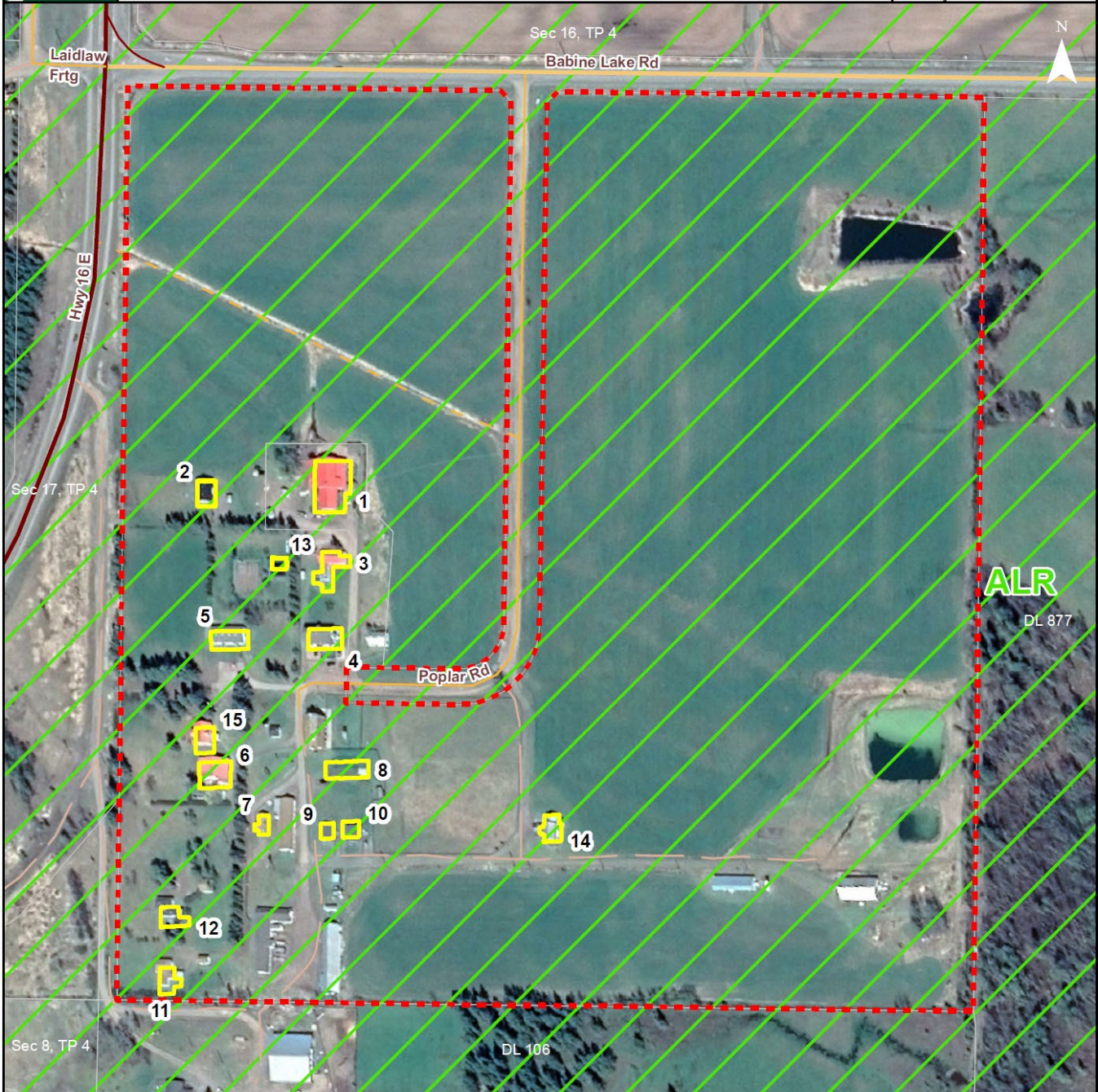
[ALC Exclusion Application Guide \(Sept 2020\)](#)

[Staff report dated May 27, 2021 regarding Non-Adhering Residential Use Application 1226 \(link\)](#)



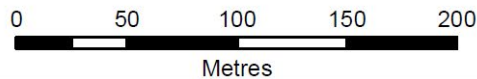
Schedule B: Residence Map
2020 Google Earth Orthophoto

MAPSHEET NO:
93L.075
LOCAL GOVERNMENT:
Bulkley-Nechako



ALC FILE NO: 61685	RESOLUTION NO: 66/2023
MAP PRODUCED: February 22, 2023	
MAP SCALE: 1:3,000	
DATA SOURCES & NOTES: ALC, BCGW & Google Earth. Contains information licensed under Open Government License - British Columbia.	
Map for reference only. Accuracy not guaranteed.	

- Residential Structure
- Subject Properties
- Agricultural Land Reserve
- PMBC Parcel Cadastre



Dear Jason and Maria.

First, thank you very much for your help over the past four years with trying to find a way to make my property conform. I have more knowledge about these things than most "Area A" residents, but even I cannot keep up with all the levels of governments and their changes to the laws. I am willing to present my case to the Board in order for them to understand it clearly before they make a decision, if this is needed.

This process started when the OCP for this area was going through the mandatory review process. The RD wanted to take out many of the uses in the P1 zone and so they sent a letter to that effect. I remember a few conversations with Jason and I agreed we needed to find a long-term solution to the current use and the OCP/zoning. I was open and honest and had the planners, building inspectors and anyone who wanted to see the place come and document what was here. I agreed to work with the RDBN and make the changes needed to ensure all was in compliance. We went to the APC and the Board and they agreed to the ALC application for non-adhering residential use (June 3, 2021). I understand that since then the ALC had their legislation changed to not allow more than two residences per property unless the housing was needed by farm workers. If we would have known that we would not have applied for non-adhering residential use. However, the ALC has made it clear that they only want 4 houses (3354,3365, 3475 and 3485 as well as two units in 3350 to remain as residential units. This would drastically reduce the use of the remaining 15 residential units and seriously harm 14 existing tenants (I would have to move as well since my "kitchen" (3435), which was built in 1977 with permits, can no longer be used).

The best way to proceed would be to have the 10 acres zoned P1 removed from the ALR. This would give the local government the ability to deal directly with me to make this property fit well in the Smithers Rural area. Therefore, I am asking if the RDBN is willing to make this application on my behalf? I am willing to purchase another 10+ acre parcel in the RDBN area that is similar or better (agriculturally) that is not in the ALR and put it in the ALR if my current property can be excluded. You can register this promise on my title to ensure it happens, or make it a condition.

The 10 acres in question is not suitable for agriculture for the following reasons:

1. Historically the federal government established an experimental farm here to see if this was a good farming area (started by leasing in 1923,

bought it in 1937 and ran it for this purpose till 1963). They used this small **10-acre parcel as the hub of the original 300+ acre farm** (that is why so much infrastructure and the majority of the buildings were built here). As far as I can tell, there has never been any real agriculture on this 10-acre parcel except for some pigs in the big barn. See the attached 1957 photo with 19 plus buildings already on this 10-acre piece.

2. The land is full of utility lines: gas lines, underground and overhead power lines, water and sewer lines, storm drain lines and ditches as well as mature trees (lots of important roots) plus all the access roads. Almost all of these were developed from 1938 to 1975. The recent ALC decision allows for at least five residential units to remain and considering the location of these, not much additional agriculture can be developed on the 10-acre parcel. Please see the appended map for the details. It's possible that a few more acres could be kept in the ALR along the South Boundary.
3. It is unknown exactly when the provincial government took over the property, but they continued to develop on this 10-acre piece by adding more buildings (3435, 3350 and added on to 3465) and they improved/engineered a better sewer and water system and increased the electrical power (added 3-phase power). They had permission from the ALC to run a Residential Attendance Program for Young Offenders and to rebuild the main residence (3350, as the original bunk house burnt down. Resolution #092/94, application #21-B-93-28397). At that time there were 54 people living here. Today there are 34.
4. Smithers Community Services continued to operate the property (including renting out 3354,3363,3365,3435,3475,3485,3465 and 3336. They sold off 3350 with 1 acre to the Child Development Centre, which the ALC approved in 1999 (Resolution #622/99)). They ran a community garden, woodworking shop, recording studio, community kitchen, tannery and they stored many old farm machines for the local museum. They developed the 10 acres further and neglected the farm land. As this is a separate title, I propose to move the boundary to make the 10 acres one parcel and the remainder the second parcel. This will allow for the long-term protection of the 50-acre agricultural land.
5. I purchased the property in 2004 and continued with many of the uses while fixing up the buildings and infrastructure and I converted and built additional residences inside the existing footprint. I also paid a farmer thousands of dollars to plow up the fields (the 50 acres zoned AG-1), reseed, fertilize and drain the land so that it could be productive

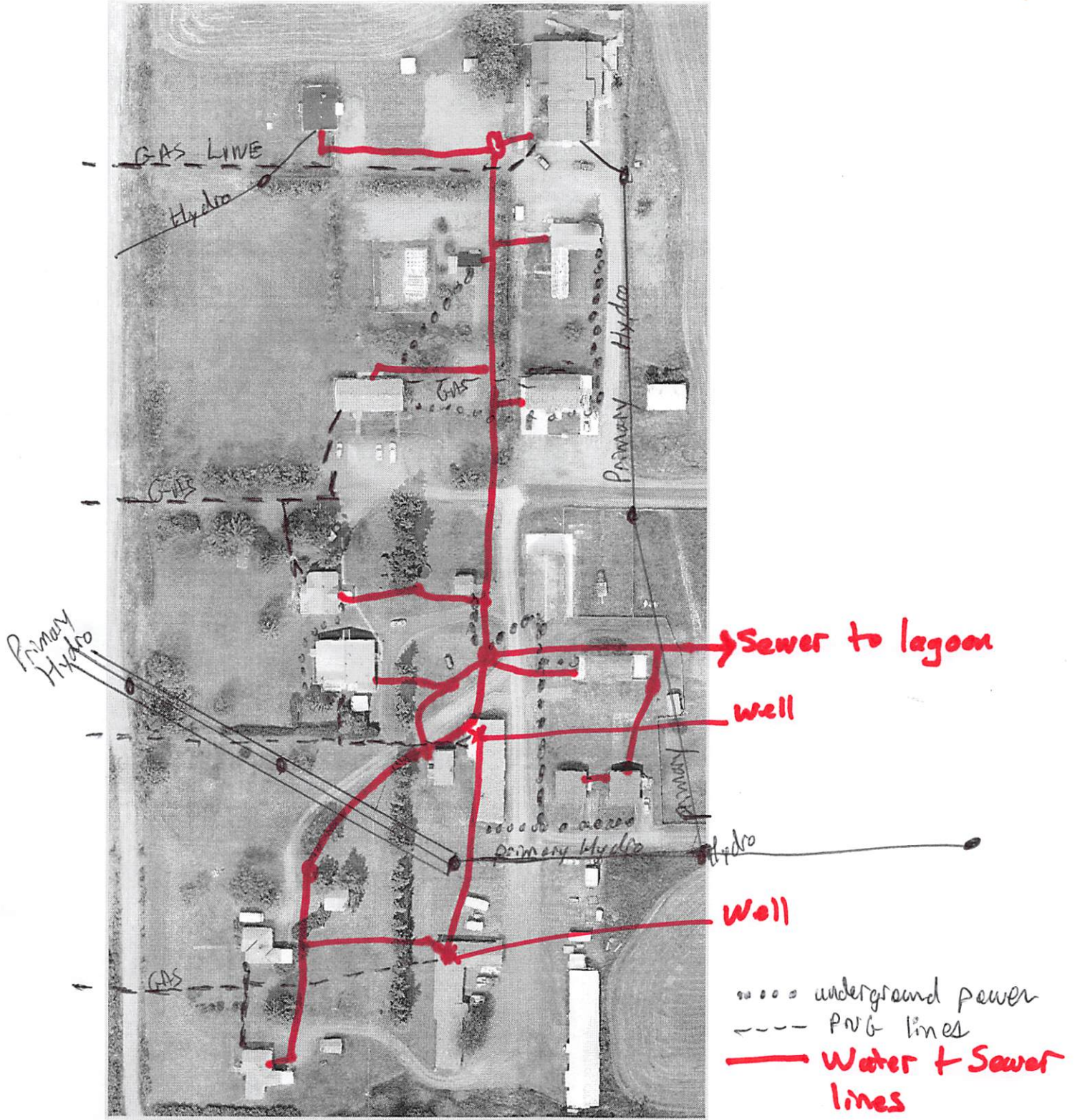
agricultural land. I could afford to develop the land because I could generate income from the 10-acre hub. If the RDBN board agrees with this proposal we could also help many needy local residences by providing much-needed affordable housing, and the increased value adds thousands of dollars in taxes, per year, to all three levels of government.

I hope everyone can appreciate that 83% of the land (50 of the 60 acres) has been enhanced for agricultural use over the past 19 years. The 10 acres in question has always been the hub of the "farm" and was never actively farmed. Farms are not what they were when they were originally developed and we can't change this fact. Remember, the government sold off the large pieces of farm land to the north, east and south rather than maintaining the original 300+-acre farm. To destroy or mothball perfectly good buildings and infrastructure (water, sewer, power, roads etc) to get the "virgin" land back into production is not wise or realistic and does not serve the people well. I continue to admit and regret not getting all the necessary approvals in the past. I cannot go backwards and I am promising to do what is necessary going forward. I want to ensure the overall ALR land is not lost and that is why I am willing to add 10+ acres to compensate. Will you help me and all my tenants go forward by removing this parcel from the ALR and allowing the current uses so that this parcel can continue to be a blessing to many and a delightful place to live?

Thank you very much for your help.

Sincerely,

Jeremy Penninga





Aug. 1957
Experimental Farm

ACTUAL CIRCULATION OF THE PICTORIAL LAST WEEK WAS 4452 COPIES

FREE

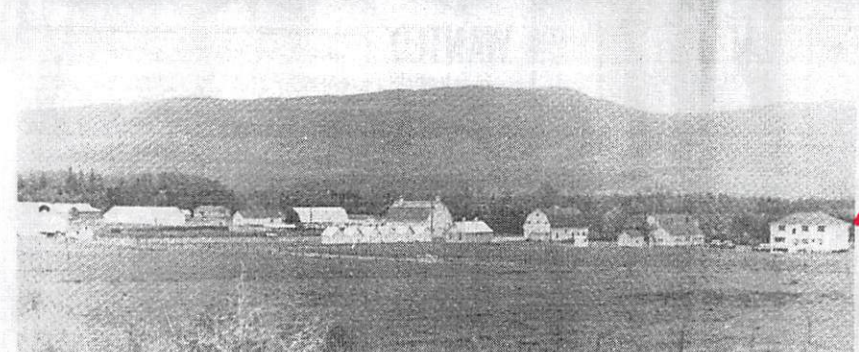
PICTORIAL

VOL. 2 No. 25

SMITHERS, BRITISH COLUMBIA, TUESDAY June 20, 1967

TELEPHONE 847-2381

EXPERIMENTAL FARM - WHEELS IN MOTION



An extended effort to gain the Experimental Farm on Highway 16 east of Smithers by the donation of the land to the Children of British Columbia has been in the making since last year...

at least opinion buds forth from officers of the Association. Murphy told the Pictorial that wheels of motion...

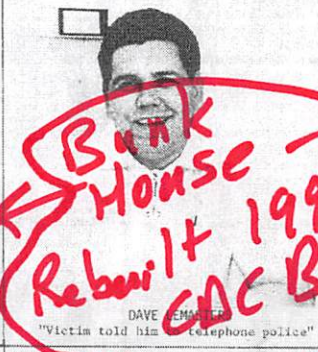
tion of the Association if successful in obtaining the farm, to bring in children over the whole northern area of B.C.

Happy Valley School can only accommodate students up to 18 years of age. The farm would be used for a Farm Training programme...

Local associations, Smithers, Houston, Terrace, Prince Rupert, Hazelton, Fort St. John, Dawson Creek and Quesnel, would all make use of the Experimental Farm...

STABBING IN LOCAL HOTEL

An early morning stabbing in a Smithers hotel room Sunday sent one man to hospital, RCMP said they received a telephone call around 2:30 a.m. Sunday from a taxi driver saying he had taken a victim to the Bulkley Valley District Hospital.



DAVE LEMASTERS "Victim told him telephone police"

Two men were taken into custody; however one has been released since.

The alleged victim is still in hospital, with superficial wounds to the right shoulder. Dave Lemasters, taxi driver, told the Pictorial a man came over to the taxi stand at 2:20 a.m. Sunday and asked that he telephone the police...

PERSONALITY of the WEEK



DIANNE CORRIGAN, R.N.

ing in Smithers another year. This is a sterling situation except for one thing. Dianne is a volunteer.

A good example of Dianne's work would be seen out at Horsetown three weeks ago when the "Beauty Contest" was in progress. This young lady was one of the organizers behind this contest and it was a pleasure to see her in action.

Dianne holds a home nursing course out at Horsetown on days a week in conjunction with the adult branch of the Department of Education.

When asked what she thought of Smithers, her remarks were "I love it!"

We salute you "Personality of the Week"...Dianne Corrigan, R.N.



The small vehicle pictured above was involved in an accident on the Smithers side of the Bulkley Bridge. It was reported that the vehicle had gone out of control and had skidded for some distance both on its wheels and on its side. Three juveniles were involved in the incident. No names have been released.

PSST....

Here's a dilly for the record and a'help us it's true! Local lady hears (hope she meant "reads") of Joe Sakona being drafted to Philadelphia. Local lady says to local husband: "Isn't it too bad, local husband, that Joe Watson was drafted?" Local husband told local wife he couldn't see what was really too bad about it other than the fact that Joe was looking forward to playing with Boston. "But" says local lady "they could send him to Vietnam." Oh, local lady-you gotta be the most jaaaa. Some fellow came around Smithers two Saturdays ago collect money. Knew it didn't look like the Sally Ann but thought maybe they had changed their uniforms. After shelling out our few pultry pennies, found out it was the "Translation Army." He left a tabloid called "The End". Sure looked like it. One of our Town's banks have a book out entitled "A Conspectus of Canada Centennial Year - 1967". Taking an awful chance knocking a bank-especially our own but the opening sentence in the book is a real diller...quote "Only once

July 3rd A HOLIDAY OR NOT?

Monday, July 3rd could be a holiday. For then again maybe it isn't. But of course you never know, 'cause talking, it's water.

These were the opinions of members and organizers in Smithers last week. Premier Bennett says B.C. will not get a general public holiday July 29th however, he says the provincial government workers will get one because Saturday is a holiday and their normal day off.

Prime Minister Pearson has declared the day Confederation Day but said it was up to the provinces to choose whether to order a general holiday.

Mayor Joe Macdonald will not declare it a holiday unless further word is received from the provincial government. One office in Smithers advised they will not be

closing Monday, as the staff will stagger their day between Friday and Monday. The banks will still be closed on the Monday. This is definitely, perhaps the only definite answer to date.

