

AGENDA

MEETING NO. 10

Septemeber 28, 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, September 28, 2023****First Nations Acknowledgement**

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – September 28, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
8-21	Board Meeting Minutes – August 10, 2023	Approve
22-27	Committee of the Whole Meeting Minutes - September 7, 2023	Receive
28-29	Connectivity Committee Meeting Minutes - July 13, 2023	Receive
30-33	Rural/Agriculture Committee Meeting Minutes - September 7, 2023	Receive

DELEGATION

AGRICULTURAL LAND COMMISSION – via Zoom (1hour)
Jennifer Dyson, Chair, Janice Tapp, North Panel Chair
and Kim Grout, Chief Executive Officer
Re: ALC Update

Meeting No. 10
September 28, 2023

<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING</u>	<u>ACTION</u>
	<u>Bylaw for 1st and 2nd Reading</u>	
34-45	Cameron Kral, Planning Technician Rezoning Application RZ B-01-23 1 st and 2 nd Report Rezoning Bylaw No.2019, 2023 Electoral Area B (Burns Lake Rural)	Recommendation
46-57	Cameron Kral, Planning Technician Rezoning Application RZ A-02-23 1 st and 2 nd Report Rezoning Bylaw No.2020, 2023 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
58-73	Maria Sandberg, Planning and Parks Coordinator - OCP Amendment RDBN-02-22 1 st and 2 nd Reading Report Bylaw Nos. 2000 - 2003, 2023 Electoral Areas A, B, E, D, G	Recommendation
	<u>Bylaw for 3rd Reading and Adoption</u>	
74-82	Danielle Patterson, Senior Planner OCP Amendment and Rezoning Application RZ D-01-23 - 3 rd Reading and Adoption Report Rezoning Bylaw Nos.2006, 2023 and 2007, 2023 Electoral Area D (Fraser Lake Rural)	Recommendation
	<u>Development Variance Permit</u>	
83-92	Cameron Kral, Planning Technician Development Variance Permit A-01-23 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Temporary Use Permit</u>	
93-99	Cameron Kral, Planning Technician Temporary Use Permit A-03-20 Renewal Electoral Area A (Smithers/Telkwa Rural)	Recommendation

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<u>PAGE NO.</u>	<u>Other Items</u>	<u>ACTION</u>
100	Advisory Planning Commission Minutes Electoral Area B (Burns Lake Rural)	Receive
101	Advisory Planning Commission Minutes Electoral Area E (Francois/Ootsa Lake Rural)	Receive
<u>DEVELOPMENT SERVICES</u>		
<u>ALR Application</u>		
102-116	Danielle Patterson, Senior Planner ALR Non-Farm Use (Removal of Soil) Application No. 1258 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
<u>Municipal Referral</u>		
117-121	Jason Llewellyn, Director of Planning District of Fort St. James Official Community Plan and Zoning Bylaw Amendments – Proposed Stones Bay Road Subdivision	Recommendation
<u>Telecommunications Referral</u>		
122-140	Danielle Patterson, Senior Planner Rogers W6623 Wenez Electoral Area F (Vanderhoof Rural)	Recommendation
<u>PARKS AND TRAILS</u>		
<u>Bylaw for Adoption</u>		
141-157	Jason Llewellyn, Director of Planning Parks and Trails Bylaw Adoption	Recommendation

Meeting No. 10
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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
158-159	Wendy Wainwright, Deputy Director of Corporate Services – Committee Meeting Recommendations – September 7, 2023	Recommendation
160-178	Wendy Wainwright, Deputy Director of Corporate Services – North Central Local Government Association 2024 AGM & Convention Organizing Committee Appointment	Recommendation
179-184	Wendy Wainwright, Deputy Director of Corporate Services – BC Natural Resources Forum – Prince George - January 16-18, 2024	Recommendation
185	Justin Greer, First Nations Liaison – Union B.C. Municipalities Regional Community to Community Program	Recommendation
186-187	John Illes, Chief Financial Officer – HVAC System Tender	Ratify
<u>ADMINISTRATION CORRESPONDENCE</u>		
188-213	Ministry of Citizens’ Services – Northern B.C. Connectivity Benefits Study	Receive
214-220	Ministry of Forests – Decision Rationale for Lakes Timber Supply Area	Receive
<u>SUPPLEMENTARY AGENDA</u>		
<u>VERBAL REPORTS AND COMMITTEE CHAIR REPORTS</u>		
<u>RECEIPT OF VERBAL REPORTS</u>		

Meeting No. 10
September 28, 2023

NEW BUSINESS

IN-CAMERA MOTION

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

- **Committee Appointment**
- **Contract Negotiations**
- **Labour Relations**

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 9****Thursday, August 10, 2023**

PRESENT:	Chair	Mark Parker
	Directors	Gladys Atrill Shane Brienen – arrived at 10:08 a.m. Leroy Dekens Martin Elphee Judy Greenaway Clint Lambert Linda McGuire Shirley Moon Kevin Moutray Chris Newell – arrived at 10:03 a.m. Michael Riis-Christianson Stoney Stoltenberg Sarraah Storey – via Zoom – left at 12:58 p.m. Henry Wiebe
	Director Absent	Leroy Dekens, Village of Telkwa
	Alternate Director	Annette Morgan, Village of Telkwa
	Staff	Curtis Helgesen, Chief Administrative Officer John Illes, Chief Financial Officer Nellie Davis, Manager of Regional of Economic Development – via Zoom – left at 11:28 a.m. Janette Derksen, Waste Diversion Supervisor – arrived at 11:30 a.m., left at 11:33 a.m. Alex Eriksen, Director of Environmental Services – arrived at 11:30 a.m., left at 11:33 a.m. Deborah Jones-Middleton, Director of Protective Services – left at 12:04 p.m. Jason Llewellyn, Director of Planning – left at 1:11 p.m. Wendy Wainwright, Deputy Director of Corporate Services
	Other	Samuel Sugita, Land Use and Government Relations, Rogers
	Media	Saddman Zaman, LD News – left at 12:04 p.m.
	<u>CALL TO ORDER</u>	Chair Parker called the meeting to order at 10:00 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

**AGENDA &
 SUPPLEMENTARY AGENDA**

Moved by Director Atrill
 Seconded by Director Lambert

2023-9-1

"That the Board Meeting Agenda of August 10, 2023 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
 July 13, 2023

Moved by Director McGuire
 Seconded by Director Stoltenberg

2023-9-2

"That the Board Meeting Minutes of July 13, 2023 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

ROGERS - Samuel Sugita, Land Use and Government Relations Re: New Infrastructure Projects

Chair Parker welcomed Samuel Sugita, Land Use and Government Relations, Rogers.

Mr. Sugita provided a PowerPoint Presentation.

Accelerating Connectivity

- Rogers together with Shaw
- Investing in Western Canada
- Connected for Success
- Improving Cellular Connectivity
- The Role of Local Government
- Intelligent infrastructure platforms
 - o Smart city
 - o Connectivity
 - o Smart grid.

Discussion took place regarding:

- Investigating land options in Granisle to determine new tower locations
 - o Mr. Sugita will consult with the Village of Granisle
- Tower upgrades
 - o Current license – 600 MHz and 3.5 GHz
 - o Upgrades to 5G over the next few years
- Having detailed discussion with individual directors and the Connectivity Committee
- Rogers will be in attendance at the UBCM Convention in September.

Chair Parker thanked Mr. Saguita for attending the meeting.

ELECTORAL AREA PLANNING

Bylaw for 3rd Reading

Rezoning Application
RZ B-01-22 - 3rd Reading
Report, Bylaw 2005

Moved by Director Riis-Christianson

Seconded by Director Lambert

2023-9-3

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 denied."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT VARIANCE PERMIT

Development Variance
Permit B-01-23 – Electoral
Area B (Burns Lake Rural)

Moved by Director Riis-Christianson

Seconded by Director Stoltenberg

2023-9-4

"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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

ALR Applications

ALR Application 1260
Subdivision – Electoral
Area A (Smithers/Telkwa Rural)

Moved by Director Stoltenberg

Seconded by Director Atrill

2023-9-5

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ALR Applications (Cont'd)

ALR Application 1261 Moved by Director Stoltenberg
Exclusion Request – Electoral Seconded by Director Atrill
Area A (Smithers/Telkwa Rural)

2023-9-6 “That Agricultural Land Reserve Subdivision Application No. 1260 be recommended to the Agricultural Land Commission for approval.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

The following was discussed:

- ALR Exclusion Requests are rare
- Cost of Application
- Past history of property – established prior to the creation of the Agricultural Land Commission (ALC)
- Future process and compliance
- Current housing challenges
 - ALC considers ALR land implications only
 - Secondary dwellings on ALR Lands
- OCP and Rezoning Process
 - Community water/sewer system compliance to current standards
 - Legalization of dwellings.

Referrals

Notice of Work Referral Moved by Director Stoltenberg
No. 159555282-002 Electoral Seconded by Director Elphee
Area A (Smithers/Telkwa Rural)

2023-9-7 “That the comment sheet be provided to the Province as the Regional District’s comments on Notice of Work Referral No. 159555282-002.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Notice of Work Referral Moved by Director Moon
No. 159635952-005 Electoral Seconded by Director Moutray
Area F (Vanderhoof Rural)

2023-9-8 “That the comment sheet be provided to the Province as the Regional District’s comments on Notice of Work Referral No. 159635952-005.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Referrals (Cont'd)

Crown Land Referral Moved by Director Newell
No. 159754934-004 Electoral Seconded by Director McGuire
Area G (Houston/Granisle Rural)

2023-9-9 "That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Referral No. 159754934-004."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PARKS AND TRAILS

Bylaw for 1st, 2nd, and 3rd Reading

Parks and Trails Bylaw Moved by Director Riis-Christianson
1st, 2nd and 3rd Reading Seconded by Director Lambert

2023-9-10 "That Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023 be given first, second, and third reading this 10th day of August, 2023."

Opposed: Director Stoltenberg CARRIED

(All/Directors/Majority)

Cycle 16 Trail Phase Three Discussion took place regarding:

- Canada Community Building Fund (formally known as Federal Gas Tax Fund) review and allocation for 2024/2025
- Leveraging Canada Community Building funding for the Rural Economic Diversification and Infrastructure Program (RDIP)
- Success of Phase 1 of the Cycle 16 Trail
- RDBN Parks and Trails Service and the function of the service
 - Participation of Electoral Area A and Town of Smithers
- Town of Smithers commitment to connect Cycle 16 Trail to Town of Smithers trail network
- Moving forward with Phase 3 rather than Phase 2
- Staff capacity.

PARKS AND TRAILS (CONT'D)

Cycle 16 Trail Phase Three Moved by Director Stoltenberg
 Seconded by Alternate Director Morgan

2023-9-11

1. "That the Board support moving forward with Phase 3 of the Cycle 16 Trail prior to Phase 2, in order to make application to the REDIP grant program.
2. That the Board direct staff to 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 Board agree in principle to fund up to \$500,000 of the project from Electoral Area A Gas Tax Reserve Funds."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Update: Vanderhoof Transfer Station – Electronics Pilot Moved by Director Moutray
 Seconded by Director Riis-Christianson

2023-9-12

"That the Board direct 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

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

2023-9-13

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Community Resiliency Investment Fund

Moved by Director Lambert
 Seconded by Director Stoltenberg

2023-9-14

“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.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- FireSmart funding needed for residents
- Developing one plan for the 7 RDBN electoral areas
- Advocating at the UBCM Convention in September
- Municipalities collaborating with rural areas to support community wildfire resiliency
- District of Houston conducted Community Wildfire Resiliency Planning and built a fire guard that assisted in wildfire mitigation for the Peacock Creek Wildfire event
- Funding alternatives to continue FireSmart Program
- FireSmart Resiliency Committee
 - Needs to include forest license holders, First Nations, and stakeholders.

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Project Award for RDBN Community Wildfire Resiliency

Moved by Director Atrill
 Seconded by Director Riis-Christianson

2023-9-15

“That the Board award the contract to develop a Community Wildfire Resiliency Plan (CWRP) for all Electoral Areas in the Regional District to Frontera Forest Solutions, subject to funding approval from UBCM – CRI Program. The Cost of the CWRP is \$194,756 excluding GST and will be covered through the Community Resiliency Investment Fund (CRI).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Staff will bring forward a report identifying costs of the programs and options moving forward.

ADMINISTRATION CORRESPONDENCE

Administration Correspondence

Moved by Director Lambert
 Seconded by Director Brienen

2023-9-16

“That the Board ratify the following Administration Correspondence:

- Village of Burns Lake – CMHC’s Housing Accelerator Fund Application
- Honourable Lawrence MacCauley, Minister of Agriculture Canada – Farmers Need Help Responding to the Drought Crisis in Northern B.C.
- Honourable Marie-Claude Bibeau, Minister of Agriculture Canada – Regional District of Bulkley-Nechako Drought
- Bulkley Valley Cattlemen’s Association – Regional District of Bulkley-Nechako Drought.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes District News - Black Press Media – Request for Support – Stop all Advertising with Meta Platforms Facebook and Instagram

Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

2023-9-17

“That the Board receive the Lakes District News – Black Press Media – Request for Support – Stop all Advertising with Meta Platforms Facebook and Instagram.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for lunch at 12:04 p.m.

Reconvened at 12:47 p.m.

SUPPLEMENTARY AGENDA

DEVELOPMENT SERVICES

Land Referral

Crown Land Application
Referral No. 158768218-003
-Electoral Area F (Vanderhoof
Rural)

Moved by Director Stoltenberg
 Seconded by Director Moon

2023-9-18

"That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Referral No. 158768218-003."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Energy Regulator

CGL Compressor Stations
Notification No. CGP-012694
-Electoral Area E (Francois/
Ootsa Lake Rural) and G
(Houston/Granisle Rural)

Moved Riis-Christianson
 Seconded by Director Greenaway

2023-9-19

"That the comment sheet be provided to Coastal GasLink as the Regional District's comments for Compressor Stations Notification No. CGP-012694."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Concerns regarding number and size of compressor stations
- Additional information needed related to noise, dust, employment and the possibility of connectivity in the Buck Flats area
 - In past discussions CGL indicated they would review connectivity opportunities when moving to phase 2 and constructing compressor stations
 - Noise consideration for residents living 14 kms from compressor station and those recreating in the Parrott Lake area
- 30-day response timeline
 - Requesting an extension
 - Providing comment after the 30-day timeline
- Invite CGL to present to the Board

BC Energy Regulator (Cont'd)

- Regional District requirement for a Zoning Bylaw in order to address noise concerns
 - If there is no Zoning Bylaw the Province, ministries and agencies determine usage and may request comments from the Regional District at their discretion
- Write a letter to the BC Energy Regulator indicating more information is required for the Board to provide meaningful comment regarding the referral and request additional information regarding:
 - Noise, access, pollution, employment, fibre optics and an outline of the project
 - Copy the letter to Coastal GasLink
- Mitigating impacts from the proposed compressor station noise emissions
- Director Newell connecting directly with Coastal GasLink to discuss fibre optics in Electoral Area G.

ADMINISTRATION CORRESPONDENCE

UBCM – 2023 Next
 Generation 911 Funding
 – Approval Agreement &
 Terms and Conditions of Funding

Moved by Director Stoltenberg
 Seconded by Director Atrill

2023-9-20

“That the Board receive the Administration Correspondence from the Union of B.C. Municipalities regarding 2023 Next Generation 911 Funding – Approval Agreement & Terms and Conditions of Funding.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Town of Smithers – Update

Director Atrill mentioned that the Bulkley Valley Exhibition – BVX will be taking place August 24-27, 2023.

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

Director Lambert spoke of:

- Firefighting actions in the Andrew Bay area
 - 9-16 crew members assisting daily
 - Community support
 - Very limited resources from BC Wildfire Service
 - BC Wildfire Service – Nadina Zone requested support from local contractors.
- Burns Lake Centennial Celebration – August 17-20th
 - Participating in the Dunk Tank on August 19th.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

District of Fort St. James -Update

Director Elphee provided the following update:

- District of Fort St. James and Nak'azdli Whut'en issued a boil water advisory August 4th due to water main construction
- Fort St. James Volunteer Fire Department responded to a fire at the back of Save-on-Foods. The fire was contained to the area of origin.
- Increased bear sightings.

Electoral Area F (Vanderhoof Rural) – Update

Director Moon provided the following update:

- Cattle Auction seeing increased numbers due to drought conditions
 - o Cattle Auction scheduled for August 11th
 - o Farmers having to take into consideration that feed 2-3x higher and decide operations moving forward
 - o Nechako Valley Fall Fair cancelled due to fire concerns and site being utilized by BCWS as a staging grounds
 - Concerns regarding groups losing income due to the cancellation of the event
 - Investigating other potential resources for community groups.
 - o Air Scrubbers
 - RDBN Staff were successful in receiving a grant through the United Way to purchase Air Scrubbers.

District of Telkwa – Update

Alternate Director Morgan extended the invitation to attend the Telkwa BBQ September 1-4, 2023. She also noted work is being done to have a second daycare in the community.

Electoral Area B (Burns Lake Rural)-Update

Director Riis-Christianson commented he attended the Parrot Lookout Wildfire Recovery Information Session on July 24th at Francois Lake Hall.

Village of Granisle – Update

Director McGuire provided the following update:

- Granisle Marina upgrades
 - o Drone footage of the project has been completed
 - o Hydro and security cameras still need to be installed
- Salmon fishing has opened on Babine Lake
- Granisle Day Celebration August 12th
 - o Taylor Bachrach, MP Skeena-Bulkley Valley and John Rustad, MLA Nechako Lakes will be in attendance
 - o The theme for the event is Giddy Up and Go

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

- Increased bears coming into the community
- Successful in receiving a grant for air conditioners and purifiers in the event of a heat event
- Granisle Curling rink to be utilized for a cooling centre
- Four long time residents of the community have recently passed away.

Electoral Area A (Smithers/ Telkwa Rural) – Update

Director Stoltenberg noted there was a fire at the Canadian Tire Store Garden Centre in Smithers.

Electoral Area G (Houston/ Granisle Rural)-Update

Director Newell spoke of the following:

- Ongoing discussions with CityWest regarding rural Internet
- Area Restrictions remain for the Peacock Creek Wildfire in Electoral Area G
- Attended a Mine Tour of decommissioned facilities
 - o Investment into treatment systems for leachate
 - o Treatment in perpetuity.

Village of Burns Lake – Update

Director Wiebe extended an invitation to the Burns Lake Centennial Celebration taking place August 17-20. Chair Parker will be providing an RDBN welcome address.

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

Director Greenaway spoke of the following:

- Sharps containers being placed in the community
- Attended a Regional Housing Strategic Meeting hosted by Aboriginal Housing Management Association (AHMA)
 - o Discussed urban reserves
 - o Investigating options in Fort St. James for aboriginal housing
 - o Intend to visit Vanderhoof and Fraser Lake as well.
- John Illes, Chief Financial Officer and Director Greenaway met with Northern Health regarding the Stuart Lake Hospital Project
- Director Greenaway worked in the Clean Air Facility with air scrubbers in Fort St. James for three days during the wildfire event for three days and there was no attendance by the public.

District of Houston – Update

Director Brien provided the following update:

- Peacock Creek Wildfire
 - o 100 military personnel assisting
 - o Challenging terrain
- Past Wildfire event in 1984 that destroyed homes
- Canfor Sawmill decision delayed.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Chair Parker – Update

Chair Parker provided the following update:

- Continue to work on Wildfire Event
 - o Contacts with Ministers and Staff
 - o Need to develop a process to ensure incoming BCWS Incident Management Teams understand the role local government plays in wildfire events in the region
 - Met with the Incident Commander from the United States
 - o Flyover of the Nechako Southeast Area Wildfires
 - Benefits of FireSmarting properties and communities
 - o Toured the Canadian Armed Forces Staging location with Taylor Bachrach, MP Skeena-Bulkley Valley
 - o Communications to the Board during the height of the wildfire event
- Continue to work on the current drought issues in the region.

EOC Staff Appreciation

The Board expressed their appreciation to Chair Parker and RDBN Staff for their work and dedication during the wildfire event.

Receipt of Verbal Reports

Moved by Director Brienien
 Seconded by Director Greenaway

2023-9-21

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Director Brienien
 Seconded by Director Stoltenberg

2023-9-22

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

- Labour Relations
- Contract negotiations.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
Seconded by Director Greenaway

2023-9-23

"That the meeting be adjourned at 1:51 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Deputy Director of Corporate
Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, September 7, 2023**

PRESENT:	Chair	Mark Parker
	Directors	Leroy Dekens Martin Elphee – via Zoom Judy Greenaway Clint Lambert Linda McGuire Shirley Moon Kevin Moutray Chris Newell Michael Riis-Christianson Stoney Stoltenberg Sarrah Storey Henry Wiebe
	Directors Absent	Gladys Atrill, Town of Smithers Shane Brienen, District of Houston
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development – arrived at 10:10 a.m., left at 10:27 a.m. John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning – left at 10:52 a.m. Deneve Vanderwolf, Planning Technician/Transit Coordinator – left at 10:52 a.m. Wendy Wainwright, Deputy Director of Corporate Services
	Others	Gillian Moxham, Project Director, Transit Strategy & Policy Branch, Ministry of Transportation and Infrastructure -via Zoom – arrived at 10:15 a.m., left at 10:52 a.m. Lindsay Taylor, Government Relations Manager, BC Transit – via Zoom – arrived at 10:15 a.m., left at 10:52 a.m.
	Media	Saddman Zaman, LD News

CALL TO ORDER Chair Parker called the meeting to order at 10:00 a.m.**FIRST NATIONS ACKNOWLEDGEMENT**

AGENDA

Moved by Director Storey
Seconded by Director Stoltenberg

C.W.2023-6-1

"That the Agenda of the Committee of the Whole meeting of September 7, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – June 8, 2023

Moved by Director Stoltenberg
Seconded by Director Greenaway

C.W.2023-6-2

"That the Committee of the Whole Meeting Minutes of June 8, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

National Day for Truth and
Reconciliation- September 30,
2023

Moved by Director Stoltenberg
Seconded by Director Lambert

C.W.2023-6-3

"That the Regional District of Bulkley-Nechako recognize the National Day for Truth and Reconciliation on Monday, October 2, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rural Bursary Policy

Discussion took place regarding the Manager of Regional Economic Development's Rural Bursary Policy:

- Including Trades Programs in the fields for special consideration
- Including additional schools in Eligible Institutions:
 - o Northside Christian School
 - o Bulkley Valley Christian School
 - o Houston Christian School
- Supporting all graduates from all schools in the region including brick and mortar, independent schools and online graduation programs
- Rural Bursary Policy vs. utilizing Grant in Aid for those Directors wanting to contribute
 - o Electoral Areas C (Fort St. James Rural) and D (Fraser Lake Rural) currently provide a bursary
- Annual Regional Grant in Aid taxation
- Providing consistent support throughout the region
- Schools distribute the bursary to successful recipients within the school's criteria

REPORTS (CONT'D)

- Director input in the selection process
- Including students with a municipal or rural permanent address
- Village of Granisle provides a bursary to a graduate
- District of Vanderhoof provides two bursaries – one for an academic field and one for a Trades field
- Number of schools per area
- Staff to bring forward additional details at a future meeting.

REGIONAL TRANSIT

Bulkley-Nechako Transit Service (Bylaw 1790) Amendment Bylaws

The following was discussed regarding the Director of Planning's Bulkley-Nechako Transit Service (Bylaw 1790) Amendment Bylaws memorandum:

- Need for confirmation of financial certainty from the provincial and federal governments
- Request for a meeting with the Minister of Transportation and Infrastructure at the 2023 Union of B.C. Municipalities Convention in Vancouver September 18 to 22, 2023 was declined
 - o Awaiting a response regarding a request to meet with Ministry Staff
- Funding formula and model for the Bulkley-Nechako Transit
- Table 1, 2, 3 and 4 included in the memorandum
- Additional taxation challenging
- Charging more per rider
- Communication between BC Transit and the communities when drivers/buses are cancelled
- Operating and capital cost formula
 - o Setting a contribution limit
- Potential costs and tax increases in the future
- City of Prince George contribution to the service
- Investigate fare increases and potential policing
- Village of Granisle Community Bus increased fares from \$5 to \$7.50 without objection
- Electoral Area C (Fort St. James Rural) – off-corridor
 - o Residents have travelled to Vanderhoof to find the Bulkley Nechako Transit bus full
 - o Seniors Helping Seniors bus operates in Fort St. James
 - o Off-corridor communities' contribution is lower than those on-corridor
- Observed Less hitch-hiking along Highway 16
- Discussion with First Nations
- Conducting an Alternative Approval Process

REGIONAL TRANSIT (CONT'D)

- BC Transit Service Review of the Bulkley-Nechako Transit System
- Possibility of discontinuing the service without higher levels of government support commitment.

CORRESPONDENCE

City of Quesnel – Re: Quesnel Highway 97 North-South Interconnector Project Request for Support Moved by Director Stoltenberg
Seconded by Director Lambert

C.W.2023-6-6

“That the Committee receive the Administration Correspondence from the City of Quesnel regarding Quesnel Highway 97 North-South Interconnector Project Request for Support.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Late Resolution to UBCM RE: 2023 Wildfire Season -Economic Impacts to the Forestry Sector – Request for Inventory Moved by Director Stoltenberg
Seconded by Director Riis-Christianson

C.W.2023-6-7

“That the Board submit the following late resolution to the 2023 Union of B.C. Municipalities Convention:

Whereas 2023 has been the worst wildfire season in BC’s history with over 2.2 million hectares burnt, and close to \$1 billion spent to combat the wildfires;

And whereas in April 2018 the Province received the Abbott/Chapman report titled *Addressing the New Normal: 21st Century Disaster Management in British Columbia* whereby recommendation 104 states: “Following wildfire events, promptly undertake timber supply reviews to enable industry response and adaptation to a new allowable annual cut, and to allow BC to better understand and respond to impacts on habitat, fibre availability and community stability.”

NEW BUSINESS (CONT'D)

And whereas there has not been a provincial inventory of land base assets since the 2007 fire season; however, within the last 2 years the Province has undertaken several new forest and land based initiatives such as the Old Growth Strategic Review, Forest Landscape Plans, and B.C. Biodiversity and Ecosystem Health Framework proposals that are being conducted in the absence of accurate inventory data;

Therefore be it resolved that the Province of BC immediately defer its current land base initiatives until a comprehensive inventory is conducted after the 2023 wildfire season recognizing that the impacts of wildfire to wildlife habitat, timber, fish, water, First Nations Reconciliation, and community stability need to be examined and prioritized to understand if the current land base initiatives remain in the best interest of the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Wildfire Mop Up

Director Newell brought forward concerns and frustrations regarding the mop up of wildfires and that wildfires continue to burn and not be completely extinguished. He noted that local resources do not appear to be utilized to full capacity.

Discussion took place regarding rural fire response and the example of the Chinook Emergency Response Society on the Southside of Francois Lake. Training volunteers and rural areas taking the initiative regarding wildfire response was also discussed.

An After-Action Review was discussed as well as recognizing initiatives that worked well and areas that could be improved regarding wildfire response.

INCAMERA MOTION

Moved by Director Storey
 Seconded by Director Newell

C.W.2023-6-8

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

- *Fire Safety Act*
- Labour Relations
- Legacy Funding
- Northwest B.C Resource Benefits Alliance (RBA)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Stoltenberg
Seconded by Director Greenaway

C.W.2023-6-9

"That the meeting be adjourned at 11:20 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Deputy Director of
Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**CONNECTIVITY COMMITTEE MEETING (VIA ZOOM)****Thursday July 13, 2023**

PRESENT: Chair Michael Riis-Christianson

Directors Judy Greenaway
Shirley Moon
Stoney Stoltenberg

Directors Clint Lambert, Electoral Area E (Francois/Ootsa Lake Rural)
Absent Chris Newell, Electoral Area G (Houston/Granisle Rural)
Mark Parker, Electoral Area D (Fraser Lake Rural)

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Nellie Davis, Manager of Regional Economic Development
John Illes, Chief Financial Officer

Others Carley Zenner, Strategy Manager – Government Relations and Rural
Connectivity – TELUS
Amanda Smedley, Manager, Community & Service Excellence,
Customer Solutions Delivery, TELUS
Martin Elphee, District of Fort St. James
Audrey Fennema, Village of Fraser Lake
Linda McGuire, Village of Granisle
Kevin Moutray, District of Vanderhoof – arrived at 9:06 a.m.

CALL TO ORDER Chair Riis-Christianson called the meeting to order at 9:02 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA Moved by Director Stoltenberg
Seconded by Director Moon

C.C.2023-2-1 “That the Connectivity Committee Agenda for July 13, 2023 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Connectivity Committee Meeting Minutes -February 9, 2023

Moved by Director Greenaway
 Seconded by Director Stoltenberg

C.C. 2023-2-2

"That the Connectivity Committee Meeting Minutes of February 9, 2023 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Funding Agreement for Broadband Projects

Moved by Director Stoltenberg
 Seconded by Director Greenaway

C.C.2023-2-3

"That the Committee receives the Manger of Regional Economic Development's Funding Agreement for Broadband Projects memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding regular progress reports from proponents.

CAO Helgesen indicated that the agreement could be modified to include conditions on reporting requirements.

IN-CAMERA MOTION

Moved by Director Greenaway
 Seconded by Director Stoltenberg

C.C.2023-2-4

"That this meeting be closed to the public pursuant to 90(2)(b) of the Community Charter for the Board to deal with matters relating to Connectivity Projects."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Stoltenberg
 Seconded by Director Greenaway

C.C.2023-2-5

"That the meeting be adjourned at 9:13 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Michael Riis-Christianson, Chair

Cheryl Anderson, Director of Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, September 7, 2023**

PRESENT: Chair Clint Lambert

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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning – left at 1:00 p.m.
Wendy Wainwright, Deputy Director of Corporate Services

Other Linda McGuire, Village of Granisle – left at 1:06 p.m.
Kevin Moutray, District of Vanderhoof - left at 1:24 p.m.

CALL TO ORDER

Chair Lambert called the meeting to order at 12:50 p.m.

AGENDAMoved by Director Parker
Seconded by Director NewellRDC.2023-5-1

"That the Rural/Agriculture Committee Agenda for September 7, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**Rural/Agriculture Committee
Meeting Minutes
-June 8, 2023Moved by Director Greenaway
Seconded by Director NewellRDC.2023-5-2

"That the minutes of the Rural/Agriculture Committee meeting of June 8, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Referrals

Crown Land Application Moved by Director Parker
Referral No. 160467107-006 Seconded by Director Greenaway
Electoral Areas D (Fraser Lake Rural)
and F (Vanderhoof Rural)

RDC.2023-5-3 "That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Referral No. 160467107-006."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Crown Land Application Moved by Director Greenaway
Referral No. 159045290-006 Seconded by Director Stoltenberg
Electoral Area C (Fort St. James
Rural)

RDC.2023-5-4 "That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Referral No. 159045290-006."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Coastal GasLink Segundo
Lake Compressor Station
Notification Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

RDC.2023-5-5 "That the comment sheet be provided to the BC Energy Regulator and Coastal GasLink as the Regional District's comments regarding the proposed Segundo Lake Compressor Station."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Coastal GasLink Clear Creek
Lake Compressor Station
Notification Moved by Director Parker
 Seconded by Director Stoltenberg

RDC.2023-5-6 "That the comment sheet be provided to the BC Energy Regulator and Coastal GasLink as the Regional District's comments regarding the proposed Clear Creek Compressor Station."

Opposed: Director Newell CARRIED

(All/Directors/Majority)

REPORT

Canada Community -Building Fund BC – Area A (Smithers/Telkwa Rural) Smithers Curling Club – Ice Plant Replacement Project Moved by Director Stoltenberg
 Seconded by Director Newell

RDC.2023-5-7

1) “That the Committee recommend that the Board approve an additional \$75,000 of Electoral Area A (Smithers/Telkwa Rural) Canada Community-Building Fund BC allocation monies to an Ice Plant Replacement project at the Smithers Curling Club, and further,

(participants/weighted/majority)

2) That the Board authorize the withdrawal of up to \$75,000 from the Federal Gas Tax Reserve Fund.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Pierre Poilievre, Federal Conservative Party Leader in Smithers, September 14, 2023

Chair Lambert mentioned that Pierre Poilievre, Federal Conservative Party Leader will be in Smithers, September 14, 2023 and has asked to meet with cattle producers in the region.

Drought Conditions and Irrigation for Farms

Chair Lambert brought forward concerns regarding the Province requesting farmers in the southern interior of B.C. cease irrigation of their crop cycle.

Discussion took place regarding:

- Potential advocacy and the importance of irrigation for food security in the province
- The need for a provincial inventory and data collection of aquifers and water sources
- Community irrigation projects similar to Saskatchewan
- Newer irrigation systems use less water
- Hay shortage impacts
- Provincial and federal agriculture recovery solutions
 - o Reasonable rates and trucking costs to purchase hay from other provinces and the United States
- AgriStability Program and workshops
- Staff will research the issue and provide an update to the Committee.

NEW BUSINESS (CONT'D)

School Buses

Director Moon spoke of receiving a number of inquiries regarding busing for private school students in the region. Provincial bus funding per student was discussed.

Declaring an Agriculture Disaster within the RDBN

Director Moon inquired about declaring an agriculture disaster in the RDBN due to the current drought and agricultural impacts occurring in the region. She noted that Alberta has criteria and policy in place to declare an agriculture disaster. Staff will bring forward additional information at a future meeting.

ADJOURNMENT

Moved by Director Stoltenberg
 Seconded by Director Newell

RDC.2023-5-8

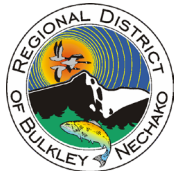
"That the meeting be adjourned at 1:36 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Clint Lambert, Chair

Wendy Wainwright, Deputy Director
 of Corporate Services



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: September 28, 2023
Subject: **Rezoning Application RZ B-01-23**
First and Second Reading for Rezoning Bylaw No. 2019, 2023

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

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2019, 2023" be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2019, 2023" be delegated to the Director or Alternate Director for Electoral Area B.

EXECUTIVE SUMMARY

The proposed rezoning of the subject property from the Small Holdings (H1) Zone to the Small Holdings – Additional Dwelling (H1A) Zone would allow the applicants to construct a second single family dwelling on the subject property. The proposal aligns with the OCP's policies for considering a second single family dwelling. No negative impacts are expected from this rezoning.

Planning Department staff recommend Bylaw No. 2019, 2023 receive first and second readings.

APPLICATION SUMMARY

Name of agent/owner:	Savanna Jones and Wyatt Jones
Electoral area:	Electoral Area B (Burns Lake Rural)
Subject property:	1102 Beach Road, Lot 27, District Lot 1898, Range 5, Coast District, Plan 9474 (PID 006-013-465)
Property size:	2.09 ha (5.16 ac)
OCP designation:	Rural Residential (RR) Designation in Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017 (the OCP)
Zoning:	Small Holdings (H1) Zone in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR status:	Not in the ALR
Building inspection:	Within the building inspection area
Fire protection:	Burns Lake Rural fire protection area
Existing land use:	Vacant
Location:	2 km south of the Village of Burns Lake

Proposed rezoning:

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

The subject property is currently vacant. The applicants are siblings and co-own the property. They wish to build one single family dwelling as the sister's family's primary residence and a second single family dwelling for the brother to live in for part of the year.

The H1 Zone permits one single family dwelling on the property. Therefore, the applicants are applying to rezone to H1A to allow a second single family dwelling.

DISCUSSION

Official Community Plan (OCP)

The subject property and surrounding properties are designated Rural Residential (RR) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan.



OCP policy 3.4.2(7) states a rezoning application to allow a second single family dwelling on a parcel under the RR designation may only be considered under the following circumstances:

- “(a) The subject property is a minimum of 2 hectares (4.94 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning;*
- (b) it has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings;*
- (c) the development is compatible with adjacent land uses and maintains the rural character of the area;*
- (d) the parcel is not located within a floodplain or on other hazard lands;*
- (e) the development addresses wildlife and ecological values; and,*
- (f) the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited”*

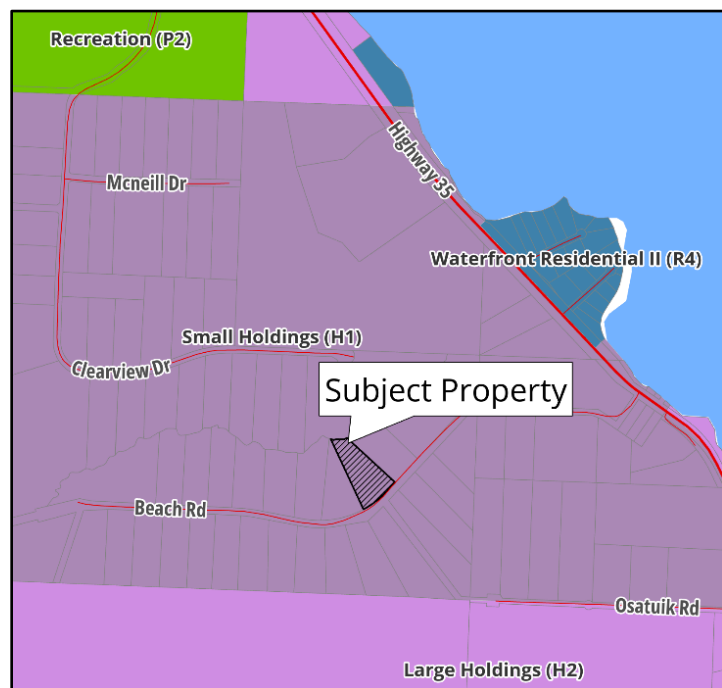
The applicants have provided a letter from a Registered Onsite Wastewater Practitioner (ROWP) stating that the property can accommodate onsite sewage for two single family dwellings (see Applicant Submission). Conformity with Northern Health regulations is ensured as part of the building permit process.

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

Zoning

The current H1 Zone allows one single family dwelling on properties smaller than 4 ha (9.88 ac). Under the proposed H1A Zone, up to two single family dwellings would be permitted, but only one can exceed a gross floor area of 120 m² (1,290 ft²). The minimum parcel size in both the H1 and H1A Zone is 2 ha (4.94 ac), preventing further subdivision of the subject property.

The subject property is within a rural subdivision and surrounded by properties zoned H1 (see Zoning Map to the right).



Staff Comments

The proposal aligns with the OCP's Rural Residential policies for considering a second single family dwelling on the subject property. No negative impacts are anticipated from this rezoning.

Planning Department staff recommend Bylaw No. 2019, 2023 receive first and second readings.

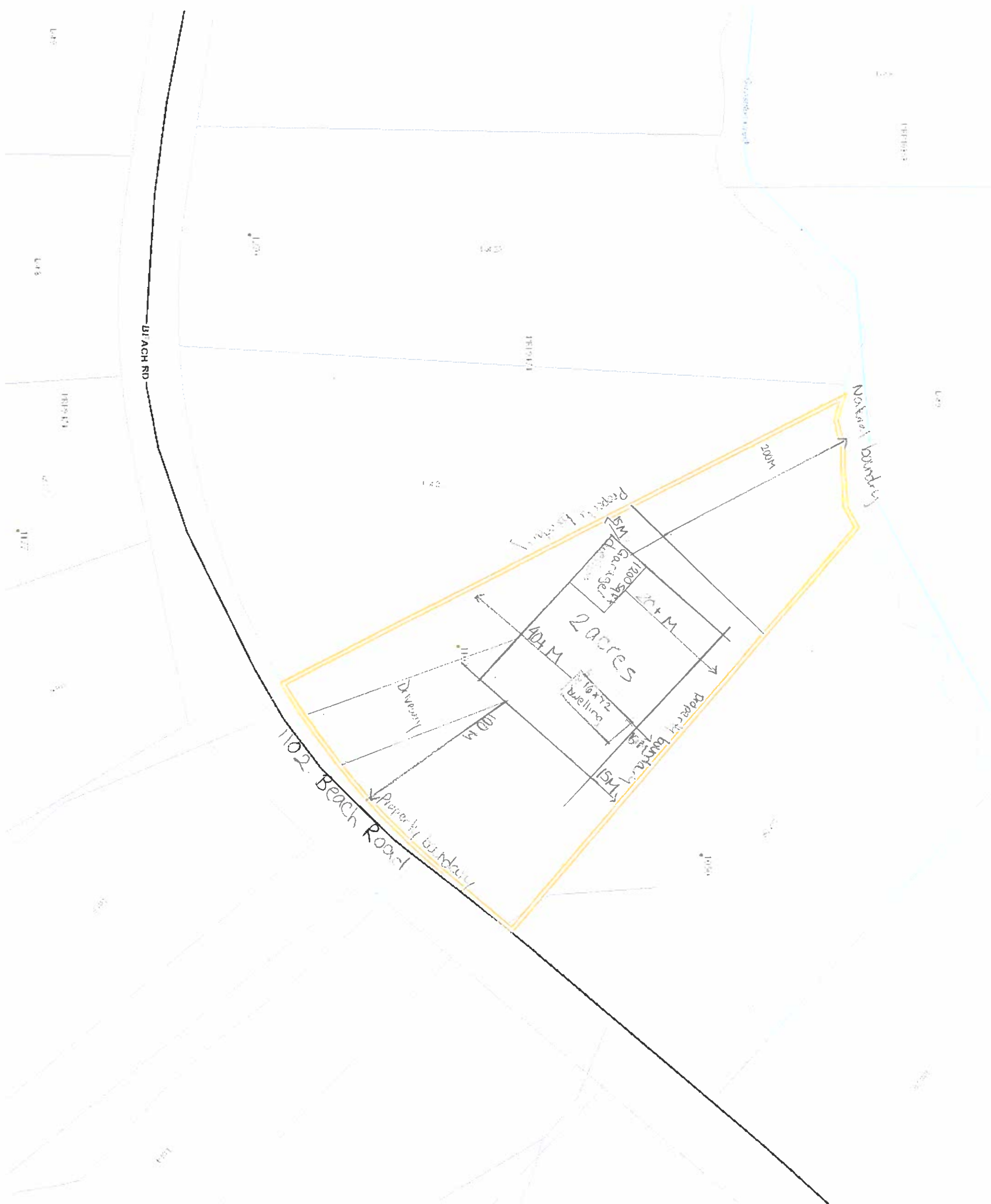
REFERRAL RESPONSES

At their August 9, 2023 meeting, the **Electoral Area B Advisory Planning Commission** (APC) recommended approval of the proposed rezoning.

