

AGENDA

MEETING NO. 12

November 23, 2023

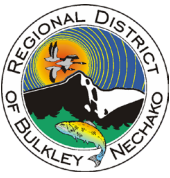
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VISION

“A World of Opportunities
Within Our Region”

MISSION

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



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
AGENDA
Thursday, November 23, 2023**

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>ELECTION OF THE CHAIRPERSON</u>	
	<u>ELECTION OF THE VICE-CHAIRPERSON</u>	
	<u>AGENDA - November 23, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
8-24	Board Meeting Minutes - October 26, 2023	Approve
25-28	Committee of the Whole Meeting Minutes - November 9, 2023	Receive
29-31	Connectivity Committee Meeting Minutes - November 9, 2023	Receive
32-37	Rural/Agriculture Committee Meeting Minutes - November 9, 2023	Receive

DELEGATIONS

**FOREST ENHANCEMENT SOCIETY OF BC (FESBC) and
HABITAT CONSERVATION TRUST FOUNDATION (HCTF) - via Zoom**
Steve Koxuki, Executive Director, FESBC
Dan Buffet, Chief Executive Officer, HCTF
Re: Projects Update - Tweedsmuir Caribou Winter Range,
Whitesail, Telkwa Caribou Herd Range and Quality Waters Project

RIO TINTO - via Zoom

Danielle De Kay, Advisor, Communities & Social Performance
Quinten Beach, Nechako Operations Coordinator
Re: Update

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<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING</u>	<u>ACTION</u>
	<u>Bylaw for 1st and 2nd Reading</u>	
38-57	Danielle Patterson, Senior Planner OCP Amendment and Rezoning Application RZ E-01-22, 1 st and 2 nd Reading Report Bylaw Nos. 2021 & 2022 Electoral Area E (Francois/Ootsa Lake Rural)	Recommendation
	<u>Bylaws for 3rd Reading and Adoption</u>	
58-71	Maria Sandberg, Planning and Parks Coordinator - OCP Amendment RDBN-02-22 3 rd Reading and Adoption Report Bylaw Nos. 2000, 2001, 2002 & 2003 Electoral Areas A, B, E, D, G	Recommendation
72-78	Cameron Kral, Planning Technician Rezoning Application RZ B-01-23 3 rd Reading Adoption Report Rezoning Bylaw No. 2019, 2023 Electoral Area B (Burns Lake Rural)	Recommendation
	<u>Bylaw for Adoption</u>	
79-85	Cameron Kral, Planning Technician Rezoning Application RZ A-02-23 Adoption Report Rezoning Bylaw No. 2020 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Other</u>	
86-97	Jason Llewellyn, Director of Planning Bill 35, 2023: Short Term Rentals Accommodations Act	Receive
98-120	Jason Llewellyn, Director of Planning Bill 44, 2023: Housing Statutes (Residential Development) Amendment Act	Receive

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u>	<u>ACTION</u>
	<u>Mine Referrals</u>	
121-124	Rowan Nagel, GIS/Planning Technician Mines Referral No. 161384335 Electoral Areas A (Smithers/Telkwa Rural)	Recommendation
125-128	Cameron Kral, Planning Technician Mines Referral No. 1650216 Electoral Area B (Burns Lake Rural)	Recommendation
	<u>Pipeline Referrals</u>	
129-135	Cameron Kral, Planning Technician Coastal GasLink Compressor Stations Notification No. CGP-012694 (Titanium Creek) Electoral Area G (Houston/Granisle Rural)	Recommendation
136-142	Cameron Kral, Planning Technician Coastal GasLink Compressor Station Notification No. CGP-012694 (Parrot Lakes) Electoral Area E (Francois/Ootsa Lake Rural)	Recommendation
	<u>ENVIRONMENTAL SERVICES</u>	
143-152	Curtis Helgesen, CAO, Alex Eriksen, Director of Environmental Services & Janette Derksen, Waste Diversion Supervisor -Metal Reuse Pilot 2024	Recommendation
	<u>ADMINISTRATION REPORTS</u>	
153	Wendy Wainwright, Deputy Director of Corporate Services – Committee Meeting Recommendations – November 9, 2023	Recommendation