One barber states he will be closing Monday. Three merchants have stated their intention to stay open. Four have said they will leave it up to the Town Council or the Chamber of Commerce, and two told the Pictorial they would be closing...maybe!

Although nothing has been confirmed, it would appear the stores will remain open Monday July 3rd. The banks will close, the post office will probably be closed, and the B.C. government employees will have a day off.

One thing is for sure...the students will be out of school!

BANK OF B.C. 'A GAMBLE'

Most Smithers and district householders have already received prospectus of the share subscription certificates offered by Premier Bennett's Bank of British Columbia at \$25.00 a share. The objective is to raise \$500 million operating capital from a close of 20,000 individuals and corporations.

When the question was put before the members of the Bank of Canada, it was stated that the bank could not advise the customer to purchase.

Ed Reed, Manager of the Royal Bank of Canada, stated "The record of the banking community in Canada is second to none in the world and with aggressive management I would expect the new bank to succeed." "All free enterprise," added Reed, "is a calculated risk and one that it would be free enterprise."



Students of Occupation 1 at Secondary School presented Town Engineer Jim Hren painting? after his talk on town's water.

in a hundred years is one invited to the celebration of a Centenary." It doesn't say it but it may as well further add "Every seven days Mr. So and So regularly makes his deposit once a week." Further on the writer adds: "B.C.'s hills have their feet in the Pacific Ocean" Real good. Not so good but unfortunately probably true is another statement "2X of B.C. is 234,403,200 acres in required as fit for cultivation."

Peter Quinn's version of why he kept missing the ball at the Terrace Open Golf Tournament a few weeks back: "This golf course is two feet lower than the one in Smithers."

Some of the merchants have expressed concern that enough time had not been given for them to get a float ready for the parade July 1st. We doubt if it is the Elk's fault, as they

didn't tackle the job until not too long ago. Regardless, let's get some little thing in it, even a car with streamers on it is effective if you get enough of them.

THOUGHT FOR THE WEEK: Allergies affect one out of ten Canadians. And hearing about them bores the other nine.



Regional District of Bulkley-Nechako Board of Directors

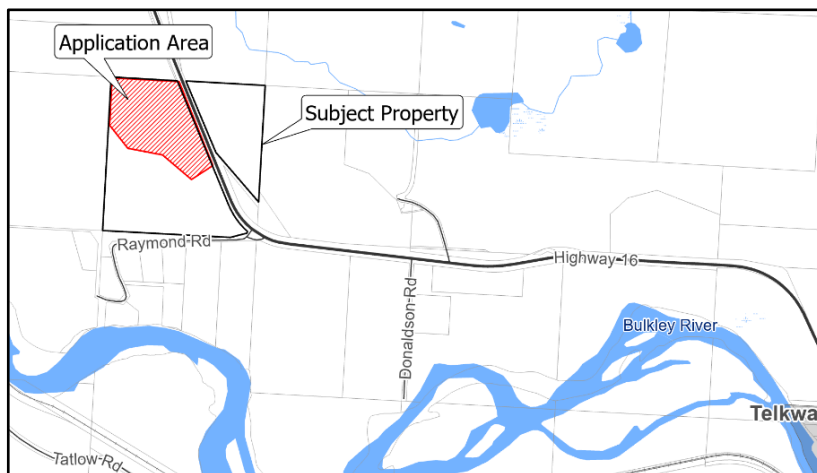
To: Chair and Board
From: Cameron Kral, Planning Technician
Date: August 10, 2023
Subject: Notice of Work Referral No. 159555282-002

RECOMMENDATION: (all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Notice of Work Referral No. 159555282-002.

DISCUSSION

The application is for a [Notice of Work](#) (NoW) under the *Mines Act* to update an existing mine permit for the Steti Gravel Pit. The application area covers 17.7 ha of private land approximately 2.8 km west of the Village of Telkwa and is accessed from Highway 16.



The new mine plan covers the period from 2022 to 2026 and proposes to expand the existing mine permit area from 3.0 ha to 17.7 ha and to extract 245,000 tonnes (49,000 tonnes per year). Operations would be seasonal from April to November, 7:00 am to 7:00 pm, Monday to Saturday.

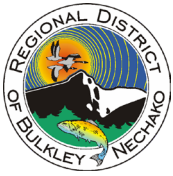
The subject property is zoned Agricultural (Ag1) which does not permit the proposed gravel crushing, screening and washing activities. The RDBN has issued a Temporary Use Permit (TUP) for these activities on the property which expires on October 22, 2023. Therefore, the applicant must apply for either a new TUP or to renew the existing one to continue these aggregate processing activities on the property.

The application area is within the Agricultural Land Reserve. In 2022, the ALC conditionally approved the expansion of aggregate extraction from 8.7 ha to 17.7 ha for a 25 year period.

A reclamation plan and mitigation measures for noise, dust, groundwater and invasive plants were provided by the applicant (see [Management Plan](#)).

ATTACHMENTS

- Comment Sheet
- Applicant Submission
- [Notice of Work](#) (Link)
- [Management Plan](#) (Link)

Comment Sheet on Crown Land Referral No. 15955282-002

Electoral Area:	Electoral Area A (Smithers/Telkwa Rural)
Applicant:	Steti Transport Ltd
Existing Land Use:	Sand and gravel pit
Zoning:	Agricultural (Ag1)
OCP Designation:	Agriculture (AG)
Proposed Use Comply with Zoning:	See comments below
Agricultural Land Reserve:	Yes
Access:	Highway 16
Building Inspection:	Yes
Fire Protection:	Telkwa Rural Fire Protection Area
Other comments:	

While the RDBN Zoning Bylaw cannot regulate the removal or deposit of soil, the proposed aggregate processing activities are not permitted uses in the Ag1 Zone. In 2020, the RDBN issued a Temporary Use Permit (TUP) for gravel crushing, screening, and washing on the subject property, which remains valid until October 22, 2023. Therefore, the applicant must apply to the RDBN for a new TUP, or to renew the existing one, to continue aggregate processing on the property for the remainder of the proposed operating period.

The application area is within the Agricultural Land Reserve (ALR). In 2022, the ALC conditionally approved the expansion of the aggregate extraction area from 8.7 ha to 17.7 ha for a 25-year period (ALC File: 62379 / Resolution #143/2022).



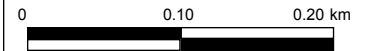
Steti Pit

Legend

Transportation - Roads, Rail

FCODE

- Airfield
- Airport
- Airstrip
- Airport Abandoned
- Ferry Route
- Road
- Road (Gravel Undivided) - 1 Lar
- Road (Gravel Undivided) - 2 Lar
- Road (Gravel Undivided) - U C -
- Road (Gravel Undivided) - U C -
- Road (Paved Divided) - Not Ele
- Road (Paved Divided) - Not Ele



1: 5,000

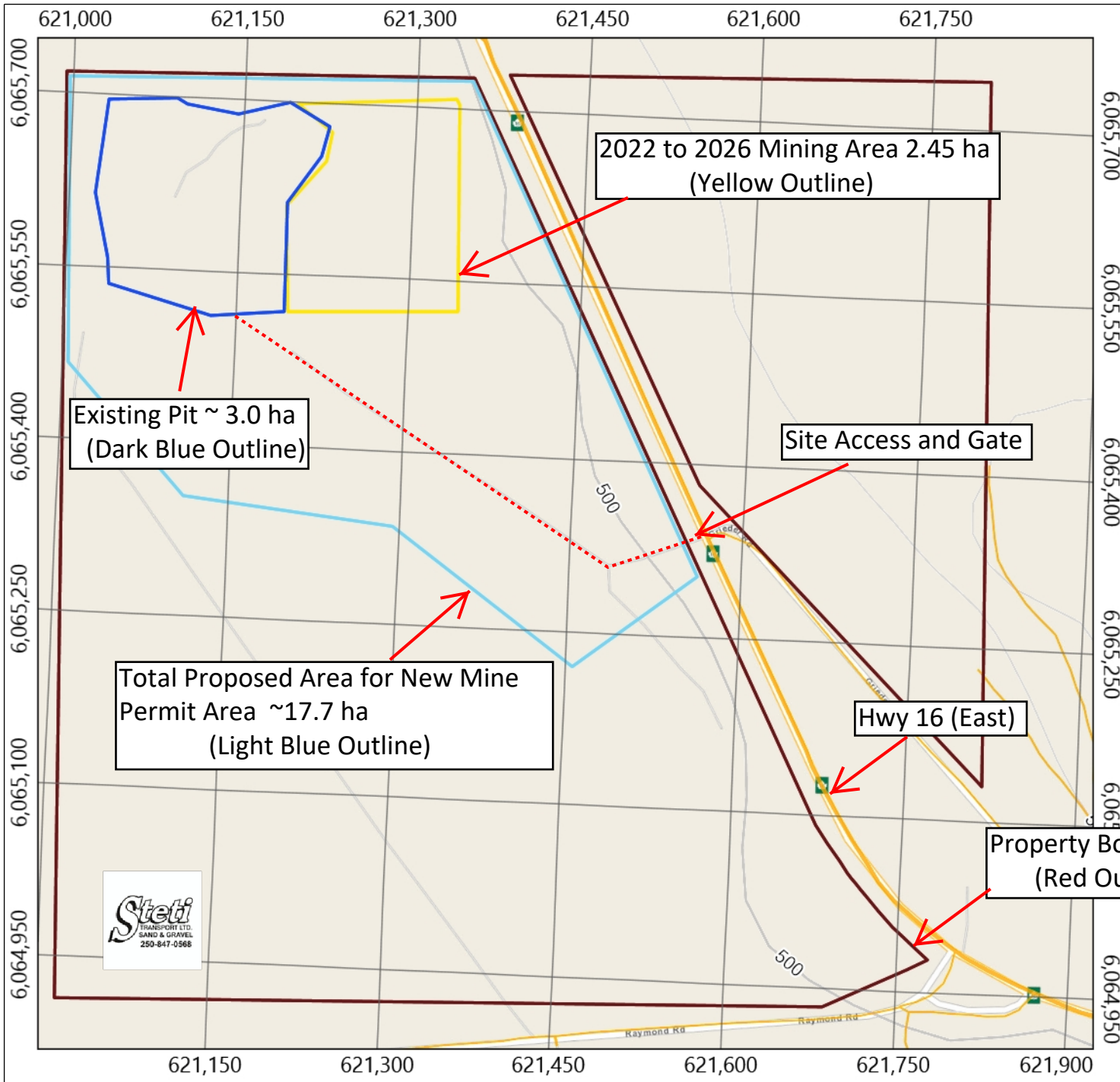
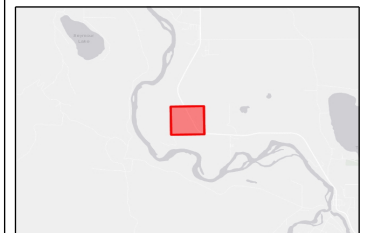
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Projection: NAD83
 Datum: NAD_1983_BC_Environment_Albers

Key Map of British Columbia



Steti Transport Ltd. - 2020 to 2026 Updated Mine Plan - Layout Map

Figure 5

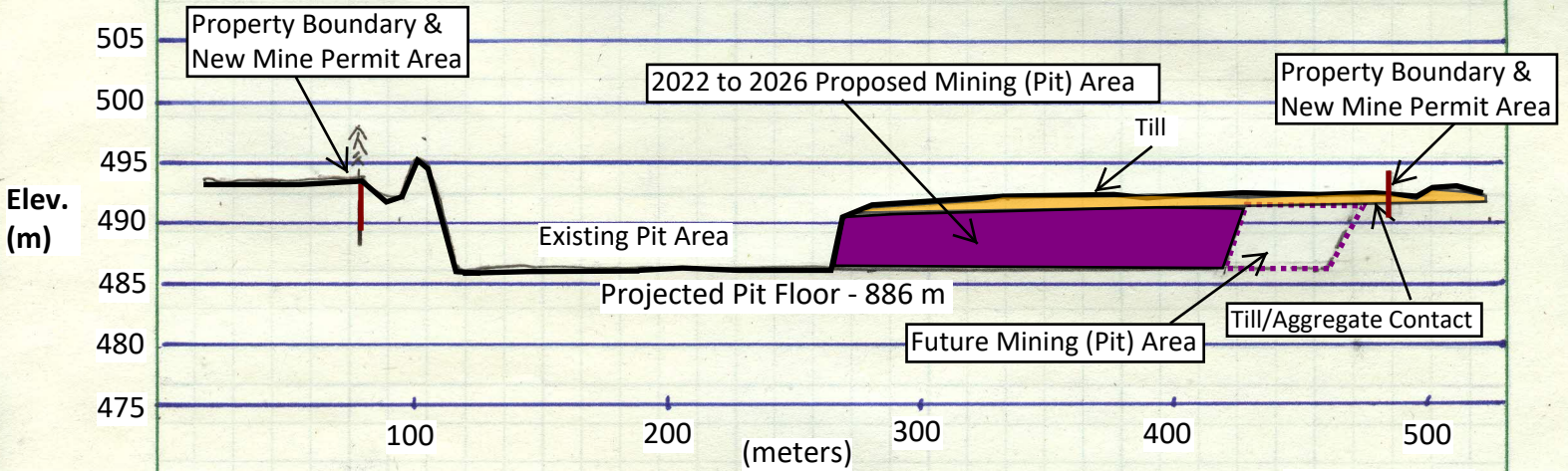


Steti Transport Ltd. - 2022 to 2026 Updated Mine Plan - Overall Site Layout Map **Figure 2**



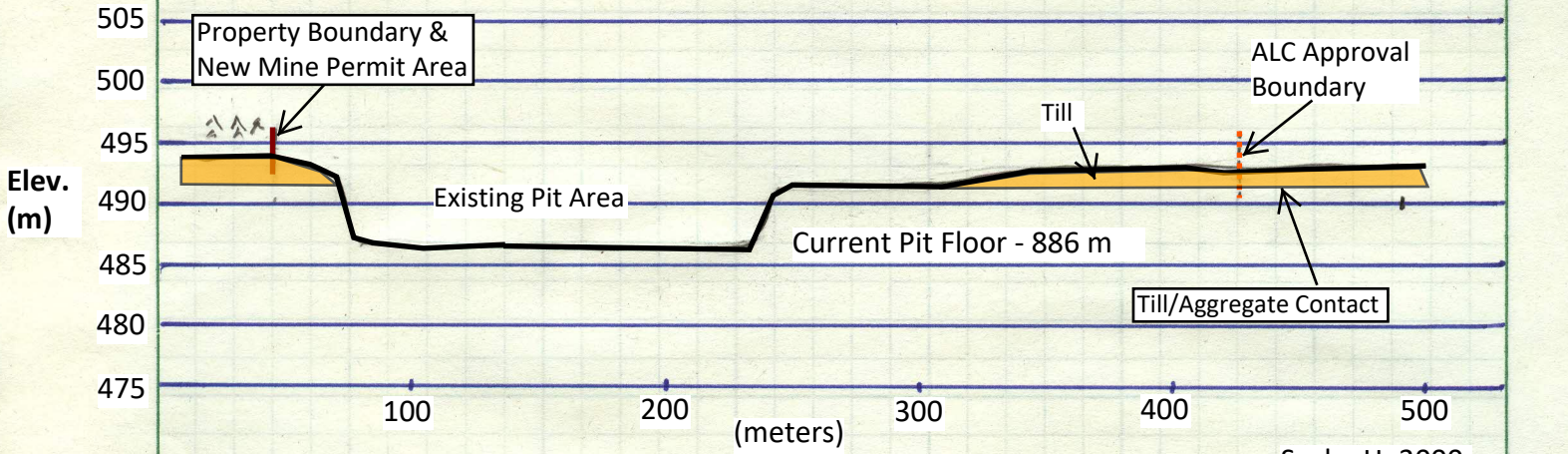


Cross Sections thru current and proposed mining areas



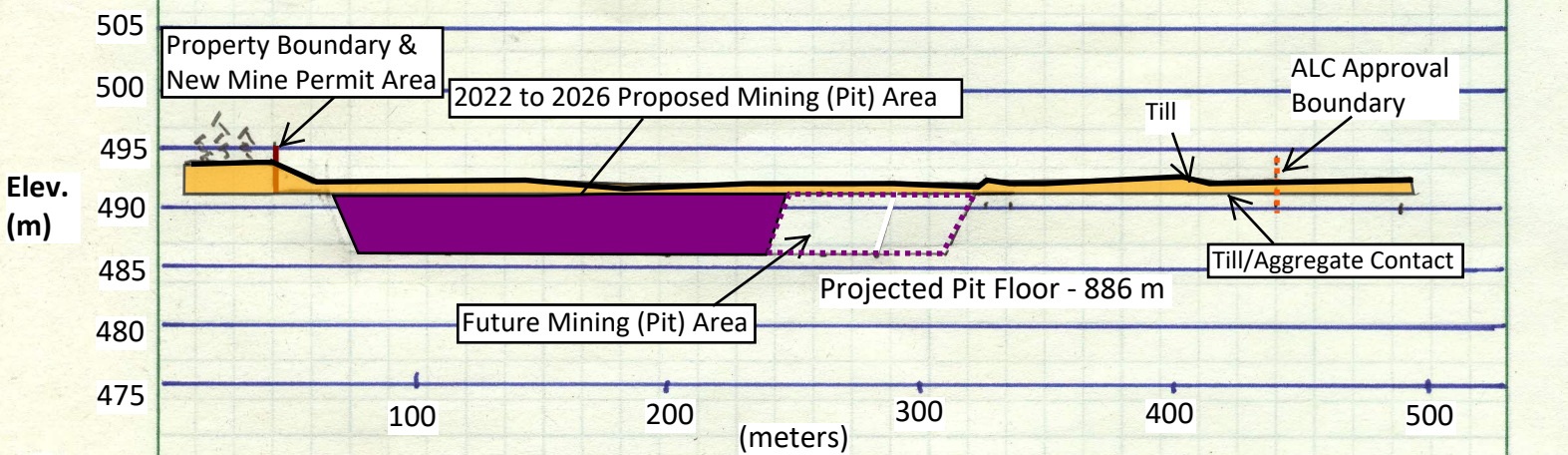
Section A - A'

Scale: H: 3000
V: 250



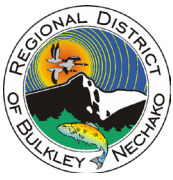
Section B - B'

Scale: H: 3000
V: 250



Section C - C'

Scale: H: 3000
V: 250



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: August 10, 2023
Subject: Notice of Work Referral 159635952-005

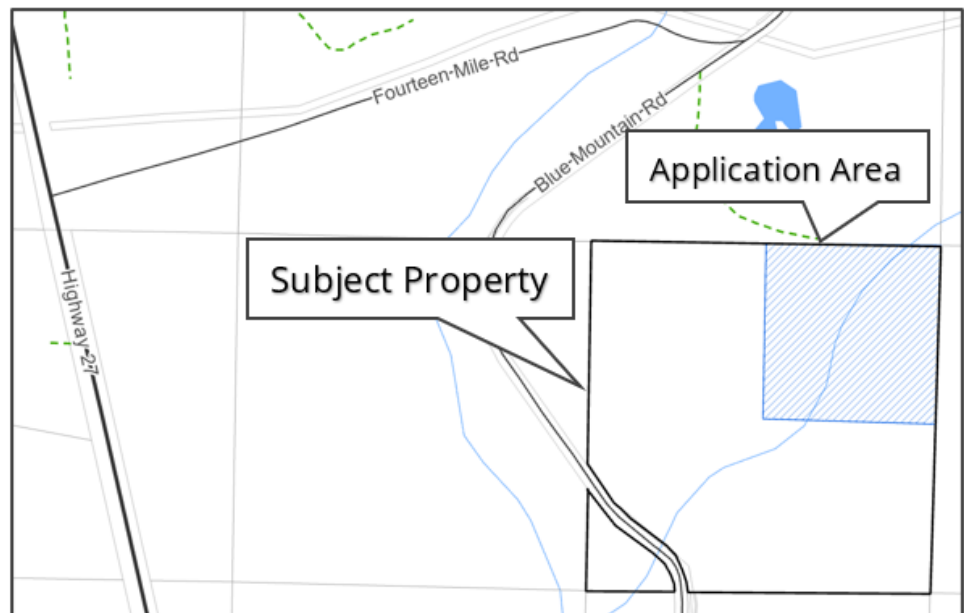
RECOMMENDATION:**(all/directors/majority)**

That the attached comment sheet be provided to the Province as the Regional District's comments on Notice of Work Referral No. 159635952-005.