The **Village of Burns Lake** had no concerns regarding the proposal.

ATTACHMENTS:

1. Site Plan
2. ROWP Letter
3. August 9, 2023 Area B APC minutes
4. Referral Responses
5. Proposed Bylaw No. 2019, 2023



RECEIVED

AUG 10 2023

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Luis Goncalves, ROWP, PL, IN, PI

Groundstone Enterprises Ltd.

3765 Glenrosa Rd, West Kelowna, BC, V4T 1V9

Mr. Cameron Karl

Village of Burns Lake 37 Third Ave Burns Lake, BC

Subject: Onsite Sewerage System Assessment for Lot 27, 1102 Beach Rd, Burns Lake, BC

Dear Mr. Karl,

I hope this letter finds you well. I am writing to provide a professional assessment regarding the allowance of two homes on the property located at Lot 27, 1102 Beach Rd, Burns Lake, BC. As a certified planner and installer of onsite sewerage systems, I conducted a thorough field testing on May 22, 2023, to evaluate the capacity of the property to support sewerage flows for two homes.

The property, as described in Title CB 379783 and file CH9911924, is owned jointly by Savanna Marissa Cheryl Jones and Wyatt Micah Brandon Jones, both of whom hold a 50/100% interest each. Their registered address is [REDACTED]

Based on the conducted field testing and assessment, I am pleased to inform you that Lot 27, 1102 Beach Rd, is indeed capable of supporting onsite sewerage flows from two homes. The results of the assessment indicate that the property has the capacity to accommodate a 4-bedroom home as well as a 2-bedroom home.

- The recommended septic system would be a raised bed using pressure distribution. Brush and humus removal to uncover the first layer of soil, then using system sand to about 20cm to raise the system slightly to meet and exceed vertical separation standards in our Standards Practice Manual Volume 3.

RECEIVED

The field testing was carried out by me, Luis Goncalves, who is a certified planner and installer (ROWP, PL, IN) specializing in onsite sewerage systems. The testing procedures adhered to the relevant regulations and guidelines, and the assessment has been conducted in accordance with the onsite sewerage Standards Practice Volume 3.

I believe that this assessment supports the feasibility of allowing the construction of two homes on the specified property. It is essential to consider sustainable development practices while maintaining the environmental and infrastructural standards of the area. Should you require any additional information or have any further inquiries, please do not hesitate to contact me at [778-363-0828] or [groundstoneonsite@gmail.com].

Thank you for your attention to this matter. I look forward to your favorable response and hope that this assessment contributes positively to the decision-making process for the property in question.

Accompanying this letter is the soil testing results in the separate attachment.

Sincerely,

Luis Goncalves

Registered Onsite Wastewater Practitioner



RECEIVED

AUG 10 2023

REGIONAL DISTRICT OF
BULKLEY-NECHIAKO

RECEIVED

AUG 08 2023

Lot 27, 1102 Beach Rd, Burns Lake, BC

**REGIONAL DISTRICT OF
BULKLEY-NECHAKO**


Date: May 22, 2023		Site: Lot 27, 1102 Beach Rd, Burns Lake, BC				Logged by: L. Goncalves			
TP#1		Pit Location: 54.19666, -125.75693				Slope: 5-7%			
Soil Horizons (depths measured in cm / m / in / ft)									
Depth inches		Colour	Texture	Structure	Rupture resistance (or density)	Coarse gravel (%)	Roots depth & quantity	Mottles depth & quantity	Moisture seepage
from	to								
0	6	10YR/2/2 V.D.Brown	Loamy sand	Structure-less	Loose	Nil	Plentiful roots from grass	None	Slightly Moist
6	18	10YR/3/3 Dark Brown	Loamy sand	Structure-less	Loose	35%	Plentiful roots	None	Slightly Moist
18	38	10YR/4/4 Dark Yellowish brown	Loam (sticky, gritty, not smooth, ribbons to 2.5cm)	Granular	Weak, Friable	40%	Plentiful	None	Moist, wet at 35"
38	56	10YR4/4 Dark Yellowish Brown	Loam (gritty, sticky, ribbons to 2.5cm)	Granular	Weak, Friable	40% Cobble over 40cm	Plentiful	Mottled at 39"	Wet. Water travel

Perc rate is 10 min per inch at approximate infiltrative surface.

Date: May 22, 2023		Site: Lot 27, 1102 Beach Rd, Burns Lake, BC				Logged by: L. Goncalves			
TP#1		Pit Location: 54.19671, -125.75673				Slope: 5-7%			
Soil Horizons (depths measured in cm / m / in / ft)									
Depth inches		Colour	Texture	Structure	Rupture resistance (or density)	Coarse gravel (%)	Roots depth & quantity	Mottles depth & quantity	Moisture seepage
from	to								
0	7	10YR/2/2 V.D.Brown	Loamy sand	Structure-less	Loose	Nil	Plentiful roots from grass	None	Slightly Moist
7	18	10YR/3/3 Dark Brown	Loamy sand	Structure-less	Loose	35%	Plentiful roots	None	Slightly Moist
18	55	10YR/4/4 Dark Yellowish brown	Loam (sticky, gritty, not smooth, ribbons to 2.5cm)	Granular	Weak, Friable	40%	Plentiful	None	Moist, wet at 35"

Perc at 15 min per inch at 21".

**Advisory Planning Commission
Meeting Minutes**

Electoral Area B	Meeting Date: August 9, 2023 7:00 pm	Meeting Location: Village of Burns Lake Office
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Marvin Strimbold		<input checked="" type="checkbox"/> Director Michael Riis-Christianson
<input checked="" type="checkbox"/> Ed Martens		<input checked="" type="checkbox"/> Alternate Director Doug Bysouth
<input checked="" type="checkbox"/> Robert Currie		
<input type="checkbox"/> Lynn Synotte		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Valerie Anderson		<input checked="" type="checkbox"/> <u>Cameron Kral</u>
<input checked="" type="checkbox"/> Corrine George		<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Bob Saul		<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Daniella Oake		<input type="checkbox"/> _____
Chairperson: Alternate – Bob Saul		Secretary: Daniella Oake
Call to Order: 7:05pm		
Agenda 7:00 RZ B-01-23 (Jones)		
Applications (Include application number, comments, and resolution) RZ B-01-23 (Jones) Bob called the meeting to order. Cameron summarised and reviewed the application – conditions required for rezoning and needs to keep with the form and character of the area. Province is changing housing legislation so it may chance future determination and decisions. Cameron ask the consultant to clarify which septic system could be on the property. Corrine supports more housing consistent with the last meeting on the need for more housing in the area. Corrine also asked if they could rent out the second dwelling if not used for family any longer. Yes that could happen at a later time. Daniella asked if there are any concerns about the application. None at this time and are subject to further permits requirements for building. Motion by Marvin: to recommend the application for approval as presented. Seconded by Rob. All voted yes. Bob adjourned meeting.		
Meeting Adjourned: 7:21pm	Secretary Signature 	



16/08/2023

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

via email: cameron.kral@rdbn.bc.ca

To Whom It May Concern,

Re: Re-zoning Application B-01-23

Please accept this as a true certified copy of the resolution carried unanimously at the August 15, 2023 Regular Meeting.

2023-08-15: 265

THAT Village of Burns Lake council has no concerns regarding RDBN rezoning request B-01-23.

Result: CARRIED

Sincerely,

A handwritten signature in blue ink, appearing to read "Valerie Anderson".

Valerie Anderson
Deputy Corporate Officer



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2019

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

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

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

Lot 27, District Lot 1898, Range 5, Coast District, Plan 9474, 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. 2019, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2019, 2023".

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

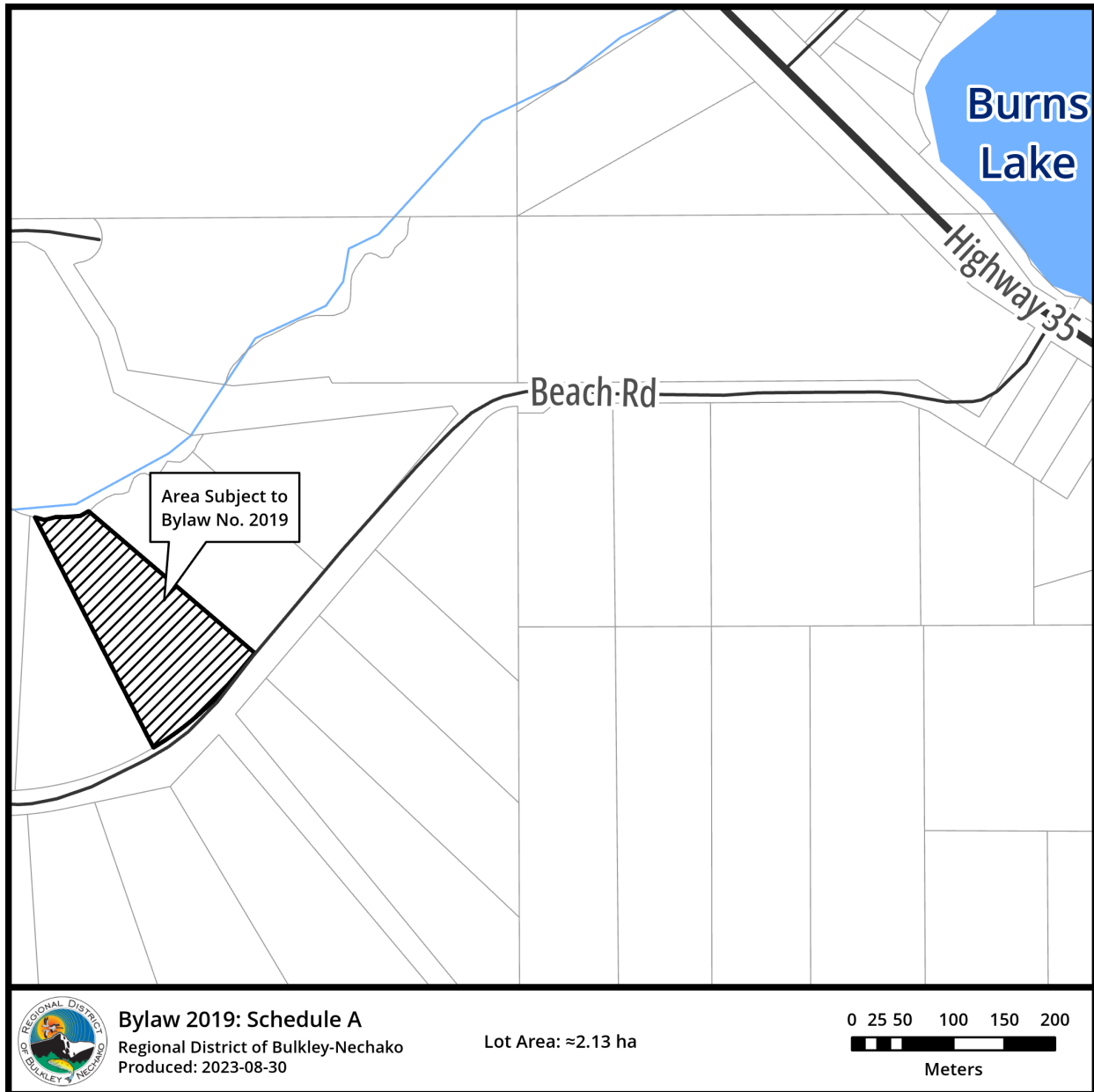
Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2019



Lot 27, District Lot 1898, Range 5, Coast District, Plan 9474, being rezoned from the Small Holdings Zone (H1) to the Small Holdings – Additional Dwelling Zone (H1A).

I hereby certify that this is Schedule "A" of Bylaw No. 2019, 2023.

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: September 28, 2023
Subject: **Rezoning Application RZ A-02-23**
First and Second Reading for Rezoning Bylaw No. 2020, 2023

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

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023" be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023" be delegated to the Director or Alternate Director for Electoral Area A.

EXECUTIVE SUMMARY

The proposed rezoning of the subject property from the Small Holdings (H1) Zone to the Small Holdings - Additional Dwelling (H1A) Zone will allow the applicant to construct a second single family dwelling on the subject property. The proposal aligns with the OCP's policies for considering a second single family dwelling. No negative impacts are expected from this rezoning.

Planning Department staff recommend Bylaw No. 2020, 2023 receive first and second readings.

APPLICATION SUMMARY

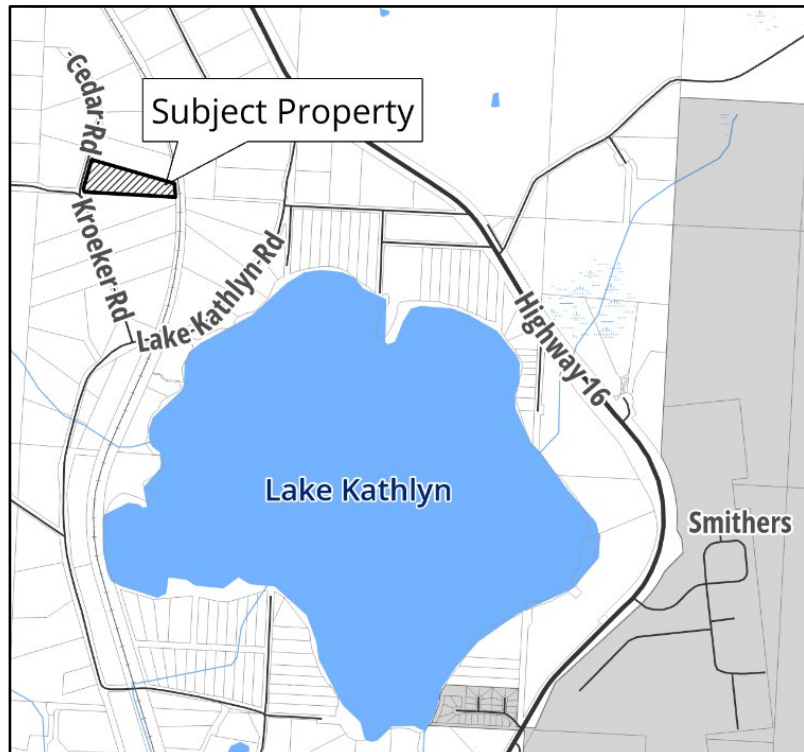
Name of agent/owner:	Alan Baxter & Debra Turton
Electoral area:	Electoral Area A (Smithers/Telkwa Rural)
Subject property:	6998 Cedar Road, Lot 1, Section 15, Township 1A, Range 5, Coast District, Plan 10261 (PID: 005-381-738)
Property size:	2.053 ha (5.073 ac)
OCP designation:	Rural Residential (RR) Designation in Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014 (the OCP)
Zoning:	Small Holdings (H1) Zone in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR status:	Not in the ALR
Building inspection:	Within the building inspection area
Fire protection:	Smithers rural fire protection area
Existing land use:	Residential
Location:	1.5 km west of the Town of Smithers

Proposed rezoning

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

The subject property contains the applicant's primary residence. The applicant wishes to construct a second one-bedroom dwelling with an attached shop.

The H1 Zone permits a maximum density of one single family dwelling on the subject property. Therefore, the applicant is proposing to rezone to the H1A Zone.

Location Map

DISCUSSION

Official Community Plan (OCP)

The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural OCP. The RR designation is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area. OCP policy 3.4.2(7) states that rezoning applications to allow a second single family dwelling on a parcel under the RR designation may only be considered under the following circumstances:

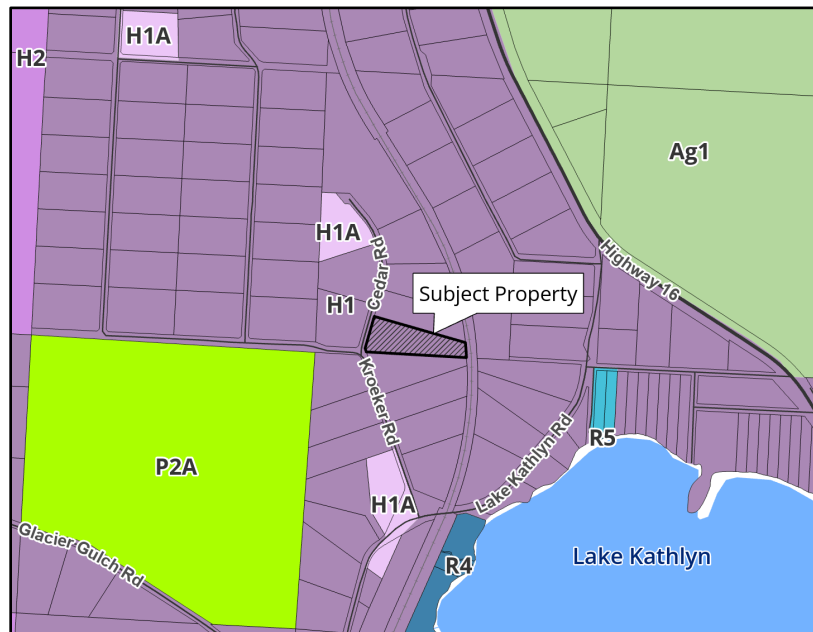
- “(a) The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.*
- (b) It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*
- (c) The development is compatible with adjacent land uses and maintains the rural character of the area.*
- (d) The parcel is not located within a floodplain or on other hazard lands.*
- (e) The development addresses wildlife and ecological values.*
- (f) And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited”*

The applicant has provided a letter from a Registered Onsite Wastewater Practitioner (see Applicant Submission) stating that the subject property can support onsite septic for the proposed second dwelling by expanding the existing lagoon. Conformity with Northern Health regulations is ensured as part of the building permit process.

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

Zoning

The current H1 Zone allows one single family dwelling on properties smaller than 4 ha (9.88 ac). Under the proposed H1A Zone, up to two single family dwellings would be permitted, but only one can exceed a gross floor area of 120 m² (1,290 ft²). The minimum parcel size in both



the H1 and H1A Zone is 2 ha (4.94 ac), preventing further subdivision of the subject property.

The subject property is in a rural subdivision and surrounded by properties in the H1 Zone. Multiple properties in the area have already rezoned from H1 to H1A. Approximately 150 m west is a property in the Special Recreation Zone (P2A) which contains the Bulkley Valley Rod and Gun Club (see zoning map on next page).

Staff Comments

The proposal aligns with the OCP's Rural Residential policies for considering a second single family dwelling on the subject property. No negative impacts are anticipated from this rezoning.

Planning Department staff recommend Bylaw No. 2020, 2023 receive first and second readings.

REFERRAL RESPONSES

On September 11, 2023, the **Electoral Area A Advisory Planning Commission** held an unofficial meeting without quorum. The two members in attendance supported the application.

No response was received from the **Town of Smithers** at the time of writing this report.

The **Ministry of Transportation and Infrastructure** stated:

"The Ministry sees little-to-no impact with the proposed rezoning from Small Holdings Zone (H1) to Additional Dwelling Zone (H1A).

As per section 52 of the Transportation Act, the Ministry is prepared to endorse the bylaw after its third reading".

ATTACHMENTS:

1. Site Plan
2. ROWP Letter
3. September 11, 2023 Area A APC minutes (unofficial)
4. Referral Responses
5. Proposed Bylaw No. 2020, 2023

Baxter Property
1:1,000



PROPOSED BUILDING SITE
OF A MAXIMUM 120m²
BUILDING.
-WELL MUST ALL
MINIMUM SET BACKS
AS PER HQ ZONING

Existing House

Proposed Building

Existing Lagoon

5.07 ac

5.07 Acres

60 m

5 m

200 m

65 m

Aubrey Hunter**Registered Onsite Wastewater Practitioner****10826 Lawson Rd, Telkwa, BC, V0J 2X3****778-210-0570**westrun100@gmail.com**Site investigation for the purpose of Rezoning**Owners: Alan Baxter of Smithers, BCDate: 21 June 2023

Legal Description: 1A Lot1, Plan PRP1026, Section: 15, Township: 1A, Range: 5 Coastal Range 5
Land District
PID 005-381-738

Civic Address: 6998 Cedar Road, Smithers, B.C. V0J 2N2Summary of Proposed Works:

Investigation of setbacks and usable land to verify the availability of a site for an onsite wastewater system (Extended Lagoon) to service a 2 bedroom second residence, for rezoning purposes.

Site Information:

Potable Water Source: From a cistern on the property greater than 30m from the proposed site.

Water Bodies: Lake Kathlyn, greater than 500m from the proposed site.

Topography: The proposed site is on level ground. The limiting factor on the size of the lagoon is the steep slope heading down to the railway tracks about 40 feet from the present lagoon

General Description:

An extra cell could be added onto the existing lagoon to accommodate a second residence. The site is mostly cleared and grass and a few trees are growing on the area that could be used.

Site/ Soil Evaluation:

Native Soil have proved effective for holding effluent in the existing lagoon for many years. The extra cell could be built adjacent to the existing lagoon.

Design Information and Considerations:**Source:**

Wastewater source is typical residence with volume, strength and constituents expected to fall within domestic sewage parameters of the SSR and residential sewage parameters of SPM Table III- 8 ... no garburator, no water softeners, no unusual usage, etc.

DDF (Daily design flow):

DDF is selected as per SPM table II- 8 for a 2 bedroom residence, 1000 L/day

Lagoon Sizing:

The extra cell would need to have a surface area of at least 416 square meters according to the SPM (table 2-57, 1-2 bedroom).

Possible Configuration of Extra Lagoon cell:

Increasing the total area of the lagoon to 838.2 square meter by adding a 31m by 9m cell on the west side of the existing lagoon and a 9m by 16m on the north side (423 square meter) would meet the requirement of the SPM, 416 square meters for a 2 bedroom residence.

Horizontal Separation

There is sufficient room on the lot to allow for the 15 m setbacks from the property lines. The cistern is over 30m away. No possible break out risk exists. Lake Kathlyn is over 30m away.

Please note the above estimates are conservative to ensure sufficient room on the property for any issues that may arise during the construction of extra lagoon cell.



**Advisory Planning Commission
Meeting Minutes – unofficial without quorum**

Electoral Area A	Meeting Date: September 11, 2023	Meeting Location: Virtually via Zoom
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Natalie Trueit-MacDonald		<input checked="" type="checkbox"/> Director Stoney Stoltenberg
<input type="checkbox"/> Bob Posthuma		<input type="checkbox"/> Alternate Trevor Krisher
<input checked="" type="checkbox"/> Sandra Hinchliffe		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Andrew Watson		<input type="checkbox"/> Jason Llewellyn, Director of Planning
<input type="checkbox"/> Alan Koopman		<input checked="" type="checkbox"/> Danielle Patterson, Senior Planner
<u>Quorum not met</u>		<input checked="" type="checkbox"/> Cameron Kral
		<input checked="" type="checkbox"/> Jessy Chaplin, Agent, ALR 1258
		<input checked="" type="checkbox"/> Alan Baxter, Agent, RZ A-02-23
		<input type="checkbox"/> _____
Chairperson: Sandra Hinchliffe		Secretary: Natalie T-MacDonald
Call to Order: 7pm		
<u>Agenda</u>		
7:00 pm: ALR 1258		
7:20 pm: RZ A-02-23		
Applications (Include application number, comments, and resolution)		
ALR 1258 – APC recommends approval		
RZ A-02-23 – APC recommends approval		
Meeting Adjourned: 7:15pm		Secretary Signature: <i>NCT-Mac</i>

From: [Development Services Bulkley Stikine TRAN:EX](#)
To: [Danielle Patterson](#)
Subject: MOTI Response to Rezoning - 2023-03782 (RDBN File no.)
Date: August 14, 2023 8:46:34 AM
Attachments: [RZ A-02-23 Referral Report.pdf](#)

[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.

Good Morning,

eDAS is currently down therefore I have attached the referral report and response to this email.

The Ministry sees little-to-no impact with the proposed rezoning from Small Holdings Zone (H1) to Additional Dwelling Zone (H1A).

As per section 52 of the Transportation Act, the Ministry is prepared to endorse the bylaw after its third reading.

Thank you,

Janelle McKenzie

Development Services Technician
Ministry of Transportation and Infrastructure, Bulkley Stikine District
P: (250)-876-6842



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2020

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

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

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

Lot 1, Section 15, Township 1A, Range 5, Coast District, Plan 10261, 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. 2020, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023".

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

Corporate Administrator

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

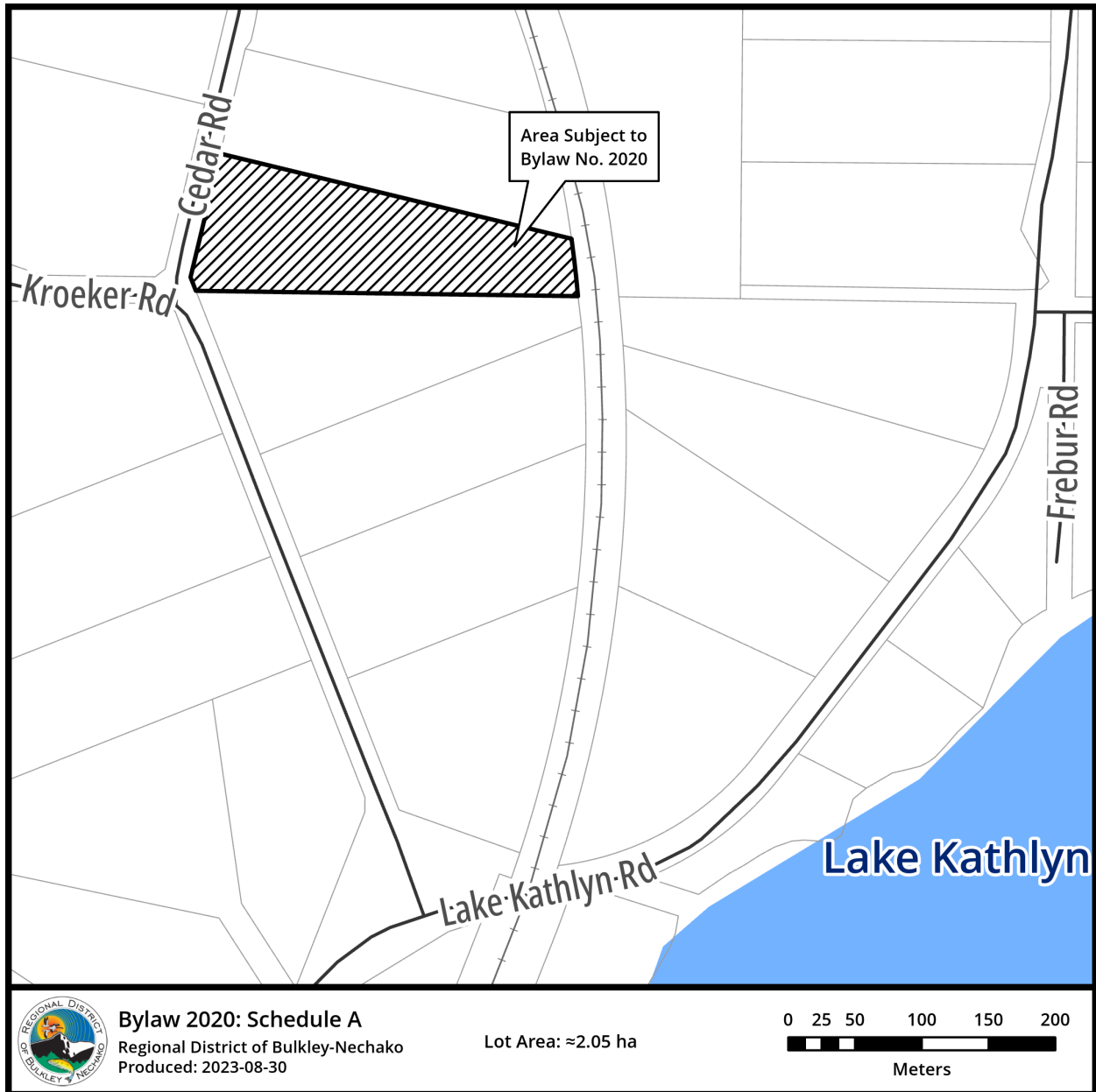
for Minister of Transportation & Infrastructure

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator

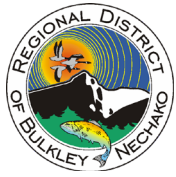
SCHEDULE "A" BYLAW NO. 2020



Lot 1, Section 15, Township 1A, Range 5, Coast District, Plan 10261, being rezoned from the Small Holdings Zone (H1) to the Small Holdings – Additional Dwelling Zone (H1A).

I hereby certify that this is Schedule "A" of Bylaw No. 2020, 2023.

 Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Maria Sandberg, Planning and Parks Coordinator
Date: September 28, 2023
Subject: **OCP amendment application RDBN-02-22**
First and Second Reading for OCP Amendment Bylaws 2000, 2023, 2001, 2023, 2002, 2023, and 2003, 2023

RECOMMENDATIONS: (all/directors/majority)

1. That the Board consider and approve the consultation identified in the attached consultation checklist.
 2. That "Smithers and Telkwa Rural OCP Amendment Bylaw No. 2000,2023", "Burns Lake Rural and Francois Lake (North Shore) OCP Amendment Bylaw No. 2001,2023", "Endako, Fraser Lake and Fort Fraser Rural OCP Amendment Bylaw No. 2002, 2023" and "Houston, Topley, Granisle Rural OCP Amendment Bylaw No. 2003, 2023" be given first and second reading and subsequently be taken to Public Hearing.
 3. That the Public Hearing for "Smithers and Telkwa Rural OCP Amendment Bylaw No. 2000,2023", "Burns Lake Rural and Francois Lake (North Shore) OCP Amendment Bylaw No. 2001,2023", "Endako, Fraser Lake and Fort Fraser Rural OCP Amendment Bylaw No. 2002, 2023" and "Houston, Topley, Granisle Rural OCP Amendment Bylaw No. 2003, 2023" be delegated to the Director or Alternate Director for Electoral Area B.
-

EXECUTIVE SUMMARY

The purpose of this application is to add a parkland dedication policy to the following Official Community Plans (OCPs):

- Smithers and Telkwa Rural OCP Bylaw No. 1704, 2014
- Burns Lake Rural and Francois Lake (North Shore) OCP Bylaw No. 1785, 2017
- Endako, Fraser Lake and Fort Fraser Rural OCP Bylaw No. 1865, 2019
- Houston, Topley, Granisle Rural OCP Bylaw No. 1622, 2011

Parkland dedication is required pursuant to Section 510 of the *Local Government Act* when a property owner applies for a subdivision that creates three or more additional lots and the

smallest lot being created is two hectares or smaller. The purpose of the parkland dedication is to provide land to meet the recreational needs of the community.

If an OCP contains appropriate policies and designations, the local government can determine whether the property owner provides parkland or pays an amount that equals the market value of the land that may be required for park land purpose (cash in lieu). The ability to require cash in lieu of parkland dedication at the time of subdivision was acquired when the Regional District Parks and Trails Service was established.

DISCUSSION

Section 510 of the *Local Government Act* provides for the dedication up to five per cent of the parcels that are proposed for subdivision to be dedicated to a Regional District during the subdivision process if a proposed subdivision creates three or more additional lots and the smallest lot being created is two hectares or smaller. The property owner is required to provide, without compensation, parkland of an amount and in a location acceptable to the local government or pay an amount that equals the market value of the land that may be required for park land purpose (cash in lieu). The legislation also states that if a regional district does not provide a community parks service, the only option is for the owner to provide parkland.

Now that the RDBN has a parks and trails service there is an option to provide cash in lieu of parkland dedication equivalent to the market value of five per cent of the land. If the applicable OCP contains policies and designations regarding the type and location of future parks, the Regional District can decide whether land or cash in lieu should be required. The OCP policies should contain criteria for determining if the subject property contains lands with adequately high recreation values to justify requiring that land to be dedicated as parkland and require a cash-in-lieu contribution where adequate potential parkland does not exist. The legislation requires that all cash in lieu contributions be deposited into a reserve fund and used for the acquisition of future parkland.

A parkland dedication policy was added to the Vanderhoof Rural OCP during the OCP review in 2021 and is included in the Fort St James Rural OCP draft as part of the OCP review process. The Planning Department is proposing to add the parkland dedication policy to the following remaining OCPs:

- Smithers and Telkwa Rural OCP;
- Burns Lake Rural and Francois Lake (North Shore) OCP;
- Endako, Fraser Lake and Fort Fraser Rural OCP; and
- Houston, Topley, Granisle Rural OCP

Electoral Areas D and F are not participants in the RDBN parks and trails service so accepting cash-in-lieu of parkland is not an option in those electoral areas. The

parkland dedication policy was added to the Vanderhoof Rural OCP to have the ability to evaluate any land proposed for parkland dedication and to be prepared if the electoral area wishes to establish a parks and trails service area in the future. Staff are therefore proposing to add the parkland dedication policy to the Endako, Fraser Lake and Fort Fraser Rural OCP as well.

PROPOSED PARKLAND DEDICATION POLICY

The following wording is proposed for inclusion into the OCPs:

Parkland Dedication

- (1) Where a proposed subdivision triggers a requirement to provide up to 5% dedication of parkland or cash in lieu pursuant to *Section 510 of the Local Government Act*, the Regional District shall evaluate whether to accept parkland or cash in lieu of parkland or a combination of both.
- (2) Land to be accepted as parkland dedication must be of adequate size and must have adequately high recreation value to provide a benefit to the community. Where this community benefit does not exist because of limited size or limited recreation value of the land, the Regional District may require cash in lieu of parkland dedication to contribute towards the future purchase of parkland in the Electoral Area.
- (3) One or more of the following criteria must be met for land to be considered having a high recreation value:
 - (a) the land is adjacent to a lake or a watercourse and its dedication would improve public access to the water;
 - (b) the land improves access to a park or trail, a school, or public amenity;
 - (c) the land includes viewpoints and opportunities for nature appreciation;
 - (d) the land contains a locally or regionally significant natural feature or ecosystem that if preserved or managed would result in a net benefit to the community;
 - (e) the land is identified for a park or trail use in this plan or any other Regional District parks and trails plan.
- (4) Environmentally sensitive lands to be retained in a natural undisturbed state or archaeological features to be protected may be accepted as parkland dedication, however, these lands should be in addition to the minimum parkland dedication requirements pursuant to the *Local Government Act*.

- (5) The RDBN shall, when considering a rezoning application, consider accepting the dedication of land for the purpose of parkland, green space, and/or natural areas. Parkland acceptance should be evaluated in accordance with the criterion identified in this section.

It is noted that the parkland dedication policy can be customized to meet local considerations in the individual OCPs.

PARKLAND DEDICATION EVALUATION PROCEDURES

The following procedure for reviewing parkland dedications was approved by the Board in March 2021 and will occur if the parkland dedication and cash-in-lieu of parkland dedication policy is included in the OCPs.

This procedure may occur as part of the rezoning process prior to subdivision or at the subdivision referral stage.

- Step 1: Planning Department staff will work with a property owner to evaluate if the subject property contains land of adequately high recreation value justifying parkland dedication, which lands are being offered as parkland (if any), or what cash in lieu amount is offered to the RDBN for future parkland purchase. It is noted that a property owner may request that the cash in lieu requirement be waived by the Board.
- Step 2: The Planning Department will prepare a referral report for consideration by the applicable Advisory Planning Commission to review the parkland dedication or cash in lieu proposal forwarded by the property owner.
- Step 3: The Planning Department will prepare a staff report for consideration by the Board which makes recommendations regarding the parkland dedication or cash in lieu proposal forwarded by the property owner.
- Step 4: The Planning Department will work with the Ministry of Transportation and Infrastructure to secure any parkland dedication or cash in lieu contribution accepted by the RDBN Board.

CONSULTATION FOR OCP AMENDMENTS

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

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

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

A further *Local Government Act* requirement is that all OCP amendments be considered in conjunction with the financial plan, and any waste management plan that is applicable to the Regional District. The proposed OCP amendment bylaws are consistent with the most recent capital expenditure program and waste management plan.

REFERRAL COMMENTS

Electoral Area A Advisory Planning Commission: expressed concerns that cost for a developer could be too high.

Electoral Area B Advisory Planning Commission: supports the proposed Official Community Plan policies, as presented.

Electoral Area D Advisory Planning Commission: recommends the Board support the proposal as presented.

Electoral Area G Advisory Planning Commission: recommend the OCP not be amended with the parkland dedication policies as proposed.

School Districts 54 and 91: no comments received to date.

STAFF COMMENTS

Staff recommend that Bylaws No. 2000, 2001, 2002 and 2003 receive first and second readings.

As the application involve four electoral areas. Staff propose that a single electronic public hearing be held and chaired by the Director or Alternate Director for Electoral Area B.

ALTERNATIVE OPTIONS

Should the Board require different policy wording in an OCP, such as a policy that parkland dedication is not required for subdivisions in an Electoral Area, the Board may pass a motion directing staff to draft a revised OCP Amendment Bylaw for consideration at the next Board meeting.

ATTACHMENTS:

- OCP Amendment Consultation Checklist
- OCP Amendment Bylaw No. 2000, 2023
- OCP Amendment Bylaw No. 2001, 2023
- OCP Amendment Bylaw No. 2002, 2023
- OCP Amendment Bylaw No. 2003, 2023

Appendix A
 Official Community Plan (OCP) Amendment
 Consultation Checklist

Associated OCP amendment application number: RZ RDBN-02-22
 Associated OCP Amendment Bylaw number: 2000, 2001, 2002, 2003

Special Conditions

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

Consideration of affected persons, organizations, and authorities

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

Local Governments

- Cariboo Regional District
- Regional District of Fraser Fort George
- Regional District of Kitimat-Stikine
- Regional District of Peace Rive
- Village of Vanderhoof
- District of Fort St James
- Village of Fraser Lake
- Village of Burns Lake
- District of Houston
- Village of Telkwa
- Village of Granisle
- Town of Smithers
- Electoral Areas A, B, D and G Advisory Planning Commissions

Government Agencies

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

First Nations

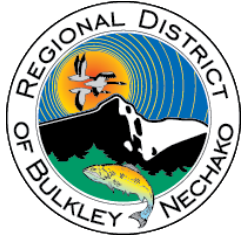
- | | |
|---|---|
| <input type="checkbox"/> Binche Whut'en | <input type="checkbox"/> Nee Tahi Buhn Band |
| <input type="checkbox"/> Burns Lake Band | <input type="checkbox"/> Nuxalk Nation |
| <input type="checkbox"/> Cheslatta Carrier Nation | <input type="checkbox"/> Office of the Wet'suwet'en |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

School Districts

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

Public

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2000

A Bylaw to Amend "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014"

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

That "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014" be amended as follows:

That the following text is added to Schedule "A" as Section 6.9:

6.9 Parkland Dedication

- (1) Where a proposed subdivision triggers a requirement to provide up to 5% dedication of parkland or cash in lieu pursuant to Section 510 of the *Local Government Act*, the Regional District shall evaluate whether to accept parkland or cash in lieu of parkland or a combination of both.
- (2) Land to be accepted as parkland dedication must be of adequate size and must have adequately high recreation value to provide a benefit to the community. Where this community benefit does not exist because of limited size or limited recreation value of the land, the Regional District may require cash in lieu of parkland dedication to contribute towards the future purchase of parkland in the Electoral Area.
- (3) One or more of the following criteria must be met for land to be considered having a high recreation value:
 - (a) the land is adjacent to a lake or a watercourse and its dedication would improve public access to the water;
 - (b) the land improves access to a park or trail, a school, or public amenity;
 - (c) the land includes viewpoints and opportunities for nature appreciation;
 - (d) the land contains a locally or regionally significant natural feature or ecosystem that if preserved or managed would result in a net benefit to the community;
 - (e) the land is identified for a park or trail use in this plan or any other Regional District parks and trails plan.
- (4) Environmentally sensitive lands to be retained in a natural undisturbed state or archaeological features to be protected may be accepted as parkland dedication,

however, these lands should be in addition to the minimum parkland dedication requirements pursuant to the *Local Government Act*.