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
154-155	Cheryl Anderson, Director of Corporate Services – RDBN 2024 Meeting Schedule	Recommendation
156-157	John Illes, Chief Financial Officer – General Passenger Vehicle Updated Summary	Recommendation
158-171	John Illes, Chief Financial Officer – Growing Communities Fund	Recommendation
172-176	Nellie Davis, Manager of Regional Economic Development -Bulkley-Nechako Joint Accessibility Advisory Committee – Terms of Reference Change	Recommendation
177-178	Jason Blackwell, Regional Fire Chief - Volunteer Firefighter & Search and Rescue Tax Credit	Recommendation
<u>ADMINISTRATION CORRESPONDENCE</u>		
179-182	Ministry of Housing – New Legislation to Support Local Government Housing Initiatives	Receive
183-184	Ministry of Environment and Climate Change Strategy	Receive
185-186	Ministry of Finance – Follow-up UBCM Meeting	Receive
187-194	Ministry of Post Secondary Education and Future Skills – Follow-up UBCM Meeting	Receive
195-196	Ministry of Emergency Management and Climate Readiness – Follow-up UBCM Meeting	Receive
197-198	Public Safety Canada – Response to January 4, 2023 RDBN Letter – Proposed Amendments to Bill C-21	Receive

Meeting No. 12
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SUPPLEMENTARY AGENDA

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

RECEIPT OF VERBAL REPORTS

NEW BUSINESS

IN-CAMERA MOTION

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

- Boundary Expansion
- First Nations Engagement
- Labour Relations

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 11****Thursday, October 26, 2023**

PRESENT: Chair Mark Parker

Directors Gladys Atrill
Shane Brienen
Martin Elphee – via Zoom
Judy Greenaway
Clint Lambert
Linda McGuire – via Zoom
Shirley Moon
Kevin Moutray
Chris Newell
Michael Riis-Christianson
Stoney Stoltenberg
Sarrah Storey
Henry Wiebe

Director Absent Leroy Dekens, Village of Telkwa

Alternate Director Annette Morgan, Village of Telkwa

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Nellie Davis, Manager of Regional Economic Development – left at 12:02 p.m., returned at 2:32 p.m., left at 2:54 p.m.
Janette Derksen, Waste Diversion Supervisor – arrived at 12:06 p.m., left at 12:14 p.m., returned at 2:03 p.m., left at 2:36 p.m.
Alex Eriksen, Director of Environmental Services – left at 11:52 a.m., returned via Zoom at 1:04 p.m., returned in person at 2:28 p.m., left at 2:36 p.m.
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services – arrived at 11:11 a.m., left at 11:49 a.m., returned at 1:00 p.m., left at 2:54 p.m.
Jason Llewellyn, Director of Planning – via Zoom – arrived at 11:15 a.m., left at 2:15 p.m.
Deneve Vanderwolf, Planning Technician/Regional Transit – arrived at 11:20 a.m., left at 11:53 a.m., returned at 1:00 p.m., left at 2:27 p.m.
Wendy Wainwright, Deputy Director of Corporate Services
Christopher Walker, Emergency Program Coordinator – arrived at 2:38 p.m., left at 2:45 p.m.