DISCUSSION

The RDBN received a request to comment on a Notice of Work (NoW) under the *Mines Act* for Moyen Pit. The application area covers 5.6 ha of Crown land and includes a 4.6 ha mine area, 0.25 ha crushing area, 0.25 ha screening area, and a 0.25 ha settling pond disturbance area. The mine is located approximately 10 km north of the District of Vanderhoof and 1 km west of Highway 27. The site is accessed by crossing Crown lands via Blue Mountain Road and is approximately 1.4 km from the nearest residence.

The NoW is for a five-year period to extract 29,500 m³ material annually. The site has a locked gate, and the quarry is expected to operate from 6:00 am to 6:00 pm. The applicant states the site activities would remain unchanged from the 2019 permit and would include excavation, crushing, screening, stockpiling and loading material onto trucks for delivery to construction projects. The applicant would require a Temporary Use Permit for the proposed crushing and screening activities.



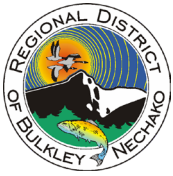
There are two settling ponds in the south pit area to capture. The applicant states no water is discharged from the site and excess water exfiltrates to the ground readily.

The application states excavation will be setback at least 30 m from the unnamed creek on the property. No reclamation mitigation plans were submitted with the referral but the 2019 Licence of Occupation (LoO) was provided which states the lands are to be restored as may be reasonably possible or to the condition the land was in at the time it originally began being used for the uses approved in the LoO.

The 2019 LoO approved quarrying; digging or removal sand and gravel; and uses ancillary uses to quarrying, such as sorting, crushing, stockpiling, washing and operation of a temporary asphalt plant.

ATTACHMENTS

- Comment Sheet
- Applicant's location map

Comment Sheet for Notice of Work Referral No. 159635952-005

Electoral Area:	Electoral Area F (Vanderhoof Rural)
Applicant:	Frost Lake Logging Ltd.
Existing Land Use:	Sand and gravel pit & aggregate extraction
Zoning:	Rural Resource Zone (RR1) in RDBN Zoning Bylaw No. 1800, 2023
OCP Designation:	Resource (RE) in the Vanderhoof Rural OCP, Bylaw No. 1963, 2021
Proposed Use Comply with Zoning:	No
If not, why?	See comments below.
Agricultural Land Reserve:	No
Access:	Blue Mountain Road
Building Inspection:	Yes
Fire Protection:	No

Comments:

While the RDBN Zoning Bylaw cannot regulate the removal or deposit of soil, the proposed aggregate processing is not permitted in the RR1 Zone. Aggregate processing is defined in the Zoning Bylaw as:

“AGGREGATE PROCESSING means the use of a mechanically operated device or Structure for one or more of the following:

- to sift, sort, crush or separate rock, sand, gravel or other material of which land is composed;*
- to wash or separate silts, and other fine or small materials from larger rock, sand, gravel or other material of which land is composed.*

This use does not include an asphalt or concrete plant.”

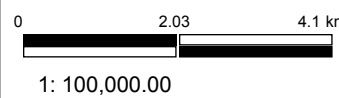
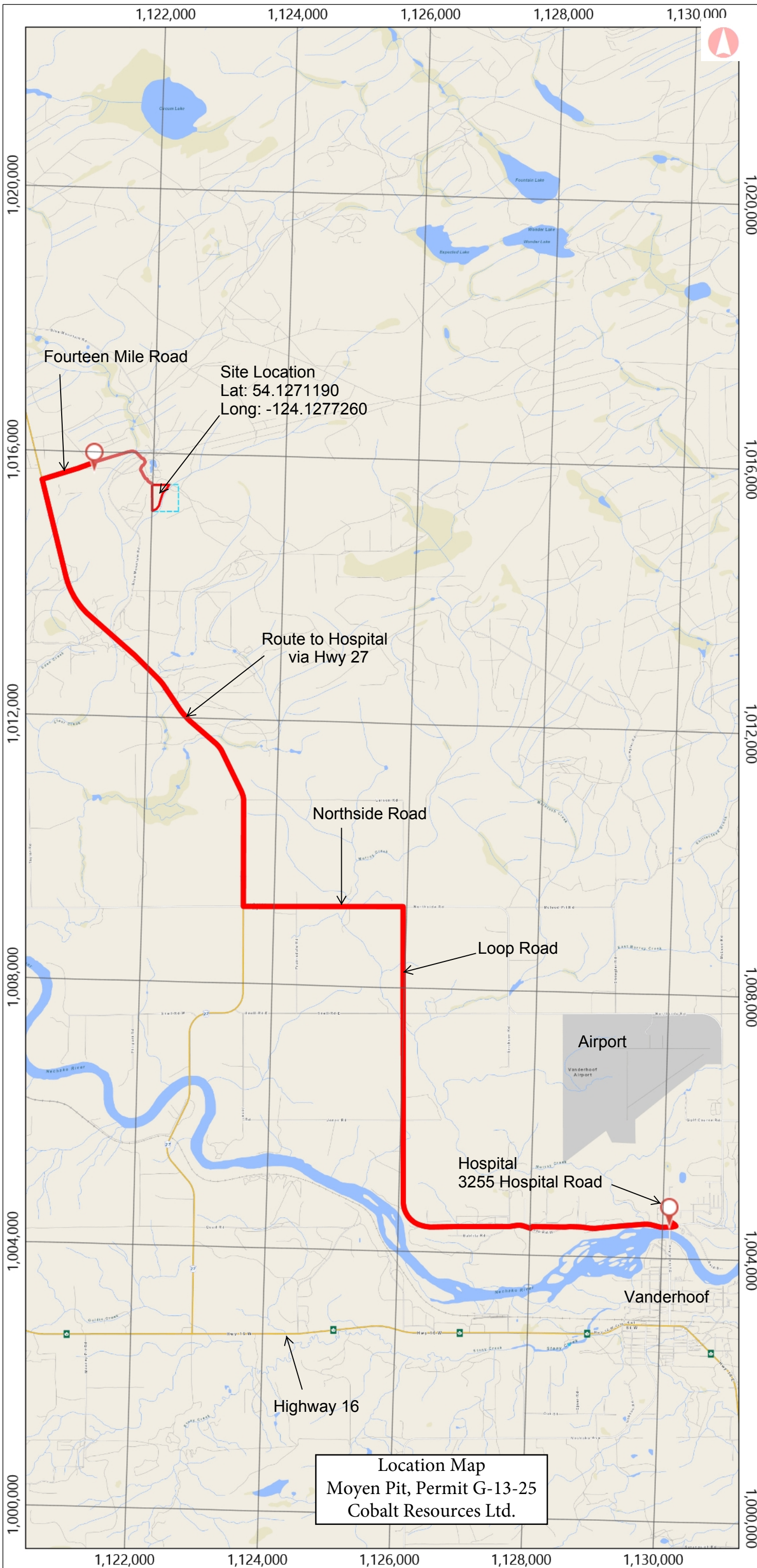
If the applicant is interested in uses not permitted in the RR1 Zone, they are encouraged to contact the RDBN to discuss potential options, such a Temporary Use Permit. The complete Zoning Bylaw is available on the RDBN website:

<https://www.rdbn.bc.ca/departments/planning/land-use-planning/zoning>

Moyen Pit Location Map

Legend

Tenure Applications - Tantal



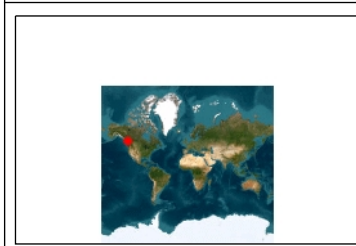
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Datum: NAD83
Projection: WGS_1984_Web_Mercator_Auxiliary_Spher

Key Map of British Columbia



Location Map
Moyen Pit, Permit G-13-25
Cobalt Resources Ltd.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: August 10, 2023
Subject: **Crown Land Referral No. 159754934-004**

RECOMMENDATION:

(all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Referral No. 159754934-004.

BACKGROUND

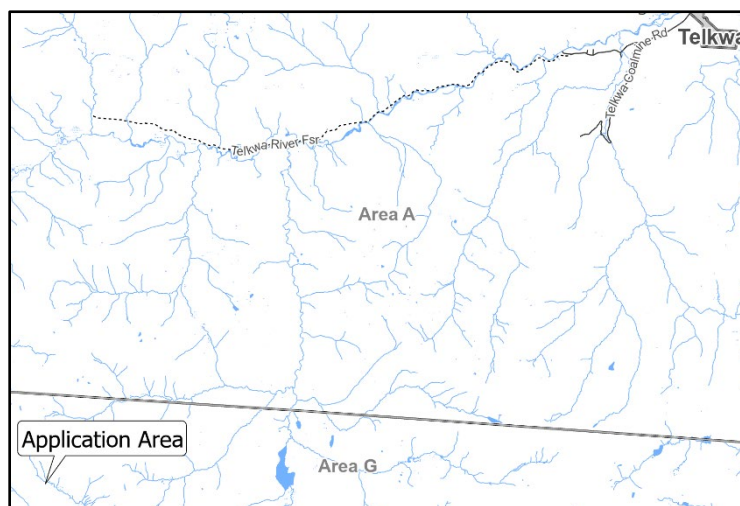
The application is to allow the relocation of an existing cabin 100 metres to the south, outside an avalanche risk area, and to designate the cabin as a Recreation Site under section 56 of the *Forest and Range Practices Act*. The cabin will be moved by hand.

The proposed site is approximately 50 by 50 metres of Crown Land located near the Telkwa Range about 37 km southwest of the Village of Telkwa. Access is by helicopter and snowmobile and restricted by access lottery.

The cabin is located within the Telkwa Caribou Recovery Area. It is proposed to be designated a BC Recreation Site regulated by Recreation Sites and Trails BC (RSTBC) to manage its use and reduce potential impacts on Caribou. RSTBC states that the cabin is in good condition and will be maintained by the Bulkley Backcountry Ski Society (BBSS) and Smithers Snowmobile Association. About 10 trees will be cleared for the new site and stored as firewood for cabin users.

ATTACHMENTS

- Comment Sheet
- Applicant Submission

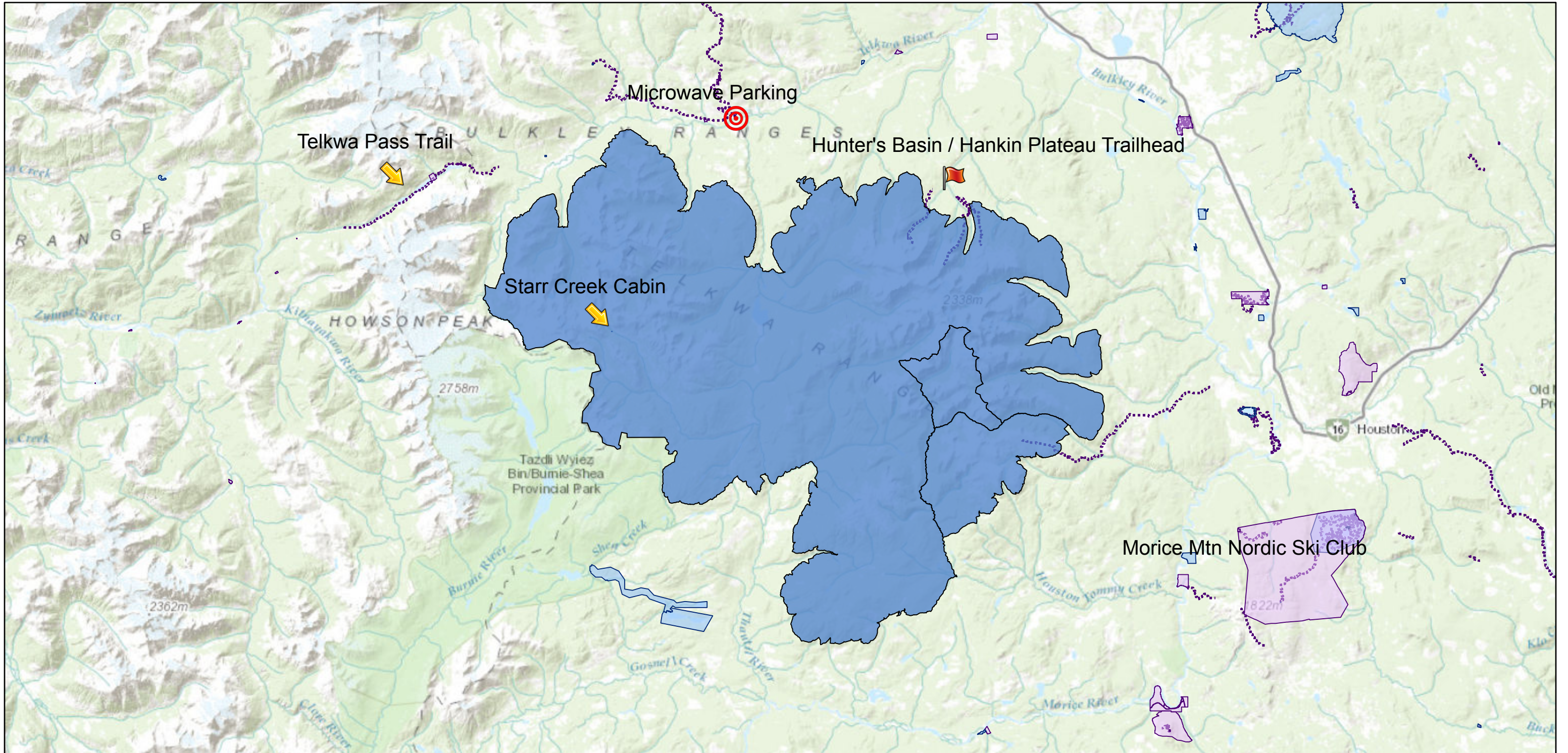




Comment Sheet on Crown Land Referral No. 159754934 - 004





Electoral Area:	Electoral Area G (Houston/Granisle Rural)
Applicant:	Recreation Sites and Trails BC and Bulkley Backcountry Ski Society
Existing Land Use:	Recreation
Zoning:	N/A
OCP Designation:	N/A
Proposed Use Comply with Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	No
Access:	Helicopter and snowmobile
Building Inspection:	No
Fire Protection:	No
Other comments:	None

ArcGIS 107 Web Map

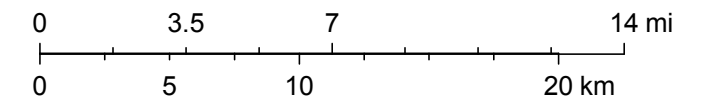


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Recreation Site

-  Recreation Site
-  Recreation Reserve
-  Sch1_Sec112_Telkwa_Mountains_MVPR - Sch1_Sec112_Telkwa_Mountains
-  Recreation Trail

1:500,000



Esri Canada, Esri, © OpenStreetMap contributors, HERE, Garmin, USGS, NGA, EPA, USDA, NPS, AAFC, NRCan

108 Proposal Template

Recreation Sites and Trails

Proponent Name: [RSTBC & BBSS](#)

Date: [June 22, 2023](#)

BC Recreation Site or Trail, if applicable: [n/a, and currently not under any type of tenure / permitted area.](#)

This proposal is for a:

New Trail:

Snowmobile

Summer, motorized

Mtn bike

Hiking

Cross-country ski

Other

Describe "other" if selected:

New Structure:

Picnic shelter

Cabin, overnight use

Bridge

Viewing platform

Cabin, day use

Other

Describe "other" if selected: [move existing backcountry cabin to safer location.](#)

Objective:

[The proposed objective is to move the Starr Creek cabin from its current location to a location free of avalanche risk.](#)

Purpose (why?):

- Addresses a safety or environmental concern; enhances user enjoyment / address user demand.
- Follows direction from a Ministry Order, BMP, higher-level plan, MoU, etc.
- Initiates or promotes an existing or potential relationship with a First Nations or stakeholder.

[The existing cabin location is within a mapped avalanche risk polygon, as assessed by a qualified professional, and based on documented close calls.](#)

Use:

- Who is the targeted user(s)?
- Will the new feature promote other types of recreational use in the area?
- What is the existing or historical recreational use?

The users are primarily local backcountry skiers and snowmobilers. The cabin has seen periodic winter use since it was constructed in 1992 by the BV Cross Country Ski Club of which a letter is on file from the DSS District approving the construction.

Access:

- Consider the condition of bridges/culverts, encroaching brush, blowdown, water control (lack of), deactivations, etc.
- Existing parking? If not, where are people going to park?
- How will you use the current access? Is ploughing required?

Skiers access the cabin via helicopter. Current snowmobile use is by day trip. Both types are restricted by access lottery as led by Ecosystems Branch (Skeena).

Proposed Plan: (attached drawings, designs, cost estimates, etc. as required)

- Machine or hand-built or combination?
- Equipment type? How will it access the worksite? Does the equipment need to cross any creeks?
- Gravel - locally sourced or purchased from a gravel pit? How much gravel?
- Materials to site? Lumber, culverts, gravel, etc. Is a helicopter required?
- Do mature trees need to be felled? Describe size & distribution and plans for removal & debris management.
- New vs existing - is the trail a combination of new construction and existing trails or roads? Do the existing trails or roads require upgrading?

The cabin will be moved by winching it on a frozen snowpack or winter skid track. Tools, materials, and labourers will be transported by helicopter. Approximately ten mature trees will need to be felled to prepare the new cabin site. This material will be used as cabin firewood. Soil disturbance will consist of minor grubbing for the cabin foundation and digging a hole for the outhouse. For creating the winter skid track, snowmobilers from SSA would be used – going back and forth from the existing cabin to the new location, a distance of 100m, until a firm base is made. An exemption from Ecosystems Branch is required for this.