- (5) The RDBN shall, when considering a rezoning application, consider accepting the dedication of land for the purpose of parkland, green space, and/or natural areas. Parkland acceptance should be evaluated in accordance with the criterion identified in this section.

This bylaw may be cited as "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 2000, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

I hereby certify that the foregoing is a true and correct copy of "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 2000, 2023".

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

Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2001

A Bylaw to Amend "Burns Lake Rural and Francois Lake (North Shore) OCP Bylaw No. 1785, 2017"

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

That "Burns Lake Rural and Francois Lake (North Shore) OCP Bylaw No. 1785, 2017" be amended as follows:

That the following text is added to Schedule "A" as Section 6.7:

6.7 Parkland Dedication

- (1) Where a proposed subdivision triggers a requirement to provide up to 5% dedication of parkland or cash in lieu pursuant to Section 510 of the *Local Government Act*, the Regional District shall evaluate whether to accept parkland or cash in lieu of parkland or a combination of both.
- (2) Land to be accepted as parkland dedication must be of adequate size and must have adequately high recreation value to provide a benefit to the community. Where this community benefit does not exist because of limited size or limited recreation value of the land, the Regional District may require cash in lieu of parkland dedication to contribute towards the future purchase of parkland in the Electoral Area.
- (3) One or more of the following criteria must be met for land to be considered having a high recreation value:
 - (a) the land is adjacent to a lake or a watercourse and its dedication would improve public access to the water;
 - (b) the land improves access to a park or trail, a school, or public amenity;
 - (c) the land includes viewpoints and opportunities for nature appreciation;
 - (d) the land contains a locally or regionally significant natural feature or ecosystem that if preserved or managed would result in a net benefit to the community;
 - (e) the land is identified for a park or trail use in this plan or any other Regional District parks and trails plan.
- (4) Environmentally sensitive lands to be retained in a natural undisturbed state or archaeological features to be protected may be accepted as parkland dedication,

however, these lands should be in addition to the minimum parkland dedication requirements pursuant to the *Local Government Act*.

- (5) The RDBN shall, when considering a rezoning application, consider accepting the dedication of land for the purpose of parkland, green space, and/or natural areas. Parkland acceptance should be evaluated in accordance with the criterion identified in this section.

This bylaw may be cited as "Burns Lake Rural and Francois Lake (North Shore) OCP Amendment Bylaw No. 2001, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

I hereby certify that the foregoing is a true and correct copy of "Burns Lake Rural and Francois Lake (North Shore) OCP Amendment Bylaw No. 2001, 2023".

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

Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2002

A Bylaw to Amend "Endako, Fraser Lake and Fort Fraser Rural OCP Bylaw No. 1865, 2019"

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

That "Endako, Fraser Lake and Fort Fraser Rural OCP Bylaw No. 1865, 2019" be amended as follows:

That the following text is added to Schedule "A" as Section 6.8:

6.8 Parkland Dedication

- (1) Where a proposed subdivision triggers a requirement to provide up to 5% dedication of parkland or cash in lieu pursuant to Section 510 of the *Local Government Act*, the Regional District shall evaluate whether to accept parkland or cash in lieu of parkland or a combination of both.
- (2) Land to be accepted as parkland dedication must be of adequate size and must have adequately high recreation value to provide a benefit to the community. Where this community benefit does not exist because of limited size or limited recreation value of the land, the Regional District may require cash in lieu of parkland dedication to contribute towards the future purchase of parkland in the Electoral Area.
- (3) One or more of the following criteria must be met for land to be considered having a high recreation value:
 - (a) the land is adjacent to a lake or a watercourse and its dedication would improve public access to the water;
 - (b) the land improves access to a park or trail, a school, or public amenity;
 - (c) the land includes viewpoints and opportunities for nature appreciation;
 - (d) the land contains a locally or regionally significant natural feature or ecosystem that if preserved or managed would result in a net benefit to the community;
 - (e) the land is identified for a park or trail use in this plan or any other Regional District parks and trails plan.

- (4) Environmentally sensitive lands to be retained in a natural undisturbed state or archaeological features to be protected may be accepted as parkland dedication, however, these lands should be in addition to the minimum parkland dedication requirements pursuant to the *Local Government Act*.
- (5) The RDBN shall, when considering a rezoning application, consider accepting the dedication of land for the purpose of parkland, green space, and/or natural areas. Parkland acceptance should be evaluated in accordance with the criterion identified in this section.

This bylaw may be cited as "Endako, Fraser Lake and Fort Fraser Rural OCP Amendment Bylaw No. 2002, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

I hereby certify that the foregoing is a true and correct copy of "Endako, Fraser Lake and Fort Fraser Rural OCP Amendment Bylaw No. 2002, 2023".

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

Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2003

A Bylaw to Amend "Houston, Topley,
Granisle Rural OCP Bylaw No. 1622, 2011"

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

That "Houston, Topley, Granisle Rural OCP Bylaw No. 1622, 2011" be amended as follows:

That the following text is added to Schedule "A" as Section 6.8:

6.8 Parkland Dedication

- (1) Where a proposed subdivision triggers a requirement to provide up to 5% dedication of parkland or cash in lieu pursuant to Section 510 of the *Local Government Act*, the Regional District shall evaluate whether to accept parkland or cash in lieu of parkland or a combination of both.
- (2) Land to be accepted as parkland dedication must be of adequate size and must have adequately high recreation value to provide a benefit to the community. Where this community benefit does not exist because of limited size or limited recreation value of the land, the Regional District may require cash in lieu of parkland dedication to contribute towards the future purchase of parkland in the Electoral Area.
- (3) One or more of the following criteria must be met for land to be considered having a high recreation value:
 - (a) the land is adjacent to a lake or a watercourse and its dedication would improve public access to the water;
 - (b) the land improves access to a park or trail, a school, or public amenity;
 - (c) the land includes viewpoints and opportunities for nature appreciation;
 - (d) the land contains a locally or regionally significant natural feature or ecosystem that if preserved or managed would result in a net benefit to the community;
 - (e) the land is identified for a park or trail use in this plan or any other Regional District parks and trails plan.

- (4) Environmentally sensitive lands to be retained in a natural undisturbed state or archaeological features to be protected may be accepted as parkland dedication, however, these lands should be in addition to the minimum parkland dedication requirements pursuant to the *Local Government Act*.
- (5) The RDBN shall, when considering a rezoning application, consider accepting the dedication of land for the purpose of parkland, green space, and/or natural areas. Parkland acceptance should be evaluated in accordance with the criterion identified in this section.

This bylaw may be cited as "Houston, Topley, Granisle Rural OCP Amendment Bylaw No. 2003, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

I hereby certify that the foregoing is a true and correct copy of "Houston, Topley, Granisle Rural OCP Amendment Bylaw No. 2003, 2023".

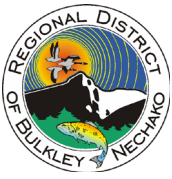
DATED AT BURNS LAKE this _____ day of _____, 2023.

Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Danielle Patterson, Senior Planner

Date: September 28, 2023

Subject: OCP Amendment and Rezoning Application RZ D-01-23
Third Reading and Adoption for Bylaw No. 2006 and Bylaw No. 2007

RECOMMENDATION:

(all/directors/majority)

1. That the Board receive the Report of the Public Hearing for “Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Amendment Bylaw No. 2006, 2023” and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 2007, 2023”.
 2. That “Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Amendment Bylaw No. 2006, 2023” be given third reading and adoption.
 3. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 2007, 2023” be given third reading and adoption.
-

EXECUTIVE SUMMARY

The applicants request an Official Community Plan (OCP) amendment and a rezoning amendment for a 3.0 ha portion of the subject property. A 3.0 ha portion of the 7.16 ha subject property is designated Resource (RE) and zoned Rural Resource (RR1), and a 4.16 portion of the subject property is designated Rural Residential (RR) and zoned Small Holdings (H1). The applicants wish to redesignate the 3.0 ha portion of the subject property from RE to RR, so the entire property would be designated RR. Similarly, the applicants wish to rezone the same 3.0 ha portion of the subject property from the RR1 to H1, so that the entire subject property would be zoned H1. The purpose of this proposal is to facilitate a three-lot subdivision of the subject property.

The proposed amendments and subdivision plan fit the character of the area and no negative impacts are anticipated. Planning Department staff recommend Bylaw Nos. 2006 and 2007 receive third reading and adoption.

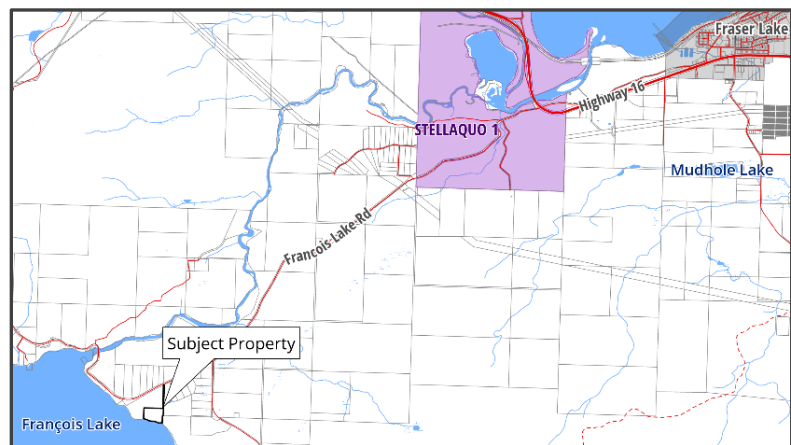
APPLICATION SUMMARY

Name of agents/owners:	Kenneth McAllister and Judith Troberg
Electoral area:	Electoral Area D (Fraser Lake Rural)
Subject property:	Lot 1, District Lot 70, Range 4, Coast District and District Lot 2562, Range 5, Coast District, Plan PRP42232 (PID 024-130-176)
Property size:	7.16 ha (17.7 ac)
OCP designation:	Rural Residential (RR) Designation and Resource (RE) in the Endako, Fraser Lake and Fort Fraser Rural Official Community Plan, Bylaw No. 1865, 2019" (the OCP)
Zoning:	Small Holdings Zone (H1) and Rural Resource Zone (RR1) in RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR status:	Not in the ALR
Building inspection:	Not within building inspection area
Fire protection:	Not within a Fire Protection Area
Existing land use:	Residential
Location:	731 Francois Lake Road on Francois Lake, approximately 5 km southwest of Stellaquo 1 IR and approximately 9.5 km southwest of the Village of Fraser Lake (see map below)

Proposed Official Community Plan (OCP) and Zoning Amendment:

The applicants have a 7.16 ha property with approximately 4.16 ha designated Rural Residential (RR) and approximately 3.0 ha designated Resource (RE) in the OCP. The land designated RR is zoned Small Holdings (H1) and the land designated RE is zoned Rural Resource (RR1).

The applicants have requested to have the approximately 3.0 portion of the property be redesignated RR and rezoned H1 so the entire property would have the same land use designation and the same zoning (see Applicant Submission). The applicants request these amendments to facilitate a three-lot subdivision of the subject property.



DISCUSSION

There is a single family dwelling in the centre of the subject property that was built approximately 25 years ago. The property has access via an easement from the neighbouring property at 725 Francois Lake Road (see Subject Property map). The subject property also has an panhandle leading directly to Francois Lake Road that could be utilized for future access.

The Ministry of Transportation and Infrastructure's Provincial Approving Officer determines the adequacy of road access to each proposed parcel as part of the subdivision review process, which is based on subdivision requirements outlined in the *Land Title Act*.

OCP designation

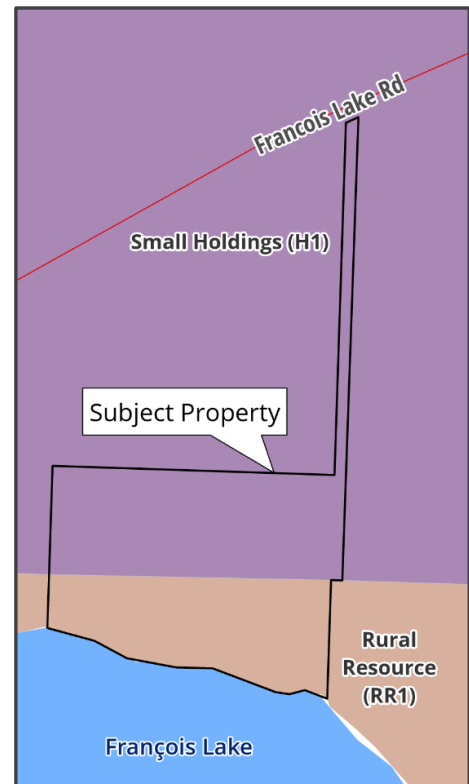
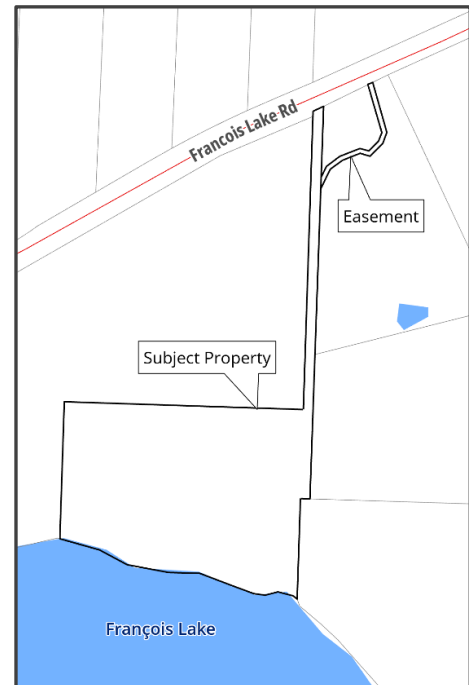
Only uses directly associated with agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, wilderness-oriented recreation, and necessary institutional, public, utility or transportation services use are permitted in the RE designation. A very limited amount of low-density residential use may be permitted within the RE designation, where appropriate. The minimum parcel size within the RE designation is 8 ha (19.77 ac). At 7.16 ha, the subject property does not meet this minimum parcel size requirement.

Approximately 4.16 ha (10.28 ac) of the subject property is designated RR in the OCP. OCP policy section 3.4.2(1) states "[l]ow to moderate density residential (fee simple and bare land strata) subdivisions, recreational and other unobtrusive uses will be permitted in the Rural Residential designation. Limited forms of agriculture may be permitted within the implementing zoning bylaw". The RR designation generally supports 2 ha or larger parcels.

Zoning

The H1 Zone allows one Single Family Dwelling on properties with under 4 ha (9.88 ac) and two Single Family Dwellings on parcels 4 ha or greater.

The RR1 Zone allows no more than the following dwelling combinations per parcel:



- a) one Single Family Dwelling and up to three Cabins;
- b) one Two Family Dwelling and up to two Cabins; or
- c) up to four Cabins.

If the rezoning of the subject property was supported, the change in zoning would allow the following densities on the subject property:

- With no subdivision: a maximum of two single family dwellings.
- With an approved three-lot subdivision: a maximum of three single family dwellings (one per parcel).

The property is bordered on the north by a neighbourhood of H1 zoned properties. Land to the south of the subject property are zoned RR1, including some Crown lands.

Planning Staff Comments

The proposed amendments and proposed subdivision fit the character of the area and no negative impacts are anticipated. Additionally, removing the RE designation and RR1 Zone from the subject property simplifies the interpretation of land use regulations on this undersized, split-zoned property. Planning Department staff recommend Bylaw Nos. 2006 and 2007 receive third reading and adoption.

Existing Covenant and Environmental Considerations

There is a covenant registered on title for the subject property that does not permit the construction of buildings, a mobile home or unit, modular home, or structures within 7.5 metres of Francois Lake. Additionally, the covenant prohibits the construction of any part of a sewage system within 60 metres of Francois Lake.

The Zoning Bylaw has additional setback regulations, which state no building or structure can be within 15 metres of the natural boundary of any lake, marsh or pond.

The OCP identifies the subject property as a landscape corridor in the Provincial Lakes South Sustainable Resource Management Plan. Landscape corridors maintain connectivity within the landscape, allowing movement and dispersal of animal and plant species. OCP Policy 4.4.2(2) encourages development proponents to incorporate protection and enhancement of these areas and associated values in the design of development within the Plan area. The applicants were provided with this information with copies of the Regional District Sustainable Rural Land Development Checklist and Waterfront Development Guide. Staff further note the subject property is at a considerable elevation from Francois Lake.

REFERRAL RESPONSES

At their May 3, 2023, **Electoral Area D Advisory Planning Commission** (APC) meeting, the APC passed a resolution as follows:

"The Area D APC recommends the Regional Board support the proposed OCP/Rezoning application".

The **Village of Fraser Lake** has no objections to the proposal.

No response was received by **Stellat'en First Nation**, the **Ministry of Forests**, or **School District No. 91 – Nechako Lakes** as of the writing of this report. The referrals letters stated that if no response was received, it would be assumed their interests were unaffected.

PUBLIC HEARING

The Public Hearing for both bylaws was held on Tuesday, September 12, 2023. The Report of the Public Hearing will be provided to the Board on the Supplementary Agenda.

ATTACHMENTS:

1. Bylaw No. 2006
2. Bylaw No. 2007



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2006

A Bylaw to Amend "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019"

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

That "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019" be amended such that a ± 3.0 ha portion of these lands be redesignated from "Resource (RE)" to "Rural Residential (RR)".

Lot 1, District Lot 70, Range 4, Coast District and District Lot 2562, Range 5, Coast District, Plan PRP42232 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Amendment Bylaw No. 2006, 2023".

READ A FIRST TIME this 22nd day of June 2023

READ A SECOND TIME this 22nd day of June 2023

PUBLIC HEARING HELD this 12th day of September 2023

READ A THIRD TIME this ____ day of ____

I hereby certify that the foregoing is a true and correct copy of "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Amendment Bylaw No. 2006, 2023".

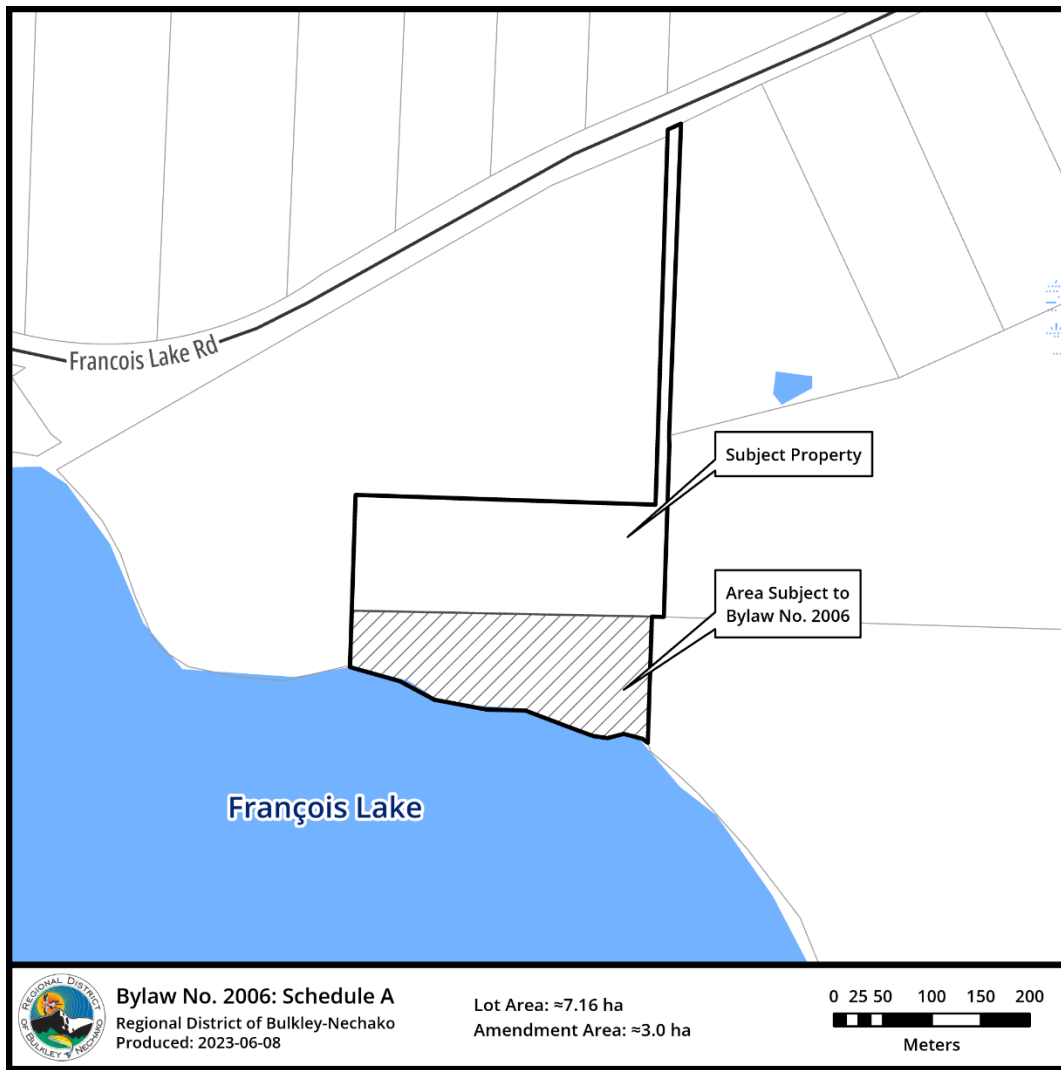
DATED AT BURNS LAKE this ____ day of ____

Corporate Administrator

ADOPTED this ____ day of ____

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2006

A ± 3.0 ha portion of the lands legally described as Lot 1, District Lot 70, Range 4, Coast District and District Lot 2562, Range 5, Coast District, Plan PRP42232, be redesignated from "Resource (RE)" to "Rural Residential (RR)".

I hereby certify that this is Schedule "A" of Bylaw No. 2006, 2023.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2007

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

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

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that a ± 3.0 ha portion of these lands are rezoned from the "Rural Resource Zone (RR1)" to the "Small Holdings Zone (H1)".

Lot 1, District Lot 70, Range 4, Coast District and District Lot 2562, Range 5, Coast District, Plan PRP42232 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. 2007, 2023".

READ A FIRST TIME this 22nd day of June 2023

READ A SECOND TIME this 22nd day of June 2023

PUBLIC HEARING HELD this 12th day of September 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. 2007, 2023".

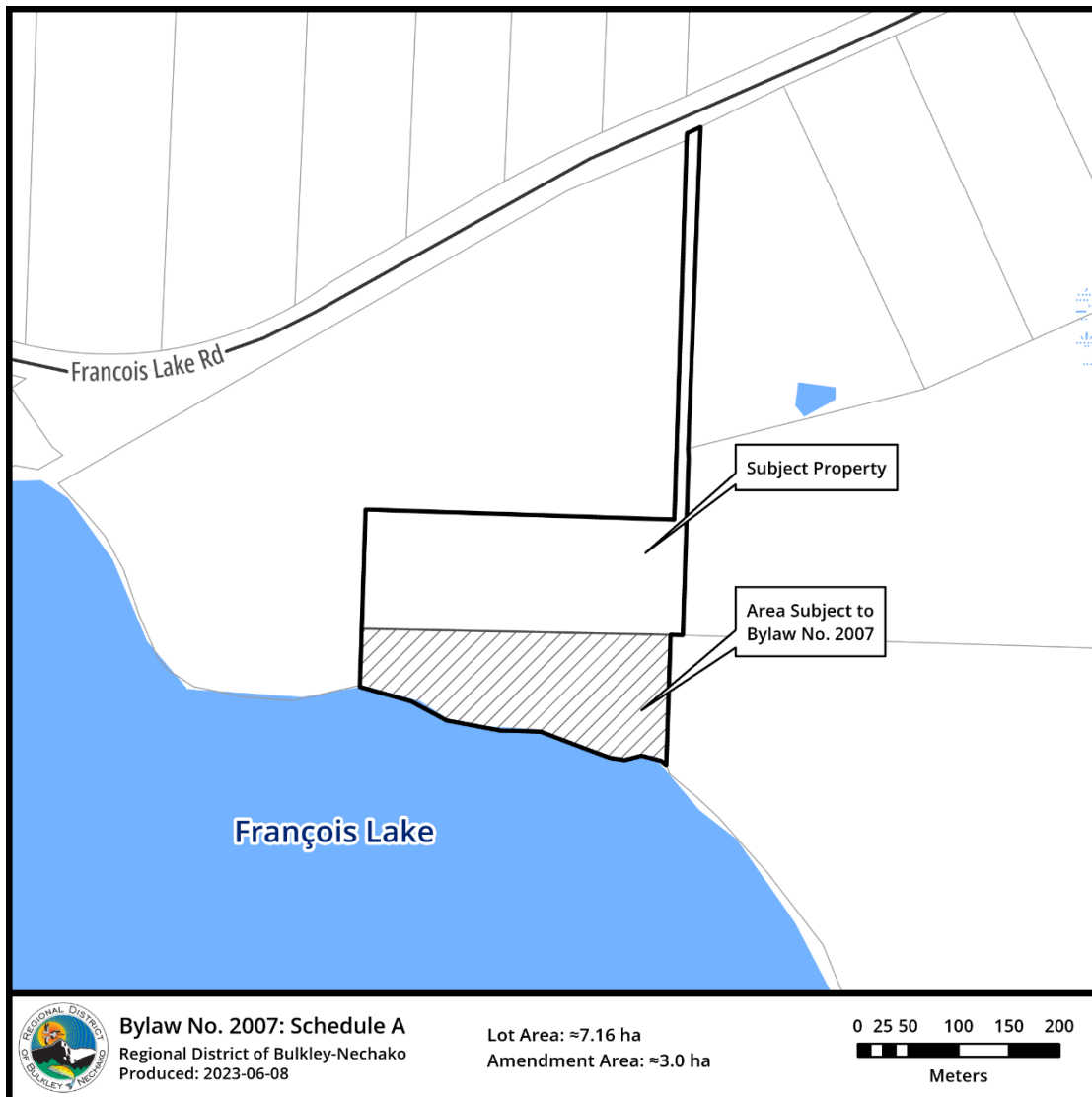
DATED AT BURNS LAKE this ____ day of ____

Corporate Administrator

ADOPTED this ____ day of ____

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2007

A ± 3.0 ha portion of the lands legally described as Lot 1, District Lot 70, Range 4, Coast District and District Lot 2562, Range 5, Coast District, Plan PRP42232, be rezoned from the "Rural Resource Zone (RR1)" to the "Small Holdings Zone (H1)".

I hereby certify that this is Schedule "A" of Bylaw No. 2007, 2023.

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: September 28, 2023
Subject: **Development Variance Permit Application No. A-01-23**

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

That the Board approve Development Variance Permit A-01-23 for the property located at 25055 Highway 16 to allow the following variances to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" for the purpose of constructing a vault privy:

- vary Section 16.0.4.1 by reducing the setback of a structure from any Parcel Line from 7.5 m to 4.5 m,
 - vary Section 3.0.8.1b) by reducing the setback of a building or other structure from the Natural Boundary of the Bulkley River from 30 m to 15 m.
-

EXECUTIVE SUMMARY

The Regional District owns the subject property at Trout Creek, which is heavily used for recreation in the summer and fall. The Planning Department would like to establish a vault privy on the property. However, the privy cannot be located as proposed given the setback requirements from Highway 16 and the Bulkley River in the "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw). Therefore, this application has been made to vary the Zoning Bylaw's setback requirements.

Staff have no objections and recommend approval of the permit.

APPLICATION SUMMARY

Name of Applicant:	Planning Department, Regional District of Bulkley-Nechako
Electoral Area:	Electoral Area A (Smithers/Telkwa Rural)
Subject Property:	District Lot 1124, Range 5, Coast District, Except the Right-of-Way of the Grand Trunk Pacific Railway and Except Plans 6348, 8788 and 10908 (PID 008-101-248)
Property Size:	32.9 ha (81.36 ac)
OCP Designation:	Agriculture (AG) Designation in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
Zoning:	Agricultural (Ag1) Zone in Zoning Bylaw No. 1800, 2020
ALR Status:	Within the ALR
Existing Land Use:	Recreation/Residential
Location:	25055 Highway 16, accessed via Highway 16. Approximately 14.5 km northwest of the Town of Smithers

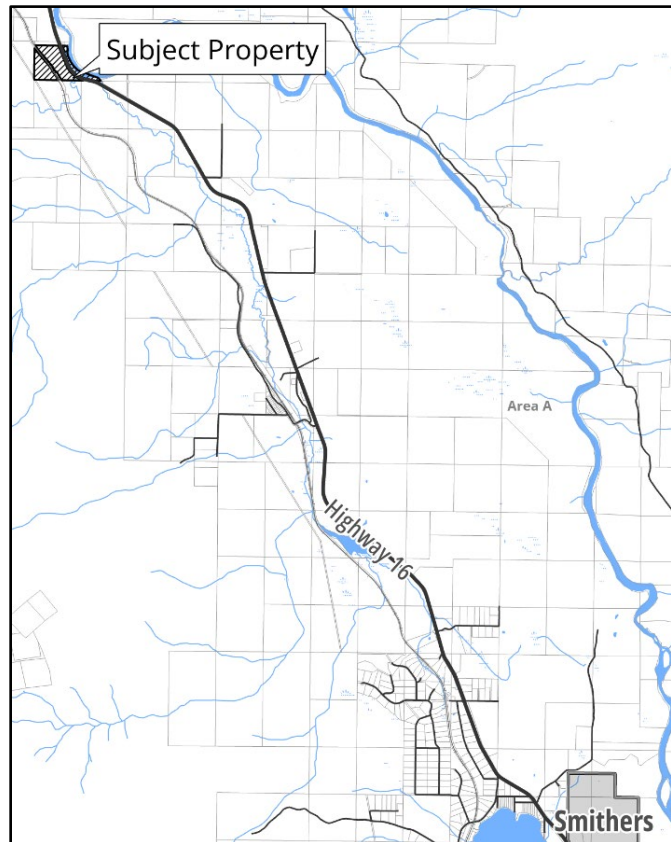
PROPOSAL

The Planning Department has made this application for a Development Variance Permit (DVP) to construct a vault privy on the Trout Creek property. The proposed location is a narrow band of land between the Highway 16 right-of-way and the Bulkley River as shown on the following site plans.

The proposed structure is a wheelchair accessible, sealed concrete vault privy, approximately 7.4 m² (8x10 ft) and resembles a typical provincial outhouse at a highway rest stop (see last page of this report).

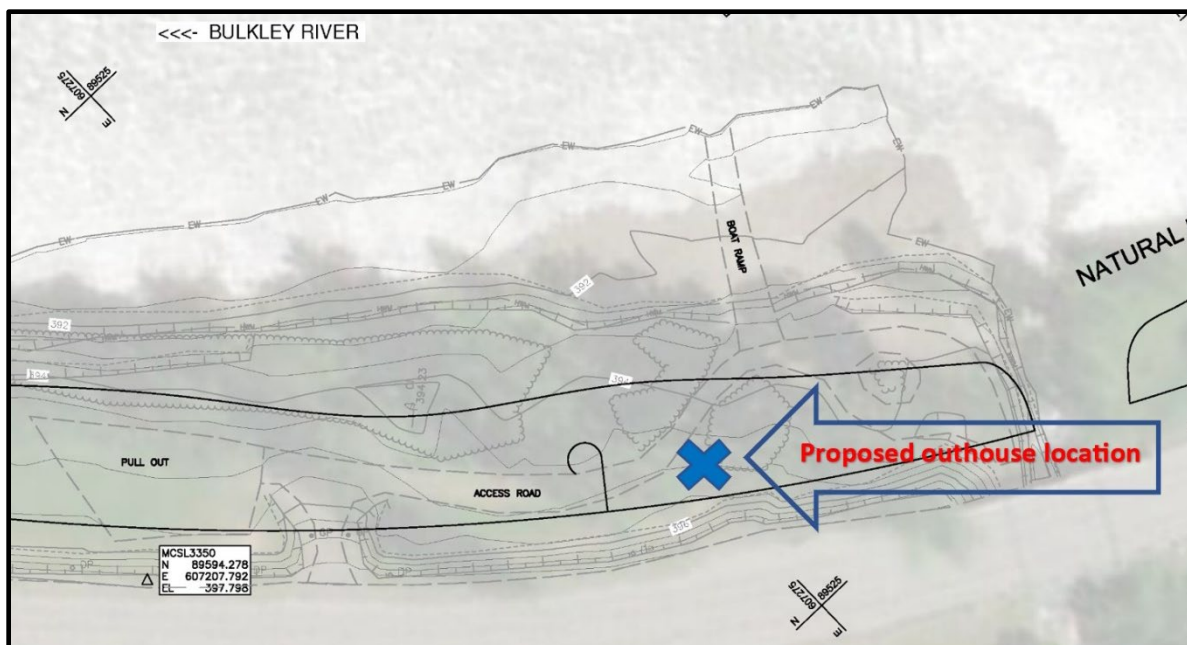
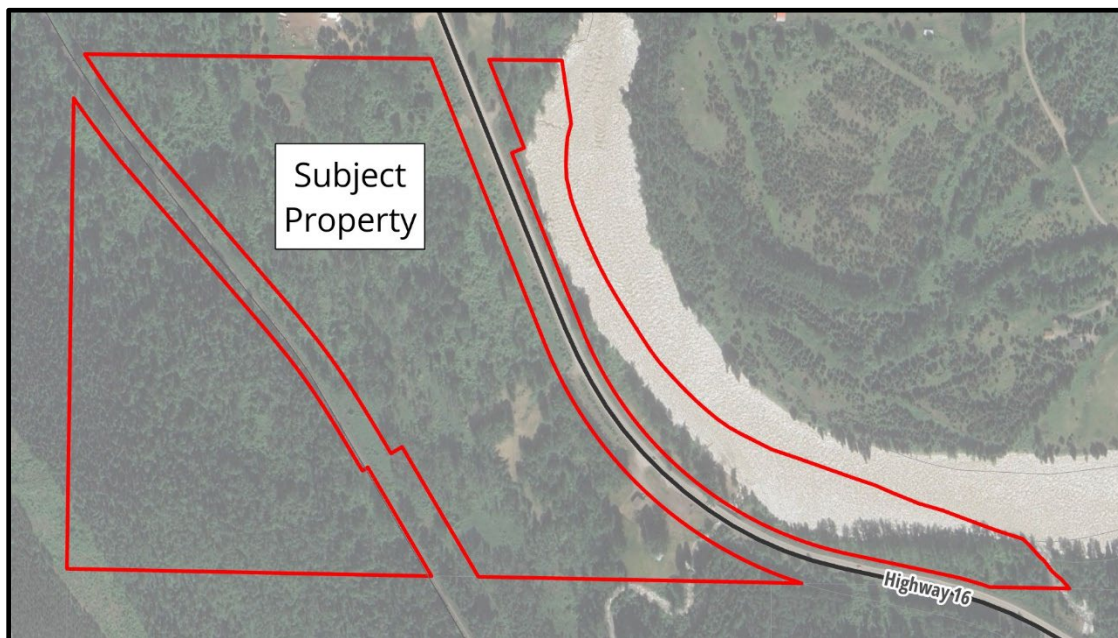
Given the narrow width of this part of the property, a DVP is required to vary the following sections of the Zoning Bylaw:

Location Map



- Section 16.0.4.1 by reducing the minimum setback of a structure from any Parcel Line from 7.5 m to 4.5 m. (to reduce the setback from Highway 16),
- Section 3.0.8.1b by reducing the minimum setback of a building or other structure from the Natural Boundary of the Bulkley River from 30 m to 15 m.

The subject property is divided by Highway 16. The land to the west of the Highway contains a dwelling which is rented to a tenant and is not currently used for recreation purposes. The land to the east of the Highway is used as a boat launch, day use picnic area, and fishing spot.



DISCUSSION

Land Use and ALR

The property is zoned Agricultural (Ag1) and is within the Agricultural Land Reserve (ALR). The use of the property and the proposed structure are permitted pursuant to the Zoning Bylaw and ALR Use Regulations.

Covenant on Title

Covenant M15016 was registered on title in 1983 as a condition of subdivision. The covenant prohibits the construction of a building within 60 m of the natural boundary of the Bulkley River and 30 m from Toboggan Creek. The covenant also contains building elevation requirements. Covenant TG13724 modified Covenant M15016 in part by establishing a 30 m setback and construction elevation requirements for Trout Creek. Both covenants are between the property owners and the Ministry of Environment.

Planning Department staff have been working with the Province for several months to identify a person to discuss the process to vary the building setback restrictions contained in the covenant.

Land Use

The Planning Department would like to have the proposed vault privy installed in the summer of 2024. The facility is important as a public amenity to improve users' experience. It is also necessary for public health reasons.

The privy could be located on the portion of the property west of Highway 16. However, there are safety concerns with people crossing the highway to access it.



Staff have identified a preferred location based on proximity to the most used area of the property. However, the proposed DVP does not specify a specific site. This allows flexibility for staff to work with the relevant agencies and the public to finalize the location prior to construction.

A vault privy located within the proposed setbacks meets Northern Health guidelines. Both the Ministry of Environment and Climate Change Strategy, and the Ministry of

Transportation and Infrastructure have reviewed the proposal for a vault privy on the property and have not expressed any concerns.

PUBLIC CONSULTATION

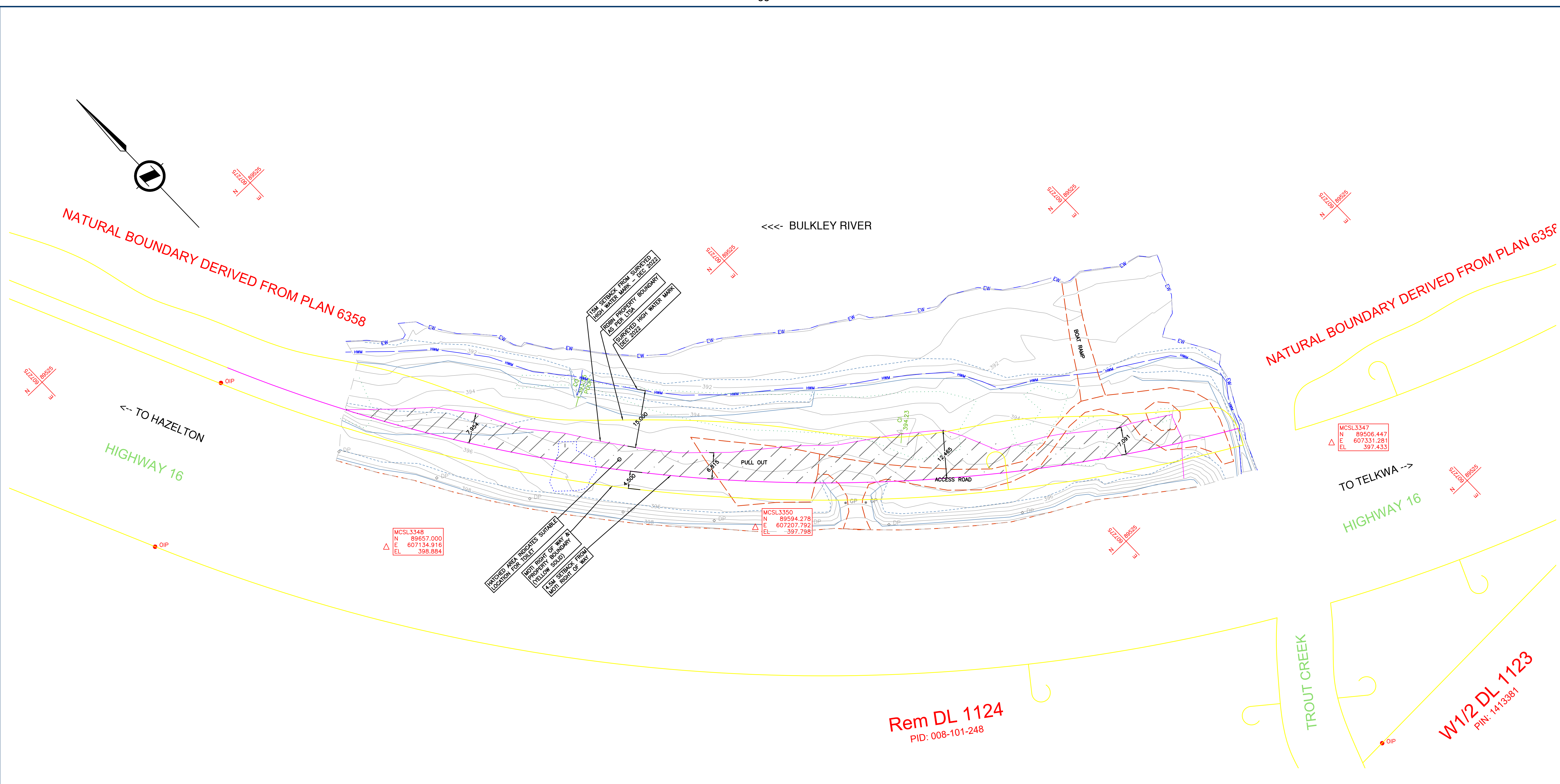
All property owners within 100 m of the subject property have been provided written notice of this application and were given an opportunity to comment on this application in writing. Written submissions will be made available at the Board meeting on September 28, 2023.