Water: (show in kml or map)

- List any overlapping waterbodies, including their classification (if known), and describe your plans for management.

New cabin location does not overlap with any waterbody. The snowpack skid route crosses a 0.75 m bank width and potential S4 stream (based on habitat wizard) which drains a treeless sloping wetland. Three metres of frozen snowpack will protect banks and streambank vegetation.

Risks & Mitigation Strategies:

- List known and potential risks and your plans for mitigating them.
- Consider noise, slope stability, avalanche, sensitive ecosystems (alpine), wildlife, adjacent private landowners, dead / dying trees = blowdown, etc.

There is potential avalanche risk while working in the vicinity of the existing cabin. This risk will be mitigated by timing the move for late march / early April on a settled snowpack. The construction team has considerable winter experience and avalanche training.

Maintenance:

- Anticipated maintenance requirements and plans for implementing.
- Describe capacity of your group / society to undertake required maintenance in consideration of current or outstanding priorities, if applicable.
- Plans for fundraising?

To date, periodic routine maintenance has been performed by cabin users, many of which participated in initial construction. A partnership between the BBSS and the Smithers Snowmobile Association has facilitated this proposed cabin moving project. It is anticipated that future maintenance will continue to be done by members of these two groups with significant projects funded by grants and the Province. The partnering user groups will periodically evaluate the cabin's state and cooperatively carry out projects to ensure the continued use. The shared use of this cabin presents a unique maintenance arrangement, which the involved clubs anticipate that the Province will continue to participate in.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: August 10, 2023
Subject: **Parks and Trails Bylaw 1st, 2nd, and 3rd Readings**

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

That "Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023" be given 1st, 2nd and 3rd readings.

BACKGROUND

With the establishment of a Parks and Trails Service, and the ongoing operation of several regional parks and trails, the RDBN is in need of a bylaw to establish procedures regarding their operation, and regulations regarding use by the public. The attached "Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023" is provided to the Board for consideration of adoption. This bylaw was presented to the Board for preliminary review at the Board's July 13th meeting. No changes to the bylaws were requested at that time.

The draft bylaw does the following:

- establishes the authority for posting and enforcing rules, and managing parks and trails operations;
- authorizes the enforcement options available to the RDBN including ticketing;
- outlines prohibited activities and behaviors in parks and on trails;
- provides regulations regarding the use of motor vehicles, e-bikes, and boats;
- establishes hours of operations; and
- establishes a process for the issuance of park use permits.

If the bylaw is given 1st, 2nd, and 3rd reading the bylaw will be presented to the Board for consideration of adoption at the following Board meeting.

ATTACHMENTS:

Proposed "Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023".



REGIONAL DISTRICT OF BULKLEY-NECHAKO PARKS USE REGULATIONS BYLAW NO. 1989, 2023

Bylaw to regulate the use of Regional District parks and trails.

WHEREAS the Regional District of Bulkley-Nechako has established services for the purpose of providing parks;

AND WHEREAS the Regional District of Bulkley-Nechako may, by bylaw, regulate the use of parks;

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

1. TITLE

- 1.1. This bylaw may be cited as “Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023”.

2. DEFINITIONS AND INTERPRETATION

- 2.1. In this bylaw the following definitions apply:

"Authorized Person" means a Bylaw Enforcement Officer for the Regional District, a Regional District employee whose job description involves administration of this bylaw; a member of the Royal Canadian Mounted Police or other Peace Officer, and any person having a contract with the Regional District regarding the operation or administration of a Park.

"Camp" means to set up a tent or shelter intended for overnight use or take up temporary overnight abode in a Park with or without shelter.

"Bicycle" means a device, including a Class 1 e-bike, having any number of wheels that is propelled by human power and on which a person may ride but does not include a skateboard, roller skates or in-line roller skates.

"Boat" means any device which is intended to operate on, in, or under water, but does not include aircraft.

"Dog Owner" means any person who brings a dog into a Park or has custody of a dog in a Park.

"Horse Owner" means any person who brings a horse into a Park or has custody of a horse in a Park.

"Facility" means all buildings, structures, improvements, equipment or any other installation or possession of the Regional District or Authorized Person in a Park.

"Firearm" means any device that propels a projectile by means of explosion, spring, air, gas, string, wire or elastic material or any combination of those things.

"Fireworks" means any device that explodes or burns to produce visual or sound effects or as defined under the *Fireworks Act*.

"Class 1 e-bike" means a Bicycle equipped with a motor that provides assistance only when the rider is pedaling (pedal assist) and that ceases to provide assistance when the bicycle reaches 32 kilometers per hour and has a maximum continuous wattage output of 500 watts. A Class 1 e-bike is also a Bicycle.

"Class 2 e-bike" means a Bicycle equipped with a motor that can be used exclusively to propel the bicycle (throttle equipped) and that ceases to provide assistance when the bicycle reaches 32 kilometers per hour. A Class 2 e-bike is also a Motor Vehicle.

"Class 3 e-bike" means a Bike equipped with a motor that provides assistance at speeds in excess of 32 kilometers per hour. A Class 3 e-bike is also a Motor Vehicle.

"Minor" means a person 16 years of age or less.

"Mobility Aid" means a motorized wheelchair, mobility scooter or a similar device designed to aid mobility and used by a person with a disability.

"Manager" means the Director of Planning or designate.

"Motor Vehicle" means a vehicle, not run on rails, that is designed to be self-propelled but does not include a Class 1 e-bike or Mobility Aid. A Class 2 and 3 e-bike is a Motor Vehicle.

“Park” means any land and water dedicated, owned, leased, licensed, or controlled (including jointly) or used by the Regional District as a regional park, community park, linear park, trail, recreation area, sports field or for the protection of wildlife or natural habitat.

“Park Sign” means any sign or notice which communicates Park rules or regulations posted by an Authorized Person, including signs pursuant to Section 6.1 of this bylaw,

“Park Use Permit” means a written authorization issued in accordance with this bylaw.

“Person” includes any person, corporation, partnership, or party, and the heirs, executors, administrators, or other legal representatives of such person, to whom the context can apply according to law.

“Special Use” means any commercial or business activity including, but not limited to any of the following:

- the selling or distribution of food, drinks, or other goods;
- any activity or event that is intended to attract or includes more than 25 participants or spectators such as a festival, competition, tournament, procession, drill, performance, concert, march, fishing derby, show, party, ceremony, animal show, training;
- movie, video, television or other such filming;
- and research, survey or petition activity.

“Regional District” means the Regional District of Bulkley-Nechako.

“Traffic Control Device” means a sign, signal, line or marked space, parking meter, barrier, buoy or other device placed or erected by an Authorized Person to control or direct the presence, passage, tethering, parking or movement of pedestrians, dogs, Bikes, e-bikes, Mobility Aids, Motor Vehicles, Boats, equestrians, swimmers or other park users.

2.2. Interpretation

- 2.2.1 Unless otherwise defined in this Bylaw, any word or expression has the meaning assigned to it in the *Land Title Act, Community Charter, Local Government Act* or *Interpretation Act*.
- 2.2.2 Words directing or empowering any employee of the Regional District to do any act or thing, or otherwise applying to the employee by the employee's official title, include that employee's successors in office, the employee's lawful deputy, and such person as the Board may by bylaw or resolution designate to act in the employee's place.
- 2.2.3 The requirements of this Bylaw are supplementary to the requirements of any other Regional District Bylaw.
- 2.2.4 A reference to any enactments, regulations and bylaws includes any amendments or replacements that may be made from time to time.

3. **APPLICATION**

- 3.1. Subject to any terms of trust for land received by the Regional District, this bylaw is applicable to all Parks and any subsequent Park acquisitions within the Regional District.
- 3.2. The restrictions and prohibitions in this bylaw do not apply to:
 - 3.2.1 an Authorized Person, Regional District employees and contractors, and agents of the Regional District while they are engaged in work or services undertaken on behalf of the Regional District within a Park;
 - 3.2.2 emergency response personnel performing duties related to ambulance, police, fire, search and rescue or other such services within a Park;
 - 3.2.3 any activity in a Park undertaken by a person or agency granting the Regional District a lease, license, or permit for a Park in accordance with the terms of the lease, license, or permit;

- 3.2.4 any activity in a Park undertaken by a utility or service provider authorized under a right of way or other agreement.

4. ENFORCEMENT

- 4.1. An Authorized Person is authorized to ascertain whether the provisions of this bylaw are being observed and enforce the provisions of this bylaw.
- 4.2. No person shall interfere with or obstruct the activities of an Authorized Person administering or enforcing this bylaw.
- 4.3. When an Authorized Person finds that a person is contravening this bylaw the Authorized Person may order that person to do one or more of the following:
 - 4.3.1 provide, immediately upon request, that person's correct name, address, and information about their proposed or actual activities in the Park;
 - 4.3.2 provide within a reasonable time identification verifying that person's correct name and address;
 - 4.3.3 stop contravening the bylaw immediately;
 - 4.3.4 leave the Park immediately and not re-enter the Park for a period of up to 72 hours.
- 4.4. Every person is required to comply with an order given by an Authorized Person in accordance with Section 4.3 of this bylaw.
- 4.5. An Authorized Person may remove from a Park any person who violates any provision of this bylaw or who refuses to leave following an order to leave pursuant to Section 4.3.
- 4.6. If a Minor is contravening any provision of this bylaw, the person in charge of the Minor must take any control measures the Authorized Person considers necessary to prevent or stop the contravention, including the removal of a Person from a Park.

5. DELEGATION

- 5.1 The Manager is authorized, subject to RDBN procurement policy, to employ or contract personnel deemed necessary to carry out the provisions of this bylaw.
- 5.2 The Manager is authorized and directed to have general supervision over the operations and maintenance of all Parks.

6. PARK MANAGEMENT

- 6.1 An Authorized Person may post or place a Park Sign which establishes rules and regulations for Park use including, but not limited to, the following:
 - 6.1.1 designating areas where a specific use such as camping, climbing, walking, biking, skating, games, swimming, boating, horseback riding is permitted;
 - 6.1.2 establishing conditions under which certain uses must occur;
 - 6.1.2 designating areas where specific park uses are prohibited;
 - 6.1.3 designating areas for Motor Vehicle travel, stopping, and parking;
 - 6.1.4 restricting use of or access to any part of a Park;
 - 6.1.5 designating areas for fire pits and barbeques;
 - 6.1.6 designating areas where dogs must be on a leash;
 - 6.1.7 establishing hours for the daily opening and closing of Parks or parts of Parks.
- 6.2 An Authorized Person may place or establish Traffic Control Devices to control or direct the presence, speed, passage, tethering, parking or movement of pedestrians, Bicycles, e-bikes, Boats, Motor Vehicles, Mobility Aids, equestrians, swimmers, or other park users.

- 6.3 An Authorized Person may remove any equipment, materials, structures, Bicycles, e-bikes, Boats, Motor Vehicles, Mobility Aids, or other such things that are erected, placed, built, deposited or left in a Park in contravention of this bylaw and the cost of such removal may be charged to either the owner or person who placed the equipment, materials, structures, bicycles, e-bikes, Motor Vehicles, Boats, or other such things within the Park.

7. PROHIBITIONS AND COMPLIANCE

- 7.1. No person shall allow, cause, or engage in any act or thing to be done in contravention of this bylaw, a Park Sign, a Traffic Control Device, a term or condition of a Park Use Permit, or any other Parks rule or regulation established pursuant to this bylaw.
- 7.2. Every person must obey this bylaw, Park Signs, Traffic Control Devices, the terms and conditions of Park Use Permits, and any other rules and regulations established pursuant to this bylaw.
- 7.3. A parent, guardian, or person in charge of a Minor must not allow, or cause them to do anything in contravention of this bylaw, a Park Sign, a Traffic Control Device, a term or condition of a Park Use Permit, or any rule or regulation established pursuant to this bylaw.
- 7.4. All persons must comply with all laws, policies, rules, regulations, and bylaws of the Federal, Provincial or local governments or any other governing body whatsoever in a manner affecting parks.

8. PENALTIES

- 8.1 Every person who contravenes any provision of this bylaw; allows, causes or engages in any act to be done in violation of any provision of this bylaw; or refuses or neglects to do anything required to be done by any provision of this bylaw; commits an offence and shall be liable upon conviction of a fine not less than \$1,000 and not more than \$10,000, or to imprisonment for not

less than 6 months, or to both and is subject to any other penalty or order imposed or remedies available to the Regional District pursuant to the *Local Government Act, Community Charter, Offence Act* and *Local Government Bylaw Notice Enforcement Act* and regulations thereunder, all as amended from time to time.

- 8.2 Each day during which any violation, contravention or breach of this bylaw continues shall be deemed to be a separate offence.
- 8.3 This bylaw may be enforced by an Information laid in accordance with the *Offence Act*, by a Bylaw Notice in accordance with the *Local Government Bylaw Notice Enforcement Act*; or by a combination of the above noted methods.
- 8.4 With respect to enforcement by a Bylaw Notice issued pursuant to the *Local Government Bylaw Notice Enforcement Act*, the fines outlined in a Bylaw Notice Enforcement Bylaw adopted by the Regional District shall apply.
- 8.5 In addition to all other penalties herein provided, any Person causing damage, or any Person being the owner or operator of a Motor Vehicle, Bike or Mobility Aid that has caused damage to any tree, plant, curiosity, object, building, structure, work, or any property whatsoever in any part of a park will be responsible for the cost of repairing such damage.

9. CONDUCT AND PARK USE

- 9.1 No person shall do any of the following in a Park:
 - 9.1.1 allow, cause, or engage in any activity or create any noise or sound that disturbs, or is reasonably likely to disturb the peace, enjoyment or comfort of persons or wildlife, except in accordance with a valid Park Use Permit;
 - 9.1.2 use or operate any kind of sound amplification and distribution system, except in accordance with a valid Park Use Permit;
 - 9.1.3 allow, cause or engage in any activity that puts a person in danger;

- 9.1.4 allow, cause or engage in any disorderly, violent, lewd, sexual or offensive activity;
- 9.1.5 install, post, deliver, paint, publish, or distribute any notice, advertisement, sign, placard, or handbill of any kind, except in accordance with a valid Park Use Permit;
- 9.1.6 allow, cause or engage in any Special Use, except in accordance with a valid Park Use Permit.
- 9.1.7 defecate in a Park, except in designated facilities.

10 LITTER AND DUMPING

- 10.1 No person shall deposit any refuse, litter, waste or other discarded material or thing anywhere in a Park except in waste disposal containers provided for such purpose.
- 10.2 No person shall bring any refuse, litter or waste into a Park for the purpose of disposal in the Park.
- 10.3 No person shall abandon any item or chattel overnight in a Park.

11. PRESERVATION OF NATURAL FEATURES, PARK FEATURES, AND WILDLIFE

- 11.1 No person shall do any of the following in a Park:
 - 11.1.1 cut, trim, dig up, excavate, deface, remove, damage, or in any way injure any tree, shrub, plant, turf, flower or seed or natural park feature;
 - 11.1.2 build or otherwise create or alter any trails;
 - 11.1.3 remove, damage, disassemble or deface any Facility;
 - 11.1.4 change, replace, remove, damage, disassemble or deface any Park Sign or Traffic Control Device.
 - 11.1.5 build, place or install any structure, except in accordance with a valid Park Use Permit.
 - 11.1.6 release, feed, molest, disturb, frighten, injure, kill, catch, or trap any wildlife, except for fishing done in accordance with applicable regulations;

- 11.1.7 hunt or discharge any Firearm in a Park, except in an emergency situation;
- 11.1.8 remove or deposit soil.

12. DOGS

- 12.1 Every Dog Owner shall ensure that their dog remains under their control and does not roam at large.
- 12.2 No Dog Owner shall do any of the following in a Park:
 - 12.2.1 allow or cause a dog to be in an area identified by Park Sign as an area where dogs must be on a leash unless that dog is kept on a secure leash held by the Dog Owner;
 - 12.2.2 allow or cause a dog to deposit excrement that is not removed from the Park, or placed in a sealed plastic bag and disposal in a waste disposal container provided for such purpose;
 - 12.2.3 allow or cause a dog to injure, disturb, or molest any Person, dog or wildlife.
- 12.3 An Authorized Person may order a Dog Owner who contravenes this bylaw to remove the relevant dog from the Park and every Person so ordered shall immediately remove the dog from the Park.
- 12.4 An Authorized Person may remove from a Park any dog which is not under the care or control of a Dog Owner, or is involved in a contravention of this bylaw.

13. HORSEBACK RIDING

- 13.1 Every Horse Owner shall ensure that their horse always remains under their control and does not roam at large while in a Park.
- 13.1 No person shall do any of the following in a Park;

- 13.1.1 allow or cause a horse to be in a Park unless the Park has an area specifically identified for horse riding by a Park Sign or Traffic Control Device;
- 13.1.2 ride a horse outside of an area specifically identified for horse riding by a Park Sign or Traffic Control Device;
- 13.1.3 ride a horse in a manner contrary to a Park Sign or Traffic Control Device;
- 13.1.4 ride a horse or allow a horse to act in a manner that may injure, disturb, or molest any person, dog or wildlife.

14 FIRE AND FIREWORKS

- 14.1 No person shall do any of the following in a Park:
 - 14.1.1 start or maintain a fire unless the fire is located in a fire pit ring installed by an Authorized Person for that purpose;
 - 14.1.2 burn garbage, or burn wood or other vegetation originating from the Park unless that wood has been made available by an Authorized Person for that purpose;
 - 14.1.3 leave a fire, barbecue, stove or other flame producing device unattended while lit or turned on;
 - 14.1.4 discard any item or burning material that may start a fire such as a coal, lit match or lit cigarette;
 - 14.1.5 possess or discharge any Fireworks, firecrackers or explosive materials of any kind, except in accordance with a valid Park Use Permit.

15 MOTOR VEHICLES

- 15.1 No person shall do any of the following in a Park, except in accordance with a valid Park Use Permit:
 - 15.1.1 operate a Motor Vehicle off of a road, driveway or parking lot unless an area is specifically identified for

Motor Vehicle use by a Park Sign or Traffic Control Device;

- 15.1.2 operate a Motor Vehicle or otherwise move at a speed in excess of 15 kilometers per hour, unless a higher speed is specifically identified by Park Sign;
 - 15.1.3 notwithstanding Section 15.1.2 a Class 1 or 2 e-bike may move at a speed in excess of 15 kilometers per hour on a commuter trail where Class 1 or 2 e-bikes are allowed by Park Sign;
 - 15.1.4 operate a Motor Vehicle in a manner contrary to a Park Sign or Traffic Control Device;
 - 15.1.5 operate a Motor Vehicle which is not validly licensed and registered in accordance with applicable regulations;
 - 15.1.6 wash, clean, polish, repair, tune up, or do any maintenance or mechanical work, to a Motor Vehicle except in an emergency or at a facility specifically identified for that purpose by a Park Sign.
- 15.2 A Motor Vehicle may be towed away at the expense of the owner if parked in an area prohibited by a Park Sign, parked in an area where Motor Vehicles are not allowed, or left remaining in place for a period exceeding 96 hours.

16 CAMPING

- 16.1 No person shall do any of the following in a Park, except in accordance with a valid Park Use Permit:
 - 16.1.1 Camp unless an area is specifically identified for camping by a Park Sign;
 - 16.1.2 Camp in a manner contrary to a Park Sign.

17 BICYCLES AND MOBILITY AIDS

- 17.1 No person shall do any of the following in a Park;
 - 17.1.1 ride a Bicycle or Mobility Aid, or otherwise move at a speed in excess of 15 kilometers per hour, except on a

commuter trail where Class 2 e-bikes are allowed by a Park Sign

- 17.1.2 ride a Bicycle or Mobility Aid in a manner contrary to a Park Sign or Traffic Control Device.

18 BOATING

18.1 No person shall do any of the following in a Park:

- 18.1.1 launch or remove a Boat from a body of water or watercourse except by using a boat launch identified by Park Sign, or by a Person carrying the Boat to and from the water;
- 18.1.2 operate a Boat within a designated swimming area or in a way that interferes with swimmers;
- 18.1.3 moor a Boat in a manner that impedes or endangers pedestrians along a beach or the foreshore.

19. PARK CLOSURES

19.1 No person shall:

- 19.1.1 Remain or enter into any Park during nighttime hours beginning at sunset and ending at sunrise, as computed by the National Research Council of Canada, except where camping is permitted or otherwise allowed by Park Sign, or as authorized under a Park Use Permit;
- 19.1.2 Enter any place where a Park Sign prohibiting admittance or trespassing is displayed or where admission is otherwise prohibited or restricted.

20 PARK USE PERMITS

20.1 The Regional District may issue a Park Use Permit which authorizes any one or combination of the following, to a Person, organization, or First Nation:

- 20.1.1 the use or the exclusive use of a Park or portion of a Park under the terms and conditions set out in the Park Use Permit;
 - 20.1.2 the construction, building or erection of tents or other structures to accommodate an authorized use under the terms and conditions set out in the Park Use Permit;
 - 20.1.3 a Special Use under the terms and conditions set out in the Park Use Permit;
 - 20.1.4 carrying out activities necessary for the exercise of Indigenous rights, and for First Nations social, ceremonial, or cultural purposes.
- 20.2 The Regional District may refuse to issue a Park Use Permit if:
- 20.2.1 the proposed Park Use Permit applicant or proposed permit holder is a Person or group which has previously contravened this bylaw or other Regional District bylaws;
 - 20.2.2 the proposed use can reasonably be expected to result in the contravention of this bylaw or other applicable regulation;
 - 20.2.3 the proposed use is not defined adequately to ensure compliance to this bylaw or other applicable regulation;
 - 20.2.4 the proposed use may impact the safe utilization of the Park or Facility for recreational purposes or unduly interfere with the enjoyment of the Park by others;
 - 20.2.5 the proposed use may result in an amount of attendance or type of activity which is beyond the capacity of the Park, including a park Facility, to accommodate;
 - 20.2.5 the applicable Park Use Permit fee is not paid.
- 20.3 The holder of a Park Use Permit:

- 20.3.1 must produce the Park Use Permit at any time during the event authorized by the Park Use Permit at the request of an Authorized Person;
 - 20.3.2 is responsible for the actions of all persons involved in the use authorized by the Park Use Permit;
 - 20.3.3 is responsible for any violation of the terms and conditions of the Park Use Permit;
 - 20.3.4 is responsible for a material misrepresentation regarding the proposed use made as part of a Park Use Permit application;
 - 20.3.5 must maintain, at their own expense, liability insurance coverage to the satisfaction of the Manager related to the carrying out activities authorized under the Park Use Permit for a minimum of \$2,000,000, inclusive per occurrence, for bodily injury, death and damage to property, and such insurance shall be in the name of the Park Use Permit holder, and shall name the Regional District, as an additional insured.
 - 20.3.6 shall indemnify and save harmless the Regional District, its elected and appointed officials, officers, employees, agents, successors and assigns from any and all claims, demands, causes of action, including personal injury and death, damages, suits, demands, fines, penalties, losses, costs (including reasonable solicitor and client's fees and disbursements on a solicitor-client basis) or expenses of whatever kind, in any way occurring, that the Regional District may suffer, incur or be liable for resulting from the use of the Park under the Park Use Permit whether with or without negligence on the part of the Park Use Permit holder or those for whom they are responsible in law and the Park Use Permit holder's employees, directors, contractors, agents, guests and invitees.
- 20.4 A Park Use Permit may be amended, suspended, or revoked if:
- 20.4.1 any person violates a term or condition of the Park Use Permit;

- 20.4.2 the applicant for a Park Use Permit has made a material misrepresentation regarding the use proposed as part of a Park Use Permit application;
- 20.4.3 where the Park Use Permit holder or a person participating in the use authorized by a Park Use Permit contravenes a provision of this bylaw.

21. PARK USE PERMIT APPEAL

- 21.1 Any Person may file a written notice of appeal with the Manager in respect to the granting or refusal of a Park Use Permit.
- 21.2 Upon considering a matter under appeal the Manager may:
 - 21.2.1 confirm, reverse, or vary the decision under appeal; and
 - 21.2.2 make any decision that the Manager considers appropriate.
- 21.3 The Person for whom the appeal decision has been made may further appeal the Manager's appeal decision in writing to the Regional District Board within 10 days of the date of the appeal decision.
- 21.4 Upon considering the matter under appeal, the Board may:
 - 21.4.1 confirm, reverse, or vary the decision under appeal; and
 - 21.4.2 make any decision that the Board considers appropriate.
- 21.5 The decision of the Regional District Board is final and there will be no further appeal from its decision whatsoever.

22. FEES AND CHARGES

- 22.1 The fees and charges for a Park Use Permit are hereby imposed as set out in Schedule A attached hereto and forming an integral part of this bylaw.

22.2 Fees with respect to the Park Use Permit may be refunded, less a 25% administration charge if the Regional District is advised in writing that the activity authorized by the Park Use Permit is cancelled and the Park Use Permit is returned as unnecessary 72 hours in advance of the event.

22.3 Damage deposits will be returned at the completion of the activity authorized by the Park Use Permit following the Regional District’s assessment of the condition of the Park. Cost associated with clean up and repair of the Park will not be returned.

23 SEVERABILITY

23.1 If any section, subsection, paragraph, subparagraph or clause of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME this [XX] day of [XX], [XX]

READ A SECOND TIME this [XX] day of [XX], [XX]

READ A THIRD TIME this [XX] day of [XX], [XX]

I hereby certify that the foregoing is a true and correct copy of

“Regional District of Bulkley-Nechako [xx] Bylaw No. [xx], [xx]”.

Dated at Burns Lake, B.C. this day of ,

Corporate Administrator

ADOPTED this day of ,

Fees and Charges
Schedule A to
"Regional District of Bulkley-Nechako
Parks Use Regulations Bylaw No. 1989, 2023"

Park Use	Fee	Damage Deposit
Park Use Permit up to 50 participants	\$100	\$500
Park Use Permit up to 100 participants	\$200	\$750
Park Use Permit over 100 participants	\$250	\$750

Prices are inclusive of applicable taxes



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: August 10, 2023
Subject: **Cycle 16 Trail Phase 3**

RECOMMENDATION:

(all directors / majority)

Direction

DISCUSSION

The Cycle 16 Trail Society is requesting that the RDBN apply to the Rural Economic Diversification and Infrastructure Program (REDIP) for a grant of UP TO \$1,000,000 for the construction of phase 3 of the Cycle 16 trail; and that the RDBN agree to contribute an estimated \$500,000 to the cost of construction. This request is detailed in the attached letter dated July 31 from the Society's consulting engineer.

The roughly estimated cost of construction for phase 3 is \$1,600,000. The REDIP grant will provide up to \$1,000,000. Cycle 16 has indicated the ability to contribute \$100,000 to the cost of construction. The Cycle 16 Trail Society is asking the RDBN to cover the remaining costs.

It is projected that Electoral Area A would have access to adequate Gas Tax funds by 2025 to cover the proposed \$500,000. Electoral Area A has access to approximately \$460,000 in uncommitted Gas Tax funds at present, and is anticipated to receive approximately \$300,000 annually in 2024 and 2025.



Should the RDBN Board agree to the above request RDBN staff will work with the Cycle 16 Trail Society to complete the tasks identified on the project timeline outlined in the attached letter. The key tasks for RDBN staff in 2023 and 2024 would be the following:

- preparing and submitting the REDIP application;
- making the ALC applications;
- working with the Cycle 16 Trail Society on private land issues;
- working with the Cycle 16 Trail Society and MoTI on trail design issues; and
- entering into a license of occupation with MoTI.

Staff will report back to the Board as appropriate regarding the License of Occupation, private property owner impacts, and the construction tender process prior to making any commitments on behalf of the RDBN. Details regarding the anticipated financial contribution from the RDBN would be considered by the Board as part of the tender approval process.

PROJECT OVERVIEW

The Cycle 16 Trail Society is a community group that has been working on establishing a 12 km trail adjacent to Highway 16, predominantly within the Highway Right of Way. The RDBN entered into a [Memorandum of Understanding \(MoU\)](#) with the Cycle 16 Society in July 2020. This MoU outlines how the RDBN and the Society plan to work together towards the establishment of the proposed Cycle 16 Commuter Trail.

The paved trail is approximately 3 metres wide and is divided into three Phases. The construction of Phase 1 of the Trail, from Smithers to Laidlaw Road, is now complete. The total known construction cost of Phase 1 to the RDBN is approximately \$1,565,329. This cost was covered by a \$1,465,940 grant funding and \$99,389.65 from Electoral Area A Gas Tax funding.

WSP Limited, on behalf of the Cycle 16 Trail Society, have been recently focused on completing a detailed design for Phase 2 of the trail. This work is funded primarily through a grant applied for by Cycle 16 through the federal Active Transportation Fund Grant Program. WSP has recently began design work on detailed design for Phase 3, funded primarily through the 2022/2023 intake for the REDIP grant program.

ATTACHMENTS:

1. July 31, 2023 letter from the Cycle 16 Trail Society's consulting engineer.
2. [Cycle 16 / RDBN Memorandum of Understanding - link](#)

July 31st, 2023

Regional District of Bulkley-Nechako
P.O. Box 820
37 3rd Avenue
Burns Lake, B.C. V0J 1E0

Via email to: jason.llewellyn@rdbn.bc.ca

Attention: Jason Llewellyn

Subject: Cycle 16 Phase 2 & Phase 3 Project Update

I am writing to provide an update on the status of the Cycle 16 Phase 2 as well as an overview of Cycle 16 Phase 3 including a new strategic approach being proposed by Cycle 16 to seek grant funding for construction of Phase 3 of the trail.

PHASE 2 UPDATE

Work on Phase 2 of the Cycle 16 trail is ongoing. The most recent milestones achieved on this phase of the project include:

- Receipt of the Ministry of Transportation's 75% design review comments,
- In person meetings to review the 75% design with three of the five private property owners,
- Completion of the Phase 2 Archaeological Impact Assessment,
- Completion of the Geotechnical investigation,
- Commencement of the Environmental Assessment and permitting work by McElhanney.

As we move forward with Phase 2 over coming months, we will look to meet with the remaining two property owners and then conduct broad public consultation in an open house type event. We will then continue to progress the design towards the 100% stage, at which point we will seek final approval of the design by the Ministry of Transportation. Given the complexity of Phase 2, which includes a highway crossing and 5 private property acquisitions, progress on this phase of the project has been slower than originally anticipated. However, we continue to make strong progress and the property owner discussions that we have had so far have all been positive.

PHASE 3 UPDATE

Phase 3 of the Cycle 16 Trail is approximately 3.2km in length and is proposed to be located on the North side of Highway 16. This phase of the trail starts at the highway pullout between Raymond Road and Donaldson Road (where Phase 2 ends) and continues east until the edge of the Village of Telkwa municipal boundary. This piece of the Cycle 16 project is least complex section of the trail, benefiting from a consistently wide highway ROW for the majority of the alignment limiting the number of private property conflicts along the route. The image below, outlines the section of Highway where Phase 3 of the Cycle 16 trail is located. Refer to the last page of this letter for a larger scale map of Phase 3.



PROJECT FUNDING

The Detailed Design of Phase 3 was awarded to WSP by the Cycle 16 Trail Society in April of this year. The majority of the design project has been funded by the 2022/2023 Rural Economic Development Infrastructure Program (REDIP), which Cycle 16 applied for last December. The remaining funding for the design is being provided by Cycle 16’s general fund-raising efforts.

Funding for construction of Phase 3 has not yet been secured, however there is an opportunity to apply for construction funding through the 2023/2024 intake of the REDIP Grant Program which is currently open for intakes and closes at the end of October.

DETAILED DESIGN SCOPE

The scope for the detailed design of Phase 3 of the Cycle 16 trail, which will be completed by WSP includes the following items;

- Stakeholder engagement (RDBN, MoTI, BC Hydro, PNG, & Property Owners)
- Detailed Design of the 3.2km long Multi-Use Pathway
- Geotechnical Investigation & Reporting
- Topographical Survey of the Project Area

Excluded from the Phase 3 detailed design scope is the completion of an Archaeological Impact Assessment (AIA). An AIA has been identified as being required following the completion of an Archaeological Overview Assessment (AOA) conducted by Archer in 2021. The AOA found that the final section of Phase 3 crosses through an area which is deemed to have high archaeological potential, therefore initiating the requirement for an AIA to be completed before Phase 3 of the trail will be ready

for construction. Cycle 16 has received funding for the AIA of Phase 3 and intends on moving forward with this work in the near future.

PROPERTY IMPACT SUMMARY

Phase 3 of the Cycle 16 trail has a direct impact on one private property. This property is along the final section of the trail as it approaches the Village of Telkwa municipal boundary (shown in the image below). The existing ROW along this section of the highway 16 corridor is extremely narrow at only 10m wide. As such, acquisition of a portion of the neighboring property is required to facilitate the construction of this portion of the Cycle 16 trail.

Based on the existing width of the highway ROW, we anticipate that a property acquisition could be as wide as 10m wide and about 600m long (1.4 acres). The current parcel size of the property is 142 acres, which means the acquisition would be approximately 1% of the parcels land. The portion of the property the project would be looking to acquire consists of a combination of hay field and forested land (as seen in the image below).

The Cycle 16 Trail Society is currently working on developing relations with the property owner and is optimistic about the acquisition process.



STAKEHOLDER ENGAGEMENT

The approach to stakeholder engagement for Phase 3 would be similar to that of Phase 2. As the detailed design of Phase 3 progresses, design review meetings will be held between WSP, Cycle 16, the RDBN and MoTI to obtain general acceptance of the design as it progresses. Once the design has been completed to a 75% stage and has been reviewed by MoTI, the design drawings will then be reviewed with the one property owner along the route to discuss the limits of the proposed property acquisition. Following discussions with the private property owner, broader public consultation would occur to inform the public about the RDBN’s plans for Phase 3 and to provide an opportunity for the public to comment on the proposed design prior to the design being finalized.

As the design of Phase 3 is progressed to the 100% stage, the final construction drawings would be reviewed and approved by MoTI, at which point the RDBN and MoTI could move forward with finalizing the property acquisition. Followed by this the RDBN would complete the License of Occupation agreement with MoTI in order to prepare for construction and be permitted to own and operate Phase 3 of the trail within the Ministry’s ROW.

PROJECT SCHEDULE

Outlined below is the projected schedule for Phase 3 of the Cycle 16 trail below which identifies the critical milestones required in order to construct this phase of the trail in 2024/2025. Please note, that the proposed schedule is contingent on a number of factors such as prioritization of the Phase 3 detailed design over Phase 2, support from the Regional District on the REDIP application, acquisition of property and successfully obtaining construction funding through REDIP.

- Complete Geotechnical Investigation for Phase 3 (**completed**) (6/15) ²⁰²³
- Complete the Topographical Survey for Phase 3 (**completed**) (7/15) ²⁰²³
- Begin the Detailed Design of Phase 3* (7/25) ²⁰²³
- Complete the AIA for Phase 3** (9/1 – 10/30) ²⁰²³
- Complete Phase 3 Conceptual Design for ALC Application (9/15) ²⁰²³
- Complete the Detailed Design of Phase 3 (10/15) ²⁰²³
- Submit Grant Application to REDIP for Phase 3 (10/30) ²⁰²³
- ALC Non-Farm Use Application and Private Property Transfer to ROW (9/15 – 4/30) ²⁰²⁴
- Finalize Private Property Transfer to ROW Phase 3 (9/30 – 4/30) ²⁰²⁴
 - Negotiating Compensation ^(2 months)
 - Legal Survey Plan for Transfer & Property Appraisal ^(3 months)
 - Purchase and Sale Agreement with MoTI/Property Owner ^(1 month)
 - Land Title Office Registration ^(1 month)
- Finalize License of Occupation Agreement with MoTI for Phase 3 (10/30 – 3/31) ²⁰²⁴
- Finalize ROW Agreement with BC Hydro for Phase 3 (10/30 – 3/31) ²⁰²⁴
- REDIP Funding Announcement*** (3/31 – 5/30) ²⁰²⁴
- Tender Contract for Phase 3 Construction (5/30 – 8/30) ²⁰²⁴
- Begin Construction of Phase 3**** (7/1 – 10/30) ²⁰²⁴
- Complete Construction of Phase 3***** (11/1 – 9/1) ²⁰²⁴⁻²⁰²⁵

**WSP will pause the design of Phase 2, to complete the design of Phase 3 within the proposed timeline.
 **Timeline is based on the Archaeological Impact Assessment being completed under MoTI's Arch Branch Permit.
 ***REDIP Program states funding decisions for the 2023-24 intake will be announced in the spring of 2024.
 ****REDIP Program states funding must be spent within 2-years of the funding award. This provides flexibility to Tender the project later in the 2024 calendar year, and complete construction during the 2025 calendar year if the RDBN experiences delays in the ALC approval process, or the property acquisition / land transfer process.*

We believe the schedule proposed above is reasonable and fits within the REDIP grant funding timelines and allows Cycle 16 and the Regional District to take advantage of a significant amount of grant funding to continue pushing the Cycle 16 project forward.

PHASE 3 COST OF CONSTRUCTION

The construction cost of Phase 3 is currently not informed by any level of engineering design as no conceptual design was completed for Phase 3.

However, based on the known construction cost of Phase 1 (\$1,740,000), which was completed earlier this year, we can infer that the average cost of trail is approximately \$470/m. Based on the average cost of trail per meter (from Phase 1), an adjustment for trail complexity (0.93)* and the length of Phase 3 (3,200m), we have estimated that the construction cost of Phase 3 is approximately \$1,392,000 (pre-escalation). Provided the construction costs noted above for Phase 1 are based on costs from 2022, and Phase 3 would be tendered in 2024, we would expect there to be escalation in the costs of construction for Phase 3 when comparing to the costs of Phase 1. As such, for the purposes of estimating the costs of construction for Phase 3, we recommend assuming the construction costs will be 15% higher than Phase 1. This would put the estimated cost of construction for Phase 3 at **\$1,600,000**.