ATTACHMENTS

- Applicant Submission
- Development Variance Permit A-01-23



PLOT DATE: 2023/01/17 M:\Bulkeley_Site\Operations\Jeff_McKay\Projects\Proposals\2023\Trout_Ck_Ticket - RBNA\21498 - MoTI - Trout Creek Restroom Survey\21498 - MoTI - Trout Creek Restroom Survey\DesignModel\00_SurveyBase\SurveyProductionDrawings\21498_SURVPLAN_1M.dwg



THE FIELD SURVEY PERFORMED BY McELHANNEY LTD.
 - J.GAYOWSKI / M.DOREN (DECEMBER 8-9, 2022)

THE HORIZONTAL AND VERTICAL CONTROL FOR THIS SURVEY WAS ESTABLISHED FROM NRCAN PRECISE POINT POSITIONING. THE PROJECT AVERAGE COMBINED SCALE FACTOR = 0.999680. TACK POINT MCSL3347. ELEVATIONS ARE REFERRED TO CGVD28 (HT2.0).

ALL PLANIMETRIC AND TOPOGRAPHIC INFORMATION EXCEPT WHERE MENTIONED HAS BEEN RTK SURVEYED.

INFORMATION ON EXISTING UTILITIES MAY NOT BE COMPLETE OR ACCURATE. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL EXPOSE LOCATIONS OF ALL EXISTING UTILITIES AND ADVISE THE OWNER OF POTENTIAL CONFLICTS. CMH UNDERGROUND UTILITIES LTD. WAS CONTRACTED TO LOCATE ANY BURIED UTILITIES WITHIN THE SURVEY AREA. NO UNDERGROUND UTILITIES WERE FOUND.

THE PROPERTY BOUNDARIES SHOWN ARE COMPILED FROM LTO PLANS AND A SUFFICIENT NUMBER OF FIELD TIED IPS. THEY SHOULD BE USED ACCORDINGLY.

Date: December 14, 2022		Origin: NRCAN Precise Point Positioning Service		McElhanney						
Project: MoTI Trout Creek Topographic Survey		Tack Point: MCSL3347		ACSF: 0.999680						
Horizontal Datum: UTM 9 N, NAD83 (CSRS)		Vertical Datum: CGVD28 HT2_0								
Point ID	Local		Orthometric Height		UTM		Ellipsoidal Height	C.S.F.	Class	Type
	Northing	Easting	CGG2013a	HT2_0	Northing	Easting				
MCSL3347	89506.447	607331.281	-	397.433	6089506.447	607331.281	389.203	0.999680	G	RP REBAR
MCSL3348	89657.000	607134.916	-	398.884	6089656.951	607134.979	390.657	0.999680	G	RP REBAR
MCSL3350	89594.278	607207.792	-	397.798	6089594.250	607207.832	389.570	0.999680	K	RP REBAR
5000	89505.348	607334.599	-	397.372	6089505.348	607334.598	389.142	0.999680	K	DH SPIKE

All local coordinates are derived by first scaling from the Tack Point and then removing the milliflth digit from the Northing

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McElhanney

Suite 12
 556 North Nechako Road
 Prince George BC
 Canada V2K 1A1
 T 250 561 2229

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CAD FILENAME: 21498_SURVPLAN_1M DATE: 2023-01-17

REV	DATE	REVISIONS	SIGNATURE
A	2022-12-20	ISSUED FOR REVIEW	

BRITISH COLUMBIA

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE
 NORTHERN REGION
 HIGHWAY ENGINEERING AND GEOMATICS

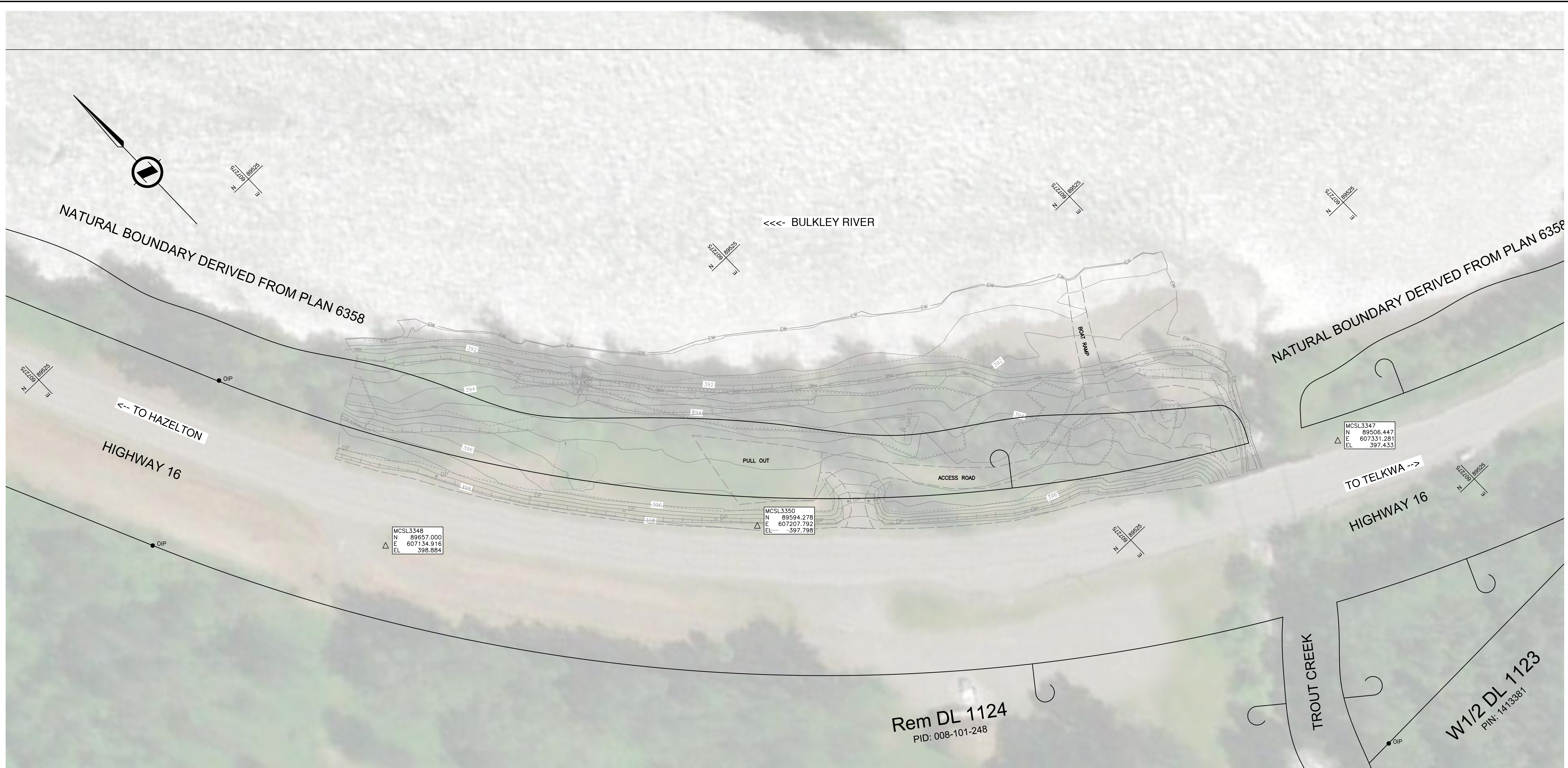
DESIGNED: _____ DATE: _____
 QUALITY CONTROL: K. KEMBALL DATE: 2022-12-21
 QUALITY ASSURANCE: S. GOERTZEN DATE: 2022-12-21
 DRAWN: D. WENTLAND DATE: 2022-12-20

SENIOR DESIGNER: _____
 DATE: _____

PLAN

TROUT CREEK REST AREA
 HIGHWAY 16

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2341-21498-0	----	3	NR-XXX-101	A



THE FIELD SURVEY PERFORMED BY McELHANNEY LTD.
 - J. GAYOWSKI / M. DOREN (DECEMBER 8-9, 2022)

THE HORIZONTAL AND VERTICAL CONTROL FOR THIS SURVEY WAS ESTABLISHED FROM NRCAN PRECISE POINT POSITIONING. THE PROJECT AVERAGE COMBINED SCALE FACTOR = 0.999680. TACK POINT MCSL3347. ELEVATIONS ARE REFERRED TO CGVD28 (HT2.0).

ALL PLANIMETRIC AND TOPOGRAPHIC INFORMATION EXCEPT WHERE MENTIONED HAS BEEN RTK SURVEYED.

INFORMATION ON EXISTING UTILITIES MAY NOT BE COMPLETE OR ACCURATE. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL EXPOSE LOCATIONS OF ALL EXISTING UTILITIES AND ADVISE THE OWNER OF POTENTIAL CONFLICTS. CMH UNDERGROUND UTILITIES LTD. WAS CONTRACTED TO LOCATE ANY BURIED UTILITIES WITHIN THE SURVEY AREA. NO UNDERGROUND UTILITIES WERE FOUND.

THE PROPERTY BOUNDARIES SHOWN ARE COMPILED FROM LTO PLANS AND A SUFFICIENT NUMBER OF FIELD TIED IPS. THEY SHOULD BE USED ACCORDINGLY.

Date: December 14, 2022		Origin: NRCAN Precise Point Positioning Service								
Project: MoTI Trout Creek Topographic Survey		Tack Point: MCSL3347		ACSF: 0.999680						
Horizontal Datum: UTM 9 N, NAD83 (CSRS)		Vertical Datum: CGVD28 HT2_0								
Point ID	Local		Orthometric Height		UTM		Ellipsoidal Height	C.S.F.	Class	Type
	Northing	Easting	CGG2013a	HT2_0	Northing	Easting				
MCSL3347	89506.447	607331.281	-	397.433	6089506.447	607331.281	389.203	0.999680	G	RP REBAR
MCSL3348	89657.000	607134.916	-	398.884	6089656.951	607134.979	390.657	0.999680	G	RP REBAR
MCSL3350	89594.278	607207.792	-	397.798	6089594.250	607207.832	389.570	0.999680	K	RP REBAR
5000	89505.348	607334.599	-	397.372	6089505.348	607334.598	389.142	0.999680	K	DH SPIKE

All local coordinates are derived by first scaling from the Tack Point and then removing the millionth digit from the Northing

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Suite 12
 556 North Nechako Road
 Prince George BC
 Canada V2X 1A1
 T 250 561 2229

SCALE 0 5 1:500 25m

CAD FILENAME: 21498 SURVPLAN
 DATE: 2022-12-22

REV	DATE	REVISIONS	SIGNATURE
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MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE
 NORTHERN REGION
 HIGHWAY ENGINEERING AND GEOMATICS

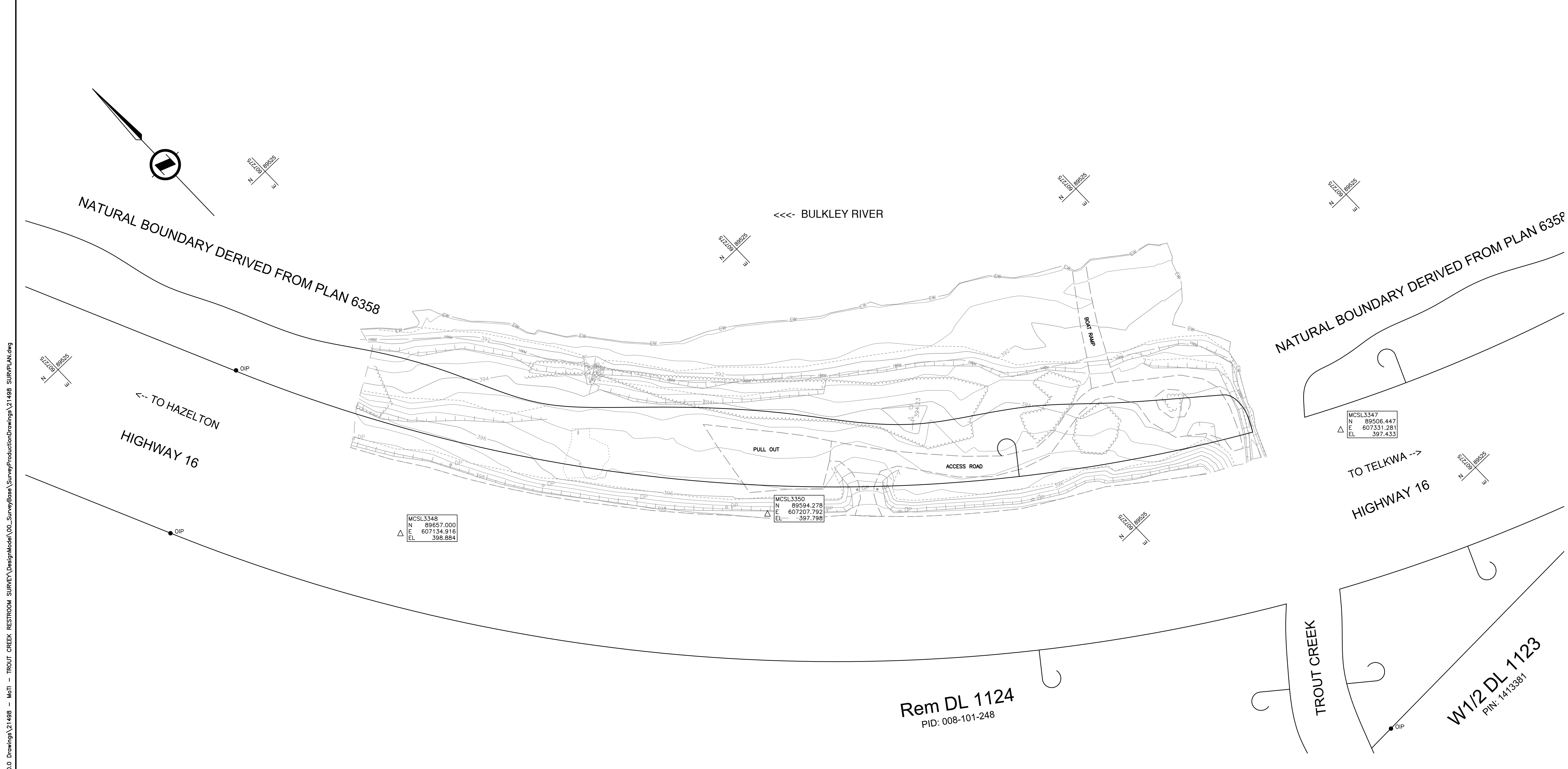
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 DRAWN: D. WENTLAND DATE: 2022-12-20

SENIOR DESIGNER: _____
 DATE: _____

PLAN
 TROUT CREEK REST AREA
 HIGHWAY 16

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2341-21498-0	----	3	NR-XXX-101	A

PLOT DATE: 2023/01/06 X:\2341\21498-00 MoTI - Trout Creek Restroom\10.0 Drawings\21498 - MoTI - Trout Creek Restroom SURVEY\DesignModel\00_Survey\Boreas\Survey\ProductionDrawings\21498 SURVPLAN.dwg



PLOT DATE: 2023/01/06 X:\2341\21498-00 MoTi - Trout Creek Restroom SURVEY\DesignModel\00_SurveyBase\SurveyProductionDrawings\21498 SURVPLAN.dwg

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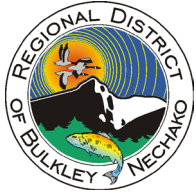
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE
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DESIGNED: _____ DATE: _____
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SENIOR DESIGNER: _____ DATE: _____

PLAN
 TROUT CREEK REST AREA
 HIGHWAY 16

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2341-21498-0	----	3	NR-XXX-101	A



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

ISSUED TO: Regional District of Bulkley Nechako
 37 3rd Avenue
 Burns Lake, BC V0J 1E0

WITH RESPECT TO THE FOLLOWING LANDS:

25055 Highway 16, legally described as District Lot 1124, Range 5, Coast District, Except the Right-of-Way of the Grand Trunk Pacific Railway and Except Plans 6348, 8788 and 10908; PID 008-101-248 (the "Lands")

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 as follows:
 - Section 16.0.4.1 by reducing the minimum setback of a structure from any Parcel Line from 7.5 m to 4.5 m,
 - Section 3.0.8.1b) by reducing the minimum setback of a building or other structure, or part thereof, from the Natural Boundary of the Bulkley River from 30 m to 15 m.
2. This variance applies only to the construction of a vault privy outhouse within the hatched area, as shown on the site plan attached hereto as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and 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. 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

92

Bulkley River

Access

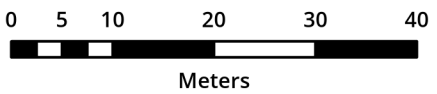
Parcel Line setback varied from 7.5 m to 4.5 m

Natural Boundary setback varied from 30 m to 15 m

Natural Boundary Setback (Not varied - 15m)

Highway-16

Trout Creek





93

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: September 28, 2023
Subject: **Temporary Use Permit A-03-20 Renewal Request**

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

That the Board approve the renewal of Temporary Use Permit A-03-20 for aggregate processing on the property legally described as the Northeast 1/4 of Section 5, Township 4, Range 5, Coast District, Except Plans 8393 and PRP14394 for a three-year duration.

EXECUTIVE SUMMARY

In 2020, the Board approved the issuance of a Temporary Use Permit (TUP) to allow aggregate processing, which includes the crushing, screening and washing of aggregate, at the Steti Gravel Pit on the subject property. The TUP expires on October 22, 2023. Therefore, the applicant has requested a three-year renewal under the same terms, but with the addition of a second screener. Local Governments may renew a TUP for a maximum of three years.

Staff have no concerns with the proposal and recommend that the renewal request for TUP A-03-20 be approved.

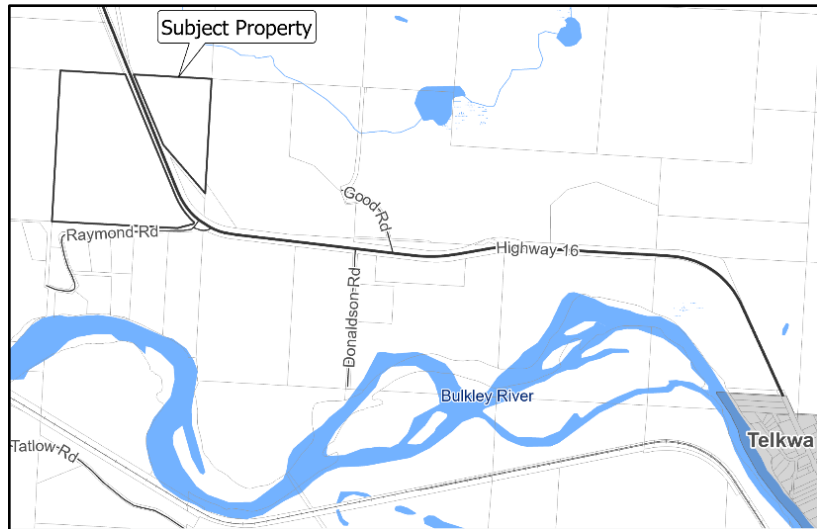
APPLICATION SUMMARY

Name of Owner	Steffen Apperloo, Steti Transport Ltd
Electoral Area:	A (Smithers/Telkwa Rural)
Subject Property:	224 Raymond Rd, legally described as the Northeast 1/4 of Section 5, Township 4, Range 5, Coast District, Except Plans 8393 and PRP14394 (PID 014-019-116)
OCP Designation:	Agriculture (AG) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 (the OCP)
Zoning:	Agricultural (Ag1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Within the ALR
Existing Land Use:	Aggregate removal and processing (Gravel Pit)
Location:	The subject property is located at the intersection of Highway 16 and Raymond Rd, approximately 2.8 km west of the Village of Telkwa and accessed from Highway 16.

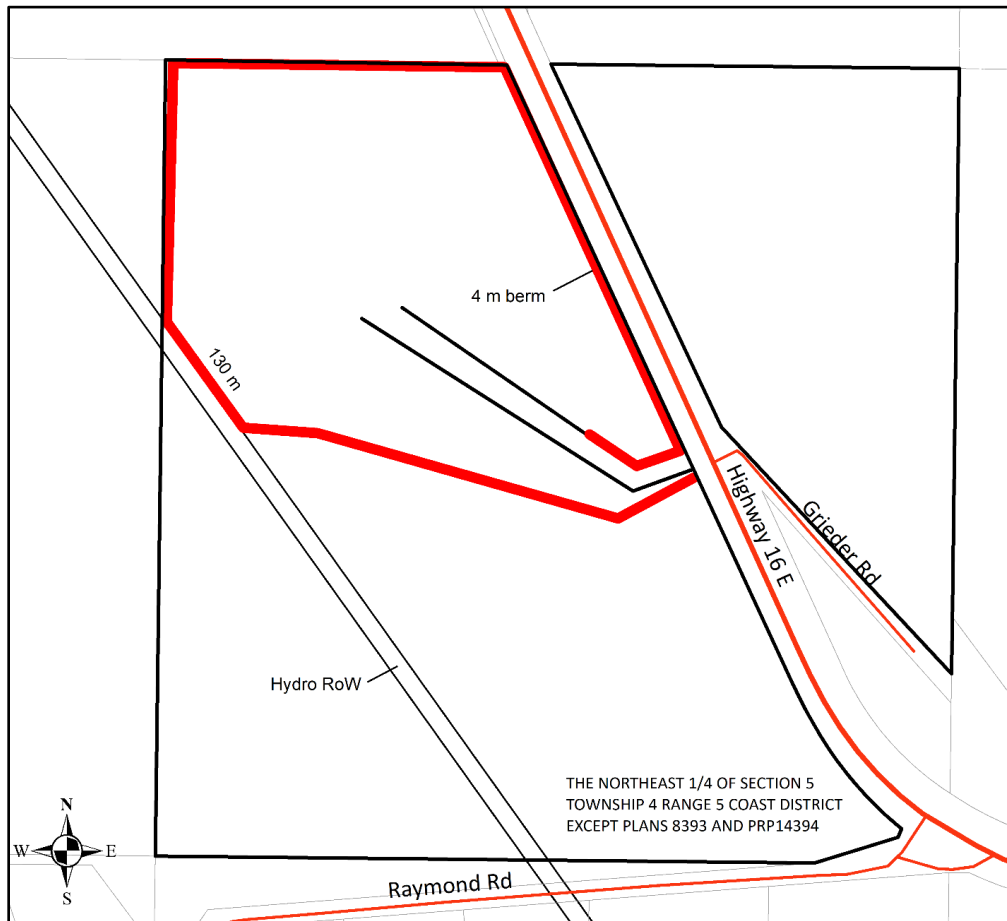
Proposal:

The applicant is requesting a three-year renewal of a TUP to continue aggregate processing on the subject property as part of the operation of the existing Steti Gravel Pit. While the Zoning bylaw cannot regulate the removal of soil, the property is zoned Ag1 which does not permit aggregate processing.

In 2020, the Board issued a TUP to allow a gravel crusher, screener and wash plant as part of the operation of the gravel pit. The applicant has requested one additional screener as part of this renewal request. Staff do not consider this change significant enough to require a new TUP application. Should the Board not agree, the applicant may be required to apply for a new TUP and undertake the required public consultation. The terms of the renewal request are the same as the original TUP outlined below:



- The gravel crusher can operate for a maximum of 60 days per year.
- The two screeners and wash plant can operate for a maximum of 180 days per year.
- Hours of operation from 7 am to 6 pm
- Crushing can only occur at the bottom of the gravel pit, below the surface of the surrounding land.
- A four metre tall berm be maintained around the gravel pit. The berm surface must be uniform in nature, free from wood debris, and covered by non-invasive vegetation.
- Access to the gravel pit site must be from Highway 16.



TEMPORARY USE PERMITS EXPLAINED

A TUP allows a use not permitted by zoning to occur for up to three years, with the option to request that the Board consider renewing the TUP for a maximum of three additional years. After the renewed TUP expires, the applicant may submit a new application.

The TUP must be in accordance with the policies identified in the OCP, which allows for the issuance of a Temporary Use Permit on the following basis:

“(a) The proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area.

(b) The environment would not be negatively affected by the proposed temporary use.

(c) The proposed temporary use will not have adverse effects on neighbouring land uses or property owners.

(d) The applicant has provided, for consideration as part of the application process, a decommissioning and reclamation plan, if the temporary use requires a significant amount of capital investment in a particular location, or otherwise results in the need for site reclamation.

(e) The proposed temporary use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).”

PLANNING DEPARTMENT COMMENTS

The applicant’s Notice of Work for the 2023 to 2028 operating period, which includes the proposed aggregate processing activities, was recently approved by the Ministry of Energy, Mines and Low Carbon Innovation. Staff note that this approval restricts aggregate extraction within 1.5 m of the groundwater table. The applicant has also received Agricultural Land Commission approval for the operation of the pit until 2047.

The proposed temporary uses do not require a significant amount of capital investment and there are no permanent structures proposed. Allowing gravel processing and extraction within the same site allows for more efficient production and reduces transportation requirements.

A rural subdivision is located south of the subject property. The nearest dwelling is approximately 300 m from the permit area. No complaints have been received by staff during the previous three-year TUP period.

In staff’s opinion the proposed uses are in accordance with the policies identified in the OCP. Given the conditions of the TUP and Provincial permitting process, staff do not anticipate any notable negative impacts on neighbouring land uses or the environment.

ATTACHMENTS

- TUP A-03-20 Renewal



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
TEMPORARY USE PERMIT NO. A-03-20 (2023 Renewal)**

ISSUED TO: Steffen Apperloo, Steti Transport Ltd.

WITH RESPECT TO THE FOLLOWING LANDS:

**the Northeast 1/4 of Section 5, Township 4, Range 5, Coast District,
Except Plans 8393 and PRP14394 (PID 014-019-116)**

1. This Temporary Use Permit authorizes the following temporary use:
The processing of gravel which is limited to the operation of a gravel crusher, two gravel screeners, and a gravel wash plant.
2. A gravel crusher can operate for a maximum of 60 days per year.
3. The gravel screeners and wash plant can operate for a maximum of 180 days per year.
4. Gravel processing can only occur between the hours of 7 am to 6 pm.
5. Gravel processing may not occur on Sundays.
6. Permanent structures may not be built or placed on the subject property as part of the temporary use.
7. Gravel processing equipment may not be set up on a permanent foundation.
8. Crushing can only occur at the gravel pit floor below the surface of the surrounding land where the surrounding land acts as a berm.
9. A berm which is 4 metres high at its lowest point, measured vertically, must be maintained around the gravel pit and gravel processing equipment in the location shown on Schedule A. The berm surface must be uniform and free from wood and other debris. The surface of the berm must be maintained with a cover of non-invasive vegetation.
10. Access to the gravel pit site must be from Highway 16.
11. The temporary use identified in Section 1 may occur only in substantial accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A. If a term or provision of this permit is contravened or not met, or if the property owner suffers or permits any act or thing to be done in contravention of or in violation of any term or provision of this permit, or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing prescribed or imposed or required by this

permit the property owner is in default of this permit, and the permit shall be void and of no use or effect.

- 12. This Permit authorizes the temporary use identified in Section 1 of this Permit to occur only for a term of three years from the date of issuance of this permit or until the expiry of ALC approvals for the gravel processing, whichever comes first.
- 13. As a term of this permit the owner of the land must remove all equipment from the land upon which the temporary use is occurring or has occurred within two months from the date of the expiration of this permit, unless this permit is renewed by the Board.
- 14. 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 Board on the _____ day of _____, 2023.

PERMIT ISSUED on the ___ day of _____, 2023.

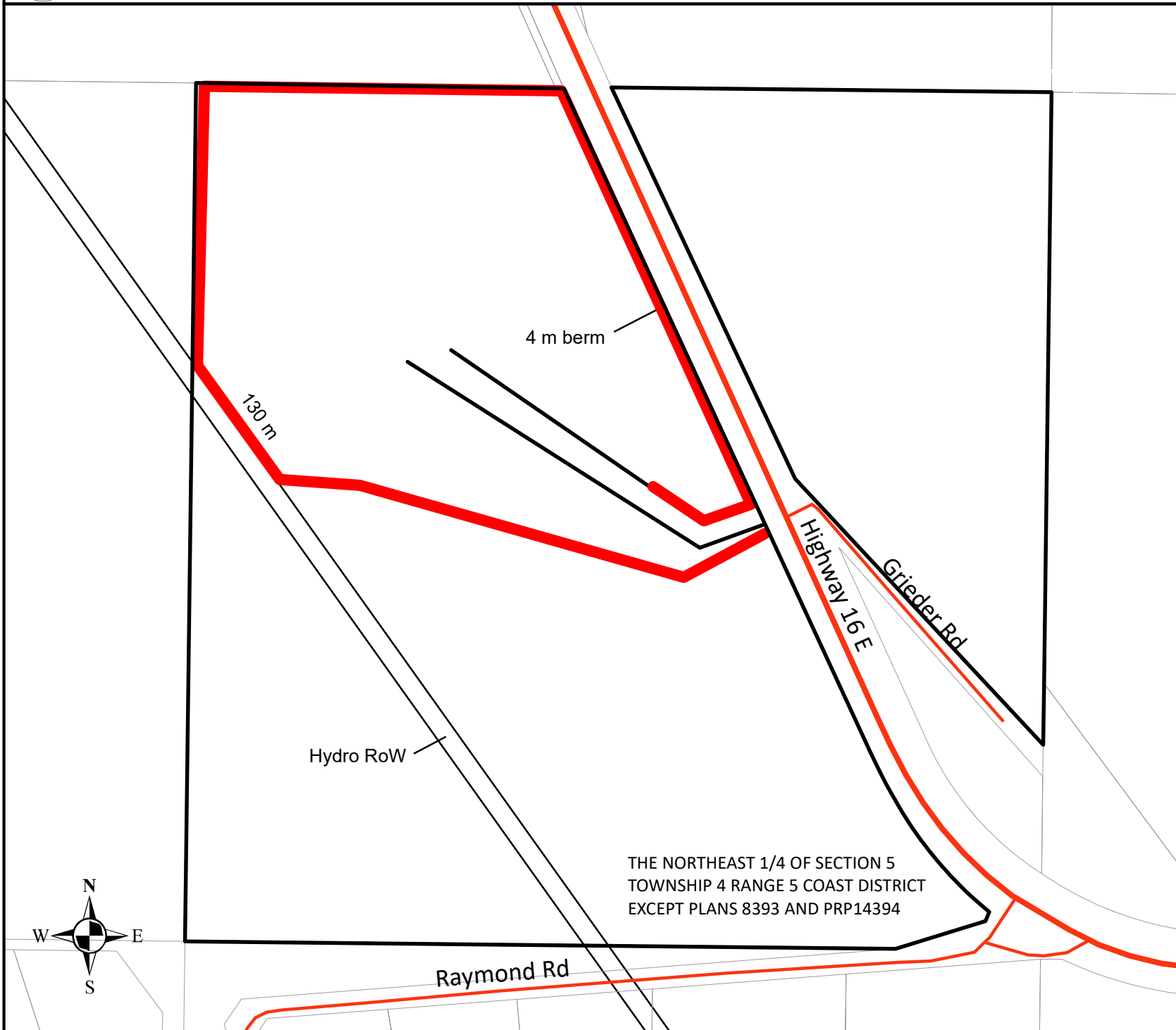
Corporate Administrator



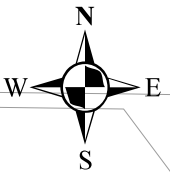
Schedule A: Temporary Use Permit A-03-20 (2023 Renewal)

Legend

- Road
- Highway
- Cadastre
- Hydro RoW




THE NORTHEAST 1/4 OF SECTION 5
TOWNSHIP 4 RANGE 5 COAST DISTRICT
EXCEPT PLANS 8393 AND PRP14394



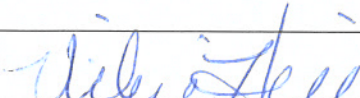
This map is an approximate representation and should only be used for reference purposes.

Created by the
Regional District of
Bulkley-Nechako
SCALE 1:5,000

**Advisory Planning Commission
Meeting Minutes**

Electoral Area B	Meeting Date: August 9, 2023 7:00 pm	Meeting Location: Village of Burns Lake Office
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Marvin Strimbold		<input checked="" type="checkbox"/> Director Michael Riis-Christianson
<input checked="" type="checkbox"/> Ed Martens		<input checked="" type="checkbox"/> Alternate Director Doug Bysouth
<input checked="" type="checkbox"/> Robert Currie		
<input type="checkbox"/> Lynn Synotte		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Valerie Anderson		<input checked="" type="checkbox"/> <u>Cameron Kral</u>
<input checked="" type="checkbox"/> Corrine George		<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Bob Saul		<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Daniella Oake		<input type="checkbox"/> _____
Chairperson: Alternate – Bob Saul		Secretary: Daniella Oake
Call to Order: 7:05pm		
Agenda 7:00 RZ B-01-23 (Jones)		
Applications (Include application number, comments, and resolution) RZ B-01-23 (Jones) Bob called the meeting to order. Cameron summarised and reviewed the application – conditions required for rezoning and needs to keep with the form and character of the area. Province is changing housing legislation so it may chance future determination and decisions. Cameron ask the consultant to clarify which septic system could be on the property. Corrine supports more housing consistent with the last meeting on the need for more housing in the area. Corrine also asked if they could rent out the second dwelling if not used for family any longer. Yes that could happen at a later time. Daniella asked if there are any concerns about the application. None at this time and are subject to further permits requirements for building. Motion by Marvin: to recommend the application for approval as presented. Seconded by Rob. All voted yes. Bob adjourned meeting.		
Meeting Adjourned: 7:21pm	Secretary Signature 	

101
Advisory Planning Commission
Meeting Minutes

Electoral Area E	Meeting Date: Thursday, September 7, 2023 5:45 pm	Meeting Location: RDBN Office, Room 202
Attendance		
<u>APC Members</u> <input checked="" type="checkbox"/> Jason Jubinville <input checked="" type="checkbox"/> Norbert Mund <input checked="" type="checkbox"/> Vickie Hill		<u>Electoral Area Director</u> <input checked="" type="checkbox"/> Director Clint Lambert <u>Other Attendees</u> <input checked="" type="checkbox"/> Gordon McFee, applicant <input checked="" type="checkbox"/> Joan McFee, applicant <input checked="" type="checkbox"/> Danielle Patterson, RDBN, Senior Planner and note-taker
Chairperson: Norbert Mund		Secretary: Vickie Hill
Call to Order: 5:37 pm		
<u>Election of Chair and Secretary</u> <ul style="list-style-type: none"> • Norbert Mund nominated Vickie Hill for Secretary. Seconded by Jason Jubinville. Vickie Hill accepted. • N. Mund nominated himself for Chair. Seconded by Vickie Hill. <p><u>RZ E-01-22 and DVP E-01-22</u>: considered together.</p> <ul style="list-style-type: none"> • D. Patterson summarized both applications. It was noted the DVPs was in the same report as the OCP/rezoning due to the interconnection between the applications. • The applicants' described their proposal plans. The McFees had a ROWP make test holes and said drainage was good. They noted the proposal was to subdivide so they could have the parcels for their children. Their family uses the north parcel for wintering cattle, which is why they didn't want to reduce its size too much to create the 3 new parcels. • The APC discussed the proposal, including the importance of lot size minimums in subdivisions in the rural area, the change in uses that would go into effect rezoning from H2 to H1 (removal of intensive agriculture as a permitted use so close to the lake and potential benefit to lake health), potential development and change in density, and recreation properties on the lakefront/potential future uses of the subdivided lands. • All APC members came to agreement that "the Area E APC recommend to the Board that both the OCP/Rezoning application and Development Variance Permit application supported, subject to the 3-0.8 ha lots being increased to 1 ha lots." 		
Meeting Adjourned: 6:31 pm	Secretary Signature: 	



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: September 28, 2023
Subject: **ALR Non-Farm Use (Removal of Soil) Application No. 1258**

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

1. That Agricultural Land Reserve Application No. 1258 be recommended to the Agricultural Land Commission (ALC) for approval.
 2. That the ALC and the Ministry of Energy, Mines and Low Carbon Innovation (MoEMLCI) be requested to ensure adequate invasive plant management and phased remediation plans on the subject property.
 3. That the ALC and the MoEMLC be requested to ensure the appropriate maintenance of the 20 m tree buffer abutting the Highway 16 right of way.
-

EXECUTIVE SUMMARY

The applicant is requesting Agricultural Land Commission (ALC) approval for a Non-Farm Use - Removal of Soil (NFU) application to remove between 2,500 and 4,999 tonnes of aggregate annually over the next 15 to 20 years from a 3.75 ha portion of the subject property. The subject property has been an aggregate extraction operation for over 20 years. The reclamation plan states the lands will be restored for suitability for hay production, with an expected land use of grazing.

Staff recommend the application be forwarded to the ALC with a recommendation to support. Additionally, staff recommend that the ALC and the Ministry of Energy, Mines and Low Carbon Innovation be requested to ensure adequate invasive plant management and phased site remediation plans are in place as well as the appropriate maintenance of the 20 m tree buffer between the NFU and the Highway 16 right of way.

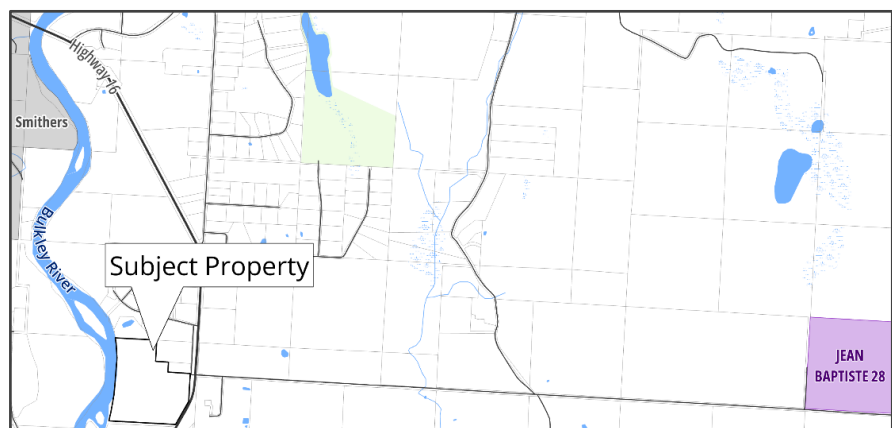
APPLICATION SUMMARY

Name of Agent/Owners:	Chaplin Construction Ltd./Clinton & Cynthia Pidherny
Electoral Area:	A (Smithers/Telkwa Rural)
Subject Property:	The Southeast ¼ of Section 17, Township 4, Range 5, Coast District, Except Plans 1299, 6996, 7016, 10073, and PRP14226 (PID 009-082-263)
Property Size:	38.92 ha (96.17 ac)
OCP Designation:	Agriculture (AG) in “Regional District of Bulkley-Nechako Smithers Telkwa Rural OCP Bylaw No. 1704, 2014” (the OCP)
Zoning:	Agricultural (Ag1) Zone in the “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” (the Zoning Bylaw)
Existing Land Uses:	Agriculture, residential, and sand and gravel extraction
Location:	2925 & 2929 Laidlaw Frontage Road, abutting Highway 16, approximately 1.4 km west of the Town of Smithers and 5.4 km from Jean Baptist 28 IR. To the north and west are hayfields. To the east is Hwy 16 and a multi-unit residential development. To the south are hayfields/treed area.
Non-Farm Use Area:	3.75 ha (9.27 ac)

PROPOSAL

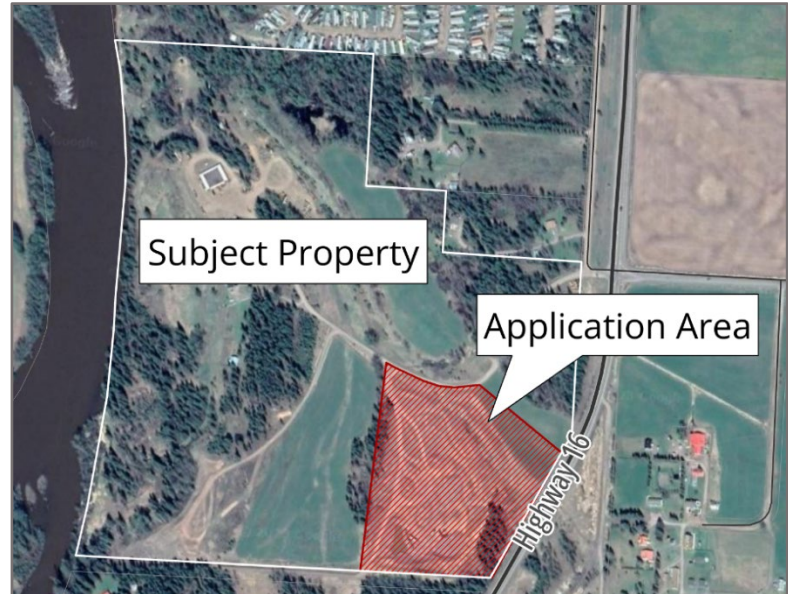
The applicant is requesting ALC approval for a Non-Farm Use – Removal of Soil (NFU) to operate a sand and gravel pit on the subject property until 2053 (see [link for ALC application](#) and see [link for Mine Plan](#)). A sand and gravel pit already exists on the subject property and the applicant states they plan to continue extraction on the same site.