Please note, that as a part of WSP's scope for the Detailed Design of Phase 3, a cost estimate will be developed to a Class "A" level cost estimate ($\pm 10-15\%$). WSP will complete this cost estimate once the detailed design of Phase 3 is sufficiently progressed, prior to the submission of the REDIP grant application.

**Phase 3 of the Cycle 16 trail is considerably less complex than Phase 1. Phase 1 had several factors that increased the complexity of construction, such as: large cut/fills, switchbacks, cattle underpass, multiple road crossings, etc. As such, when estimating costs for Phase 3 using Phase 1 costs, we made an adjustment of 0.93 to account for the reduced complexity.*

GRANT FUNDING OPPORTUNITY

There is currently an opportunity for the Cycle 16 Trail Society and the Regional District to pursue construction funding for the Cycle 16 trail through the 2023-24 REDIP-ED grant program. The application for construction funding can be applied for either by the Cycle 16 Trail Society or by the Regional District. The maximum funding amount for the grant program is \$1,000,000, which is why Phase 3 is more suitable for this grant opportunity than Phase 2. As noted, the detailed design of Phase 3 was also funded by the 2022-23 REDIP-ED grant program earlier this year. We believe that an application for construction funding for Phase 3 through this same program would be viewed positively as the grant authority will see that their funding is leading to tangible outcomes.

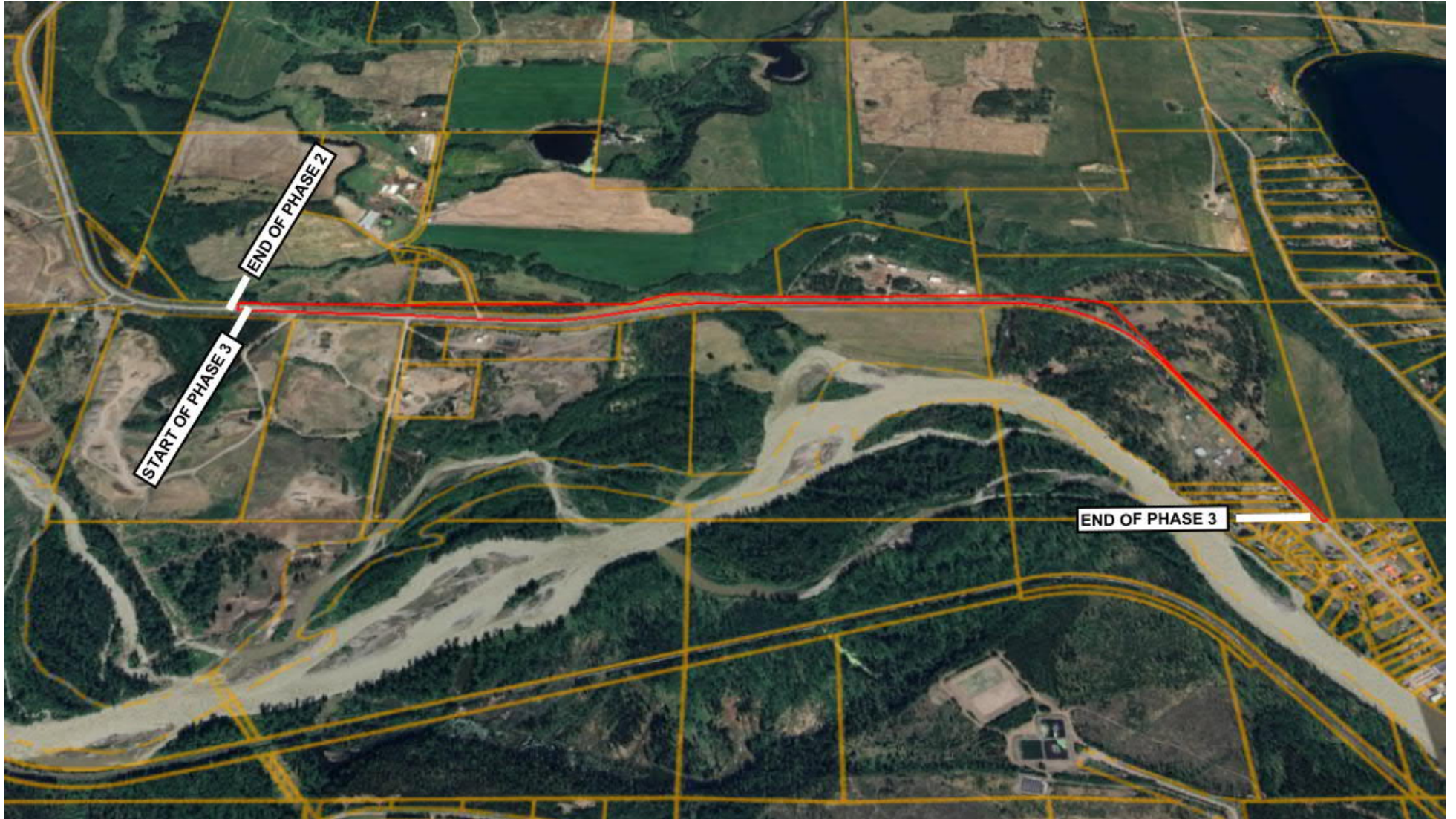
If the Regional District has any further questions or seeks any additional information from WSP on this project update, please let us know, we are happy to provide any additional information or context that may be required. Thank you for your ongoing support of the Cycle 16 project. We look forward to continuing to work closely with the Regional District on this and other exciting regional projects.

Yours sincerely,



Allan Kindrat, P.Eng, PMP
Project Manager

AK/pw
cc: Paul Wellington, WSP
WSP ref.: 221-11670-00





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Janette Derksen, Waste Diversion Supervisor
Date: August 10, 2023
Subject: Update: Vanderhoof Transfer Station – Electronics Pilot Program

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

That the Board directs staff to move forward with the “one-stop-shop” approach at RDBN Transfer Stations and operate all possible existing Extended Producer Responsibility recycling programs available in BC.

BACKGROUND

In March 2022, staff brought forward the concept of the “one-stop-shop” at the RDBN transfer stations by incorporating additional Extended Producer Responsibility (EPR) Programs, to increase waste diversion and recycling. It was identified that some EPR programs were already being hosted by local, privately-owned Bottle Depots and, should the RDBN host the same programs, it could affect the revenue for the Bottle Depots.

The program with the greatest financial impact to Bottle Depots, if shared with another entity is electronics recycling. With this impact in mind, three options were provided for consideration. The Committee chose to move forward with Option B (Waste Management Committee memo – March 17, 2022):

OPTIONS B - Establish collection points at RDBN Transfer Stations for EPR programs currently managed by the Bottle Depots, who would receive the revenue through the steward. The goal would be to try and minimize RDBN staff time used for this and have robust agreements with the Bottle Depots for servicing the on-site program.

The Committee approved to focus on a pilot program for the Vanderhoof Transfer Station by establishing an agreement with the local bottle depot operated by Nechako Valley Secondary School (NVSS). It was agreed that this location had the greatest need for diverting electronics and NVSS was in favour of having the opportunity to work with the RDBN in some way to divert more waste from the landfills.

At the June 16, 2022 Waste Management Committee Meeting, staff brought forward a draft contract agreement for the Nechako Valley Secondary School (NVSS) Bottle Depot with general terms and conditions, and a description of the service for the Committee to review. The agreement was to allow for electronics materials to be collected at the Vanderhoof Transfer Station and be removed by the NVSS Bottle Depot and taken to their location to be recycled under their EPR contract. The review and discussion was deferred to a later meeting.

Between July and November 2022, RDBN Staff made numerous attempts to encourage the NVSS Bottle Depot to provide feedback on the draft contract agreement. On November 29th staff received a response stating that the NVSS Bottle Depot was in support of the agreement, however consideration was given to why the proposed agreement may be challenging for both parties.

UPDATE

The above pilot program has not yet commenced. NVSS has not been in contact with the RDBN since November 2022 to move forward with this.

Staff has been contacted numerous times by the Electronics EPR steward urging the RDBN to open a collection point at the Vanderhoof and other RDBN Transfer Stations.

At the June 20, 2023 Regional Solid Waste Advisory Committee (RSWAC) meeting, staff presented a broad overview of what Extended Producer Responsibility (EPR) is, with discussion around the one-stop-shop concept for RDBN Transfer Stations and Recycle Depots and the impact of multiple collectors for certain EPR programs. The March 2022 memo was reviewed. The RSWAC committee unanimously agreed that implementation of the one-stop-shop concept was needed to move forward with the Solid Waste Management Plan's objectives for waste diversion. It was noted that its priority for providing these services was to divert waste and should not be concerned with impacting other organizations that may also collect for certain EPRs.

CLOSURE

In order to move forward with increasing residential recycling as per the Solid Waste Management Plan, staff recommends implementing the one-stop-shop approach at RDBN Transfer Stations and operate all possible existing EPR programs available in BC.

Due to encouragement from the Electronics Recycling Steward to open collection points at RDBN depots and direction from the RSWAC committee to move forward with a one-stop-shop concept, staff is recommending not to move forward with the Electronics Pilot program at the Vanderhoof Transfer Station.

Attachments:

1. WM Committee MEMO – Transfer Stations - Expanding Recycling Depot Programs – March 17, 2022



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM**

To: Chair Fisher and Waste Management Committee
 From: Janette Derksen, Waste Diversion Supervisor
 Date: March 17, 2022
 Subject: Transfer Stations – Expanding Recycling Depot Programs

RECOMMENDATION

Receive and Discuss

BACKGROUND

During the February 10, 2022 Waste Management Committee meeting, staff brought forward the topic of Expanding Recycle Depot Programs for discussion. The Board was generally in support of the “One-Stop-Shop” concept for RDBN Sites but had concerns about the potential impacts to local Bottle Depots which generate revenue through the same programs that the RDBN is considering incorporating. The Regional District’s Solid Waste Management Plan also supports the opportunity to include more EPR programs at the transfer stations.

The EPR programs that could potentially be added would include the collection of: electronics, small appliances, lights & lamps, power tools, bulky equipment and household detectors.

The benefits of the “One-Stop-Shop” concept include convenience for the public, increased diversion from landfills and increased revenue from collected material. The potential downsides to this approach are impacts to private Bottle Depot revenue and potential additional expenses for program establishment and management.

UPDATE

Staff was asked to provide additional information on the specific impacts to the local Bottle Depots, and specifically the current revenue for Electronics recycling program for the relevant Bottle Depots.

Bottle Depots are not collecting their full potential of any material, as RDBN site staff are seeing large amounts of recyclable material entering the Transfer Stations and Landfills. For example, the total potential disposal of electronics is 2.5kg per person per year. One of the Bottle Depots reported their tonnage which correlated to only 48% of their full potential with the given population. Currently the Bottle Depots in the RDBN generate between \$5,000-6,000 of revenue from electronics recycling.

Staff reached out to the managers/owners of the Burns Lake, Smithers and Nechako Valley Bottle Depots, who expressed the following:

- All were in support of increased diversion and acknowledged the advantage of having the EPR programs hosted at RDBN Transfer Stations.
 - They understood that the program stewards would support the multiple drop off locations within a community to capture more in-scope material.
 - All were concerned with the potential negative impact to their revenue stream should the RDBN
-

host the same EPR programs, especially with the Electronics Program. However, the potential revenue loss associated with sharing these programs was not detrimental to the success of the business. All understood why the RDBN is considering this, but not all were in support of the initiative due to revenue loss and potential employment hours loss. They requested that they be informed of developments and decisions.

- Several partnership opportunities were suggested and generally centered around using RDBN Recycling Depots as collection points for the Bottle Depots who would then receive revenue for the material. The Bottle Depots generally have limited space to package and store the program materials in question and this type of partnership would be very beneficial for them.

OPTIONS

As a local government the goal is not to compete with private business for revenue nor is it to subsidize their operations, so this is a challenging issue. Staff has provided several simplified options for waste diversion by incorporating additional EPR programs as follows:

Option A

Expand RDBN Recycling Depot Programs to promote the “One-Stop-Shop” by taking on additional programs and receive the revenue for collected material. This would compete directly with the Bottle Depots but would not include Return-It Deposit Containers.

Options B

Establish collection points at RDBN Transfer Stations for EPR programs currently managed by the Bottle Depots, who would receive the revenue through the steward. The goal would be to try and minimize RDBN staff time used for this and have robust agreements with the Bottle Depots for servicing the on-site program.

Option C

The RDBN would only take on programs that local Bottle Depots are willing to share.

The precise mechanisms for the above options have not been finalized and will likely require pilot initiatives to determine what challenges need to be addressed. Initiatives for any of the above items or new options will be brought forward to the Committee before implementation



143

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: August 10, 2023
Subject: **Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008, 2023**

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

That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008 be adopted this 10th day of August, 2023.

BACKGROUND

Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008, 2023 was given three readings by the Board on July 13, 2023. The bylaw may now be adopted.

ATTACHMENTS:

Bylaw 2008



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2008

A bylaw to amend the boundaries of the Telkwa Rural Fire Protection Service Area within a portion of Electoral Area "A"

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 668 a service of fire protection to a portion of Electoral Area "A" known as the "Telkwa Rural Fire Protection Local Service Area";

AND WHEREAS the Regional District may amend a Local Service Establishment Bylaw;

AND WHEREAS the Regional District has received a request from owners of the property to be included in the Telkwa Rural Fire Protection Service Area;

AND WHEREAS the Director of Electoral Area "A" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein;

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

- 1) That the Regional District hereby amends the boundaries of the Telkwa Rural Fire Protection Service Area by including the following property:

THE NORTHWEST 1/4 OF SECTION 30 TOWNSHIP 6 RANGE 5 COAST DISTRICT EXCEPT ANY PORTION OF THE RIGHT OF WAY OF THE DOMINION TELEGRAPH LINE HAVING A WIDTH OF 100 FEET WHICH MAY LIE WITHIN THE BOUNDARIES OF THESE LANDS

and that the resulting boundaries of the Telkwa Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2008, 2023."

Bylaw No. 2008

Page 2 of 2

READ A FIRST TIME this 13th day of July, 2023

READ A SECOND TIME this 13th day of July, 2023

READ A THIRD TIME this 13th day of July, 2023

ADOPTED this day of , 2023

Chairperson

Director of Corporate Services

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2008 as adopted.

Director of Corporate Services



146

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Blackwell, Regional Fire Chief
Date: August 10, 2023
Subject: **Community Resiliency Investment Fund**

RECOMMENDATION:

(all/directors/majority)

That the Board send a letter to the Minister of Forests requesting the Province of BC reconsider the maximum funding a Regional District can receive to incorporate the mandatory Community Wildfire Resiliency Plan.

BACKGROUND

Every year the RDBN applies for the Community Resiliency Investment Fund (CRI), sponsored by the Province of BC and managed through the Union of British Columbia Municipalities (UBCM), to fund the RDBN FireSmart program. The RDBN FireSmart program currently relies solely on the CRI funding.

In 2023 the application process changed requiring applicants to apply for two years of funding at a time. The new application program does cut down on the staff time to process the application and final reports, however, the following mandatory requirement changes are impacting how the FireSmart Program will be used in 2024, the changes are:

- Establish a FireSmart Coordinator position.
- Create or participate in a FireSmart Resiliency Committee.
- Create a Community Wildfire Resiliency Plan (CWRP).

The RDBN has had a FireSmart Coordinator for multiple years now and is in the process of creating a FireSmart Resiliency Committee as part of this year's application. The RDBN has also submitted a request for quote on BC Bid for the CWRP.

The concern is the CWRP process puts Regional Districts at a disadvantage over Municipalities as the costs to have the plans developed are extremely expensive. For example, a Municipality might pay between \$30,000 and \$40,000 for a completed plan for the municipality, where Regional Districts are required to have a completed plan for each Electoral Area.

For the two-year funding cycle the RDBN's application is \$548,114 (the maximum allowable is \$550,000) and \$224,340 of the current application will be used to develop the CWRP. To incorporate this mandatory requirement, the RDBN must cut significant components from the RDBN FireSmart program.

The cuts made to the program are as follows:

- Removed two summer students for summer of 2024.
- Removed FireSmart Coordinator position from October – December 2023.
- Removed 60 \$750 home partners rebates.
- Removed 120 home partner assessments.
- Removed newspaper and radio advertisements.
- Cut down on the number of farmers markets to be attended.
- Removed additional promotional items.

These cuts to the FireSmart Program will likely have significant impacts during the 2024 field season. Since the requirement to have a CWRP is mandatory to receive future funding, these cuts are the only way to make the application fit the budget unless the province amends the way in which regional districts can apply or allows regional districts to exceed the current maximum allowable funding.

Given the extent of the wildfires experience to date this year staff are concerned that the reduced funding to support residential FireSmart activities is a significant issue.

Staff are asking that the Board send a letter to the Minister of Forests outlining our concerns and request additional funding to have the CWRP completed without impacting the current RDBN FireSmart program's capacity.



148

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: August 10, 2023
Subject: **General Passenger Vehicle Summary**

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

That the Board approve the purchase of one new passenger vehicle with the funds for payment to come from the administration vehicle reserve and that the board authorize staff to dispose of one or two vehicles from the fleet and include these transactions in the next budget amendment.

BACKGROUND

This memo discusses all the passenger vehicles in the Regional District except for the ones that are used exclusively by the environmental services department. Staff are seeking the approval to purchase one new vehicle this fall and dispose of two vehicles in September and October.

Generally, vehicles that are over six years old or have exceed 200,000 km are reviewed annual to be replaced. Often with good maintenance our vehicles can last much longer (such as unit A1) but eventually the increased cost of maintenance warrants replacement. Two other considerations for replacement are considered. The first is the much improved safety features that are included on the new vehicles and the second is the move towards more fuel efficient vehicles (including hybrids).

Earlier this year the Regional District purchased a 2022 Ford Escape Hybrid vehicle (BI3) for the Building Inspection department.

The new proposed vehicle is expected to be a gasoline-only vehicle to avoid the supply chain issues currently involved with hybrid or electronic-only vehicles.

Table 1: Vehicle Summary

Unit	Year	Make	Model	Department	Kilometers	Condition	Comments	Past 6 Years	Past 200,000
A1	2010	Ford	Escape	Admin/Fin/Ec. Dev	219,617	fair		Y	Y
A2	2015	Ford	Escape	Plan/Prot Serv.	156,583	fair		Y	
A3	2017	Dodge	Ram 1500	Admin/fin/ec dev.	72,417	fair		Y	
A4	2017	Ford	Escape	Admin/fin/ec.dev	211,826	poor	Needs new Transmission	Y	Y
A5	2020	Toyota	Rav 4 Hybrid	Admin/Fin/Ec.dev	80,714	fair	Cablegate		
A6	2022	Toyota	Rav 4 Hybrid	Admin/Fin/Ec.dev	33,424	excellent			
BE1	2021	Toyota	Rav 4 Hybrid	Bylaw Enforcement	72,839	excellent			
BI1	2017	Ford	Escape	Building Inspection	168,495	fair		Y	
BI2	2020	Toyota	Rav 4 Hybrid	Building Inspection	159,000	fair	Cablegate		
BI3	2022	Ford	Escape Hybrid	Building Inspection	12,128	excellent			

Staff are proposing the disposal of unit A4 and unit A1. Alternatively, unit A1 may be transferred to the environmental services department to replace unit P7 (a pickup truck that has just had a motor failure). Staff are still investigating this alternative as the motor failure is a recent event.

The estimated cost of the new vehicle is \$50,000 including PST but will not exceed \$60,000 that the Regional District has in the vehicle reserve.

In the comments section of the vehicle summary table, two vehicles are listed as having a “cablegate” issue. This issue is now a Toyota recall and involves the main cable between the electric motor and the batteries corroding. Replacement parts and warranty work has proven difficult. This has resulted in much downtime for the two vehicles identified. Once fixed, unit A5 is likely to move up to the “good” condition.



150

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: August 10, 2023
Subject: **Investment Policy**

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

That the new investment policy be approved.

BACKGROUND

Staff have worked with the Municipal Finance Authority (MFA) on updating the current investment policy for the Regional District. This policy will allow the regional district to invest in some of MFA's long term investment portfolios.

The proposed policy is based on the most current MFA investment policy template. Staff have carefully reviewed the template and have determined that it meets all the requirements necessary for the Regional District and its long-term financial plan.

This policy is similar to the investment policy recently adopted by the Board of the Stuart-Nechako Regional Hospital District in July.

Attachment: **New Proposed Investment Policy**
Current Investment Policy



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

1. Purpose

The purpose of Regional District of Bulkley-Nechako 's Investment Policy is to provide a management framework for its investment portfolio. It is the policy of Regional District of Bulkley-Nechako to invest its funds in a manner that will provide for the optimal blend of security, risk-adjusted returns, while meeting current and future cashflow demands. Further, this Policy was created to adhere to the statutory requirements of the *Community Charter* and the *Local Government Act* as applicable.

2. Scope

This Investment Policy applies to all cash and investment assets of Regional District of Bulkley-Nechako which are suitable for investment with due consideration of cashflow demands.

3. Objectives

The objectives of the investment program, in order of importance are: principal protection, liquidity, and return on investment.

3.1 Principal Protection

Preservation of capital is of utmost importance. It is central to this objective that a prospective investment issuer's creditworthiness be considered, and furthermore monitored if an investment is made. Secondly, portfolio diversification must be leveraged, when possible, to limit concentration and other associated risks and provide a greater base of assets to offset losses. Identifying, monitoring, and adjusting for additional and foreseeable standard market risks is prudent and necessary for the investment program.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

3.2 Liquidity

The investment portfolio shall be managed in a manner where liquid assets are available for all reasonably anticipated funding requirements. This process includes assessing cash demands and selecting investments that mature (or have a duration) prior (or shorter) to (than) the need for the cash. This Policy recognizes that it may be prudent to invest in longer-termed investments (or longer durations) to maximize returns that may not be as liquid as shorter-dated assets. Investments in less-liquid assets shall only be made with cash that is anticipated to be used after the less-liquid investment matures.

Securities purchased are intended to be held until maturity unless favourable market conditions afford a substantial opportunity to sell the security early. Although it is the aim in most cases to hold securities until maturity, should cash requirements emerge, the investment portfolio shall consist mainly of securities with active secondary resale markets.

3.3 Return on Investment

Return on investment (ROI) is a secondary objective to principal protection and liquidity. The adequacy of the investment portfolio's returns is contemplated in the context of the requirements to preserve capital and manage liquidity while adhering to the investment constraints of the *Community Charter* and this Policy. It is prudent to review investment performance on a regular basis, and this may be achieved through considering returns against a benchmark portfolio. Overall, it is the aim to maximize risk-adjusted returns.

4. Standard of Care

4.1 Prudence

Investments shall be made with professional judgement and care. Investments will be made with the same level of diligence and intelligence as would be exercised with personal investments. The objectives of principal protection, liquidity management, and risk-adjusted returns are integral to the tenant of prudence. Speculative activities are prohibited. Staff must be aware of foreseeable risks, trends and fluctuations in the market that may affect the investment portfolio.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

4.2 Ethics and Conflict of Interest

Staff involved with the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or may impair their ability to make impartial decisions. Any potential conflict of interest must be disclosed to management and will be considered on a case-by-case basis.

4.3 Delegation of Authority

Authority to manage the Regional District of Bulkley-Nechako's investment program is granted to Chief Financial Officer and is derived from Section 237 of the *Local Government Act* as follows:

Section 237: One of the officer positions established under section 234 must be assigned the responsibility of financial administration, which includes the following powers, duties and functions: (d) investing funds, until required, in authorized investments.

Authorized investments are regulated per section 183 of the *Community Charter*, and further as outlined in section 5 of this Policy.

5. Authorized Investments

Eligible cash may be invested in accordance with section 183 of the *Community Charter*, subject to the following conditions:

5.1 Investment Denomination

Investments shall only be denominated in Canadian dollars and speculative currency investments are prohibited.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX
Last Reviewed: XX

5.2 Portfolio Limitations

The following two tables outline the limitations imposed by this Policy on the portfolio of investments available to Regional District of Bulkley-Nechako. The portfolio constraints, targeting credit ratings and exposure to assets classes, rank equal and are to be managed synchronously.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

5.2.1. Portfolio Limits by Credit Rating

Credit Rating [1]	Maximum % Share of Total Reserves
AA- or higher [short-term rating R-1 (mid) or higher]	100%
A+/A/A- [short-term rating R-1 (low)]	75%
BBB+/BBB/BBB- or Unrated [short-term rating R-2 (high) or lower]	25%

[1] Subject to 5.3.

5.2.2 Portfolio Limits by Asset Type

Asset Type	Maximum % Share of Total Reserves	Maximum Single Entity % of Total Reserves	Maximum Term
MFA Pooled Investment Funds	15 - 100% [2]	N/A	366 days to 11 years [2]
Federal Government [1]	Up to 100%	Up to 100%	50 years
Provincial Governments [1]	Up to 100%	25% to 75% [3]	20 to 30 years [3]
Local Governments [1]	Up to 50%	10% to 25% [3]	5 to 25 years [3]
Financial Institutions [1]	Up to 50% [5]	10% to 15% [3][4]	5 to 10 years [3]

[1] Weighted holdings of this type of security within a Pooled Fund does not count towards limit.

[2] Range based on Pooled Fund type. These ranges are in reference to the limits imposed on each Fund by MFA for assets each hold. MFA's DMAC Fund can hold assets of any maturity. MFA Funds may be held in perpetuity by the unitholder.

[3] Ranged based on Credit Rating.

[4] Total investments in securities of a chartered bank, savings institution, or credit union may not exceed 1.00% of the financial institution's last year-end reported total deposits.

[5] Short-term portfolio funds (cash needed within 1 year) may be 100% held within Financial Institutions, but subject to Single Entity limits. Further, from time-to-time Single Entity limits may be exceeded per 5.4.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

5.3 Credit Ratings

Credit ratings shall be obtained from "Recognized Ratings Agencies" defined as: Moody's Investors Service (Moody's), Standard & Poor's (S&P), Fitch Ratings (Fitch), and DBRS Morningstar (DBRS).

5.3.1 Credit Ratings Equivalency

Credit Ratings within this Policy are quoted using S&P's long-term scale and DBRS's short-term scale. Equivalent credit ratings from other Recognized Ratings Agencies apply to 5.2.1, 5.2.2, and 5.5. A Ratings Equivalency Chart is provided in Appendix A.

5.4 Adherence to Limits

Total securities, of all types, of a single entity shall not normally exceed the limits outlined in 5.2.2. However, as market and operational (e.g. tax collection) fluctuations may cause aggregate holdings of a single entity to exceed applicable thresholds, the Regional District of Bulkley-Nechako is not obliged to sell securities with immediacy to remain in compliance with this Policy. Rather, the portfolio must be rebalanced when it is most prudent to do so in any manner deemed appropriate.

5.5 Split Ratings

If an issuer or security is rated by more than one Recognized Ratings Agency, the following methodology shall apply:

- If two Agencies rate a security, use the lower of the two ratings;
- If three Agencies rate a security, use the most common;
- If all three Agencies disagree, use the middle rating; and
- If four Agencies disagree, use the average of all four ratings.

5.6 Unrated Securities

If an authorized investment per section 183 of the *Community Charter* is unrated and an internal credit rating has not been determined, it shall be rated as BBB for the purposes of determining adherence to this Policy.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

5.7 Long-dated Securities

Investments with maturities greater than 10 years require a report be prepared and presented to the Board. Upon receipt and contemplation of the Report, the Board may authorize the proposed investment.

5.8 Long-term Portfolio (10 years+)

After first ensuring adequate short & mid-term liquidity, if the Chief Financial Officer identifies monies not needed for 10 years or longer they may request Board acknowledge those monies as “long-term: 10 years+” and suitable for investments with long investment horizons. If funds have been designated as “long-term: 10 years+” the Chief Financial Officer may invest those monies in:

- Any MFA Pooled Investment Fund created specifically for investment of long-term reserves; or
- Section 183 investments with a minimum long-term credit rating of A-.

MFA constructs its *long-term* Pooled Investment Funds as stand-alone Funds with appropriate diversification, risk and return characteristics for long-term investing requirements. As such, these Funds do not apply to concentration, credit or other investment policy limits described elsewhere in this Policy.

It is typical for multi-asset class Funds to exhibit volatile performance in the short-to-mid term, but with overall positive results over the long-run. Risks which cause performance fluctuation for multi-asset class funds include but are not limited to equity, interest rate, and credit risks. It is Regional District of Bulkley-Nechako’s intent to hold long-term fixed income investments to maturity. It is the Regional District of Bulkley-Nechako’s intent to hold perpetual long-term MFA Funds for 10 years or longer – in alignment with but redeemed prior to future obligations.

For the purposes of assessing performance of the long-term portfolio (10 years+), quarterly returns will be evaluated on a rolling three, four, and five-year basis versus a suitable benchmark.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX
Last Reviewed: XX

6. Investment Parameters

6.1 Diversification

It is the Policy of the Regional District of Bulkley-Nechako to diversify its investment portfolio. To reduce the risk of loss resulting from overconcentration of assets in a specific maturity, issuer, or class of securities, all cash and cash equivalents in all funds shall be diversified by maturity, issuer, and security type. Diversification strategies shall be determined and revised periodically by the Chief Financial Officer.

6.2 Maturity

To the extent possible, the Regional District of Bulkley-Nechako shall attempt to match the maturity of its investments with anticipated cashflow requirements. Due to the imprecise nature of forecasting cashflow needs, a portion of the investment portfolio shall be continuously invested in short-dated securities. Investments in longer-dated securities that may be less-liquid requires certainty from the Chief Financial Officer that those funds will not be needed until after those long-dated securities mature.

7. Competitive Bids

When possible, the Regional District of Bulkley-Nechako will obtain quotes for the purchase of selected investments to ensure the most cost-effective alternative is selected. However, due to the time-sensitive nature of the marketplace, immediate action may be taken. Under such circumstances, market data may be used to substantiate the action taken.

8. Authorized Investment Dealers and Financial Institutions

A list of approved investment dealers and financial institutions authorized to provide investment services will be maintained by the Regional District of Bulkley-Nechako. All qualified bidders for investment transactions shall be in good standing with their applicable regulatory agencies, which may include but are not limited to the following agencies:



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX

Last Reviewed: XX

- Investment Industry Regulatory Organization of Canada (IIROC);
- Canadian Investor Protection Fund (CIPF);
- Provincial Securities Commission (BCSC, OSC, CSA, FCAA);
- Office of the Superintendent of Financial Institutions (OSFI);
- The Canadian Depository for Securities (CDS);
- Financial Institutions Commission (FICOM) – British Columbia;
- Alberta Superintendent of Financial Institutions;
- Financial and Consumer Affairs Authority (FCAA) – Saskatchewan;
- Financial Services Commission of Ontario (FSCO);
- Autorité des marchés financiers (AMF);
- Canadian Deposit Insurance Corporation (CDIC);
- Credit Union Deposit Insurance Corporation (CUDIC) – British Columbia;
- Credit Union Deposit Guarantee Corporation (CUDGC) – Alberta and Saskatchewan;
- and
- Deposit Insurance Corporation of Ontario (DICO).

9. Safekeeping and Custody

9.1 Delivery vs. Payment, Safekeeping

All securities purchased by the Regional District of Bulkley-Nechako shall be held in the name of the Regional District of Bulkley-Nechako. All security transactions shall be conducted on a delivery versus payment basis. The Chief Financial Officer must be satisfied that the security is rightfully in possession of the Regional District of Bulkley-Nechako or by a custodial service.

9.2 Internal Controls

The Chief Financial Officer shall establish a system of internal controls, to be documented in writing. The internal controls shall be reviewed by an independent auditor and the Board. The Board shall review the internal controls whenever this Policy is reviewed or when amendments are made to the internal controls. The Board may request an independent auditor review any proposed amendments to the internal controls.

The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the Regional District of Bulkley-Nechako.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX
Last Reviewed: XX

10. Policy Review

This Policy shall be reviewed periodically by the Chief Financial Officer to ensure it meets current regulatory requirements and industry best practices. This Policy shall be reviewed by the Board within 2 years of its adoption.

11. Reporting

The Chief Financial Officer must create a report for the Board on an annual basis outlining the investments held at the end of the calendar year.



Regional District of Bulkley-Nechako Investment Policy

Adopted: XX
Last Reviewed: XX

Appendix A: Credit Rating Equivalency Chart

Credit Quality	S&P		Moody's		DBRS		Fitch	
	Long-term	Canadian CP Scale (Short-term)	Long-term	Short-term	Long-term	Short-Term	Long-term	Short-Term
Superior	AAA	A-1 (high)	Aaa	p-1	AAA	R-1 (high)	AAA	F1+
	AA+	A-1 (high)	Aa1	p-1	AA (high)	R-1 (high)	AA+	F1+
	AA	A-1 (high)	Aa2	p-1	AA	R-1 (mid)	AA	F1+
	AA-	A-1 (high)	Aa3	p-1	AA (low)	R-1 (mid)	AA-	F1+
Good	A+	A-1 (mid)	A1	p-1	A (high)	R-1 (low)	A+	F1
	A	A-1 (mid)	A2	p-1	A	R-1 (low)	A	F1
	A-	A-1 (low)	A3	p-2	A (low)	R-1 (low)	A-	F2
Adequate	BBB+	A-1 (low)	Baa1	p-2	BBB (high)	R-2 (high)	BBB+	F2
	BBB	A-2	Baa2	p-2	BBB	R-2 (mid)	BBB	F3
	BBB-	A-3	Baa3	p-3	BBB (low)	R-2 (low), R-3	BBB-	F3
Speculative	BB+	B	Ba1	Not Prime	BB (high)	R-4	BB+	B
	BB	B	Ba2	Not Prime	BB	R-4	BB	B
	BB-	B	Ba3	Not Prime	BB (low)	R-4	BB-	B
Highly Speculative	B+	C	B1	Not Prime	B (high)	R-4	B+	B
	B	C	B2	Not Prime	B	R-5	B	B
	B-	C	B3	Not Prime	B (low)	R-5	B-	B
	CCC	C	Caa	Not Prime	CCC	R-5	CCC	C



POLICY F-5
ADOPTED: June 22, 2017

Regional District of Bulkley-Nechako **Investment Policy Statement**

Purpose:

This Policy provides guidance to ensure that the investment of public funds is handled in a prudent manner with due care.

Scope:

This Policy applies to the investment of cash in all funds and reserves.

Policy Statement:

The investment of public money must reflect a conservative philosophy based on the following three prioritized objectives:

1. **Safety / Preservation of Capital** - Minimizing the potential for loss of the investment principal by considering the credit risk of the issuer of the investment and diversifying the investment portfolio.
2. **Liquidity** - Ensuring that the maturity dates of the investments match the operating cash requirements so that investments do not have to be sold prior to maturity, minimizing the risk of capital loss. Liquidity is enhanced by holding a portion of the portfolio in cash and readily marketable short term investments.
3. **Maximization of Returns** - A significant amount of revenue is generated through investment earnings. The investment portfolio is designed with the objective of maximizing return subject to the criteria of preservation of capital and liquidity.

Principles:

1. All investments must be made in accordance with Section 183 of the Community Charter, which applies to all local governments in BC and reads as follows:

Money held by a municipality that is not immediately required may be invested or reinvested in one or more of the following:

- a) securities of the Municipal Finance Authority;
- b) pooled investment funds under section 16 of the Municipal Finance Authority Act;
- c) securities of Canada or of a province;
- d) securities guaranteed for principal and interest by Canada or by a province;
- e) securities of a municipality, regional district or greater board;
- f) investments guaranteed by a chartered bank;

-
- g) deposits in a savings institution, or non-equity or membership shares of a credit union;
 - h) other investments specifically authorized under this or another Act.
2. Investments shall be made with judgment and care, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. Investment officers acting in accordance with this investment policy and exercising due diligence will have the authority to undertake prudent investment transactions. All transactions to purchase investments require two authorizing signatures.
 3. The prime investment objective of the investment program is to ensure the safety of principal. Therefore, investments shall be selected in a manner that seeks to ensure the preservation of capital. To attain this objective, the Regional District will mitigate credit risk and interest rate risk as follows:
 - a) Credit Risk: The Regional District will minimize credit risk, the risk of loss due to the failure of the security issue or backer, by:
 - Limiting investments to securities of high credit worthiness. As such, all securities must achieve a rating of better than or equivalent to “R-1 Low” (short term) or “A” (long term) as determined by Dominion Bond Rating Services (DBRS), or an equivalent rating service. BC and Alberta Credit Unions are rated R-1 Low and their investments are fully guaranteed by their respective Provinces. Investments in securities of institutions which are not rated can only be invested in with consent of the Board.
 - Diversifying the investment portfolio to minimize potential losses
 - b) Interest Rate Risk: The Regional District will minimize interest rate risk, the risk that market values or yields will fall, by:
 - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities prior to maturity
 - Investing operating funds primarily in shorter-term investments
 4. The investment portfolio shall remain sufficiently liquid to meet all operating and reasonably anticipated cash flow requirements. Investments will be limited to ten years to the initial call dates. Investments of longer than ten years may be advantageous if the timing of cash needs has a long time horizon, however, would require the approval of the Board to purchase.
 5. The Regional District will attempt to diversify its investments by security type and institution. However, at times this will not be possible given the size of the investment portfolio. With the exception of securities issued and/or guaranteed by the Government of Canada, generally not more than 50% of the Regional District's total investment portfolio will be invested with any one issuer.