The applicant proposes removing between 2,500 tonnes and 4,999 tonnes of material annually over the next 15 to 20 years from a 3.75 ha (9.27 ac) NFU area shown in the subject property map below. The applicant proposes intermittent operations from Monday



to Saturday, 8:00 am to 6:00 pm, excluding winters. The application states aggregate extraction is a minor component of the owner’s overall business operations.

The applicant proposes screening and crushing in the southern portion of the pit for a few weeks a year, using an unauthorized crushing and screening plant located on the site. Staff communicated to the applicant that screening and crushing cannot legally occur prior to the issuance of a Temporary Use Permit (TUP) from the Regional District. The applicant stated their client plans to apply for a TUP.



The application notes that in the year 2000 an approximately 5 ha soil and gravel stockpile area was located outside of the aggregate non-farm use area. This older stockpile site has not been included in this application.

DISCUSSION

Site and location details

The subject property contains 3.18 ha of woodlands, a 0.92 ha field for grazing, and a tree buffer between Highway 16 right of way (RoW) and the extraction site. The application states the existing soil stockpile forms a vegetated barrier, reducing the visibility of the gravel operation from Highway 16. There is a residence and outbuildings on the subject property. The proposed NFU area is approximately 110 m (260 ft) from the nearest residence, approximately 150 m (~490 ft) from a multi-unit residential development, and approximately 460 m (~1,500 ft) from a 94-unit manufactured home park. There are 10+ residences within 200 m of the proposal area.

Official Community Plan (OCP)

The subject property is designated Agriculture (AG) under the OCP. The intent of the designation is to preserve and encourage the utilization of land for agricultural purposes. OCP Policy 3.1.2(2) states “[t]he Provincial Ministry should ensure that agricultural lands used for aggregate extraction are adequately restored for agricultural purposes”. Additionally, OCP policies 3.1.2(6) states:

“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”.

The proposal area is currently used for aggregate extraction and utilizes a tree and vegetation buffer rather than fencing. While the operations are near multiple dwellings, there are no records of complaints about the aggregate extraction operations. The previous *Mines Act* permit included considerations for traffic management issues.

Zoning

The property is zoned Agricultural (Ag1) pursuant to the Zoning Bylaw. The Zoning Bylaw cannot regulate the removal or deposit of soil. For aggregate processing (such as screening and crushing) to legally occur, the proposal area would require a TUP or rezoning.

Property history

In December 2001, the property received a Section 10 *Mines Act* Permit from the Ministry of Energy and Mines (MEMCLI). The 2001 permit contained the following conditions:

- A 20 m tree buffer be maintained between the “Highway” and gravel pit development, and
- Trucks use the west entrance off of Laidlaw Road unless there are safety concerns (such as school buses) requiring use of an alternate entrance.

In February 2002, the RDBN issued a *Soil Conversation Act* Permit to remove soil from the subject property for a 3.75 ha area in the general vicinity of the current application area. In February 2008, the *Soil Conservation Act* Permit expired.

In March 2002, a *Mines Act* permit was issued to Pidherny Contracting Ltd., with additional amendments to the permit in November 2010 and May 2016. Soil was stockpiled on the northeast corner of the property to reduce the visibility of the gravel operations.

The May 2016 amendment stated the permit was valid until May 15, 2021. Further, the amendment clarified that a 20 m tree buffer be maintained between the Highway 16 RoW and the gravel extraction operation, and a 5 m buffer of undisturbed land be maintained along the property boundary adjacent to the extraction area.

Reclamation plan and agricultural capability

The applicant has provided a reclamation plan to reclaim the NFU area to become suitable for hay production, with an expected land use of grazing ([Reclamation Plan - see link](#)). The reclamation plan states all mining infrastructure and roads will be decommissioned and removed from the mine site at closure. Pit walls will have 2:1 to 3:1 slope gradient; be covered in prepared soil material; and seeded with mixture of 30 per cent timothy, 30 per cent smooth brome, 20 per cent alfalfa, and 20 per cent alsike clover.

Canada Land Inventory maps identify the agricultural capability of the subject property as approximately 36 per cent Class 3 soils, 17 per cent Class 4 soils, and 47 per cent Class 5 soils (see Appendix A). Based on the application site plan, approximately 50 per cent of the NFU area is Class 4M, with the remainder a mix of Class 5 and Class 3. The reclamation plan and [soil survey plan \(see link\)](#) estimate soils will be Class 4AP post-reclamation.

Staff comments

Staff reviewed Google Earth historic imagery from 2010 and the 2023 Google Earth imagery, which show the 20 m tree buffer has narrowed over time. Using approximate measurements on aerial imagery, it appears the tree buffer is less than 20 m (~18 m) in the narrowest section.

2010 Google Earth Image



2023 Google Earth Image



Staff recommend the NFU application for this gravel operation be supported. While the NFU area is near active agricultural activities and within 200 m of 10+ residences, there is no history of complaints about the NFU. As the tree buffer has appeared to narrow over time and appears to be required to assist with dust and noise impacts, staff recommend the ALC and MEMCLI be requested to ensure the appropriate maintenance of the 20 m tree buffer. Due to the proximity to a busy highway and referral responses noting the lack of

details on invasive weed management, staff additionally recommend the ALC and MEMCLI be requested to ensure an adequate invasive plant management plan is in place.

Given the 15-20 year proposed lifespan of the NFU use and the lack of information regarding the 2000-era 5 ha stockpile area, staff further recommend the ALC be requested to ensure appropriate phased reclamation on the subject property but have no further concerns regarding the 5 ha stockpile area.

Referral Comments

The **Electoral Area A Advisory Planning Commission** did not have quorum at their September 11, 2023 meeting. Both members present stated they recommend the Board support the application.

The **RDBN Agriculture Coordinator** stated *“invasive plants need to be monitored and treated on gravel pit sites as there is so much soil disturbance. Invasive plants should also be prioritized to prevent spread through material distribution”*.

The **Ministry of Agriculture and Food** (MoAF) provided a letter (see attachments), that includes comments about the lack of invasive plant management details and a note that mixing topsoil with mineral soil may reduce the agricultural potential of the lands. The letter stated an area of land on the west property boundary appears to be used for soil stockpile. Staff note that the mine reclamation plan describes an approximately 5 ha area of land at that location that was used to stockpile soil and gravel.

The **Town of Smithers** provided a letter (see attachments), which stated, *“[w]ith an intent to control dust and to limit the mine’s visibility from the highway, the Town suggest that the Applicant add vegetation along those areas of the property line abutting Highway 16 where it fails to meet the 20 m-wide vegetation buffer requirement as listed on the 2016-Permit.”*

ATTACHMENTS

1. Appendix A – Agriculture Capability
2. Appendix B – Surrounding ALR Applications
3. [Submitted ALC application \(see link\)](#)
4. [Applicant Reclamation Plan \(see link\)](#)
5. [Applicant 2023 Mine Plan \(see link\)](#)
6. [Applicant 2000 Soil Survey Report \(see link\)](#)
7. Town of Smithers referral response letter
8. MoAF referral response letter

Appendix A

Agricultural Capability based on Canada Land Inventory Mapping

67.6% of the subject lands are:

70% Class 5MP (limited by soil moisture deficiency and stoniness).

30% Class 3M (limited by soil moisture deficiency).

22.8% of the subject lands are:

60% Class 3C (limited by adverse climate).

40% Class 4M (limited by soil moisture deficiency).

7.6% of the subject lands are 100% Class 4M (limited by soil moisture deficiency).

2.0% of the subject lands are 100% Class 3X (limited by cumulative and minor adverse conditions)

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

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

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

Agricultural Capability Map



APPENDIX B:**Surrounding Applications**

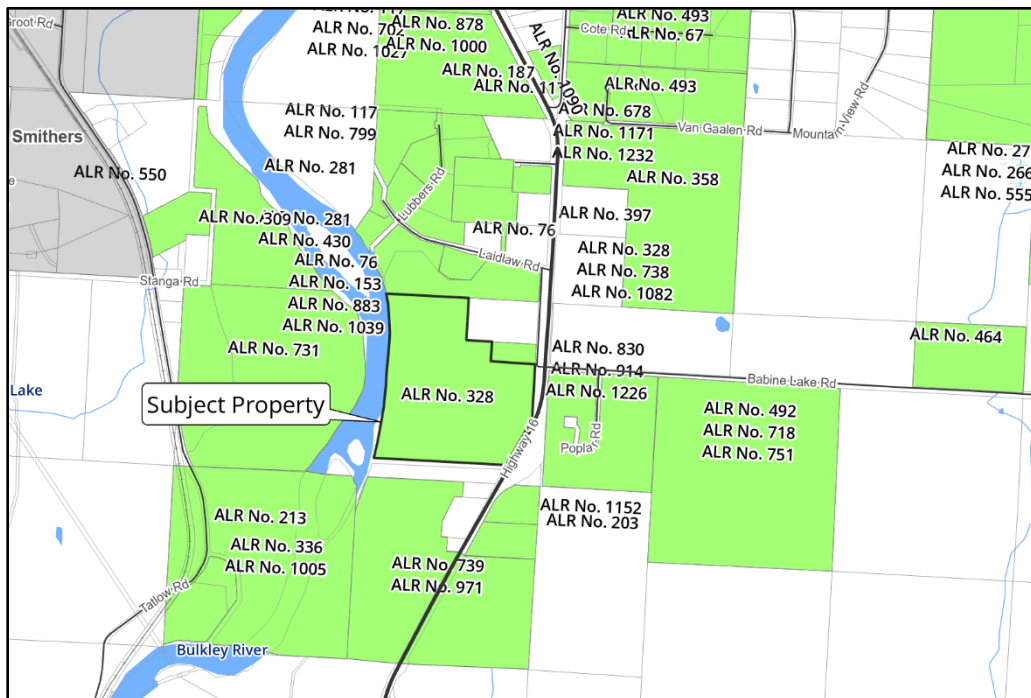
ALR Application	Legal Description	Summary	Recommendation
27	Block A, W 1/2 DL 880, R5CD, Plan 6783	Application to subdivide for residential use.	Staff: Denial
			Board: Approval
			ALC: Denied
67	Rem SW 1/2, S21, T4, R5CD	Application for subdivision, non-farm use ALR exclusion	Staff: Denial
			Board: Approval
			ALC: NFU denied
76	Block 1, NE 1/4, S17, T4, R5CD	Application to subdivide 11 ac from the subject property.	Staff: Approval
			Board: Denial
			ALC: Denied
117	NE 1/4, S17, T4, R5CD	Application to subdivide 19.18 ha property into 8 parcels.	Staff: Denial
			Board: Approved 7 lot subdivision
			ALC: Denied
153	Block 1, S17, T4, R5CD, Plan 5806	Application to subdivide 5 ac from 37.62 ac subject property.	Staff: Approval
			Board: Approval
			ALC: Approved
203	Lot 3, S8, T4, R5CD, Plan 4027	Application to operate a repair shop.	Staff: Denial
			Board: Denial
			ALC: Approved
213	Frac NW 1/4, S8, T4, R5CD, lying north and west of the Bulkley River	Application to subdivide ±8 ha from subject property.	Staff: Approval
			Board: Approval
			ALC: Approved
266	Block A, DL 880, R5CD, Plan 6782	Application for exclusion from the ALR.	Staff: Denial
			Board: Denial
			ALC: Denied
281	Block 1, NW 1/4, S17, T4, R5CD, Plan 1671	Application to subdivide 1.4 ac and consolidate ±0.5 ac with Block 6 and ±0.9 ac with Block 5.	Staff: Approval
			Board: Approval
			ALC: Approved
309	Frac NW 1/4, S17, T4, Except Block 1, 51, lying west of the Bulkley River as shown on PRP1671	Application to subdivide ±5 ac from subject property.	Staff: Approval
			Board: Approval
			ALC: Approved
328 (Subject Property)	SE 1/4, S17, T4, R5CD, except Plans 1299, 6996 and 7016	Application to subdivide ±2 ha from subject	Staff: Approval with conditions
			Board: Approval

		property to be used for a veterinary clinic.	ALC: Approved
336	Frac NW 1/4, S8, T4, R5CD, lying north and west of the Bulkley River	Application to use ± 8 ha of the subject property as a sawmill.	Staff: Denial
			Board: Approval
			ALC: Approved
358	NE 1/4, Sec 16, T4, R5CD	Application to subdivide 47 ha subject property into 22 lots of 2 ha each.	Staff: Denial
			Board: Denial
			ALC: Denied
397	Block A, NE 1/4, S17, T4, R5CD	Application to subdivide subject property to create a road.	Staff: Approval
			Board: Approval
			ALC: Approved
430	Block 1 & 2, NW 1/4, S17, T4, R5CD, Plan 9513	Application to establish a 19-pad mobile home park.	Staff: Denial
			Board: Denial
			ALC: Approved
464	DL 880A, R5CD	Application to subdivide 13.77 ha into 4.65 ha and 9.12 ha parcels	Staff: Denial
			Board: Denial
			ALC: Denied
492	NW 1/4, DL 877, R5CD	Application to construct a second dwelling on 64.8 ha subject property.	Staff: Denial
			Board: Denial
			ALC: Denied
493	Portions of S2, 11, 14, 22 & 27, Township 1A, Portions of S21 & 29, T4, Portions of DLs 865 & 4268, R5CD	Application to exclude land from the ALR.	Submitted by RDBN
			Submitted by RDBN
			ALC: Approved
550	Frac NW 1/4, S17, except Plans 1671 & 10255; Lot 4, S18, T4, R5CD, Plan 5915	Application to subdivide ± 1.87 ha from 28.4 ha parcel and consolidate with a 3.54 ha parcel.	Staff: Approval
			Board: Approval
			ALC: Approved
555	Block A, DL 880, R5CD, Plan 6782	Application to subdivide 15.01 ha into 4.9 ha and 11.1 ha parcels.	Staff: Approval
			Board: Approval
			ALC: Approved
678	Lot 2, S17, T4, R5CD, Plan 11401	Application to build a church on the subject property.	Staff: Approval
			Board: Approval
			ALC: Approved
702	NE 1/4, S17, T4, R5CD, Plan 8754	Application to subdivide subject property.	Staff: Approval
			Board: Approval
			ALC: Approved
718	NW 1/4, DL 877, R5CD	Application to subdivide ± 64.75 ha into two ± 32.38 parcels.	Staff: Denial
			Board: Denial
			ALC: Denied

731	SW 142 ac, S17, T4, R5CD	Application to subdivide 57.5 ha into 12.7 ha and 44.8 ha parcels.	Staff: Conditional approval
			Board: Conditional approval
			ALC: Approved (conditions)
738	Lot A, S17, T4, R5CD, Plan 10073	Application to construct a second dwelling.	Staff: Approval
			Board: Approval
			ALC: Approved
739	NE 1/4, S8, T4, R5CD; NE 1/4, S5, T4, R5CD, Except Plans 8393 & PRP 14394	Application to subdivide a ±2.1 parcel	Staff: Approval
			Board: Approval
			ALC: Approved
751	NW 1/4, DL 877, R5CD	Application to increase size of temporary dwelling	Staff: Denial
			Board: Denial
			ALC: Denied
799	Lot 2, S17, T4, R5CD, Plan 8754	Application to subdivide 2.2 ha into 0.8 and 1.4 ha parcels.	Staff: Denial
			Board: Denial
			ALC: Denial
830	Part Block C, S16, T4, R5CD, except Plan 8749	Application to continue operating Residential Attendance Program for Young Offenders	Staff: Approval
			Board: Conditional approval
			ALC: Approved (conditions)
878	Lot A, S20, T4, R5CD, Plan 10304	Application to subdivide 4 ha from 60 ha parcel.	Staff: Conditional approval
			Board: Conditional approval
			ALC: Approved
883	Rem Block 1, S17, T4, R5CD, Plan 5806, Except Plan 8753	Application to expand manufactured home park, and construct R.V park and convenience store.	Staff: Approval
			Board: Approval
			ALC: Approved
914	Block C, S16, T4, R5CD, Except Plan 8749	Application to subdivide 0.8 ac containing former institutional use.	Staff: Approval
			Board: Approval
			ALC: Approved
971	Part NE 1/4, S8, T4, R5CD, except Plans 1264, 3293, 3546, 4027 & 12521	Application to construct an additional third dwelling.	Staff: Denial
			Board: Denial
			ALC: Denied
1000	Lot A, S20, T4, R5CD, Plan 10304, except Plan PRP41884	Application to subdivide ±60 ha into ±46 ha and ±14 ha parcels as divided by Hwy 16.	Staff: Approval
			Board: Approval
			ALC: Approved (conditions)
1005	Lot A, S8, T4, R5CD, Plan PRP43710	Application to subdivide ±19.22 ha into ±2.02 ha and ±5.76 ha parcels	Staff: Approval
			Board: Approval
			ALC: Approved
1039			Staff: Approval

	Block 1, S17, T4, R5CD, Except Plans 8753 & EPP1193	Application to subdivide 2.95 ha from subject property.	Board: Approval ALC: Approved (conditions)
1082	Lot A, S17, T4, R5CD, Plan 10073	Application for non-farm use.	Staff: Approval Board: Approval ALC: Approval
1090	Lot 3, S20, T4, R5CD, BCP25354	Application to subdivide 2 parcels as divided by Hwy 16	Staff: Approval Board: Approval ALC: Approved
1152	Lot 2, S8, T4, R5CD, Plan 4027	Application for non-farm use to rent a 3000 ft2 carpentry shop.	Staff: Approval Board: Approval ALC: Denied
1171	Lot 2, S17, T4, R5CD, Plan 11401	Application for non-farm use to continue a sheet metal fabricating business.	Staff: Conditional approval Board: Conditional approval ALC: Approved (conditions)
1226	Block C, S16, T4, R5CD, Plan 6397, Except Plans 8749 & PRP47360; Lot 1, S16, T4, R5CD, Plan PRP47360	Application for non-adhering residential to allow 18 existing dwellings.	Staff: Approval Board: Approval ALC: Denied
1232	Lot 2, S17, T4, R5CD, Plan 11401	Application for non-farm use to allow existing sheet metal fabrication business.	Staff: Approval Board: Approval ALC: Approved (conditions)

Surrounding Applications Map





September 6, 2023

Local government file: ALR 1258
ALC ID: 68105

Danielle Patterson, Senior Planner
Planning Department
Regional District of Bulkley-Nechako
VIA EMAIL: Danielle.Patterson@rdbn.bc.ca

Re: ALC Non-Farm Use (Removal of Soil) referral – Laidlaw Frontage Road - sand and gravel extraction operation (PID: 009-082-263)

Dear Danielle Patterson,

Thank you for providing Ministry of Agriculture and Food (Ministry) staff with the opportunity to comment on a proposed Agricultural Land Commission (ALC) application to continue sand and gravel extraction within a 3.75-hectare portion of the subject 38.9-hectare parcel located within the Agricultural Land Reserve (ALR).

Ministry staff offer the following comments:

- The parcel is located within the Agricultural Land Reserve (ALR), a provincial zone in which agriculture is recognized as the priority use. Farming is encouraged and non-agricultural uses are restricted.
- Ministry staff note the subject parcel appears to have two civic addresses, 2925 and 2929 Laidlaw Frontage Road. One address is listed on the ALC application (2929) while the other (2925) is on the Regional District referral. The Regional District may want to clarify this in future correspondence.
- The proposal is to continue extraction activities until 2053. Ministry staff note however that the Regional District referral report and a submitted Mine Plan (Pidherny: Laidlaw Pit Mine Plan 2023-2053, A.J. Pardoe, dated January 10, 2023) references the applicant's intention to also pursue screening and crushing. In addition, air photo imagery of the subject parcel shows a second area, outside of the application area (west of the gravel pit adjacent to the hayfield), that appears to

be potentially used for stockpiled product. These additional uses, (and Plan), do not appear to be described in (or attached to) the submitted ALC application. The Regional District may want to review this with the ALC and applicant to clarify these additional uses as it relates to the applicant's proposal.

- Related to this, as described in the referral report, the subject parcel's current zoning and OCP designation would appear to require, at a minimum, a Temporary Use Permit (TUP) to allow for screening and crushing activities. Regional District staff may want to confirm with the applicant their intention to apply for either TUPs for the next 30 years or zoning and OCP amendments as part of their proposal, if not done so already, and potentially provide that information to the ALC for greater clarity.
- Ministry staff note the ALC has published [ALC Policy P-13 \(Reclamation Plans for Aggregate Extraction\)](#) (adopted April 2021) which provides considerable guidance on what topics should be included for submitted reclamation plans. Regional District staff may want to review this document, including Appendix A 'Best Management Practices for Aggregate Extraction Activities Occurring in the Agricultural Land Reserve', with the applicant, if not done so already, to ensure consistency with ALC policy and identify any outstanding gaps if any, with the updated submitted Reclamation Plan, and accompanying previous 2000 Plan.
- The proposal's Reclamation Plan states following extraction activities, the project will improve the 3.75-hectare area to an agricultural capability of 4A(P) suitable for hay production with an intended grazing agricultural use, and mix topsoil with mineral soil if required (Section 4.1-4.2, PDF page 11). Ministry staff note that this latter activity may incidentally reduce the quality of the topsoil and hence, reduce its agricultural potential when resurfacing during reclamation of the site.
- Gravel pits are continually disturbed sites, perfect for the establishment of invasive plants. Weeds can greatly reduce the productivity of agricultural areas and under the provincial [Weed Control Act](#) the land occupier has a legal obligation to control noxious weeds on the site. Ministry staff note that in the Invasive Plant Management section of the Reclamation Plan (Section 4.3, PDF page 14) provides no specific schedule of surveying and removal of invasive plants to be performed or special emphasis on cleaning equipment prior to being brought on site.
- The proposal's Reclamation Plan also states that a \$5,000 financial liability protection is currently held by the ALC for reclamation purposes (Section 4.10 PDF page 4.10). This amount would appear low given recent inflationary rates and over twenty years since it was calculated. Given the proposal's projected timeframe, the Regional District may want to review this amount with the applicant in consideration that an adjusted account may be required if approved by the ALC.

- Ministry staff also note the Regional District's Referral Report comments regarding the discrepancy between the ALC's 2001 requirement for a 20-meter tree buffer and the existing 5-meter buffer (PDF page 4). Regional District staff may want to clarify the applicant's intentions to resolve this inconsistency and whether will be part of this proposal.
- As stated, the proposed extraction activities include a commitment to reclamation for agricultural purposes following decommission. While the agricultural capability of the land could be improved, it will take more than three decades for the site to see those benefits.

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

Sincerely,

Gregory Bartle, Land Use Planner
Ministry of Agriculture and Food
Phone: (778) 974-3836
Email: Gregory.Bartle@gov.bc.ca

Karen Tabe, Regional Agrologist
Ministry of Agriculture and Food
Ph: 236 409-2004
Email: Karen.Tabe@gov.bc.ca

Email copy: Agricultural Land Commission, ALC.Referrals@gov.bc.ca



August 23, 2023

File: ALR 1258

EMAIL: danielle.patterson@rdbn.bc.ca

Danielle Patterson
Senior Planner
Regional District of Bulkley-Nechako,
37 3rd Avenue / PO Box 820, Burns Lake, BC, V0J 1E0

Dear Ms. Patterson,

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

Thank you for the opportunity to provide comment on the ALC application No. 1258, for a Non-Farm Use approval for 2925 Laidlaw Frontage Road, legally described as the Southeast ¼ of Section 17, Township 4, Range 5, Coast District, Except Plans 1299, 6996, 7016, 10073, and PRP14226 (PID 009-082-263), abutting Highway 16, approximately 1.4 km west of the Town of Smithers. Staff reviewed the application and the referral report received on July 20, 2023.

Based on the details available -- including the additional information provided by RDBN staff in a separate email dated August 9, 2023 -- the Town has no concerns regarding the subject ALR application. With an intent to control dust and to limit the mine's visibility from the highway, the Town suggest that the Applicant add vegetation along those areas of the property line abutting Highway 16 where it fails to meet the 20 m-wide vegetation buffer requirement as listed on the 2016-Permit.

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

Sincerely,

Deepa Chandran
Planner, Town of Smithers

CC: Mark Allan, Director of Development Services, Town of Smithers, mallen@smithers.ca
Jason Llewellyn, Director of Planning, RDBN, Jason.llewellyn@rdbn.bc.ca



REGIONAL DISTRICT OF BULKLEY-NECHAKO

STAFF REPORT

TO: Chair and Board
FROM: Jason Llewellyn, Director of Planning
DATE: September 28, 2023
SUBJECT: **District of Fort St. James Official Community Plan and Zoning Bylaw Amendments – Proposed Stones Bay Road Subdivision**

RECOMMENDATION

(all/directors/majority)

That staff inform the District of Fort St. James that the Regional District of Bulkley-Nechako has no concerns with Official community Plan Bylaw No. 872, 2010, and Zoning Bylaw No. 738, 2001.

DISCUSSION

The OCP and Rezoning

The District of Fort St. James has received an application to amend their Official Community Plan to redesignate lands at the intersection of Stones Bay Road and Highway 27 from Rural Residential to Urban Residential and rezone the lands from Rural B to Residential - Single Family to permit development of a residential subdivision.

The District is asking the RDBN if it has “issues or concerns regarding changing the designation of the subject lands from rural to urban, which will permit housing density of one single family dwelling per 500m² parcel on fully serviced lots.”

Staff have no concerns regarding the proposed applications, as the RDBN’s interests appear to be unaffected.

The Subdivision Plan

The District has provided a preliminary subdivision plan as part of their referral package. The referral indicates that the applicant will host a public information session and design workshop prior to a public hearing respecting the bylaw amendments. Staff support the extra efforts being made to review the preliminary subdivision plan. Staff have several concerns regarding the plan, which have been passed on to District staff.

ATTACHMENTS

District of Fort St. James August 25, 2023 Referral Letter



OFFICE OF ADMINISTRATION

August 25, 2023

Regional District of Bulkley-Nechako
37 3rd Ave
Burns Lake BC
V0J 1E0

Jason.llewellyn@rdbn.bc.ca

Dear Jason Llewellyn

RE: Referral - District of Fort St. James Official Community Plan and Zoning Bylaw Amendments – Proposed Stones Bay Road Subdivision

The District of Fort St. James has received an application to amend Official Community Plan Bylaw No. 872, 2010, and Zoning Bylaw No. 738, 2001. The applicant is seeking amendments that will redesignate the subject lands, located at the intersection of Stones Bay Road and Highway 27, from Rural Residential to Urban Residential and rezone the property from Rural B to Residential – Single Family to permit development of a residential subdivision of approximately 50 serviced lots. The subject lands are shown in red on the map included in this correspondence.

As part of the bylaw amendment review, we are providing opportunities for comment from stakeholders including government agencies, First Nations, community organizations, service providers, and the public.

An OCP sets out the community vision for the plan area and contains statements of goals and objectives related to land use and development that are identified in consultation with the community. An OCP also contains policies and direction specific to the objectives of the plan. These policies are used to guide decisions on planning and land use management in the municipality. For more information and to find a copy of the current Fort St James OCP, please visit our website at: www.fortstjames.ca.

A zoning bylaw implements the vision of the OCP by establishing zones and setting out the uses permitted in each zone.

The purpose of this letter is to provide your organization with an opportunity to provide any preliminary comments you may have with respect to the proposed OCP and zoning bylaw amendments. We are specifically asking if there are any issues or concerns regarding changing the designation of the subject lands from rural to urban, which will permit housing density of one

single family dwelling per 500m² parcel on fully serviced lots. Under the current OCP designation and zoning, a density of one home per 2-hectare property is permitted.

The preliminary subdivision site plan is attached for your information. The applicant has indicated a willingness to change the plan based on feedback from stakeholders and the public, so the site plan may change before the subdivision application is finalized.

Comments received now will help inform Council's decision regarding the proposed zoning and OCP amendments.

The subdivision applicant will host a public information session and design workshop prior to a public hearing respecting the bylaw amendments. We would like to invite you to the session and will send further information once the date and time have been determined.

If you have any comments or questions relating to the District of Fort St. James Official Community Plan and Zoning Bylaw amendments, please do not hesitate to contact the District at 250-996-8233 or by email at corporate@fortstjames.ca.

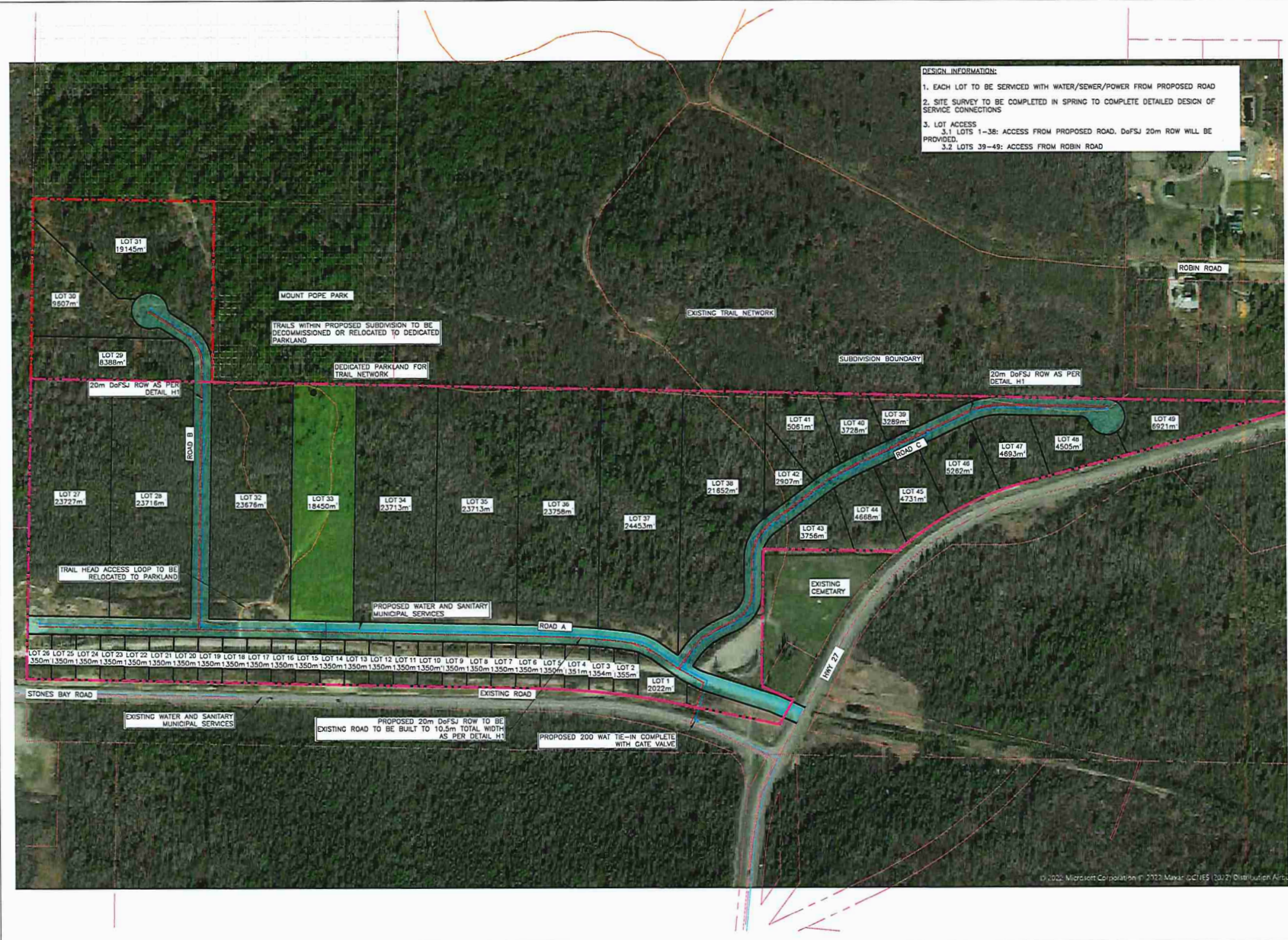
Kind regards,



Gwendolyn Kennedy
Corporate Officer

Attach.: Stones Bay Subdivision preliminary site plan





DESIGN INFORMATION:

1. EACH LOT TO BE SERVICED WITH WATER/SEWER/POWER FROM PROPOSED ROAD
2. SITE SURVEY TO BE COMPLETED IN SPRING TO COMPLETE DETAILED DESIGN OF SERVICE CONNECTIONS
3. LOT ACCESS
 - 3.1 LOTS 1-38: ACCESS FROM PROPOSED ROAD. DeFSJ 20m ROW WILL BE PROVIDED.
 - 3.2 LOTS 39-49: ACCESS FROM ROBIN ROAD

LEGEND

EXISTING

- EX. TEST PIT & DRILL HOLE
- EX. BENCHMARK & SURVEY HUBS
- EX. I.P.s & REM's
- EX. LEGAL LINE
- EX. LEGAL ROW & EASEMENT
- EX. SANITARY & MANHOLE
- EX. SANITARY FORCE MAIN
- EX. STORM & MANHOLE
- EX. BRIGLE & DOUBLE CATCHBASIN w/ CB LEADS
- EX. CATCHBASIN MANHOLE
- EX. CULVERT
- EX. FIRE HYDRANT & VALVE ASSEMBLY
- EX. WATERMAIN & VALVE
- EX. BLOW-OFF ASSEMBLY
- EX. CURB STOP
- EX. ROAD & SIDEWALK
- EX. ROAD (90%+)
- EX. SHOULDER
- EX. TOP OF SLOPE
- EX. TOE OF SLOPE
- EX. DITCH w/ SWALE
- EX. FENCE
- EX. OVERHEAD LINES
- EX. UNDERGROUND LINES
- EX. POWER POLE & ANCHOR
- EX. GAS MAIN

PROPOSED

- PR. LEGAL LINE
- PR. LEGAL ROW & EASEMENT
- PR. SANITARY & MANHOLE
- PR. STORM & MANHOLE
- PR. BRIGLE & DOUBLE CATCHBASIN w/ CB LEADS
- PR. CATCHBASIN MANHOLE
- PR. CULVERT
- PR. DITCH w/ SWALE
- PR. FIRE HYDRANT & VALVE ASSEMBLY
- PR. WATERMAIN & VALVE
- PR. GRAVEL SHOULDER
- PR. ASPHALT
- PR. CURB & SIDEWALK
- PR. ROAD (90%+)

REV.	DESCRIPTION	BY	DATE
0	ISSUED FOR REVIEW	DD	22-01-12
1	ISSUED FOR REVIEW	AS	22-05-11



DRAWN: AS
 CHECKED: NO
 ENGINEER: DD
 DATE: 00-00-00
 SIGNATURE:

ISSUED FOR REVIEW

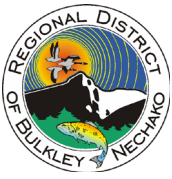


PROJECT:
**CANYON TREE FARMS INC.
 STONES BAY ROAD SUBDIVISION**

TITLE:
LOT LAYOUT DESIGN

SCALE AT A1:	1:250
PROJECT NO:	22-004
DRAWING NO:	C002
REVISION:	1

© 2022, Midcontinent Corporation P 2723 Maxar G21163 (10/27) Distribution Aerial



Regional District of Bulkley-Nechako Board of Directors

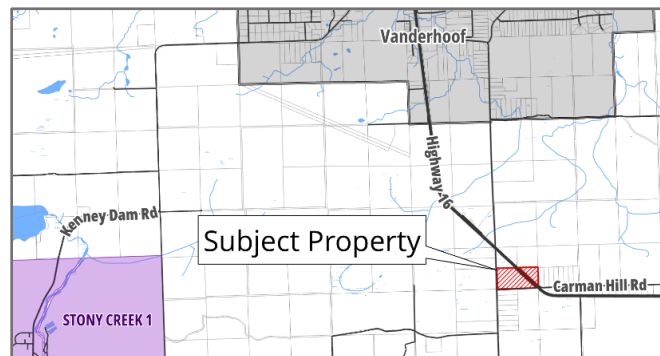
To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: September 28, 2023
Subject: Rogers Communications Telecommunications Installation (W6623) Referral Request for Concurrence

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

That the Regional District Board direct staff to send a letter to Rogers Communications stating that the RDBN has no objection to the proposed communication tower.

DISCUSSION

The Regional District has received a Rogers Communications (Rogers) referral request for concurrence regarding the construction of a telecommunications tower to provide wireless service around Highway 16, between Vanderhoof and the Carmen Hill area.



Rogers proposes installing a 35-metre tri-pole lattice wireless telecommunications tower with equipment storage on private land. The Regional District cannot regulate telecommunications towers under federal jurisdiction. The proposal is on lands zoned Agriculture (Ag1) and the siting complies with Ag1 setbacks. The use complies with Zoning Bylaw No. 1800 which permits unattended utilities in all zones and the siting complies with zoning regulations for site triangles on corner lots (no structure exceeding a height of 0.6 m within 6 m of road).

The application area is within the Agricultural Land Reserve. The applicant states they consulted with the Agricultural Land Commission (ALC) who stated the tower cannot be regulated by the ALC because it is under federal jurisdiction.

Innovation, Science and Economic Development Canada (ISED) Consultation Requirements

ISED has a public consultation policy that proponents must follow prior to the placement of communication towers. This policy requires proponents to consult with local land use

authorities prior to construction. The Regional District relies on ISED's default public consultation process, as outlined below.

The proponent must:

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

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

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

Rogers Consultation with the Public

The attached public notice was published in both the digital and paper formats of the Vanderhoof Omineca Express in the July 27, 2023 and August 17, 2023 issues. Letters were sent to the nine landowners/occupiers within the radius of three times the tower height (105 m) requesting comments and a tenth letter was sent to a landowner with an access easement within the 105 m radius. As of August 31, 2023, Rogers received no comments from the public.

Planning Staff Comments

Planning staff have no concerns regarding the location of the proposed telecommunications tower. The Planning Department consulted with the Economic Development Department, which has no comments regarding this proposal.

ATTACHMENT:

Rogers referral package dated September 11, 2023

September 11th, 2023

VIA email: Curtis.helgesen@rdbn.bc.ca

Curtis Helgesen, Chief Administrative Officer
Regional District Bulkley Nechako (RDBN)
37 3rd Ave, PO Box 820
Burns Lake, BC V0J 1E0

Dear Curtis;

Re: Request for Concurrence - Proposed Rogers Telecommunications Installation (W6623 Weneez)
Address: Carman Hill Rd & Harman Hill West Road and Highway 16 E, Prince George, BC
Legal: PID 015-730-417
Coordinates: N 53.955 °, W -123.96111°
Rogers Site: W6623 Weneez_Toews

Rogers is committed to establishing a network backbone throughout British Columbia to meet the growing demands for connectivity and wireless services, and to provide competition and choice to communities. The proposed tower site at 7360 Highway 16E, Vanderhoof BC on privately owned land in the Agricultural zone, is an integral component of fulfilling on that commitment.

In compliance with Innovation Science and Economic Development Canada's "Default Consultation Process" as described in the CPC-2-0-03 Radio Broadcasting Antennas Circular and with the advisement of the Regional District of Bulkley Nechako Planning Department, a public consultation has been conducted for this proposed project. The consultation process included;

- ~ Providing Information Packages and the opportunity to comment to land owners/land interests within the proposed tower radius of 105m, three (3) times tower height
- ~ Providing Information Packages and the opportunity to comment to residences within the proposed tower radius of 105M, three (3) times tower height
- ~ Publishing a Public Notice in the Vanderhoof Omineca Express July 27, 2023 and again August 17, 2023 providing information on the proposed site and inviting the public to comment. The Public Notice ran for two (2) separate week-long runs during the consultation period, in both paper and digital formats .