6. All investments will be in Canadian dollars unless approved by the Board.
7. A copy of this policy will be provided to investment dealers purchasing investments on behalf of the Regional District.
8. A report shall be prepared annually and presented to the Board, which identifies the investments held as at the prior December 31. The investment report will include:
 - a) A list of current holdings by investment type held at the end of the reporting period by cost and market value;
 - b) The investment term in days and rate of returns on matured investments;
 - c) A detailed listing of bonds held, including investment cost, market value, interest realized YTD and maturity value.

Dated June 22, 2017



165

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: August 10, 2023
Subject: **Financial Statements (Ending June 30)**

RECOMMENDATION: (all/directors/majority)

Receipt

BACKGROUND

Attached to this memo are the financial statements for the first six months of the year.

It is important to note that the budget amounts are for the full year while the actual amounts are only for six months. In general, the actuals should be one half of the budget amount. One example of this is Staff Salaries and Staff Expenses. However, many items such as our requisition amounts are received just once a year in the third quarter and similarly most of our service area expenditures are paid in early August. Some items like the prior year surplus and the prior year deficit are realized in the beginning of January.

Provincial Grants are much higher than expected because of the Growing Communities Grant of \$1,765,000 that was received in late March. The Federal Grants include the Community Works Fund (Gas Tax) and these funds have not yet been received.

Investment revenue is not formalized in the Regional District's budget; however, this amount, \$177,071, has been matched by a contribution to our capital reserves. This method ensures that our capital reserves receive an appropriate return on investment (that is required by the Provincial and Federal Governments as part of the receipt of funds).

Much of Directors' Travel and Remuneration happens in September with the Directors attendance at UBCM.

Attachment: **Financial Statements ending June 30, 2023**

Regional District of Bulkley-Nechako
Statement of Operations (by Object)
For the six months ended June 30, 2023

	Budget (12 months)	Actuals (6 months)	Variance (to the full Budget)
REVENUE			
Taxes			
Requisition	\$ 12,719,846	\$ -	(\$ 12,719,846)
Service Agreement	\$ 69,908	\$ -	(\$ 69,908)
Grants-in-lieu of taxes	\$ 1,227,939	\$ 3,283	(\$ 1,224,656)
Grants			
Federal Grants	\$ 900,000	\$ -	(\$ 900,000)
Provincial Grants	\$ 427,082	\$ 1,961,465	\$ 1,534,383
UBCM Grants	\$ 760,126	\$ 28,969	(\$ 731,157)
NDIT Grants	\$ 98,500	\$ 29,000	(\$ 69,500)
Other Grants	\$ 259,000	\$ 4,011	(\$ 254,989)
Earned Revenue			
Fees and Charges	\$ 63,425	\$ 11,200	(\$ 52,225)
Utility Fees	\$ 81,121	\$ 79,846	(\$ 1,275)
Recycling Revenue	\$ 369,500	\$ 67,558	(\$ 301,942)
Landfilling Revenue	\$ 738,500	\$ 420,619	(\$ 317,881)
Sale of Services	\$ -	\$ 104	\$ 104
Building Permits	\$ 160,000	\$ 63,551	(\$ 96,449)
ALR Fees	\$ 23,000	\$ 14,450	(\$ 8,550)
Transit Fares	\$ 24,000	\$ 13,919	(\$ 10,081)
911 Recovery Fees	\$ 110,000	\$ 40,503	(\$ 69,497)
Other Revenue	\$ 341,868	\$ 361,665	\$ 19,797
Investment Revenue	\$ 500	\$ 177,071	\$ 176,571
Municipal Cost Sharing	\$ 263,824	\$ 92,419	(\$ 171,405)
Municipal Debt Repayment	\$ 739,800	\$ 222,722	(\$ 517,078)
Transfer from Reserves	\$ 2,708,029	\$ 987,728	(\$ 1,720,301)
Net Sale of Capital Items	\$ -	\$ 1,208	\$ 1,208
Prior Year Surplus	\$ 2,776,629	\$ 2,773,084	(\$ 3,545)
	\$ 24,862,597	\$ 7,354,376	(\$ 17,508,221)
EXPENSES			
Directors' Remuneration	\$ 778,337	\$ 274,158	(\$ 504,179)
Directors' Travel	\$ 200,769	\$ 50,035	(\$ 150,734)
Staff Salaries	\$ 6,717,118	\$ 2,998,407	(\$ 3,718,711)
Staff Expenses	\$ 160,614	\$ 106,997	(\$ 53,617)
Grant in Aid	\$ 460,289	\$ 106,479	(\$ 353,810)
Gas Tax Grants	\$ 1,000,000	\$ 219,084	(\$ 780,916)
Service Area Expenditures	\$ 4,596,200	\$ 889,449	(\$ 3,706,751)

Purchased Services and Supplies	\$ 1,819,300	\$ 651,465	(\$ 1,167,835)
Environmental Services Supplies and Services	\$ 1,620,241	\$ 621,058	(\$ 999,183)
Special Projects	\$ 1,122,185	\$ 249,820	(\$ 872,365)
911 Related Fees	\$ 308,564	\$ -	(\$ 308,564)
Vehicle Costs	\$ 98,500	\$ 41,130	(\$ 57,370)
Insurance	\$ 278,741	\$ 215,802	(\$ 62,939)
Misc. Expenses	\$ 11,032	\$ 6,449	(\$ 4,583)
Municipal And RD Debt Payments	\$ 780,840	\$ 316,423	(\$ 464,417)
Capital Purchases	\$ 3,527,312	\$ 1,596,609	(\$ 1,930,703)
Contribution to Reserves	\$ 1,356,225	\$ 177,071	(\$ 1,179,154)
Prior Year Deficit	\$ 26,330	\$ 26,331	\$ 1
	\$ 24,862,597	\$ 8,546,769	(\$ 16,315,828)
	\$ -	(\$ 1,192,393)	(\$ 1,192,393)



168

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Shari Janzen, Economic Development Assistant
Date: August 10, 2023
Subject: **Smithers Mountain Bike Association – Letter of Support Request**

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

That the Board provide a Letter of Support to Smithers Mountain Bike Association to be used for its funding application to the Community Gaming Grant Capital Project Program for the Smithers Elks Bike Park Upgrades and Enhancements project.

BACKGROUND

Smithers Mountain Bike Association (SMBA) is applying to the Community Gaming Grants Capital Project Program for its Smithers Elks Bike Park Upgrades and Enhancements project.

SMBA is a non-profit society that has been building, maintaining, and managing mountain bike trails since 2009. The system has grown to more than 70 km of trails. The group recognizes that trail infrastructure is a valuable year-round recreational resource for bikers, hikers, runners, and snowshoers and that they play an important role in attraction and retention.

Smithers Elks Bike Park Upgrades and Enhancements Project:

Since it was built in 2015, the Elks Bike Park has been heavily used, with usage increasing during the COVID-19 pandemic. SMBA has identified that that park needs substantial work to ensure the dirt paths, berms, and jumps continue to provide an enjoyable and safe recreation environment for all riders. In addition, bikes and biking techniques are continually changing and enhancements are needed to ensure the bike park keeps pace with developments.



August 1, 2023

Dolores Funk
Economic Development Officer
Village of Burns Lake
#15, 3rd Avenue
Burns Lake, BC V0J 1E0

Via email: edo@burnslake.ca

Dear Dolores Funk ,

CMHC's Housing Accelerator Fund Application

The Regional District of Bulkley-Nechako (RDBN) is very happy to provide this letter of support for the Village of Burns Lake's application to CMHC's Housing Accelerator Fund. The lack of housing choice in the region is of serious concern. The housing supply in the Burns Lake area consists primarily of older owner-occupied single-family dwellings. There is a significant need for new housing, particularly in the form of one and two-bedroom homes for rent or for purchase in close proximity to shopping and services.

The high cost of building new homes in relation to market value, and the lack of licensed builders and design professionals (engineers, architects, and energy advisors) working in the region creates a set of challenges which must be overcome to ensure our region's social and economic health moving forward. Given the lack of housing choice seniors are remaining in larger homes and on rural properties resulting in social and health costs, and employers are having trouble recruiting and retaining desperately needed staff because appropriate housing is not available.

The RDBN whole heartedly supports the Village of Burns Lake's efforts to address our housing challenges. CMHC is strongly encouraged to approve the Village's grant application to the Housing Accelerator Fund. The need for this work is urgent!!

Sincerely,

Mark Parker
RDBN Board Chair



July 27, 2023

Honourable Lawrence MacCaulay
Minister of Agriculture
Parliament Buildings
Ottawa, Ontario
By Email: aa.fc.minister-ministre.aac@canada.ca

Honourable Minister:

Re: Farmers need help responding to the drought crisis in northern B.C.

Congratulations on your new role as Canada's Minister of Agriculture and Agri-Food.

We, a group of elected community leaders from northern B.C., are writing to request your urgent leadership in responding to the historic drought conditions being experienced in northern British Columbia, which threatens the future of our region's agricultural sector.

Northern B.C.'s beef and dairy farms are an important part of our local economy and contribute to local food security. The Class 5 drought has meant hay yields are down as much as 90 percent. Low supply has caused hay prices to more than double, and high interest rates make the situation even worse. As a result, farmers are selling their animals in huge numbers, which threatens to compromise this important sector of our local economy for years to come.

Northern B.C. farmers need your help to get through this difficult year. Timely federal aid, including direct financial support and enhanced delivery of the AgriRecovery Program, is desperately needed.

Federal support must arrive quickly. Farmers are making decisions right now that will affect their futures, and the future of our region's economy. In addition to financial aid, our communities need additional government staff in the region to work directly with farmers and help them navigate the supports available.

Thank you for your attention to this important matter. We look forward to your timely response.

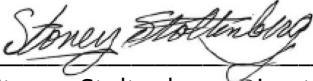
Sincerely,



Mark Parker, Chair
Director, Electoral Area D (Fraser Lake Rural)



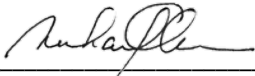
Gladys Atrill, Director
Town of Smithers



Stoney Stoltenberg, Director
Electoral Area A (Smithers/Telkwa Rural)



Leroy Dekens, Director
Village of Telkwa



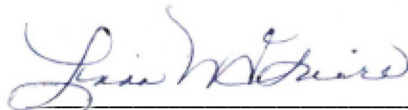
Michael Riis-Christianson, Director
Electoral Area B (Burns Lake Rural)



Shane Brienen, Director
District of Houston



Judy Greenaway, Director
Electoral Area C (Fort St. James Rural)



Linda McGuire, Director
Village of Granisle



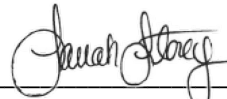
Clint Lambert, Director
Electoral Area E (Francois/Ootsa Lake Rural)



Henry Wiebe, Director
Village of Burns Lake



Shirley Moon, Director
Electoral Area F (Vanderhoof Rural)



Sarrah Storey, Director
Village of Fraser Lake



Chris Newell, Director
Electoral Area G (Houston/Granisle Rural)



Kevin Moutray, Director
District of Vanderhoof



Martin Elphee, Director
District of Fort St. James

cc: The Honourable Pam Alexis, Minister of Agriculture and Food



July 25, 2023

Honourable Marie-Claude Bibeau
Minister of Agriculture
Via email: aafc.minister-ministre.aac@canada.ca

Dear Minister Bibeau:

Re: Regional District of Bulkley-Nechako Drought

The Regional District of Bulkley-Nechako (RDBN) is currently classified as Level 5 drought which is having significant impacts on agricultural production in our region including. There is a significant feed shortage, including hay, pasture, and range forage, resulting in many farmers being forced to sell their animals.

The RDBN has lobbied government on several fronts, and we have been investigating emergency management and agricultural legislative opportunities that may provide support. As Chair of the Regional District of Bulkley Nechako (RDBN), I have been identifying these issues directly to the British Columbia Minister of Agriculture, Minister of Emergency Management and Climate Readiness, and Member of Parliament Taylor Bachrach regarding the urgent matters that require a rapid response in the region.

We have also had agricultural representatives in the Emergency Operations Centre (EOC) and an Advance Planning Unit that have also hosted and engaged in several meetings with sector representatives and Provincial agencies.

While we continue to investigate solutions, we are in desperate need of federal support, such as enhanced delivery of the AgriRecovery Program. Time is of the essence as the decisions farmers are making will have significant detrimental impacts to the agriculture sector in the years to come.

Thank you for your immediate attention to this matter. We look forward to your response.

Sincerely,

Mark Parker
Chair



July 26, 2023

Kelsey Oosterhoff
President, Bulkley Valley Cattlemen's Association
Via email: kels_harness@hotmail.com

Dear Kelsey:

Re: Regional District of Bulkley-Nechako Drought

Thank you for your email dated July 22, 2023 regarding the concerns of the Bulkley Valley Cattlemen's Association with the current wildfire and drought conditions, and the immediate and long-term impacts to your members. We share your concerns and recognize the importance of this sector to the local economy and beyond, as well as the impacts to the livelihood of your members.

The Regional District of Bulkley-Nechako (RDBN) has lobbied government on several fronts, and we have been investigating emergency management and agricultural legislative opportunities that may provide support. As Chair of the Regional District of Bulkley-Nechako (RDBN), I have been identifying these issues directly to the British Columbia Minister of Agriculture, Minister of Emergency Management and Climate Readiness, and Member of Parliament Taylor Bachrach who has written a letter to the Honourable Marie-Claude Bibeau, Federal Minister of Agriculture regarding the urgent matters that require a rapid response in the region.

We have also had agricultural representatives in the Emergency Operations Centre (EOC) and an Advance Planning Unit that have also hosted and engaged in several meetings with sector representatives and Provincial agencies.

While we continue to investigate solutions, we recognize the strength of a concerted voice when lobbying government for support. We encourage you to work within your sector to this end and to keep us informed of how we can support you and how we can amplify your concerns and messages.

Sincerely,

Mark Parker
Chair

Attachments:

Letter from MP Bachrach to the Honourable Marie-Claude Bibeau, Federal Minister of Agriculture
RDBN letter to the Honourable Marie-Claude Bibeau, Federal Minister of Agriculture



July 19, 2023

Mark Parker, RDBN Chair
PO BOX 820
Burns Lake, BC V0J1E0

Dear Mark and board of directors

We are writing to ask the Regional District of Bulkley-Nechako show its support for local news media by following the example of the Province of British Columbia and the Federal and Quebec governments and stop all advertising with Meta platforms Facebook and Instagram. We are also asking that you direct staff to divert the portion of your advertising budget spent on Meta to invest in local news media.

Lakes District News needs your assistance to safeguard the ongoing ability of our journalists to continue to report freely on matters of public interest. Canadian media is facing unprecedented challenges that are affecting our ability to continue to publish journalism that readers can trust. Our huge audience growth over the past 10 years isn't reflected in the advertising investment by governments and private corporations. As audience numbers continued to grow at an unprecedented pace, media investment supporting Canadian news organizations has dropped from 23.1 per cent in 2014 to a mere 5.7 per cent in a five-year span.

With the passage of Bill C-18, the Online News Act, Meta has announced it will remove all accredited news content from its pages rather than negotiate a fair deal with Canadian news media. Google has also indicated that unless its demands are met, it will deindex news organizations, making it impossible for Canadians to find local news sources using Google search.

More than ever, democratic principles are under attack from bad actors that spread information at a rate only made possible by algorithm-driven mega-companies like Meta that control almost every facet of our information networks.

Trusted news sources like Lakes District News are an important indicator of a thriving democracy. We've gained huge audiences by adding balance in an increasingly unbalanced world and by helping to communicate the work being done by many non-profit organizations, service clubs, business associations and individuals to build a better community for all. Black Press Media averages more than 4.1 million unique views a month on our news sites including Lakes District News and we employ more BC-based journalists than any other BC news organization.

We ask that the Regional District of Bulkley-Nechako use its economic clout and join its provincial and Canadian counterparts and governments around the world that are taking a stand at this crucial time in history to proclaim that the power to decide how and what information is shared isn't the purview of an elite group of foreign-based players, but should be in the hands of democratic governments and the people who elect them.

We thank you for your time and we trust RDBN will side with Canadian news media and the democratic principles that have shaped our country.

Sincerely,

Laura Blackwell
Publisher
Lakes District News
A Division of Black Press

July 26, 2023

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

Dear Chair Mark Parker and Board:

**RE: CANADA COMMUNITY-BUILDING FUND: FIRST COMMUNITY WORKS FUND
PAYMENT FOR 2023/2024**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2023/2024. An electronic transfer of \$468,031.37 is expected to occur in August 2023. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Jen Ford
UBCM President

PC: John Illes, Chief Financial Officer



PEACE RIVER REGIONAL DISTRICT

July 31, 2023

UBCM Member local Governments

VIA Email

Re: BC Wildfire Service Fire Fighting Equipment

Dear Mayor and Council / Board of Directors

At its June 29, 2023, Regular Meeting, the Peace River Regional District Chair and Directors endorsed the following resolution and resolved that it be forwarded to the UBCM members for consideration of support:

WHEREAS, the province of British Columbia is prone to wildfires, which pose significant threats to public safety, communities, property, and the environment, and where climate change has contributed to an increase in the frequency, intensity, and severity of wildfires, thereby placing an unprecedented strain on available firefighting equipment;

AND WHEREAS, the Provincial Government has the responsibility to ensure that the BC Wildfire Service has adequate resources, including equipment, to effectively respond to and manage wildfires to safeguard lives, protect infrastructure, and preserve the natural environment, and where the effectiveness and efficiency of the BC Wildfire Service's operations in the containment of wildfires heavily depend on the availability of adequate equipment and resources:

THEREFORE BE IT RESOLVED that the Provincial Government take immediate action to ensure that BC Wildfire is provided with all available firefighting equipment, including Coulson Aviation's Next Gen fire suppression equipment, and any other available Canadian company with aviation firefighting equipment, to combat wildfires during increased demand during peak wildfire seasons;

AND BE IT FURTHER RESOLVED that the Provincial Government explore partnerships with federal agencies, neighboring provinces, and available contractors to enhance equipment sharing and mutual aid agreements, ensuring a more robust response to wildfires and promoting regional collaboration in firefighting efforts.

Yours truly,

Leonard Hiebert

Leonard Hiebert
Chair

Background information on this resolution is enclosed for reference.

diverse. vast. abundant.



PEACE RIVER REGIONAL DISTRICT

BACKGROUND INFORMATION:

Wildfires pose a significant threat to public safety, communities, infrastructure, and wildlife. In British Columbia, wildfires have increased in frequency and severity in recent years. The efficient and effective management of wildfires requires access to a well-equipped and adequately resourced firefighting force, allowing BC Wildfire to respond rapidly to suppress and contain wildfires and sustain firefighting efforts during prolonged operations, minimizing their destructive impact. Inadequate access to firefighting equipment can lead to delayed response times, compromising firefighting efforts, and increased risk to human life and property. Therefore, the Province must ensure that BC Wildfire can access all available firefighting equipment.

REPLY TO: Peace River Regional District at prrd.dc@prrd.bc.ca