The above consultation process was open for comment from July 27th to August 31 2023, and yielded no comments from the interested parties, land owners or the public as of 5pm August 31, 2023.

As part of our informal process, and in an effort to progress in alignment with the local land interests, Rogers queried the Regional District of Bulkley Nechako about preferred processes regarding the proposed consultation process, the proposed tower location and proposed tower design, to ensure the project would be supportable by the RDNB. The response we received was:

- Communication towers are considered an unattended utility and are permitted in all zones.
- This proposed site does fall within ALR Lands; however, Rogers has confirmed with the B.C. Agricultural Land Commission (ALC) that as telecommunications towers are federally regulated, the ALC does not have jurisdiction over their construction or operation within the ALR, therefore, applications and approvals from the ALC are not required for this installation.
- The 50-metre setback of the proposed tower meets the both the Agriculture Zone (Ag1) setback requirements and the Site Triangle requirements of RDBN Zoning Bylaw No. 1800, 2020.
- All proposed fencing will meet Sight Triangle requirements in the Zoning Bylaw as required.

Lastly, to further verify the proposed location and design were workable for the area, Rogers performed the necessary searches and assessments confirming the site will not cause interference with other broadcasting radio antenna in the area. This includes both Navigation and Transport Canada, who have clearance for the proposed site and have no requirements at this time.

With the conclusion of the consultation process Rogers is respectfully requesting a resolution of concurrence for the proposed W6623 Wenez Telecommunication Installation from the Regional District of Bulkley Nechako, and a Letter of Concurrence reflecting that decision and outlining the following points:

- ~ The RDBN is satisfied with Rogers consultation process, as outlined in ISED's Default Public Consultation Process
- ~ That the RDBN has been consulted and concurs with the proposed tower location
- ~ The proposed tower is a permitted use
- ~ The proposed design and location are acceptable to the RDBN

Please find the attached documentation in support of the above concurrence requests;

1. Information Package provided to the public, stakeholders and property owners including:
 - a. Map of Consultation Area
 - b. Preliminary Drawings of the Proposed Site
 - c. Photosimulations of the site depicting what the installation will look like on completion
2. Newspaper ad published in the Vandserhoof Omineca Express on July 27 2023 and again August 17 2023 in both digital and paper formats and invoice evidencing payment for same.
3. Consultation Summary containing a list of all parties contacted and the comments received, as well as the final responses.

Should you have any questions, please feel free to contact Core One Consulting Ltd, as agents for Rogers Communications on this project.

Respectfully,
Agents for Rogers Communications Ltd.



Randy Funkhouser
Senior Project Manager, Network Infrastructure Projects
Core One Consulting Ltd.

CC:

Jason Llewellyn
Daniel Paterson
Shirley Moon, Director Electoral Area F
Brandon Gerritsen, ROGERS Communications Inc.
Innovation Science and Economic Development Canada
Northern BC and Yukon District Office

email: jason.llewellyn@rdbn.bc.ca
email: danielle.patterson@rdbn.bc.ca
email: shirley.moon@rdbn.bc.ca
email: brandon.gerritsen@rci.rogers.com

email: spectrumprincegeorge-princegeorgespectre@ised-isde.gc.ca

Please accept this notification regarding the proposed Rogers Communication Inc. (Rogers) wireless improvements in your community.

SUBJECT: Telecommunication facility proposal
PID: 015-730-417
LEGAL: THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 23 TOWNSHIP 2 RANGE
4 COAST DISTRICT EXCEPT PLAN 3756
ADDRESS: 7360 Highway #16E, Vanderhoof BC
COORDINATES: Lat: 53.95501, Long: -123.96132

Dear Owner Occupant,

What is Rogers Proposing?

Rogers Communications Inc. ("Rogers") is committed to investing in British Columbia, connecting rural communities by improving access to wireless service. Rogers is proposing to build a 35-metre Tri-pole lattice tower with equipment storage at the base all enclosed in a 20x20 metre securely fenced compound. The tower would support 12 antennas. The proposed location for the structure is on private land, located at 7360 Highway #16E, Vanderhoof BC. The site of the installation is zoned as Agricultural land. This site location has been chosen to provide more needed coverage along Highway #16E and the Weneez area.

Rogers identified existing structures in the areas, and there are no other available structures offering a minimal height of 35 metres in the vicinity. The closest newly built structure is a TELUS tower, 650 metres to the north-west, which is too short and will not meet the Rogers Radio Frequency Engineers coverage objective along Highway #16E and for the surrounding area.

Regulatory Authority

Telecommunication providers are required by Innovation, Science, and Economic Development Canada (ISED), to consult with the local municipality and the general public regarding new installations. ISED has exclusive jurisdiction over the approval and placement of telecommunications installations but the Default Consultation Process outlined in the *CPC 2-0-03 Radio Communications and Broadcast Antenna Systems* provides an opportunity for residents, stakeholders and landowners to obtain detailed information regarding the proposal and to provide comments for consideration. Any inquiries that are received as a result of this notification will be responded to logged and submitted to the Regional District of Bulkley- Nechako and ISED as part of our application for concurrence. More information on this process can be found at: <https://ised-isde.canada.ca/site/spectrum-management-telecommunications/en/learn-more/key-documents/procedures/client-procedures-circulars-cpc/cpc-2-0-03-radiocommunication-and-broadcasting-antenna-systems>

Local Municipality

The Regional District of Bulkley-Nechako Electoral Area F does not currently have a telecommunications consultation process, and as such, ISED's (CPC-2-0-03) *Default Consultation Process* will be followed. This process requires all properties within three times the structure height be notified (in this instance those within approx. 105 metres). This notification is to provide the opportunity to obtain information regarding the proposal, ask questions and provide comments. The closing period for comments to be received by Rogers is August 31 2023.

Site Operations

If the tower location is approved, construction is anticipated to take 45 to 60 days. Once complete, the site will be accessed for routine maintenance visits which typically take place once or twice a year. To safeguard the site, the tower base and equipment shelter will be enclosed in 20X20 metre fenced and locked compound. There are small cooling fans located inside the equipment shelters that are no louder than a residential air conditioner. Rogers confirms that the antenna structure described in this notification package will apply good engineering practices including structural adequacy.

Is the proposed tower site safe?

Rogers attests this telecommunication tower will be installed and operated on an ongoingly basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public, including any combined effects of nearby installations with in the local radio environment. Additional information on health and safety may be found on-line at; <https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/occupational-exposure-regulations/safety-code-6-radiofrequency-exposure-guidelines.html>

Environmental

Rogers confirms that the installation is excluded from environmental assessment under the Canadian Environmental Assessment Act, and municipal environmental regulations will be followed.

Agricultural Land Reserve (ALR)

Rogers has confirmed with the B.C. Agricultural Land Commission (ALC) that as telecommunications towers are federally regulated, applications and approvals from the ALC is not required for this installation.

Transport Canada

The tower will not require aeronautical markings or lighting as per Transport Canadas Aeronautical Assessment.

General Information

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website: <http://www.ic.gc.ca/eic/site/ic-gc.nsf/eng/07422.html>.

The maps and diagrams below show the specific location of the proposed tower site. As well, there are diagrams of both the proposed design and photo simulations providing an impression of what the structure will look like upon completion.

How to Comment

The public is welcome to comment on the proposal by the end of the business day Aug 31 2023 with respect to this matter. Comments may be posted or emailed, and will be acknowledged and addressed in accordance with ISED Default Consultation Process as defined in the *CPC 2-0-03 circular for Radio Communications and Broadcast Antenna Systems*.

<https://ised-isde.canada.ca/site/spectrum-management-telecommunications/en/learn-more/key-documents/procedures/client-procedures-circulars-cpc/cpc-2-0-03-radiocommunication-and-broadcasting-antenna-systems>

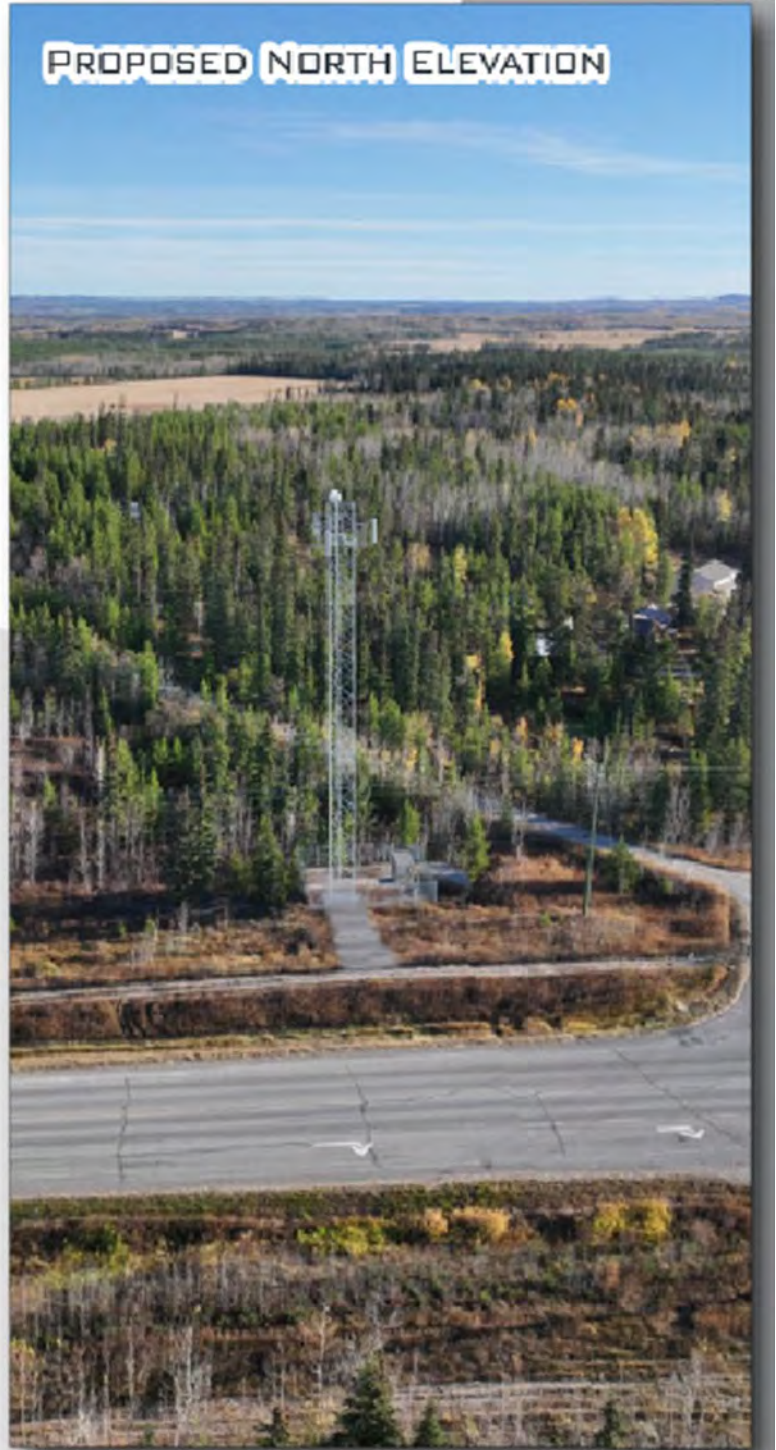
Mail:

Rogers Communication Inc.
W6623 Weneez
C/O Core One Consulting Ltd.
229 – 18525 53rd Avenue
Surrey BC, V3S 7A4

Email:

Comments@coreoneconsulting.com
RE: W6623 Weneez Tower Site





Visual Photo Simulation: Carman Hill Road & Carman Hill West Road and Hyw 16.

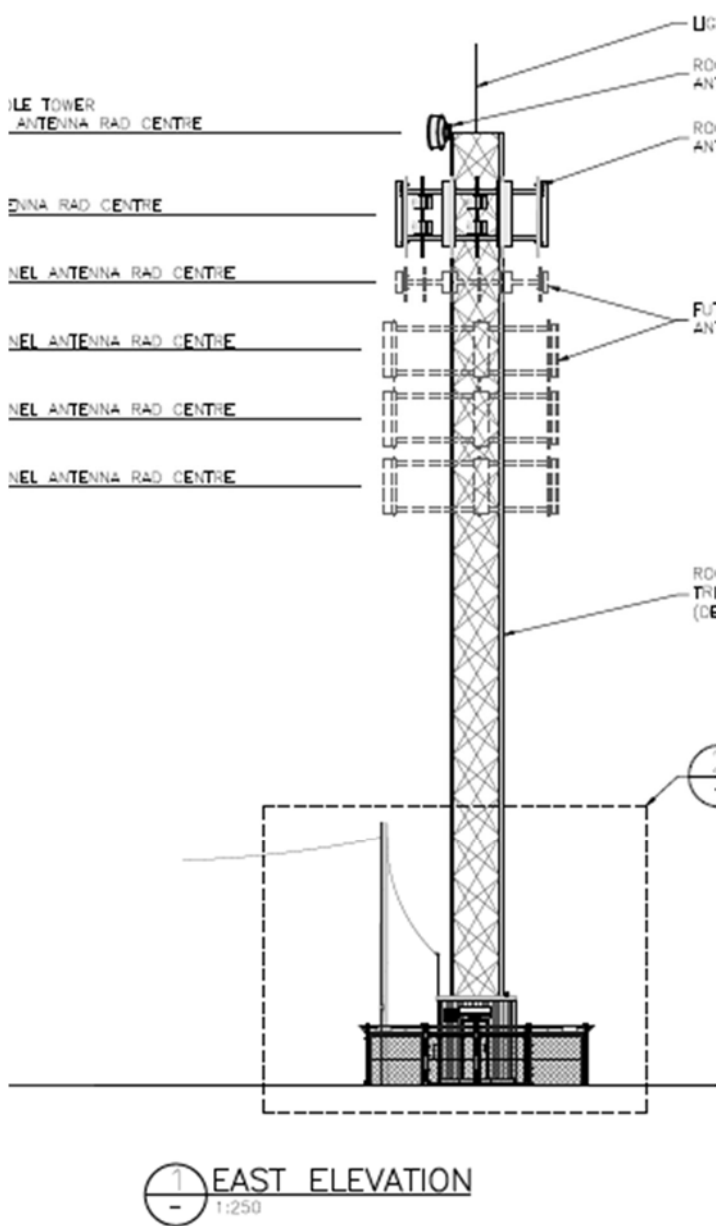




What exactly is the tower design?

Below please see the proposed layout, showing the tower and equipment compound location. The tower will be supporting for 12 antennas, as well as a shed for radio equipment at the base of the tower. The tower and equipment will be contained to a 20X20 Metre compound surrounded by security fencing.

Proposed Tower Profile



Antenna Specifications

The 35M tower will initially host six (3) FFV4S4-65C-R7-V2 Antennas. Each Antenna panel is approximately 498 X 2428 mm in size (1' 6" x 7'9") Space for an addition of twelve (12) future antennas has been secured. Three (3) of which will be the same as those listed above, and Six (6) an equal mix of the AIR3258 and AIR 3228 Antennas, approximately 793 X 408 mm (1'3" X 2'6"). In addition to the panel antennas a W0535 Microwave antenna will be seated at the top of the tower.

The type and size of the last three (3) antennas and a small microwave have yet to be determined.

As well a 2863 X 2073mm (9'8" X 6'5") equipment shed would be constructed at the base of the tower.

The entire installation will be housed in a 30 X30 M fenced compound

1 EAST ELEVATION
1:250

Contact Information

RE: W6623 Weneez Tower Site
Agents for Rogers Communications Inc.
Core One Consulting Ltd
229- 18525 53rd Ave Surrey, BC, V3S 7A4
Email: comments@coreoneconsulting.com

Regional District of Bulkley-Nechako
Jason Llewellyn, RPP. MCIP
Director of Planning Regional District of Bulkley-Nechako
37 3rd Avenue, PO Box 820
Burns Lake, British Columbia V0J 1E0
Telephone: 1-800-320-3339 / 250-692-3195
Fax: 250-692-3305
Email: Jason.llewellyn@rdbn.bc.ca

ISED
Northern British Columbia and Yukon District Office
280 Victoria Street, Room 203
Prince George BC, V2K 4X3
Telephone: 1-800-667-3780 or 250-561-5291
Fax: 250-561-5290
Email: spectrumprincegeorge-princegeorgespectre@ised-isde.gc.ca
(By appointment only)

**COMMENT SHEET
TELECOMMUNICATIONS FACILITY PROPOSAL**

ROGERS SITE: W6623 WENEZ

PID: 015-730-417

**LEGAL: THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 23 TOWNSHIP
2 RANGE 4 COAST DISTRICT EXCEPT PLAN 3756**

ADDRESS: 7360 Highway #16E, Vanderhoof BC

COORDINATES: Lat: 53.95501, Long: -123.96132

1. Do you feel this is an appropriate location for the proposed facility?

Yes

No

Comments:

2. Are you satisfied with the appearance / design of the proposed facility? If not, what changes would you suggest?

Yes

No

Comments

3. Additional Comments

Please provide your name and full mailing address if you would like to be informed about the status of this proposal. This information will not be used for marketing purposes; however, your comments will only be used by Rogers in satisfying ISED's Default Public Consultation (CPC 2-0-03 Radio Communication and Broadcast Antenna Systems) requirements. The closing period for comments to be received by Rogers is Aug 31, 2023.

Name: _____

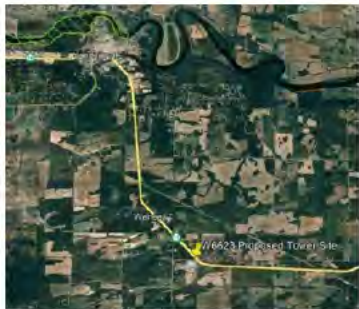
Email Address: _____

Mailing Address: _____

Rogers Telecommunications Ltd.
C/O Core One Consulting Ltd.
229-18252 53rd Avenue, Surrey BC, V3S 7A4
Reference: W6623 Wenez
Attention: Erin Ingvaldson, Program Manager, Network Infrastructure Projects

Public Notice Proposed Tower Site Wenez BC

Rogers Communication Inc.



As part of the public consultation process required by Innovation, Science and Economic Development Canada's (ISED) policy for Radiocommunication and Broadcasting Antenna Systems (CPC-2-0-03), Rogers is engaging the public for comment on a proposed 35M lattice tri-pole telecommunication tower and equipment compound along Hwy 16 E, in the Wenez area.

Coordinates:

N 53.95501, -123.96132

Legal Address:

PID 015-730-417

SOUTH 1/4 OF THE SOUTHWEST 1/4 OF
SECTION 23 TOWNSHIP RANGE 4 COAST
DISTRICT EXCEPT PLAN 3756

Municipal Address:

7360 highway 16E
Vanderhoof BC V0J 3A1

The purpose of the telecommunications tower is to elevate the quality of wireless services in the Wenez area, and increase service along Highway #16E.

The public is welcome to comment on the proposal up to the end of the business day, August 31, 2023 with respect to this matter.

Email:

comments@coreoneconsulting.com

Mail:

Rogers Communication Inc
C/O Core One Consulting Ltd
229- 18525 53rd Ave Surrey, BC, V3S 7A4
Attention: W6623 Wenez

Please Reference: W6623 Wenez





ORDER RECEIPT

Bill To

Erin Ingvaldson

[Redacted]

Advertiser

Erin Ingvaldson

Brand Name: BPM Classified LEGAL

[Redacted]

Campaign Summary

Account Number [Redacted]

P.O. Number [Redacted]

Campaign Number [Redacted]

Campaign Description Wenez Legal

Campaign Dates 7/24/2023 - 8/18/2023

Size [Redacted]

Order Contact Name [Redacted]

Contact Information

Sales Rep BPC Jessica Evans

Sales Rep Phone [Redacted]

Sales Rep Email jessica.evans@blackpress.ca

Document Date 24 Jul 2023

Cost Summary

Base Campaign Amount \$ [Redacted]

Adjustment Amount \$ [Redacted]

Line Item Total [Redacted]

Tax Amount [Redacted]

ESTIMATED AMOUNT [Redacted]

Payment Details

Payment Amount	Payment Date	Payment Card No.	Payment Authorization No.
927.84	7/24/2023	[Redacted]	[Redacted]

Order Receipt Comments

Print Line Items

Product Name	Campaign ID	Start Date	End Date	Days Published	Total
Vanderhoof Omineca Express - Classifieds	11939	7/27/2023	8/17/2023	2	[Redacted]

Digital Line Items

Product Name	Start Date	End Date	Description	Section	Actual Quantity	Price Per Insertion
BP Digital Classifieds - Digital/Web	7/24/2023	8/18/2023	PBLN	Classifieds	1	█

Tax Amount █

Adjustment Manual Adjustment \$ 20.00

Advertiser agrees to honor its advertising commitment as set forth in this contract and any applicable insertion order. In the event advertiser does not honor its full advertising commitment as contained in this contract and any applicable insertion order, the group reserves the right to (i) shortrate or charge the advertiser the undiscounted rate for those advertisements and (ii) renege on any commitments or incentives made in reliance on the Advertiser's full advertising commitment as set forth in this contract and any applicable insertion order. The group further reserves its right to enforce its rights under this contract and any applicable insertion order. This insertion order is subject to and governed by Company's standard Advertising Terms & Conditions, which are available at: <https://www.blackpressmedia.com/terms-of-service/>

Comment Period: July 25 – August 31
 Public Notice Runs: July 28 + August 3rd

PID	LEGAL DESCRIPTION/ADDRESS	TITLED NAME AND CONTACT INFORMATION	CIVIC ADDRESS	DATE OF NOTIFICATION	METHOD OF DELIVERY	DOCUMENTS DISTRIBUTED	COMMENTS, QUESTIONS, OR REQUEST FOR ADDITIONAL INFORMATION RECEIVED	DATE OF RESPONSE AND RESPONSE PROVIDED
015-730-417 HOST SITE	THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 23 TOWNSHIP 2 RANGE 4 COAST DISTRICT EXCEPT PLAN 3756 7360 Highway 16E, Vanderhoof, BC	JONATHAN LORNE TOEWS AND ARLENE JOYCE TOEWS	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package	Returned to Sender – Resent to: [REDACTED]	
		[REDACTED]	[REDACTED]	2 nd Letter Aug 23	Canada Post	Information Package	As per discussion with Landowner	
		[REDACTED]	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package		
014-644-371	THE NORTHWEST 1/4 OF SECTION 14 TOWNSHIP 2 RANGE 4 COAST DISTRICT EXCEPT PLANS 3756 AND 6299	Tophay Agri Industries Inc. No. BC 0935086 5582 Cornwall Drive	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package		
		[REDACTED]	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package		
009-406-802	LOT 1 SECTION 23 TOWNSHIP 2 RANGE 4 COAST DISTRICT PLAN 7199	RICHARD JAMES NEUFELD and GERTRUDE MARIE NEUFELD	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package		
		[REDACTED]	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package	Returned NSA Aug 29 2023- no physical address, covered by mailing to Landowner at [REDACTED]	
		(Parcels are outside of radius but access easement to parcels is within notification radius)	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package		
008-765-316	THAT PART OF THE NORTHEAST 1/4 OF SECTION 14 TOWNSHIP 2 RANGE 4 COAST DISTRICT ON PLAN 3756 LYING TO THE SOUT OF THE HIGHWAY	BRUCE MICHAEL WERHUN AND LEIGH ANNE WERHUN	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package	Returned NSA -Aug 23 Resent – Aug 23 2023 to [REDACTED]	
		[REDACTED]	[REDACTED]	2 nd Letter Aug 23	Canada Post	Information Package	As per discussion with Landowner	
		[REDACTED]	[REDACTED]	Postal stamp July 20 2023	Canada Post	Information Package	Returned NSA – Aug 23 Resent – Aug 23 2023 to [REDACTED]	
				2 nd Letter Aug 23	Canada Post	Information Package	As per discussion with Landowner	

CIVIC ENGAGEMENT - Municipal Authority and ISED Regional Office							
Planning Department Regional District of Bulkley-Nechako 37 3rd Avenue, PO Box 820 Burns Lake, BC V0J 1E0	Jason Llewellyn RPP, MCIP Director of Planning Regional District of Bulkley-Nechako Daniel Patterson Senior Planner Regional District Bulkley Nechako	jason.llewellyn@rdbn.bc.ca danielle.patterson@rdbn.bc.ca	June 13 2023 July 17 2023	Email	Preliminary Documents LUA PACKAGE (O/T) INFORMATION PACKAGE CONSUT MAP CONSULT SUMMARY PUBLIC NOTICE	Email response – July 19 Proposal Meet RDBN Zoning laws 1800,2020 Utility and permitted all zones ALR Zone – no permission needed Re Construction: Building Inspection area may need permit BP may need ALR for soil removal replacement	Informal
Region Council for Consultation Regional District of Bulkley-Nechako	Curtice Helgesen – CAO RDBN Shirley Moon –Director Elec Area F Daniel Patterson -Senior. Planner Cameron Kral – Planning Tech Jason Llewellyn Director Planning	Jason.llewellyn@rdbn.bc.ca cc: Curtis.helgesen@rdbn.bc.ca danielle.patterson@rdbn.bc.ca cameron.kral@rdbn.bc.ca shirley.moon@rdbn.bc.ca	July 21 2023	Email	CL Consultation Launch Information Package		Formal
Innovation Science Economic Development Canada	Northern BC and Yukon District Office 280 Victoria Street, Room 203 Prince George BC, V2K 4X3	spectrumprincegeorgeprincegeorgespectre@ised-isde.gc.ca	July 20 -CP July 21 Digital	Email & Canada Post	CL Consultation Launch Information Package		
First Nations – Handled by Rogers Indigenous Consultation (IC) Team							
Saik'uz Nation C/O Carrier Sekani Tribal Council		Suite 200-1460 6 th Ave Prince George BC V2L 3N2	August 1, 2023	Rogers IC Team	Call and email	As site is on private land and there are no FN Reserves or crown lands within the notification radius FN consultation not required, however, as a courtesy Rogers IC team provided notification via call and email	Informal
Saik'uz First Nation c/o Chief Priscilla Mueller		135 Joseph Street, Vanderhoof BC V0J 3A1	August 1, 2023				
MOTI – called to confirm no consult required – Carmen Hill (MOTI RD will need Access Permit for Construction)							
015-818-276	THAT PART OF THE SOUTHEAST 1/4 OF SECTION 23 TOWNSHIP 2 RANGE 4 COAST DISTRICT ON PLAN 3756	MOTI – Land Settlement Board	Carmen Rd Hwy 16 Intersection		Phone call	Will need an Access Permit for the site durin construction	
015-851-591	THAT PART OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 23 TOWNSHIP 2 RANGE 4 COAST DISTRICT ON PLAN 3756	MOTI HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA	Carmen Road Hwy 16 Intersection		Phone call	Will need an Access Permit for the site durin construction	
015-958-486	THAT PART OF THE NORTHWEST 1/4 OF SECTION 14 TOWNSHIP 2 RANGE 4 COAST DISTRICT ON PLAN 3756	MOTI HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA	Highway 16		Phone call	Will need an Access Permit for the site durin construction	
ROGERS COMMUNICATIONS INC							
Brandon Gerritsen Project Manager		Brandon.Gerritsen@rci.rogers.com	July 21, 2023	Email	Consultation Launch		



CONSULTATION SUMMARY
140
ROGERS COMMUNICATIONS INC. PROPOSED TOWER SITE:
W6623 WENEZ



					Information Package		
Sam Henderson,		Sam.Henderson@rci.rogers.com	July 21, 2023	Email	Consultation Launch Information Package		
Sandra George , IC Team		Sandra.george@rci.rogers.com	July 21, 2023	Email	Consultation Launch Information Package		



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: September 28, 2023
Subject: **Adoption for Parks and Trails Bylaw No. 1989, 2023**

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

That “Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023” be adopted.

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.

“Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023” 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.

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 bylaw was given 1st, 2nd, and 3rd reading at the Board’s August 10th meeting and is now presented to the Board for consideration of adoption.

ATTACHMENT:

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**

A 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.

"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.

"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.

"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.

“Dog Owner” means any person who brings a dog into a Park or has custody of a dog 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*.

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

“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.

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

“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.

“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;
 - 6.1.3 designating areas where specific park uses are prohibited;
 - 6.1.4 designating areas for Motor Vehicle travel, stopping, and parking;
 - 6.1.5 restricting use of or access to any part of a Park;
 - 6.1.6 designating areas for fire pits and barbeques;
 - 6.1.7 designating areas where dogs must be on a leash;

- 6.1.8 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.
- 13.2 No person shall do any of the following in a Park;
- 13.2.1 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;
 - 13.2.2 ride a horse outside of an area specifically identified for horse riding by a Park Sign or Traffic Control Device;
 - 13.2.3 ride a horse in a manner contrary to a Park Sign or Traffic Control Device;
 - 13.2.4 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;
 - 20.2.6 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 10 day of August, 2023

READ A SECOND TIME this 10 day of August, 2023

READ A THIRD TIME this 10 day of August, 2023

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Parks Use Regulations Bylaw No. 1989, 2023".

DATED AT BURNS LAKE this day of , 2023

Corporate Administrator

ADOPTED this day of , 2023

Chairperson

Corporate Administrator

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



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: September 28, 2023
Subject: **Committee Meeting Recommendations – September 7, 2023**

RECOMMENDATION: (all/directors/majority)

Recommendation 1 through 3 as written.

BACKGROUND

The following are the recommendations from the September 7, 2023 Committee Meetings for the Regional Board's consideration and approval.

Committee of the Whole – September 7, 2023

Recommendation 1:

Re: National Day for Truth and Reconciliation: September 30, 2023

"That the Regional District of Bulkley-Nechako recognize the National Day for Truth and Reconciliation on Monday, October 2, 2023."

Recommendation 2:

Re: Late Resolution to UBCM – RE: 2023 Wildfire Season – Economic Impacts to the Forestry Sector – Request for Inventory

"That the Board submit the following late resolution to the 2023 Union of B.C. Municipalities Convention:

Whereas 2023 has been the worst wildfire season in BC's history with over 2.2 million hectares burnt, and close to \$1 billion spent to combat the wildfires;
And whereas in April 2018 the Province received the Abbott/Chapman report titled *Addressing the New Normal: 21st Century Disaster Management in British Columbia* whereby recommendation 104 states: "Following wildfire events, promptly undertake timber supply reviews to enable industry response and adaptation to a new allowable annual cut, and to allow BC to better understand and respond to impacts on habitat, fibre availability and community stability."

Committee of the Whole Meeting – September 7, 2023 (Cont’d)

And whereas there has not been a provincial inventory of land base assets since the 2007 fire season; however, within the last 2 years the Province has undertaken several new forest and land based initiatives such as the Old Growth Strategic Review, Forest Landscape Plans, and B.C. Biodiversity and Ecosystem Health Framework proposals that are being conducted in the absence of accurate inventory data;

Therefore be it resolved that the Province of BC immediately defer its current land base initiatives until a comprehensive inventory is conducted after the 2023 wildfire season recognizing that the impacts of wildfire to wildlife habitat, timber, fish, water, First Nations Reconciliation, and community stability need to be examined and prioritized to understand if the current land base initiatives remain in the best interest of the Province.”

Rural/Agriculture Committee Meeting – September 7, 2023

Recommendation 3:

**Re: Canada Community – Building Fund BC – Area A (Smithers/Telkwa Rural)
Smithers Curling Club – Ice Plant Replacement Project**

- 1) “That the Board approve an additional \$75,000 of Electoral Area A (Smithers/Telkwa Rural) Canada Community-Building Fund BC allocation monies to an Ice Plant Replacement project at the Smithers Curling Club, and further,

(participants/weighted/majority)

- 2) That the Board authorize the withdrawal of up to \$75,000 from the Federal Gas Tax Reserve Fund.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ATTACHMENTS:

None



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Wendy Wainwright, Deputy Director of Corporate Services

Date: September 28, 2023

Subject: **North Central Local Government Association 2024 AGM & Convention Organizing Committee Appointment**

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

That the Committee recommend that the Board enter into the North Central Local Government Association 2024 AGM & Convention Memorandum of Understanding; and further, that the Board authorize Director Stoltenberg's appointment to the NCLGA 2024 AGM & Convention Organizing Committee.

BACKGROUND

The Town of Smithers has been selected to host the 2024 North Central Local Government Association (NCLGA) AGM and Convention in partnership with the District of Houston and Regional District of Bulkley-Nechako.

Staff attended the initial meeting on August 25th and reviewed the draft NCLGA MOU, Planning Timetable and Responsibility Matrix, Terms of Reference for the Organizing Committee and budget. The draft budget currently projects a projected surplus, including a 10% contingency. As per the MOU, the Co-hosts will transfer any net profits from the Convention to the NCLGA. In the event of a net loss, the total will be shared equally between the Co-host communities and NCLGA.

The Organizing Committee is made up of members that includes representatives and Elected Officials from the Co-host communities, NCLGA Board of Directors, and staff. The NCLGA is currently in the process of hiring an Event Planner and the Town of Smithers is in the process of hiring an event support staff member for the Organizing Committee, AGM and Convention. Meetings will be held monthly and as we near the date (TBD) of the event bi-weekly. The Inaugural Meeting of the NCLGA Organizing Committee is planned for Wednesday, September 27, 2023 from 12-1pm by Zoom. Staff will continue to participate and support the Committee with a minimal amount of commitment required.

At this time and with his support, staff is seeking the Board's authorization for Director Stoltenberg's participation on the NCLGA 2024 AGM and Convention Organizing Committee.

ATTACHMENTS: NCLGA AGM CONVENTION MOU

Draft Memorandum of Understanding (MOU)

This Agreement Made this _____ Day of _____, 20_____

BETWEEN:

NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

155 George Street
Prince George, BC
V2L 1P8

(the “NCLGA”)

AND:

TOWN OF SMITHERS

1027 Aldous Street
Smithers, BC
VOJ 2N0

AND

DISTRICT OF HOUSTON

3367 - 12th Street
Houston, BC
VOJ 1Z0

AND

REGIONAL DISTRICT OF BULKLEY NECHAKO

37 3rd Avenue
Burns Lake, British Columbia
VOJ 1E0

(collectively the “Co-hosts”)

RECITALS:

1. The North Central Local Government Association is a non-profit, non-partisan association for elected local government officials in North Central British Columbia, which annually holds an AGM & Convention in selected northern and central British Columbia communities to:

- a. connect member communities, identify common challenges and facilitate positive change;
 - b. provide the opportunity for member communities, First Nations and other participants to learn about issues, trends and industries, and work to identify best practices;
 - c. provide the opportunity for other levels of government to address and learn about the priorities of northern and central communities and work towards common objectives;
 - d. conduct the business of the NCLGA Annual General Meeting; and
 - e. bring forward issues of concern to local governments in the form of resolutions.
2. The Parties are entering into this Agreement to ensure that they understand their duties and obligations with respect to the AGM being held in the Host community.

THEREFORE, IN CONSIDERATION FOR the mutual covenants herein contained, the Parties agree as follows:

Preliminary

3. The Co-hosts and NCLGA will collaboratively:
- a. establish an organizing committee (the “AGM & Convention Organizing Committee”) that outlines each party’s obligations with respect to the event (see Appendix A – AGM & Convention Organizing Committee Terms of Reference). The Parties may alter the size and composition of the Organizing Committee from time to time as required to prepare for the Convention; and
 - b. develop an AGM & Convention Planning Timetable and Responsibility Matrix (see Appendix B – Draft Planning Timetable and Responsibility Matrix);
 - c. agree on the selection of an Event Planner to assist with the implementation of the direction of the AGM & Convention Organizing Committee. The NCLGA will be responsible for negotiating and managing the Event Planner contract for services, in collaboration with the Co-hosts;
 - d. ensure that all people on the AGM & Convention Organizing Committee are familiar with and understand the guidelines and standards provided by the NCLGA; and
 - e. ensure the appropriate involvement of First Nations in the planning and delivery of the convention.
4. The NCLGA will provide their logo or identifying brand or mark with respect to the convention. The Co-hosts expressly recognize and agree that it is using the NCLGA’s intellectual property under license for the convention only and all goodwill associated with the convention and any brands, marks and logos associated therewith, including any goodwill with respect thereto which might be deemed to have arisen from the Co-

host's activities, inure directly and exclusively to the benefit of and shall belong solely to the NCLGA, irrespective of whether or not such activities are a breach of this Agreement.

5. The NCLGA will update the "AGM & Convention" section of the NCLGA website commencing after the MOU is signed. The Co-hosts may request tasteful and relevant changes pertaining to the AGM & Convention section of the NCLGA website.
6. The NCLGA will provide online registration and a link to registration for the AGM & Convention. NCLGA will add the registration details to the NCLGA website. The NCLGA will use "Civic Info" as a registration system.

Conference Obligations

7. The NCLGA and Event Planner will provide the Cohosts with regular operational updates up to the day of the Convention.
8. The Co-hosts and NCLGA will develop a draft budget for review by no later than eight months before the AGM & Convention (Appendix C – Example AGM & Convention Budget).
9. The Co-hosts will arrange for the AGM & Convention Organizing Committee to convene periodically at times that are reasonable. Either Party may requisition a meeting on providing the other with written notice of 10 business days. The Co-hosts will ensure that accurate meeting notes of such meetings are kept and will provide the NCLGA with a copy within a reasonable time after each meeting.
10. Both Parties will permit delegates who have paid registration fees for the Convention (or whose fees have been paid by another person or entity on their behalf) to attend the Convention. Delegates will be required to register and pay for optional items including tours and/or the partners program separately.
11. The Co-hosts will work with the NCLGA and the Event Planner to update the Sponsorship Package (Appendix D – Example AGM & Convention Sponsorship Package) based on previous sponsorship materials and may include complimentary trade show space to sponsors as part of the benefits identified.
12. Both Parties will act reasonably to develop and implement a comprehensive plan to ensure that behavior reflects the NCLGA Code of Conduct (Appendix E – NCLGA Convention Guiding Principles and Code of Conduct).
13. Both Parties will act reasonably to develop and implement a comprehensive plan to ensure minimal environmental and social impacts of the Convention.

Financial Obligations

14. Both Parties will establish and maintain an accounting system which provides such detail on income and expenses pertaining to the Convention and will provide reports to the AGM & Convention Organizing Committee every 8 weeks post MOU endorsement and a final report within 12 weeks of Convention completion.
15. The Co-hosts represents and warrants that they are registered for the goods and services tax pursuant to the Excise Tax Act and is required by law to undergo annual financial audits.
16. The Co-hosts will transfer any net profits from the Convention to the NCLGA no later than twelve weeks following the event. In the event of a net loss, the total will be assumed equally between the Co-hosts, Town of Smithers, District of Houston, Regional District of Bulkley Nechako, and the NCLGA.
17. The general fees for the Convention will not be less than the average (mean) rate for the past three in person Conventions and will not be more than the previous in person Convention fees plus 5%. The Co-hosts may charge a separate fee, reasonable in the circumstances, for the pre-convention tours, and/or the partner's program.
18. The NCLGA will maintain liability insurance for the Convention against loss or damage to property and against bodily injury and death, with a limit of not less than \$5,000,000 per occurrence and add the Host to its policy (as such policy pertains to the Convention) as an "additional insured."
19. The Co-hosts will maintain liability insurance against loss or damage to property and against bodily injury and death, with a limit of not less than \$5,000,000 per occurrence and add NCLGA to its policy as an "additional insured."

Post Conference Obligations

1. Following the end of the Convention the Co-hosts and/ or Event Planner will provide to the NCLGA:
 - a. Within four weeks:
 - (i) a sponsor list including contact details of individual sponsors or the main principals of corporate sponsors (Event Planner); and
 - (ii) copies of minutes of all meetings respecting the AGM (Co-hosts – Recording Secretary);
 - b. Within eight weeks:
 - (i) a Convention report for Co-hosts responsibility areas (generally completed with the Chair of the AGM & Convention Organizing Committee); and any suggestions or recommendations the Co-hosts may have on improvements

to the guidelines and resources established or provided by the NCLGA; and

- c. Within 12 weeks:
 - (i) a financial report including a detailed breakdown of revenues and expenses in such form as the NCLGA reasonably requires; and
 - (ii) any net profits from the Convention.

General

1. The Parties hereto shall execute such further and other documents and do such further and other things as may be necessary to carry out and give effect to the intent of this Agreement.
2. All notices, requests, demands and other communications hereunder shall be deemed to have been duly given if:
 - a. delivered by hand to a director or senior officer or administrator of a Party;
 - b. mailed and addressed to the particular Party at the address set out on the first page hereof or to such other address as may be given in writing by one Party to the other; or
 - c. sent by fax or electronic mail to a fax number or e-mail address provided in writing by the particular Party, evidenced by a delivery receipt,
 - d. and shall be deemed to have been received on the date of hand delivery, on the fifth day after it is mailed if mailed as aforesaid, and on the day following delivery by fax or e-mail.
3. This Agreement constitutes the entire Agreement between the Parties. There are no representations or warranties, express or implied, statutory, or otherwise and no agreements collateral hereto other than as expressly set forth or referred to herein, and this Agreement may only be modified by written Agreement of the Parties, signed by both.
4. Time shall be of the essence of this Agreement.
5. This Agreement shall be governed by and interpreted in accordance with the laws of the Province of British Columbia.
6. This Agreement shall ensure to the benefit of and binding upon the Parties hereto and their respective heirs, executors, administrators, successors, and assigns.
7. The captions appearing in this Agreement are inserted for convenience of reference only and shall not affect the interpretation of this Agreement.
8. This Agreement may be executed in any number of counterparts, each of which is deemed to be an original, but all of which shall constitute one and the same document,

and a signature reproduced or transmitted by facsimile shall have the same effect as an original signature.

IN WITNESS WHEREOF the parties have hereto set their hands and seals the day and year first set out above.

NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

by its authorized signatory:

Signature

Print Name

TOWN OF SMITHERS
by its authorized signatory:

Signature

Print Name

DISTRICT OF HOUSTON
By its authorized signatory:

Signature

Print Name

REGIONAL DISTRICT OF BULKLEY NECHAKO
by its authorized signatory:

Signature

Print Name

Appendix A

North Central Local Government Association 2024 AGM & Convention Organizing Committee

Terms of Reference

PURPOSE

The key responsibility of the NCLGA 2024 AGM and Convention Organizing Committee is to direct the planning and execution of the NCLGA Annual General Meeting and Convention. This includes the identification of theme options, selection and organization of workshops and presenters, and planning networking and social activities for the event.

SCOPE OF WORK

- To guide and support the development of the program that reflects the convention theme,
- To populate the program with speakers for workshops and sessions,
- To provide direction and feedback in the planning and execution aspects of the event,
- To provide information to report to the NCLGA Board and Host Members Councils, and
- To approve Convention and Committee-related documentation such as the Memorandum of Understanding (MOU), Roles and Responsibilities Table, and Convention Agenda.

COMPOSITION

The NCLGA AGM & Convention Organizing Committee is made up of a core group of members that includes representatives and Elected Officials from the Co-Host Communities, NCLGA Board of Directors, and staff:

- 3 – 4 Representatives from the NCLGA Board of Directors
- 3 – 4 Elected Officials from the Co-Hosting Communities
- 1 - 2 Co-host Community Staff
- 1 – 2 -NCLGA Staff
- 1 Event Planner to implement the objectives and direction of the committee, and
- 1 – 2 Additional members to provide perspective (e.g. representative from local First Nation, previous host community, or production company).

MEETING TIME COMMITMENT

Following the approval of the Co-hosting Communities, the NCLGA AGM and Convention Organizing Committee will meet once per month in 2023 and twice per month in 2024. Meeting duration is at the discretion of the Committee. Meetings will take place virtually.

GENERAL ROLES AND RESPONSIBILITIES

- **The Co-Chairs (NCLGA First Vice-President and Co-host Communities' Delegate):**
 - a) Approve Committee meeting agendas prior to distribution.
 - b) Chair the Committee meetings (Co-Chairs alternate chairing meetings).
 - c) Ensure that Committee meetings move forward in an efficient manner.
 - D) Report activities of the Committee to the NCLGA Board and Co-hosting Councils and Boards.

- **The Recording Secretary (Co-host Staff Representative):**
 - a) In consultation with Committee Members, schedule the Committee meetings.
 - b) Prepare and distribute an agenda for each Committee meeting.
 - c) Record the Committee meeting notes and action items and distribute to Committee members.
- **The NCLGA Staff:**
 - a) Oversee the completion of the tasks outlined in the Planning Timetable and Responsibility Matrix.
 - b) Assist the Recording Secretary (Co-host Staff Representative) in the implementation of the roles and responsibilities identified above.
- **The Event Planner:**
 - a) Support the implementation of Committee objectives and direction with tasks such as event sponsorship/trade show, venue and accommodation arrangements, and delegate and speaker gifts.
- **All Members of the Organizing Committee:**
 - a) Regularly attend the Committee meetings.
 - b) Provide direction and feedback.
 - c) Volunteer for and willingly accept tasks and complete them in a thorough and timely manner.
 - d) Stay informed about Committee matters, prepare for meetings, and review and comment on minutes and reports.
 - e) Attend the Convention and assist on-site where necessary.

MEMBERS

Agency	Name
City of Smithers	• To be updated by Host
District of Houston	• To be updated by Host
Regional District of Bulkley-Nechako	• To be updated by Host
NCLGA	<ul style="list-style-type: none"> • President, Sheila Boehm • First Vice-President, Judy Greenaway • Terry Robert, Executive Director • Sandra Moore, Board Support
Event Planner	• TBC by NCLGA

NCLGA AGM & Convention
Planning Timetable and Responsibility Matrix

The following matrix has been developed as a suggested planning timeline and is flexible. The dates in the matrix reflect the 2023 AGM & Convention cycle.

MONTH	PLANNING TASKS	RESPONSIBILITY
Aug 2023	<ul style="list-style-type: none"> Secure Event Planner Inaugural Organizing Committee Meeting and Review /Signing of the MOU 	<ul style="list-style-type: none"> NCLGA Co-hosts
Aug – Sept 2023	<ul style="list-style-type: none"> Book convention facilities and room blocks for delegate accommodation Book media/staff lounge Determine methods of transportation between venues Send community information package to member communities including accommodation information 	<ul style="list-style-type: none"> Event Planner Event Planner Event Planner All
Aug – Sept 2023	<ul style="list-style-type: none"> Determine cost of registration and local theme Develop event budget Create financial tracking/reporting system Post preliminary convention info on NCLGA and Host Website 	<ul style="list-style-type: none"> All Event Planner All All
Sept – Dec 2023	<ul style="list-style-type: none"> Update sponsorship package and send information to previous years sponsors Update tradeshow info package and forward to previous and new potential exhibitors (sponsors & non-sponsors) 	<ul style="list-style-type: none"> Event Planner Event Planner
Sept – Oct 2023	<ul style="list-style-type: none"> Gather feedback from NCLGA members on program content Arrange event cancellation insurance and add the Host community to NCLGA's commercial liability insurance (Host community to do the same) 	<ul style="list-style-type: none"> NCLGA NCLGA
Nov – Dec 2023	<ul style="list-style-type: none"> Finalize convention program and identify speakers for keynote, plenary and workshop sessions 	<ul style="list-style-type: none"> NCLGA
Nov 2023 or Jan 2024	<ul style="list-style-type: none"> NCLGA Board Meeting – Board will review Program Agenda prior to final approval by Committee 	<ul style="list-style-type: none"> NCLGA
Jan – Feb 2024	<ul style="list-style-type: none"> Determine and book banquet entertainment Coordinate transportation Develop pre-convention tours and partner program Set up and launch registration page on CivicInfo BC and update NCLGA & host website with details 	<ul style="list-style-type: none"> Event Planner Event Planner Event Planner All
Jan - Feb 2024	<ul style="list-style-type: none"> Confirm presenters and finalize agenda content 	<ul style="list-style-type: none"> NCLGA
February 2024	<ul style="list-style-type: none"> Send invitations to MLAs, MPs, Premier, Ministers, other Area Association Presidents, and other key stakeholders Send “call-out” to members for Community Leadership Awards 	<ul style="list-style-type: none"> NCLGA NCLGA

March 2024	<ul style="list-style-type: none"> • Select Master of Ceremonies • Solicit door prizes • Request sponsor logos and confirm sponsor/exhibitor representatives • Book AV/WIFI and draping for booths and media room • Arrange catering for all meals/breaks • Confirm O'Canada anthem singer and pianist etc. for opening ceremonies • Arrange for parliamentarian and recording secretary for business sessions (AGM & resolution sessions) • Purchase name tags/lanyards • Develop signage 	<ul style="list-style-type: none"> • NCLGA/Co-hosts • Co=hosts • Event Planner • Event Planner • Event Planner • Event Planner • Co-hosts • Event Planner • Event Planner
March 2024	<ul style="list-style-type: none"> • Create graphic designed program for event 	<ul style="list-style-type: none"> • NCLGA
April 2024	<ul style="list-style-type: none"> • Coordinate security • Set up media room • Develop delegate information package • Arrange delegate gift bags • Finalize delegate list for distribution at registration desk • Produce name tags • Arrange presenter gifts/charitable donations • Make arrangements for those with special dietary needs • Confirm final registration numbers for catering • Invoice sponsors/exhibitors 	<ul style="list-style-type: none"> • Event Planner • Event Planner • Event Planner • Event Planner • Event Planner • Event Planner • Event Planner • Event Planner • Event Planner • Event Planner
April 2024	<ul style="list-style-type: none"> • Develop event handbook/playbook (in collaboration with host community and Event Planner) • Assign NCLGA Board Member tasks • Develop AGM & Resolutions book for delegates (President report, financial report, nominations reports, resolutions) and determine timing for business sessions • Establish and coordinate voting booth and cards for board member and resolutions voting • Request/assemble speaker bios and presentations and reconfirm AV requirements • Arrange for plaques for Past President and Community Leadership Award winners. Buy gift for Past President • Establish media liaison coordinator • Prepare delegate event evaluation form 	<ul style="list-style-type: none"> • NCLGA • NCLGA • NCLGA • NCLGA • NCLGA • NCLGA • NCLGA • NCLGA
May 2024	<ul style="list-style-type: none"> • Hold media briefing to advise of AGM plans 	<ul style="list-style-type: none"> • Co-hosts/NCLGA
May 2024 (date TBD)	<p align="center">****EVENT****</p>	
May 2024	<ul style="list-style-type: none"> • Produce minutes of business sessions • Send thank you to major sponsors, speakers, dignitaries 	<ul style="list-style-type: none"> • Co-hosts • NCLGA

	<ul style="list-style-type: none"> • Prepare summary of delegate evaluations • Recognize Community Leadership Award winners on NCLGA website, social media and a press release 	<ul style="list-style-type: none"> • NCLGA • NCLGA
June - July 2024	<ul style="list-style-type: none"> • Conduct post mortem and prepare convention report • Produce financial summary (host summary to be sent to NCLGA within 3 months of event completion) 	<ul style="list-style-type: none"> • Co-hosts/NCLGA • Co-hosts/NCLGA

Appendix C

Example AGM & Convention Budget**REVENUE**

Registrations				
Early Bird	125	@	375	\$ 46,875
After Early Bird	100	@	415	\$ 41,500
Preconference Tours	50	@	125	\$ 6,250
Partner Program	25	@	100	\$ 2,500
Total Registration				\$ 97,125
Sponsorships				
Cash				\$ 100,000
Total Sponsorships				\$ 100,000
TOTAL REVENUES				\$ 197,125

EXPENSES

Venue				
Venue Rental and Sound A/V				\$ 26,000
Total Venue				\$ 26,000
Food & Beverage				
Breakfasts (Wed, Thurs, Fri)				\$ 13,500
Breaks				\$ 13,500
Lunches (Wed*, Thurs, Fri) *Boxed lunch for tour participants				\$ 16,000
Welcome Reception Food and Beverage				\$ 10,000
Banquet Dinner				\$ 15,000
Table Wine				\$ 1,575
Taxes & Gratuities 15%				\$ 8,900
Total Food & Beverage				\$ 78,475
Speakers/Honorariums				
Keynote Speaker fees				\$ 8,000
Accommodations				\$ 3,000
Travel Support				\$ 2,000
Gifts (approx \$50/gift)				\$ 1,000
First Nations Honorarium for Opening Ceremony (Drummers)				\$ 200
Total Speakers/Honorariums				\$ 14,200
Entertainment				
Welcome Reception - Band				\$ 2,000
Banquet - Band				\$ 4,000

Travel Support	\$ 3,000
Accommodations	\$ 3,000
A/V for Bands	\$ 5,000
Total Entertainment	\$ 17,000
Tradeshow	
Pipe & Drape	\$ 7,000
Booth	\$ 1,000
Total Tradeshow	\$ 8,000
Partner Program	
Transportation	\$ 1,000
Tours/Activities	\$ 1,500
Meals	\$ 1,500
Total Partner Program	\$ 4,000
Marketing & Communications	
Delegate Packages	\$ 10,000
Signage, Printing, etc	\$ 2,500
Conference Identification (Lanyards/Name Tags, etc)	\$ 1,000
Total Marketing & Communications	\$ 13,500
Other	
Civic Info Registration Services (\$8/registration; \$4/partner)	\$ 2,500
Decorations/Flowers	\$ 2,500
Business Centre	\$ 1,500
Total Other	\$ 6,500
<i>Contingency (10%)</i>	\$ 16,000
<u>TOTAL EXPENSES</u>	<u>\$ 167,675</u>
<i>Projected Surplus</i>	<i>\$ 29,450.00</i>

Appendix D

Example AGM & Convention Sponsorship Package

Platinum Level - \$10,000

1. Dinner & Keynote (1 sponsorship available)

- Opportunity to provide welcoming remarks (5 minutes)
- Large logo on convention program
- Individual screen recognition during convention with large logo
- Logo linked on convention webpage to your own website
- Logo representation on NCLGA onsite signage during event
- Four (4) full convention registrations (includes tours and banquet dinner)
- Tradeshow booth in prime location

Gold Level - \$7,500

1. Welcome Reception (1 sponsorship available)

- Opportunity to provide welcoming remarks (5 minutes)
- Large logo on convention program
- Shared screen recognition during convention with large logo
- Logo linked on convention webpage to your own website
- Logo representation on signage onsite during event
- Two (2) full convention registrations (includes tours and banquet dinner)
- Tradeshow booth in prime location

2. Delegate Gift Bags/Delegate Services Desk (1 sponsorship available)

- Exclusive branding with logo included on delegate bags
- Ability to put printed materials and/or gift item in bag
- Shared screen recognition during convention with large logo
- Logo linked on convention webpage to your own website
- Two (2) full convention registrations (includes tours and banquet dinner)
- Tradeshow booth in prime location

Silver Level - \$5,000

1. Pre-convention tours (3 sponsorships available)

2. Ministers Panel Session (1 sponsorship available)

3. Concurrent Workshop Sessions (5 sponsorships available)

4. Plenary Sessions (2 sponsorships available)

- Opportunity to provide welcoming remarks (3 minutes) at beginning
- Medium logo and mention of "Presented by" in convention program
- Shared screen recognition during convention with medium logo
- Logo linked on convention webpage to your own website
- One (1) full convention registration (includes tours and banquet dinner)
- Tradeshow booth

Bronze Level - \$2,500

1. NCLGA AGM Sessions (3 sponsorships available)
2. Networking Lunches (2 sponsorships available)
3. Networking Breakfasts (2 sponsorships available)
 - Recognition by MC at beginning of session/break
 - Signage on meal service tables for meal sponsors
 - Mention of “Presented by” in convention program
 - Shared screen recognition during convention with small logo
 - Logo on convention webpage
 - One (1) full convention registration (includes tours and banquet dinner)
 - Tradeshow booth

Copper Level - \$1,500

1. Networking Refreshment Breaks (4 sponsorships available)
 - Signage at refreshment service tables
 - Mention of “Presented by” in convention program
 - Shared screen recognition during convention with small logo
 - Logo on convention webpage
 - One (1) convention registration (excludes tours and banquet dinner)
 - Tradeshow booth

Contributing Partner and Door Prize Sponsors - \$750

- Shared screen recognition during convention with small logo
- Tradeshow booth

NCLGA Awards Program - \$2,500

1. Lifetime Achievement Award (1 sponsorship available)
2. Community Leadership Awards* (3 sponsorships available)
 - Recognition by MC
 - Mention of “Presented by” in convention program
 - Shared screen recognition during convention with small logo
 - Logo on convention webpage
 - One (1) full convention registration (includes tours and banquet dinner)
 - Tradeshow booth

*For the Community Leadership Awards, a portion of the sponsorship will be donated to the award recipient to support its winning program/project.

Appendix E**NCLGA Convention Guiding Principles and Code of Conduct****Guiding Principles**

1. The primary focus of this convention is to advance the social, environmental, and economic well-being of all communities in central and northern BC.
2. Although voting and speaking during resolution debate is restricted to NCLGA members, this conference is open to the public. Anyone may register and attend as many parts of this conference as they wish.
3. All delegates are encouraged to connect, ask questions, share their ideas, and help each other identify opportunities.
4. All local governments who belong to the NCLGA are viewed as equal, regardless of their population, location, or absence/attendance at this event.
5. All delegates, regardless of their employer, their position, their official priorities, or personal perspectives will be accommodated equally and treated with respect.
6. It is understood that delegates may conduct their business in different venues and according to their own schedule while attending this conference. In all places and at all times, delegates can expect to be treated professionally by other attendees.
7. All delegates and employees have the right to feel safe, have fun, participate fully, and enjoy each other's company. The NCLGA has zero tolerance for any communication or behavior that demeans, threatens or harasses anyone during this conference.

*The NCLGA reserves the right to remove any person from this conference.

Code of Conduct

As local elected representatives ("members"), we recognize that responsible conduct is essential to providing good governance for the North Central Local Government Association.

We further recognize that responsible conduct is based on the foundational principles of integrity, accountability, respect, and leadership and collaboration.

In order to fulfill our obligations and discharge our duties, we are required to conduct ourselves to the highest ethical standards by being an active participant in ensuring that these foundational principles, and the standards of conduct set out below, are followed in all of our dealings with every person, including those with other members, staff, and the public.

This Code of Conduct applies to the members of the North Central Local Government Association. It is each member's individual responsibility to uphold both the letter and the spirit of this Code of Conduct in their dealings with other members, staff, and the public.

Elected officials must conduct themselves in accordance with the law. This Code of Conduct is intended to be developed, interpreted and applied by members in a manner that is consistent

with all applicable Federal and Provincial Laws, as well as the bylaws and policies of the local government, the common law and any other legal obligations which apply to members individually or as a collective council or board.

Foundational Principles of Responsible Conduct

1. Integrity – means being honest and demonstrating strong ethical principles. Conduct under this principle upholds the public interest, is truthful and honourable.
2. Respect – means having due regard for others’ perspectives, wishes and rights; it also means displaying deference to the offices of local government, and the role of local government in community decision making. Conduct under this principle is demonstrated when a member fosters an environment of trust by demonstrating due regard for the perspectives, wishes and rights of others and an understanding of the role of the local government.
3. Accountability – means an obligation and willingness to accept responsibility or to account for one’s actions. Conduct under this principle is demonstrated when council or board members, individually and collectively, accept responsibility for their actions and decisions.
4. Leadership and Collaboration – means an ability to lead, listen to, and positively influence others; it also means coming together to create or meet a common goal through collective efforts. Conduct under this principle is demonstrated when a council or board member encourages individuals to work together in pursuit of collective objectives by leading, listening to, and positively influencing others.

Standards of Conduct

Integrity: Integrity is demonstrated by the following conduct:

- Members will be truthful, honest, and open in all dealings, including those with other members, staff and the public.
- Members will ensure that their actions are consistent with the shared principles and values collectively agreed to by the council or board.
- Members will follow through on their commitments, correct errors in a timely and transparent manner, and engage in positive communication with the community.
- Members will direct their minds to the merits of the decisions before them, ensuring that they act on the basis of relevant information and principles and in consideration of the consequences of those decisions.
- Members will behave in a manner that promotes public confidence in all of their dealings.

Respect: Respect is demonstrated through the following conduct:

- Members will treat every person with dignity, understanding, and respect.

- Members will show consideration for every person's values, beliefs, and contributions to discussions.
- Members will demonstrate awareness of their own conduct, and consider how their words or actions may be perceived as offensive or demeaning.
- Members will not engage in behaviour that is indecent, insulting or abusive. This behaviour includes unwanted physical contact, or other aggressive actions that may cause any person harm or makes them feel threatened.

Accountability: Accountability is demonstrated through the following conduct:

- Members will be responsible for the decisions that they make and be accountable for their own actions and the actions of the collective council or board.
- Members will listen to and consider the opinions and needs of the community in all decision- making, and making and allow for appropriate opportunities for discourse and feedback.
- Members will carry out their duties in an open and transparent manner so that the public can understand the process and rationale used to reach decisions and the reasons for taking certain actions.

Leadership and Collaboration: Leadership and collaboration is demonstrated through the following conduct:

- Members will behave in a manner that builds public trust and confidence in the local government.
- Members will consider the issues before them and make decisions as a collective body. As such, members will actively participate in debate about the merits of a decision, but once a decision has been made, all members will recognize the democratic majority, ideally acknowledging its rationale, when articulating their opinions on a decision.
- Members will recognize that debate is an essential part of the democratic process and encourage constructive discourse while empowering other members and staff to provide their perspectives on relevant issues.
- As leaders of their communities, members will calmly face challenges, and provide considered direction on issues they face as part of their roles and responsibilities while empowering their colleagues and staff to do the same.
- Members will recognize, respect and value the distinct roles and responsibilities others play in providing good governance and commit to fostering a positive working relationship with and among other members, staff, and the public.
- Members will recognize the importance of the role of the chair of meetings and treat that person with respect at all times.

Provincial Health Officer Order Policy:

The NCLGA is committed to providing a safe working environment for all of our employees, directors, partners and members of the public with whom we interact regularly. In our day-to-day operations, we have a legal and moral responsibility to protect all workers and the communities in which we operate. It is therefore critical that any and all NCLGA activities adhere to the Orders of the Provincial Health Officer.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: September 28, 2023
Subject: **BC Natural Resources Forum – January 16 – 18, 2024, Prince George, B.C.**

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

That the Board authorize attendance of Rural Directors at the BC Natural Resources Forum, January 16-18, 2024 in Prince George, B.C.

BACKGROUND

The BC Natural Resources Forum is taking place Tuesday, January 16 to Thursday, January 18, 2024 at the Prince George Conference and Civic Centre. Registration is now open for the forum.

Costs to attend the conference will be allocated to each Rural Director's Conference budget.

ATTACHMENTS:

BC Natural Resources Forum Registration is Now Open

From: [BC Natural Resource Forum](#)
To: [Danielle Sapach](#)
Subject: Registration is now open!
Date: Wednesday, September 6, 2023 9:01:53 AM

[EXTERNAL EMAIL] Please do not click on links on open attachments from unknown sources.
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January 16 - 18, 2024 | Prince George

REGISTRATION IS NOW OPEN!

Register today for the 21st annual BC Natural Resources Forum, January 16 - 18, 2024 at the Prince George Conference and Civic Centre.

[REGISTER HERE](#)

SHAPING TOMORROW

BC's Resource Sector and Future Generations

This year's Forum will dive deep into the importance of interconnected decision-making through meaningful partnerships between First Nations, Government, and the BC Resource Sector. Through innovation, global opportunities, and guardianship, let's discuss how we can shape tomorrow and create a sustainable legacy for future generations.

Book your Hotel & Travel

The forum has negotiated discounted rates at selected hotels and airlines. Reserve your hotel today as there are limited rooms available!

[Book Here](#)



Do you have a Speaker or Panel Idea?

We are taking suggestions for speaker and panel topic ideas for the 21st Annual BC Natural Resources Forum. Topics will cover current challenges, success stories, innovations and sustainable initiatives.

Sponsorship Opportunities Available

Become a sponsor today! Contact **Melissa McRitchie**, Event Manager, at info@bcnaturalresourcesforum.com for more details.

[Download Prospectus](#)



Request for Proposals: Audio Visual Services

The 2024 Organizing Committee is actively soliciting proposals from Audio-Visual contractors for the BC Natural Resources Forum. We invite qualified firms to submit a comprehensive proposal detailing your capabilities as an Audio-Visual service provider for this occasion.

The BC Natural Resources Forum holds a prominent status as Western Canada's leading natural resources assembly. It serves as a pivotal platform that unites First Nations, Government representatives, and the Natural Resource Sector to collaboratively shape the trajectory of BC's Resource Sectors. As the event enters its 21st year, this upcoming edition is anticipated to be its most significant yet, building upon the success of the previous years. In the last iteration, the event attracted a participation of over 1,400 attendees across a span of three days.

To submit your proposal, kindly complete the RFP document and forward it to the

Event Manager, Melissa McRitchie, via email at info@bcnaturalresourcesforum.com
no later than 5 pm, September 27, 2023.

Download RFP

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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Justin Greer, First Nations Liaison
Date: September 28, 2023
Subject: **Union of BC Municipalities Regional Community to Community Program**

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

That the Board approve the RDBN to apply for, receive, and manage grant funding from the Union of BC Municipalities Regional Community to Community Program Fund to host a forum.

BACKGROUND

Staff submitted an application to the 2023 Union of BC Municipalities Regional Community to Community Program requesting \$10,000 in funding to host a forum between the First Nations and local governments in the region. The forum will take place in May 2024, in conjunction with the annual Partners of Emergency Management event, and will focus on emergency management collaborations between governing bodies with the underlying objective of relationship-building between the RDBN, municipalities, and First Nations in the region.

A Board resolution is required to indicate support for the proposed activities and willingness to provide overall grant management.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: September 28, 2023
Subject: HVAC System Tender

RECOMMENDATION: (all/directors/majority)

That the Board ratify the award of the contract for the HVAC Upgrades for the Administrative Office to BV Jet Controls for \$245,115.63.

BACKGROUND

The Regional District has closed a tender process for a major upgrade and replacement to the administrative building's HVAC (Heating and Cooling) System that closed on August 8th. The engineering of this project and the construction oversight will be managed by Impact Engineering. The contract for this project was subsequently awarded by staff to BV Jet Controls to provide the successful applicant time to finish the project before winter.

This project was approved in the 2023 capital budget for \$300,000. An additional \$60,000 in funds is available, if necessary, from the administrative building capital reserve. These funds would only be used for construction contingencies. For construction projects a contingency fund of between 10% to 20% of the bid price is usually set aside for scope changes or in the case of a building upgrade, unexpected findings in an older building.

The RFQ was evaluated out of 100 possible points with 60 points allocated to price, 30 points allocated for experience and qualifications, and 10 points allocated to proposal quality.

Proponent	Price	Score
BV Jet Controls	\$245,115.63	91
North Central Plumbing & Heating	\$279,098.62	84
NG2 HVAC & Refrigeration Ltd.	\$317,739.00	81

Attachment: Recommendation from Impact Engineering



File: P22_029

August 14, 2023

John Illes
Chief Financial Officer
Regional District of Bulkley-Nechako

Jason Berlin, RBO
Senior Building Inspector
Regional District of Bulkley-Nechako

Ref: REQUEST FOR QUOTATIONS – HVAC UPGRADES
Solicitation # RDBN-ADMIN-23-02

Dear gentlemen,

The BC Bid Tender process has been completed and three compliant bids have been received.

Please see attached Quotation Evaluation forms for all three bids.

Results are as follows:

- JET Controls = 91 pts
- North Central = 84 pts
- NG2 = 81 pts

Given the final scoring and the clarifications on both inclusions and terms, it is our recommendation that the contract be awarded to JET Controls.

We look forward to continuing to support you on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Mills", with a horizontal line extending to the right.

Ben Mills, P.Eng., CEM, CPHD, LEED® AP

Founding Principal

(778) 233 7978 | bmills@impacteng.ca





RECEIVED

SEP 13 2023

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

September 11, 2023

Ref: 120304

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

Dear Mark Parker:

I am writing to send you a copy of the Northern B.C. Connectivity Benefits Study authored by BC Stats in the Ministry of Citizens' Services. I hope you may find it of interest as it aims to analyze the potential economic impacts of provincial investment in expanding connectivity infrastructure in northern British Columbia and includes projects benefiting areas within the Bulkley Nechako Regional District.

The Northern B.C. Connectivity Benefits Study is the second in a five-part series that examines the short- and long-term economic impact of provincial connectivity spending in rural areas of B.C. and shows that new high-speed internet services have a positive return on investment to local and provincial economies. In this northern focused study, the report calculates that the Province's initial investment of \$38.4 million for connectivity throughout the region will yield seven times the investment over the long term for \$269.4 million in benefits, or over \$16,000 in economic benefit per connected person. This is good news for your district and the province, and we hope this study supports your ongoing efforts to champion connectivity expansion in your region.

Our commitment is to connect every household in the province to high-speed internet services by 2027, and we rely on local support and knowledge to be able to fund projects that are needed by the community. We have heard repeatedly, especially from governments in rural areas, that high-speed internet is foundational to economic and social equity and prosperity, as well as providing access to services and for communications in emergency response. Thank you for the support you have given to connectivity projects in your regional district, and for the efforts of your connectivity committee to bring focus to this important need. It is much appreciated as we all work together to connect the remaining households to high-speed internet services in the province.

.../2

Mark Parker, Chair
Page 2

If you have any questions or concerns about connectivity in your region, my door is always open. In the meantime, I sincerely hope you are all keeping safe in this challenging wildfire season, and I hope to see you in person at this year's UBCM Convention.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lisa Beare".

Lisa Beare
Minister

Enclosed: Northern B.C. Connectivity Benefits Study



NORTHERN B.C. CONNECTIVITY BENEFITS STUDY

PREPARED FOR MINISTRY OF CITIZENS' SERVICES
BY BC STATS

AUTHOR

Andrew Esser-Haines

CONTACT

Andrew Esser-Haines

ACKNOWLEDGEMENTS

Connectivity Division at the Ministry of Citizens' Services.
Hannah Curran and Ataollah Malfuzi at BC Stats.

PUBLISH DATE

July 2023

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EXECUTIVE SUMMARY

The Northern B.C. Connectivity Benefits Study examines the economic impact of provincial investment in connectivity for the northern region of British Columbia. This study analyzes the short- and long-term economic impact of provincially funded connectivity infrastructure in the region using economic modelling to estimate the anticipated benefits to the North and province. This study builds on the [economic benefits study for the Kootenay region](#), released in 2022.

Overall results echo the findings from the Kootenay study. Funding to support the expansion of high-speed internet to underserved rural areas can have positive short- and long-term impacts to B.C.'s Gross Domestic Product (GDP) for the northern region and for the province. A breakdown of the investment and economic benefits of high-speed internet expansion for the northern region and the province are as follows:

- The region received **\$38.4 million** for connectivity infrastructure between 2017 and 2022 from the Province through the Connecting British Columbia program. This supported 37 connectivity projects (some complete or in progress at report publication) which will benefit over 7,500 households.
- This \$38.4 million in provincial funding leveraged approximately \$95.2 million from other sources, which equals **\$133.6 million** in funding for internet projects in the region.
- This leveraged funding is from private sector internet service providers who build and operate the infrastructure, as well as public sector organizations (for example the federal government). It equates to a funding ratio of **\$1** of provincial funds, to **\$3.48** of total private and other public sector investment leveraged to support rural connectivity expansion for the region.

¹Estimated households benefitting is calculated as 95 per cent of pseudo household served by high-speed internet projects in the study area. The Pseudo-Household Demographic Distribution is a geospatial representative distribution of demographic data (population and households) derived from the Canadian Census from Statistics Canada. For more information: <https://open.canada.ca/data/en/dataset/b3a1d603-19ca-466c-ae95-b5185e56adff>.

RURAL ECONOMIC BENEFITS FOR THE NORTH

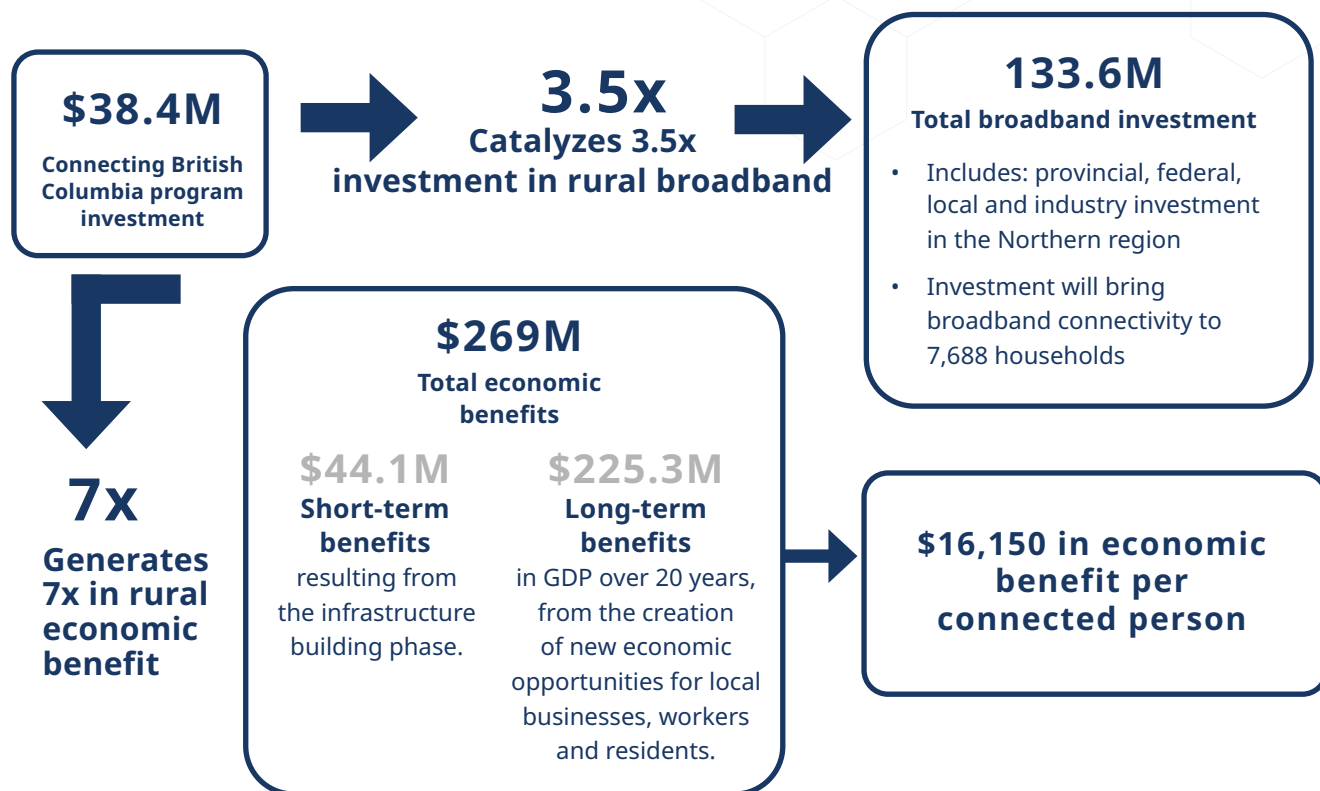


Figure 1: Summary of rural economic benefits of connectivity for the North

- Short-term economic benefits (defined here as the construction phase and the building of the infrastructure) are summarized as:
 - For the North:
 - **\$22.2 million** increase in GDP.
 - **195 new jobs.**
 - **\$1.3 million** in municipal tax revenue.
 - For B.C. (including the North):
 - **\$44.1 million** increase in GDP.
 - **382 jobs.**
 - **\$7.3 million** in provincial tax revenue.
- Long-term impacts (defined here as increased GDP because of increased productivity from improved access to high-speed internet services) are estimated at **\$225.3 million** in increased GDP over 20 years for B.C.

In total, it is estimated that the initial provincial investment of \$38.4 million in connectivity in the northern region will generate **\$269.4 million** in short- and long-term economic benefits to the province and the region. This translates into:

- **Seven times** the initial provincial investment; and
- A **\$16,150 benefit per connected person** for newly connected households within a 20-year time span (Figure 1).



BACKGROUND

Access to high-speed internet is foundational to economic and social equity and prosperity. However, the cost of bringing these services to isolated rural and remote communities and First Nations in B.C. can be prohibitively high for private sector service providers. The federal and provincial governments have responded with funding programs such as the Universal Broadband Fund and Connecting British Columbia to help support the cost of infrastructure required to deliver high-speed internet services to these areas.

In March 2022, the provincial and federal governments announced a joint investment of up to \$830 million to support expanding high-speed internet services to every community in B.C. by 2027. This funding builds on prior investments, and supports the most recent funding program, Connecting Communities BC.

To better understand the economic impact of connectivity projects, a model was needed to estimate the short- and long-term impacts of investments for rural communities. While academic literature provides some frameworks to analyze connectivity benefits, many existing studies take a whole economy approach and aggregate rural and urban results.

In 2021, the Province hired Deloitte to develop an economic framework through which the value of rural broadband connectivity could be measured, understood and included in future evaluation of project benefits. In 2022, BC Stats built on Deloitte's framework with the Kootenay Connectivity Benefits Study examining the short- and long-term economic impacts of rural connectivity infrastructure spending in that region.

This report is the second in a five-part series that examines the economic benefit of provincial connectivity spending in rural areas of B.C.

PROFILE OF THE NORTH

Northern B.C. is unique due to its large land mass and limited population and urban centres. Larger than the state of California, the northern region stretches from Prince George up to the Yukon/Alaska border, and features sweeping valleys and mountainous terrain. As the region lies to the north of the province, the area can experience harsh weather in the winter, compared to the rest of B.C., which makes build seasons shorter for installing infrastructure.

The northern study considers three economic regions including the North Coast, Nechako and Northeast (see Figure 2).

With a total population of over 160,000, and a vast land mass of over 515 square kilometres, the North is quintessentially a rural region with fewer densely populated urban centres, allowing for a study on the economic impacts of connectivity expansion within a rural context. For details on population and land size of the North, see Figure 3.



Figure 2: B.C. economic regions

	Total population ²	Land area in square km ²	Population density per square km ²	Total private dwellings per square km ²
Nechako economic region	38,420	191,612	0.2	0.1
North Coast economic region	55,971	124,018	0.5	0.2
Northeast economic region	66,010	202,076	0.3	0.2
North (combined economic regions)	160,401	517,705	0.3	0.1

Source: [Statistics Canada Census Profiles](#)²

Figure 3: Northern region population density

²Statistics Canada 2021 Census

The northern region is incredibly diverse. It comprises six regional districts: North Coast; Kitimat-Stikine; Bulkley-Nechako; Peace River; Stikine Region and Northern Rockies Regional Municipality, as well as 49 First Nation communities. Much of the population resides in the southern portion of the region. A breakdown of population centres, regional districts and First Nation communities in the North is in Figure 4.

	Population centres ³	Regional districts	First Nation communities ⁴
Nechako economic region	Smithers, Burns Lake and Vanderhoof	Bulkley-Nechako and Stikine Region	Binche Whut'en, Cheslatta Carrier Nation, Daylu Dena Council, Dease River, Lake Babine Nation, Nadleh Whut'en, Nak'azdli Whut'en, Nee-Tahibuhn, Saik'uz First Nation, Takla Lake First Nation, Taku River Tlingit, Ts'il Kaz Koh (Burns Lake Band), Wet'suwet'en First Nation, and Yekooche First Nation
North Coast economic region	Prince Rupert, Kitimat and Terrace	North Coast and Kitimat-Stikine	Gingolx Village Government, Gitanmaax, Gitanyow, Gitga'at First Nation, Gitlaxt'aamix Village Government (New Aiyansh), Gitsegukla, Gitwangak, Gitwinksihlkw, Glen Vowell, Hagwilget First Nation Government, Haisla Nation, Iskut, Kispiox, Kitasoo, Kitselas, Kitsumkalum, Lax Kw'alaams, Laxgalts'ap Village Government, Metlakatla, Old Massett Village Council, Skidegate, Tahltan Nation, and Witset First Nation
Northeast economic region	Fort St John, Dawson Creek, Fort Nelson	Peace River and Northern Rockies Regional Municipality	Blueberry River First Nations, Doig River, Fort Nelson, Halfway River First Nation, Kwadacha, Prophet River Band, Dene Tsa'a Tse K'Nai First Nation, Sahtee First Nations, Tsay Keh Dene Nation, and West Moberly First Nations
North (combined economic regions)	Smithers, Burns Lake, Vanderhoof, Fort St John, Prince Rupert, Kitimat, Terrace, Dawson Creek, Fort Nelson	Bulkley-Nechako, Stikine Region, North Coast, Kitimat-Stikine, Peace River and Northern Rockies Regional Municipality	49 First Nation communities within Nechako, North Coast and Northeast economic regions

Figure 4: Breakdown of northern region by population centre, regional district and First Nation communities

³Trade and Invest British Columbia

⁴BC Assembly of First Nations



METHODOLOGY

This study examines the economic impact of high-speed internet projects funded by the Province in the northern region of B.C. between 2017 and 2022. The analysis is based on 37 connectivity projects, which include both transport and last-mile internet projects to the home.⁵

For an accurate analysis, this study narrows its geographical focus to four regional districts in the area with provincial connectivity investments and a higher population density. These are: the North Coast; Kitimat-Stikine; Bulkley-Nechako; and Peace River regional districts. Narrowing the focus of the analysis enables a more accurate measurement of the economic impact of provincial investment in connectivity to a defined region. The area of study is outlined in dark blue in Figure 5.

The analysis on economic impacts was completed using available project spending data, local economic data, and existing empirical relationships between spending and economic impact, to establish measurement frameworks and estimates of short- and long-term impacts.⁶

⁵All projects in the analysis occurred in the four regional districts. Transport (or backbone) infrastructure consists of high-capacity lines (generally fibre optic) that can transmit large amounts of data from Internet Exchange Points in major cities, such as Vancouver, Calgary or Seattle, to community points.

Last-mile infrastructure connects from a service provider's community point of presence to households. Last mile can be achieved using multiple technologies including both wireless and wire methods, such as fibre, digital subscriber lines (DSL), coaxial cable and fixed wireless.

⁶Project spending data includes the commodities and services that will be purchased to complete the project in each year of construction. Local economic data includes labour force, population, tax, immigration, business and other available data. Existing empirical relationships are derived from the BC Input Output Model (BCIOM) and the supply use tables from Statistics Canada.

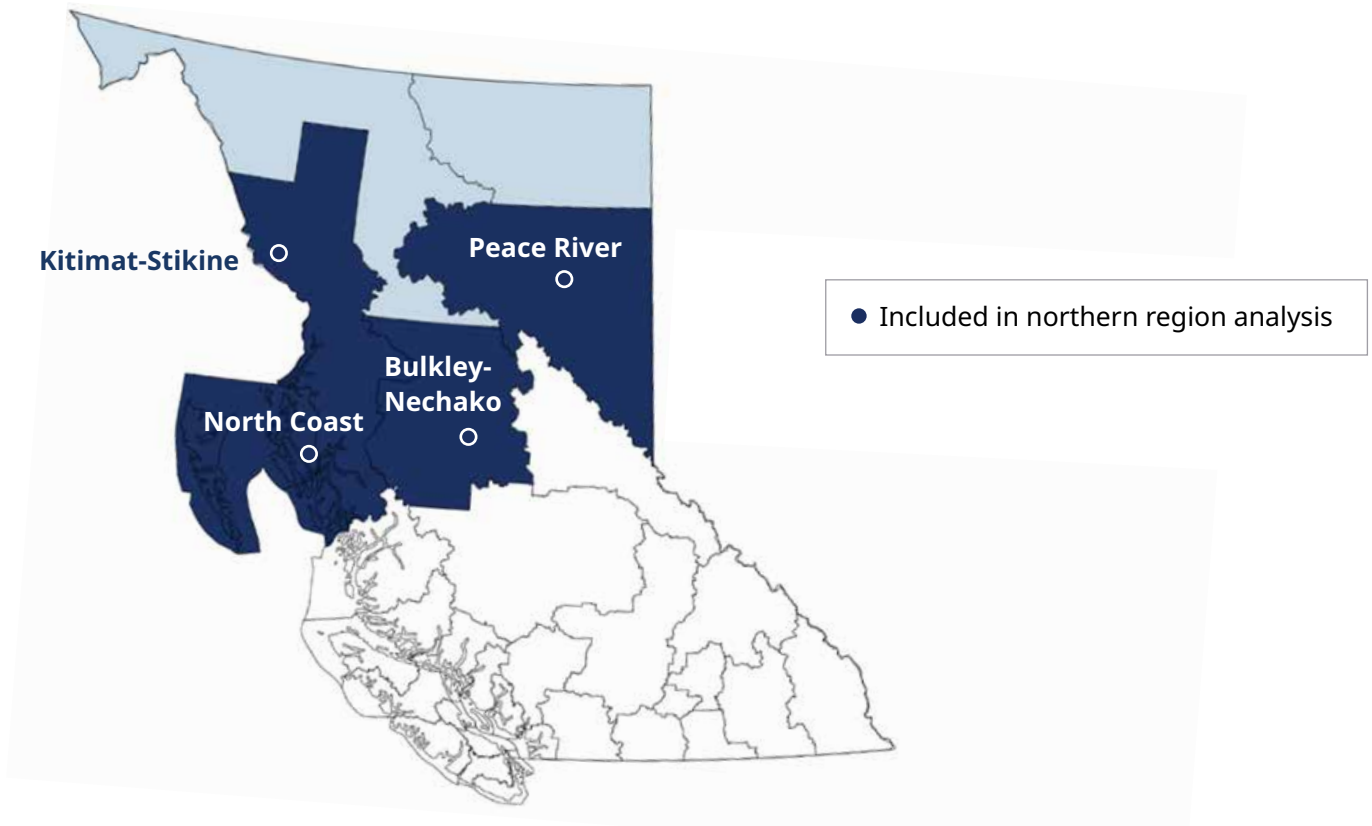


Figure 5: Northern region (with area of study in dark blue)

Assessing short-term impacts

High-speed internet expansion projects, like any infrastructure project, contribute to the local economy in the short term by creating demand for products and services required to deliver the project during the initial build phase. BC Stats worked with the Connectivity Division in the Ministry of Citizens' Services to identify 37 high-speed internet projects in the northern region to use for the analysis.

The projects were selected based on the criteria they:

- received Connecting British Columbia funding between 2017 and 2022; and
- took place in the proposed regional districts in the North.

Some projects span multiple regional districts, including outside the northern region. The Connectivity Division provided ratios to support BC Stats in proportioning the expected amount of spending for each project in the defined study area.

BC Stats used the BC Input-Output Model (BCIOM – see Appendix B) to estimate short-term impacts for the local economy and the province. The BCIOM is designed based on Statistics Canada supply use tables.⁷ It is a macroeconomic modeling tool that allows economists to estimate the impacts of increased industry spending on the economy of the region, and province.

The model estimates these impacts at three levels: direct, indirect, and induced as detailed below:

- **Direct impacts** are related to the direct spending on the project. These impacts occur because of purchasing material inputs for the project and paying wages to the employees that are building the infrastructure or doing the engineering design if they are employed directly by the company.
- **Indirect impacts** include money that is spent by contractors on wages and the goods they purchase. This would include an external firm contracted to design or build a piece of infrastructure.
- **Induced impacts** come from the spending of the employees building the project in the local economy. For example, if a construction employee takes a break from laying fibre lines and goes to a local establishment for lunch, the money spent on lunch is an induced impact from the project.

⁷More information about Statistics Canada supply use tables is available at this link: <https://www150.statcan.gc.ca/n1/pub/13-607-x/2016001/1067-eng.htm>

Assessing long-term impacts

By creating new economic opportunities for local businesses, workers and residents, the provision of new high-speed internet services can contribute to stronger economic growth for years after the construction phase is complete and internet services are live. To describe this impact, BC Stats uses empirical relationships established in economic literature, to develop an approach to estimate the long-term economic impacts of the projects in scope of this study. Four different studies were analyzed to inform the impact on GDP of increased high-speed internet availability (listed in Appendix A).

BC Stats estimates:

- An increase of 10 percentage points in the number of broadband subscriptions would contribute 1.23 per cent to GDP per capita growth.⁸ This formula is then applied to the increase in households with access to high-speed internet, resulting from projects funded by the Connecting British Columbia program.
- The calculation is done in terms of net present value of resultant GDP Growth.⁹ For this approach, a social discount rate of three per cent was used based on Government of Canada data.¹⁰ The social discount is used to adjust future costs and benefits to values in current terms.

A key assumption for this approach, based on data from the Connectivity Division, is that 95 per cent of the households benefiting from the projects would subscribe to the new service once available. GDP data produced by Statistics Canada for sub-provincial geographies¹¹ was not available at a detailed enough level to use in this analysis but suggests that GDP growth happens in B.C. at a rate relatively in line with population share. Figure 6 shows the productivity impact of high-speed internet services over a 20-year time frame.

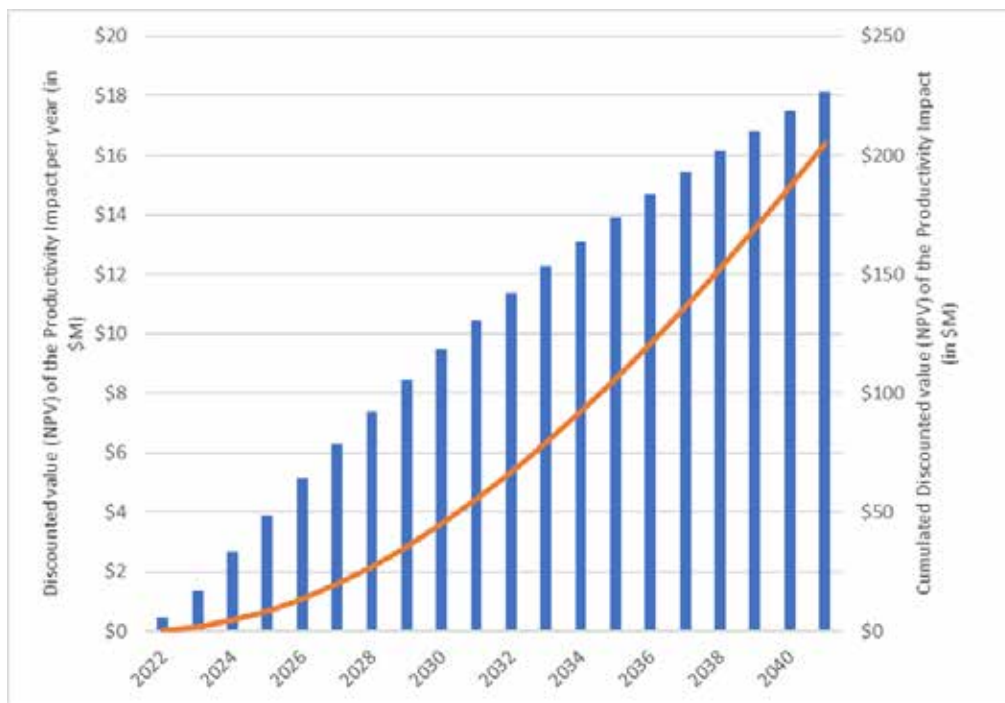


Figure 6: Productivity impact from the increase in access to high-speed internet services

⁸This estimate is developed by BC Stats based on the studies listed in Appendix A.

⁹Net present value is a calculation of the value of future dollars in the current year. This is derived by applying a social discount rate to future productivity increases to reflect the value of those increases as a current value.

¹⁰Government of Canada. <https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/cost-benefit-analysis-guide-regulatory-proposals.html>

¹¹Statistics Canada. [Table 36-10-0468-01 Gross domestic product \(GDP\) at basic prices, by census metropolitan area \(CMA\) \(x 1,000,000\)](#)

RESULTS

The study concludes that from an initial provincial investment of **\$38.4 million**, a total economic benefit to GDP over a 20-year timespan is estimated at **\$269 million**. This initial provincial investment is thus multiplied **seven times** in long-term returns for the rural economy and for B.C.

A breakdown of the investment and economic benefits of high-speed internet expansion for the North and the province is as follows:

- The region received **\$38.4 million** for connectivity infrastructure between 2017 and 2022 from the Province through the Connecting British Columbia program. This funded 37 connectivity projects (some complete or still in progress at report publication) which will benefit over 7,500 households.
- This \$38.4 million in provincial funding, leveraged approximately \$95.2 million from other sources, which totals **\$133.6 million** for internet projects in the region.
- This leveraged funding is from private sector internet service providers who build and operate the infrastructure, as well as public sector organizations (for example the federal government). It equates to a funding ratio of **\$1** of provincial funds, to **\$3.48** of total private and public sector investment leveraged to support rural connectivity expansion for the region.
- In total, it is estimated that the initial provincial investment of \$38.4 million in connectivity in the northern region will generate **\$269.4 million** in short- and long-term economic benefits to the province and the region.





Short-term economic benefits

As a result of the construction phase of the projects, BC Stats estimates short-term impacts will increase GDP in the province by \$44.1 million. These short-term impacts (defined here as benefits during the construction phase and the building of the infrastructure) also increase income earned by workers (labour income), add jobs to the economy, and increase tax revenue both locally and provincially. For the North impacts are estimated to be:

- **\$22.2 million** increase in GDP.
- **\$12.6 million** increased labour income.
- **195 new jobs**.
- **\$1.3 million** in municipal and regional district tax revenue.

For B.C. (including the North) impacts are estimated to be:

- **\$44.1 million** increase in GDP.
- **\$25.4 million** increase in labour income.
- **382 new jobs**.
- **\$7.3 million** in provincial tax revenue.

A further breakdown of short-term economic impacts is in Figure 7.

	Estimated economic contribution in the northern region			Estimated economic contribution in the rest of B.C.		
	Direct	Indirect	Induced	Direct	Indirect	Induced
Business expenditure	\$86.4M	\$5.1M	\$12.7M	\$19.0M	\$24.5M	\$147.7M
GDP	\$15.2M	\$2.4M	\$4.6M	\$8.6M	\$13.2M	\$44.1M
Labour income	\$9.5M	\$1.4M	\$1.7M	\$5.2M	\$7.6M	\$25.4M
Employment – Full Time Equivalent (FTEs) ¹²	117 FTEs	17 FTEs	32 FTEs	63 FTEs	83 FTEs	312 FTEs
Employment – number of jobs	131 Jobs	21 Jobs	42 Jobs	77 Jobs	111 Jobs	382 Jobs
Gov't revenues – provincial taxes	\$4.6M	\$189,000	\$689,000	\$695,000	\$1.2M	\$7.35M
Gov't revenues – municipal and regional taxes	\$1.03M	\$42,000	\$260,000	\$167,000	\$523,000	\$2.0M

Figure 7: Short-term economic impacts¹³

¹²Full time equivalent (FTE) is a translation of all part-time and seasonal jobs to a full year, full-time job. The number of jobs above will be total roles that need to be filled, some of which will be part time or seasonal.

¹³Numbers in the table are rounded.

Long-term economic benefits

Long-term economic impacts of new connectivity infrastructure for the North are estimated over a 20-year period using methodology outlined on page 13. Based on new high-speed internet services available in the region, BC Stats estimates that productivity growth over 20 years after project completion will result in a **\$225 million total increase in GDP**. This estimate describes a net present value of the impact on GDP growth in the northern region and the province combined.

The short- and long-term economic benefits for the region total **\$269 million**. That is **seven times** the return on the initial provincial investment in the region of **\$38.4 million** and equates to a **\$16,150 benefit per connected person** for newly connected households within a 20-year time span.

Assumptions and limitations to the study

The assumptions and limitations behind this analysis include the following:

- Some budget items such as GST are not included in the expenditure data used for the model.
- This analysis is based on an input-output methodology and therefore estimates “gross” contribution to the economy, which does not account for the opportunity cost of employing capital and labour in alternative ways. It is subject to the standard assumptions and limitations applicable to Statistics Canada’s Input-Output multipliers and BC Stats Input-Output model (see Appendix B).
- Given that the expenditures are for infrastructure deployment in the region, all the direct economic contributions are considered to accrue to the region, while the input-output analysis allocates impacts for the indirect and induced contribution estimates to regions across the province as determined by the economic structure of the province.
- The number of households benefitting is calculated as 95 per cent of estimated households served by new internet services. The Province uses a pseudo household model to estimate the number of households served from projects in an area.
- Some under counting may have occurred in indirect and induced impacts attributed to the northern region because of the model limitations related to regional analysis. These impacts will show in the rest of B.C. total.
- Some data availability limitations also exist, such as lack of GDP data at the sub-provincial level. Therefore, the GDP per capita and the GDP per capita growth rates for the northern region is assumed to be the same as at the provincial level.

REGIONAL STUDY COMPARISON

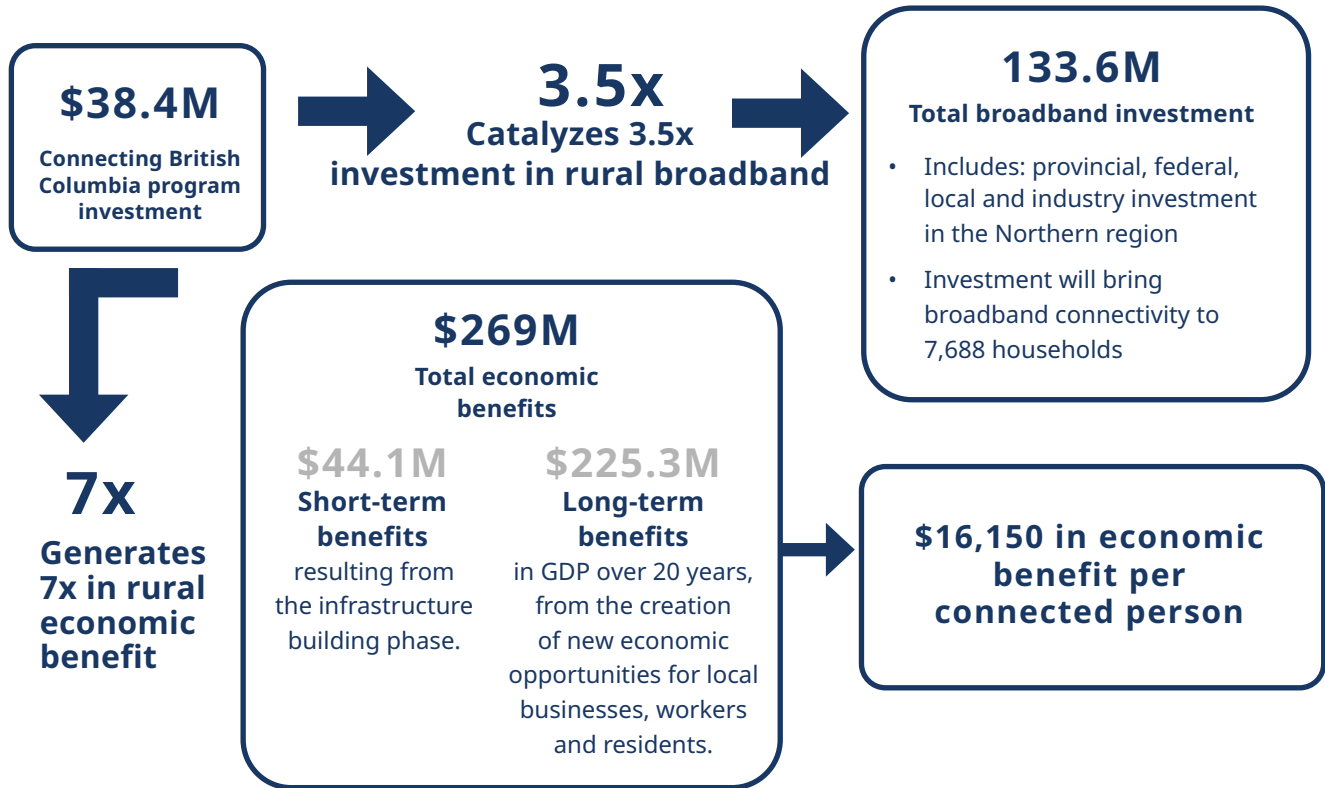
The Northern B.C. Connectivity Benefits Study shows both similarities and divergences from the initial Kootenay Connectivity Benefits Study. This section examines these and explores some reasons why the two studies differ.

A primary similarity between the studies is that the province's connectivity investment in both the Kootenays and the North delivers substantial returns for the regions and the rest of B.C. For the North, this return is **seven times** the initial provincial investment in the long-term, creating significant economic impacts for the local economy and provincial GDP. For the Kootenay region, this return is **14 times** the initial investment in the long term. Some of the key metrics from both studies are outlined in Figure 8. A graphic representation of the findings for both studies is in Figure 9.

Estimate	Northern region	Kootenay region
BC investment (\$million)	38.4	19.4
Total investment (\$million)	133.6	105.1
Investment leveraged per dollar of provincial investment	3.48	5.43
Total multiplied return on initial investment	7 x	14 x
Total population	160,401	161,557
Total land area (km ²)	527,705	57,673
Population density (per km ²)	0.3	2.8
Private dwellings (per km ²)	0.1	1.5
Regional increase in GDP short-term (\$million)	22.2	56.2
Total increase in GDP short-term (\$million)	44.1	66.5
GDP as ratio of investment short-term	0.33	0.63
GDP as ratio of investment long-term	1.69	2.04
Total economic benefit from initial investment (\$million)	269	281
Households with new access	7,688	10,574
Economic benefit per newly connected person (\$)	16,150	14,800

Figure 8: Comparison of Northern and Kootenay regions features and impacts

RURAL ECONOMIC BENEFITS FOR THE NORTH



RURAL ECONOMIC BENEFITS FOR THE KOOTENAYS

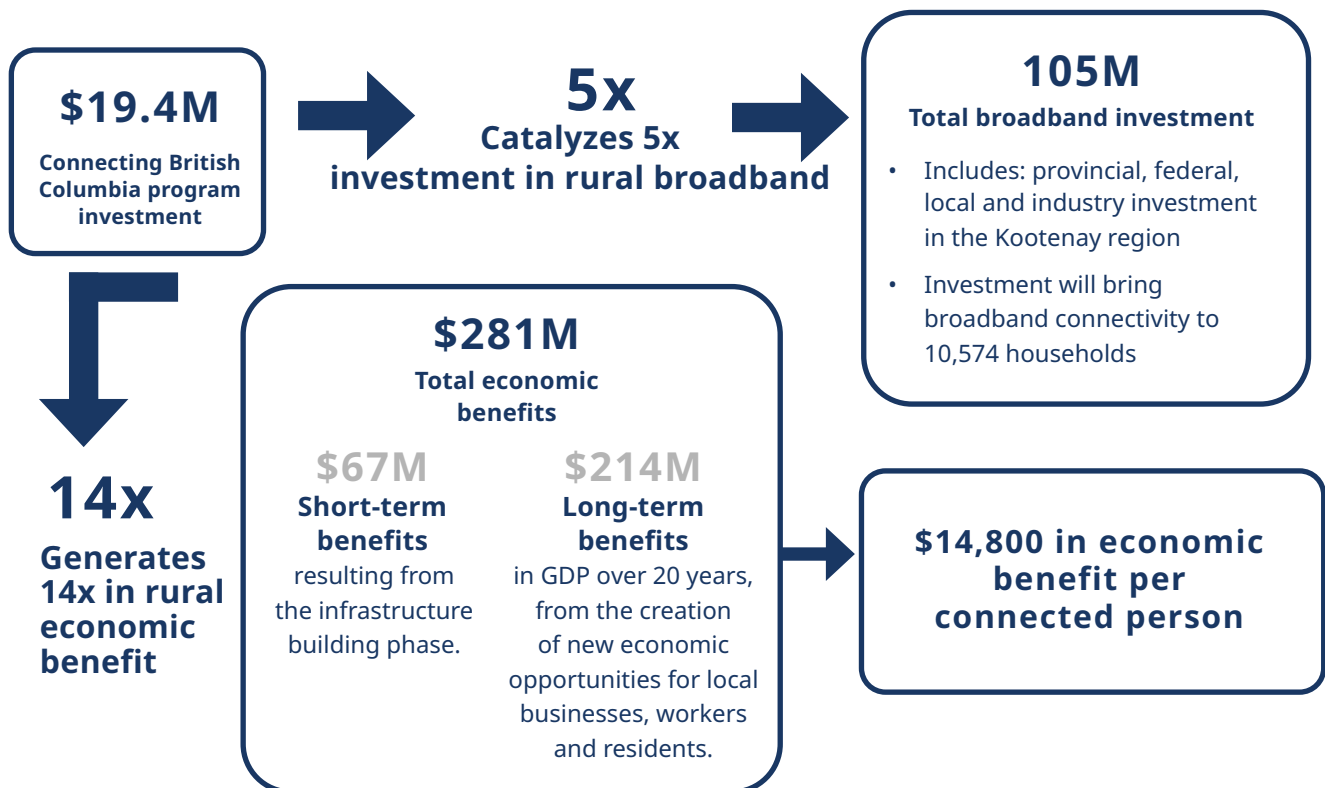


Figure 9: Graphic comparison of Northern and Kootenay economic benefits

Study comparison conclusions

The study finds the overall return on provincial investment in the North is lower than in the Kootenay region. This can be attributed to a variety of factors:

- **Population density** — While the two areas have similar populations, the northern region is geographically larger and has a much lower population density than the Kootenay region. The Kootenay region has eight times the population density and 15 times the number of households per square kilometre than the North (see Figure 8). This means fewer potential customers for internet services per square kilometre in the North, which makes it more expensive per capita for terrestrial builds, including broadband and cellular infrastructure.¹⁴
- **Land area** — As stated, the northern region is geographically vast and covers over three times the land area than the Kootenay region. This means building internet infrastructure in the North requires more resources, including additional cable, equipment, and personnel hours, to install and maintain the infrastructure.¹⁵ This increases the overall cost of building internet infrastructure in the North.
- **Environmental factors** — The northern region is characterized by more rugged terrain, harsher weather conditions, and other environmental factors that make it more difficult and costly to install and maintain internet infrastructure than other regions of the province. For example, weather conditions, such as extreme cold, can lead to a shorter build season, making terrestrial installations more costly.

¹⁴Oyana, T. J. (2011). Exploring geographic disparities in broadband access and use in rural southern Illinois: Who's being left behind?. *Government Information Quarterly*, 28(2), 252-261.

¹⁵Minamihashi, N. (2012). Natural monopoly and distorted competition: Evidence from unbundling fiber-optic networks.

APPENDIX A: ACADEMIC STUDIES

- Ericsson, Arthur D. Little, Chalmers University of Technology. (2013). *Socioeconomic effects of broadband speed*. Retrieved from Arthur Little.
- Katz, R., & Jung, J. (2021). *The economic impact of broadband and digitization through the COVID-19 pandemic*. Geneva: International Telecommunications Union.
- Minges, M. (2016). *Exploring the relationship between broadband and economic growth*. World Development Report 2016.
- Toader, E., Firtescu, B. N., Roman, A., & Anton, S. G. (2018). Impact of information and communication technology infrastructure on economic growth: an empirical Assessment for the EU countries. *Sustainability*, 1-22.

APPENDIX B: B.C. INPUT-OUTPUT MODEL

Overview of the B.C. Input-Output Model

BC Stats maintains an input-output (IO) model based on the structure employed by Statistics Canada. The IO model is updated annually by BC Stats using the most up-to-date data from Statistics Canada. Starting in 1996, Statistics Canada began releasing updated IO information on an annual basis. The most recent release in November 2022 provided preliminary 2019 IO information. This will be incorporated into the BC Stats IO (BCIOM) in summer 2023. Each report in the series uses the most up-to-date BCIOM at time of study, which means there will be slight differences in the model calculations from report to report.

The BCIOM is a structural model of the B.C. economy. The core of the BCIOM is a set of three tables (supply, use and final demand) that present the most detailed accounting of the provincial economy available. The tables together detail the supply and disposition of commodities, industries output delineated by

commodity composition, and the complete costs of production of B.C. industries. The tables comprise detailed information obtained from administrative data, and Statistics Canada's surveys of establishments and enterprises. In essence, the supply use tables (SUT) provide a snapshot of the complete economy and all its industrial interconnections at a specific point in time.

SUT are produced at various levels of aggregation: the least detailed set of tables are presented at the "summary level" of aggregation, representing 35 industry groupings and 74 commodity groupings. The most detailed aggregation is the represents 240 industries and 501 commodities. The detailed-level SUT information is shared with the BC Stats by Statistics Canada, and is the information used in the BCIOM.



Purpose and uses

The purpose of a BCIOM is to estimate the total economic impact of a project, or economic shock, by presenting estimates of direct, indirect and induced impacts associated with the project or shock (meaning any change or departure from the status quo). Based on the observed inter-connection between industries in the economy, the multiplying of demand is traced through these industrial linkages to yield a set of aggregate impacts.

One of the most common uses of the IO model is to simulate the impact of a demand shock on the economy. Any increase in consumption of goods and services will generate direct, indirect and induced economic production.

Limitations of the input-output model

Although the BCIOM can be a very useful tool in the decision-making process, users should be aware of the limitations of input-output analysis. Some of the limitations that should be taken into consideration when using IO models are:

- Technical coefficients are assumed to be fixed. That is, the amount of each input necessary to produce one unit of each output, is constant. The amount of input purchased by a sector is determined solely on the level of output. No consideration is made to price effects, substitution, changing technology or economies of scale.

- It is assumed that there are no constraints on resources - supply is infinite and perfectly elastic.
- It is assumed that all local employment resources are efficiently used and at full capacity, there is no underemployment of resources.
- IO models are flow models. Stocks are not explicitly represented, which implicitly assumes that goods can be produced without additions to capital stock.
- The industrial structure and linkages of the represented economy are based on information that lags the current economy - typically a three to four-year time lag in Canada.

When estimating economic impacts, it is preferable to use economic multipliers to make relative, rather than absolute, comparisons. Economic multiplier analysis is more properly used to determine which of several activities would have the largest economic impact rather than to estimate the absolute level of economic impact for a single activity. Where economic multipliers are used to estimate the impacts of a single activity, the results should be treated as general estimates only, indicating the order of magnitude of the impacts rather than exact levels.



BC Stats is the provincial government's leader in statistical and economic research, information and analysis essential for evidence-based decision-making. The goal is to increase overall business intelligence—information decision makers can use.

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DECISION RATIONALE FOR LAKES TIMBER SUPPLY AREA

Date: August 21, 2023

Dear Local Governments and Stakeholders of the Lakes Timber Supply Area,

I thank you for your engagement in the Lakes Timber Supply Area (TSA) apportionment decision. I am writing to inform you of my decision and to provide my rationale as the Minister of Forests.

Statutory Framework

Apportionment of the allowable annual cut (AAC) is a discretionary decision of the Minister under Section 10 of the *Forest Act* that typically occurs following the determination by the Chief Forester of a new AAC for a given TSA. However, the Minister can exercise this authority anytime. Apportionments specify the AAC available for granting under various forms of licence agreements referred to in Section 12 of the *Forest Act*.

The Evolving Nature of Apportionment Decisions

The timeline for my decision on the Lakes TSA apportionment has spanned several key government decisions since the first engagement session in December of 2019. Each of these decisions has influenced my thinking, as well as First Nations, licence holders, stakeholders and local governments approaches to the engagement and consultative processes that supports an apportionment decision. This has resulted in a lengthy but robust engagement process. Most notably, the following elements were incorporated into consultative efforts, engagements sessions and material supporting my decision:

- In 2019, the *Declaration of the Rights of Indigenous Peoples Act* ('Declaration Act') was brought into force. The Declaration Act establishes the United Nations Declaration on the Rights of Indigenous Peoples ('UN Declaration') as the Province's framework for reconciliation and aims to create a path forward that respects the human rights of Indigenous peoples while introducing better transparency and predictability in the work we do together. The Province is taking steps to implement the Declaration Act in the context of its constitutional obligations under section 35 of the *Canadian Constitution Act, 1982* so that Indigenous peoples may exercise and have full enjoyment of their rights to own, use, develop and control lands and resources within their territories.
- On June 1, 2021, the Province set out its vision for the forest sector in the "Modernizing Forest Policy in British Columbia" intentions paper. The intentions paper is part of a

road map to guide the creation of new laws that help to advance the Province's interests in forest sector transformation and reconciliation by creating new tools to enable Indigenous peoples to meaningfully participate in the forest sector.

- November 2021, the *Forest Amendment Act* ('Bill 28') received Royal Assent. Bill 28 enables the taking and compensation of forest tenure for a variety of purposes, including reconciliation. This tool is part of advancing the goal of increasing First Nation held forest tenure on an incremental and integrated basis through government-to-government agreements and through partnerships with companies. Moving more tenure into First Nations hands represents a shift towards approaching tenure from a reconciliation perspective and in the short term we will be prioritizing tenure opportunities and capacity reflecting that commitment.

Lakes Timber Supply Area Background

In September 2016, following the expansion of the Burns Lake Community Forest, and the creation of the Chinook Community Forest, the Lake Babine First Nations Woodland Licence and the Nee Tahi Buhn Band First Nations Woodland Licence, the AAC was adjusted to 1,648,660 cubic metres (m³) per year.

Area based tenures in the Lakes TSA contribute to approximately one third of the crown AAC. This level of allocation to area-based tenures was achieved through tenure reductions under the *Forest Revitalization Act* of 2004 and the 2012 apportionment decision. Area based tenures include the Burns Lake Community Forest (CF), the Cheslatta CF, the Chinook CF, the Lake Babine Nation First Nations Woodlands Licence (FNWL) and the Nee Tahi Buhn Band FNWL, and numerous woodlots, together having a combined AAC equivalent to 495,452m³ per year.

In November of 2019, the Chief Forester of BC determined the AAC for the Lakes TSA at 970,000 (m³) per year. In their determination, the Chief Forester reduced the AAC by 41.2 percent from the 2016 determination, and specified the live green volume attributed to that AAC to be 420,000 m³ per year (43 percent of the AAC). The reasons for the determination by the Chief Forester are set out here:

<https://www2.gov.bc.ca/gov/content/industry/forestry/managing-our-forest-resources/timber-supply-review-and-allowable-annual-cut/allowable-annual-cut-timber-supply-areas/lakes-tsa>.

The 41 percent reduction from the previous Lakes TSA AAC to the current will have a significant impact on those who rely on the economic benefits derived from the forest industry. Overall, fibre supply is becoming increasingly constrained in the Lakes TSA. Effects from climate change related forest health impacts, wildfire frequency and severity, and early salvage efforts in response to the Mountain Pine Beetle epidemic have increased the cumulative effects on a

wide range of stewardship values. I am aware of the collaborative stewardship initiatives underway and First Nations' efforts to support our shared interests in adaptation over time.

Reconciliation Context in British Columbia

At the same time, the province holds a central commitment to advance meaningful reconciliation with First Nations through new and innovative ways that can address outstanding Aboriginal title interests and ensure Indigenous peoples are meaningful partners in BC's forest sector. Implementation of the Declaration Act has set the stage for transformative shifts and signals BC's commitment to renew Crown-Indigenous relationships while introducing better transparency and predictability in the work we do together. Common law precedents have also highlighted the province's need to protect Aboriginal and treaty rights by improving the assessment and management of the cumulative impact of industrial development.

From the province's vantage, between the reconciliation imperative and the state of fibre supply, the best approach to navigate towards a better future for the BC forest sector will be for all parties to be working in partnership with First Nations. Collective efforts are necessary to manage for the shrinking fibre basket and shift the forest sector to one based on the utilization of lower volume while generating higher value. Done in partnership with First Nations, this will likely improve predictability and benefits from the use and management of forest resources.

It is my view that the greater the benefit to First Nations from the use and management of the forest resource, the greater level of predictability all parties will have with respect to the use of that resource. That said, I must also consider the specific circumstances in the Lakes TSA as to the status of economic dependency of the communities, efforts by companies as well as the other factors set out in this decision rationale.

Engagement outcomes

Staff engaged with First Nations, forest licence holders, local governments, and other stakeholders in relation to the apportionment of the AAC for the Lakes TSA following the Chief Forester's determination. The outcomes of this engagement are summarized below.

First Nations

First Nations in the Lakes TSA have expressed a strong interest in increasing their role in the management and transition of a forested land base heavily impacted by mountain pine beetle. First Nation partnerships in community forests, and the establishment of FNWLs have resulted in a multi-tenure land base where First Nations hold or control over 23 percent of the Crown AAC in the Lakes TSA.

First Nations with traditional territories in the Lakes TSA have established or are demonstrating an interest in establishing long-term and robust partnerships with forest companies and manufacturing facilities in the Lakes TSA. Such partnerships can create a strong foundation on which to build towards BC's goal of increasing the equity position of First Nations in the forest economy and utilizing forest tenure as one tool to address Aboriginal title interests. In BC's view, this can increase predictability for the sector, and in turn, community and local government stability.

Major Forest Companies

In a coordinated submission provided by the major forest companies in the Lakes TSA regarding the scenarios for apportionment, companies proposed three options to achieve additional First Nations tenure opportunities:

1. For BC to utilize apportionment from BC Timber Sales (BCTS) to address First Nations tenure interests;
2. Companies would continue to establish partnerships with First Nations; and/or
3. BC or First Nations could acquire tenure from Licence holders at fair market value.

To achieve these outcomes, the licensees recommend the Minister adhere to the 2018 policy that would only apply reduction across licences to meet the AAC; and support partnership agreements including allocation of BCTS volume for First Nations partnerships.

This approach would minimize the implications of reductions in the AAC on forest licences and provide industry with more time to conclude business-to-business agreements with First Nations. The major forest companies proposed this approach as an alternative to apportioning a portion of the AAC directly to First Nations.

Over the past 24 months in the Lakes TSA some First Nations and forest companies have been in discussions to identify the necessary conditions required to form tenure partnerships and transfer. This is the approach that the Premier and I advocate for through the “Modernizing Forest Policy in British Columbia”, and I am mindful of the implications an apportionment decision may have on these emerging partnerships.

Local governments

Local governments in the Lakes TSA expressed concern that because of the acuity of declining timber supply, an apportionment that changes the current tenure position of companies could impact the continuity of fibre flowing to existing manufacturing and thus, could negatively impact jobs and erode the local tax base if it resulted in mill closures or curtailments. Local governments encouraged an incremental approach to tenure control changes to allow for the potential volatility resulting from licence reductions in the Lakes TSA to be managed. I recognize forestry is the most important economic driver for both Indigenous and non-Indigenous communities in this area. I acknowledge that the economic dependence of the region on the forest sector requires careful and thoughtful consideration when the Province contemplates change.

Interior Logging Association

The Interior Logging Association expressed concerns with any apportionment that would result in proportionally less AAC being held by companies with whom they have Bill 13 arrangements. It is the Interior Logging Association’s view that forest companies are best positioned to manage partnerships and employment certainty as the AAC declines.

Apportionment decision and rationale:

This apportionment will determine the appropriate distribution of AAC amongst the different categories of agreement types and the nature of the AAC being distributed amongst those agreement types.

I have determined an apportionment for the Lakes TSA that I believe addresses the interests of reconciliation and the other issues I set out above.

One of my considerations in the Lakes TSA apportionment is the alignment with the rationale and approach taken in the Prince George TSA (PG TSA) May 2021 decision. That approach maintains replaceable forest licence holders at the same relative percentage through AAC reductions, considering the share of the historic AAC they held. The corresponding share is then considered for apportioning amongst the other provincial interests including First Nations and BCTS.

When these considerations are applied in the Lakes TSA, I have considered the fact that one third of the historic Crown AAC for the TSA has been converted into area-based tenures in recent years and First Nations hold or control over 23 percent of the Crown AAC. The significance of previous AAC withdrawals requires me to consider how they factor into determining the share of AAC held by replaceable forest licences.

In considering this decision, I recognize the importance of balancing the interests of the First Nations participation in the forest economy and reconciliation with the impacts to agreement holders through reductions to their AAC.

In my decision to determine the appropriate level of AAC to be held by the forest licence category in response to a 41 percent reduction in AAC determined by the Chief Forester, I have held the forest licences at the same relative share of the AAC, considered the distribution of the AAC in relation to the current commitments and have set BCTS to 20% of the AAC. My decision is as follows:

- a) the Forest Service Reserve will be maintained at 3,261 m³ per year;
- b) the AAC available for First Nation direct award tenures, is set at 55,756 m³ per year. This allocation includes 16,746m³ of existing commitments for First Nations leaving 39,010m³ available for new opportunities.
- c) the AAC held by Forest Licences will be reduced by 18.1 percent to 716,983 m³ per year; and
- d) the AAC allocation to BCTS will be reduced by 31.8 percent to 194,000 m³ per year

The new apportionment for the Lakes TSA is set out below in Table 1:

Table 1 – Apportionment for the Lakes TSA

Forest Tenure Category	2023 Apportionment (m³/yr) and Percentage (%)
Replaceable Forest Licences	716,983 (73.9%)
First Nations	55,756 (5.7%)
BCTS	194,000 (20%)
FSR	3,261 (0.3%)
CFA	0
Total	970,000 m³

I provide the following direction to staff to guide the implementation of this new apportionment. BC will seek agreements with First Nations:

- that contribute to the resolution of aboriginal title interests;
- that improve operational conditions and maintain the continuity of fibre supply to mills in the near-term;
- who through working with their neighbouring First Nations, have resolved overlapping aboriginal rights and title interests to the extent that timber harvest can be supported by those neighbouring First Nations;

Section 63 licence reductions will be required to align harvesting rights to the AAC of the TSA. I will be providing notices regarding the grouping of licences for the purposes of section 63 (2)(b).

Again, thank you for your engagement and I encourage you all to continue to work closely with all parties on implementation.

Sincerely,



Bruce Ralston
Minister

pc: Richard Manwaring RPF, Deputy Minister, Ministry of Forests
Eamon O'Donoghue, Associate Deputy Minister, Ministry of Forests
Mike Hykaway, Assistant Deputy Minister, North Area
Justin Calof RPF, Chief Negotiator, Ministry of Forests
Jevan Hanchard, Regional Executive Director, Skeena Natural Resource Region
Beth Eagles RPF, District Manager, Nadina Natural Resource District
Anthony Giannotti RPF, Director Pricing and Tenures, North Area