Others	<p>Neil Gibbs, Project Engineer – Phase 2, TC Energy – Coastal GasLink – left at 11:52 a.m.</p> <p>Tanner Moulton, Public Affairs Advisor, TC Energy – Coastal GasLink– left at 11:52 a.m.</p> <p>Ian McLeod, Senior Community & Socio-Economic Advisor, TC Energy – Coastal GasLink– left at 11:52 a.m.</p> <p>Nicole Stuckert, Team Lead Land – BC Projects, TC Energy – Coastal GasLink– left at 11:52 a.m.</p> <p>Lindsay Taylor, Government Relations Manager – arrived at 11:31 a.m., left at 11:52, returned at 1:00 p.m., left at 2:27 p.m.</p> <p>Natasha Westover, Public Affairs Manager, TC Energy – Coastal GasLink– left at 11:52 a.m.</p>
Media	Saddman Zaman, LD News

CALL TO ORDER

Chair Parker called the meeting to order at 10:00 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director Stoltenberg
 Seconded by Director Storey

2023-11-1

“That the Board Meeting Agenda of October 26, 2023 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
 September 28, 2023

Moved by Director Storey
 Seconded by Director Greenaway

2023-11-2

“That the Board Meeting Minutes of September 28, 2023 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting
 Minutes – October 12, 2023

Moved by Director Lambert
 Seconded by Director Storey

2023-11-3

“That the Board receive the Committee of the Whole Meeting Minutes for October 12, 2023.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES (CONT'D)

Regional Solid Waste Moved by Director Moutray
Advisory Committee Meeting Seconded by Director Greenaway
-September 12, 2023

2023-11-4

That the Board receive the Regional Solid Waste Advisory Committee Meeting Minutes for September 12, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

TC ENERGY – COASTAL GASLINK – Tanner Moulton, Public Affairs Advisor, Natasha Westover, Public Affairs Manager, Ian McLeod, Senior Community & Socio-Economic Advisor, Nicole Stuckert, Team Lead Land - BC Projects and Neil Gibbs, Project Engineer – Phase 2 RE: Phase 1 Project Update, Socio-Economic Effects and Phase 2 Outlook

Chair Parker welcomed Tanner Moulton, Public Affairs Advisor, Natasha Westover, Public Affairs Manager, Ian McLeod, Senior Community & Socio-Economic Advisor, Nicole Stuckert, Team Lead Land - BC Projects, Neil Gibbs, Project Engineer – Phase 2, TC Energy – Coastal GasLink.

Mr. Moulton provided a PowerPoint presentation.

Coastal GasLink Phase 1 Update and proposed Phase 2:

- Project Overview
- Construction Update
- Construction Highlights
- Lodge Demobilization Update
- Burns Lake Community Thank You Event: September 27
- Vanderhoof Community Thank You Event: October 11
- Fraser Lake Community Thank You Event: October 12
- Houston Community Thank You Event: October 25
- RDBN Skid Steer Donation
- Investing in our Communities.

Mr. McLeod continued the PowerPoint Presentation.

- SEEMP Implementation Highlights, 2023
- SEEMP Report #9 engagement (December 2022 – May 2023)
- SEEMP Engagement Feedback (9th Reporting Cycle)
- Health Care Services
- Local Effects on health Care Services
- Housing and Commercial Accommodation
- Adaptive Management – Q1, Q2 2023.

DELEGATION (CONT'D)

Mses. Westover and Stuckert and Mr. Gibbs provided a PowerPoint Presentation regarding Phase 2.

- Overview
- Phase 2 – Potential Additional Compressor Stations
- What is a compressor station?
- Benefits for Indigenous and local communities
- Phase 2 – Community Investment and Build Strong
- Phase 2 – Current Status
- Upcoming engagement
- Permitting
- Phase 2 – Proposed Compressor Station Location – RDBN
- Phase 2 – Proposed Titanium Peak Compressor Station
- Phase 2 – Proposed Parrott Lake Compressor Station
- Phase 2 – Proposed Segundo Lake Compressor Station
- Phase 2 – Proposed Clear Creek Compressor Station
- Potential Community Concerns a Proposed Mitigation
- Creating a legacy of safety and respect.

Discussion took place regarding;

- Connectivity for the proposed Phase 2 Compressor Station sites
 - o Similar to the pipeline project
 - o Connectivity is an ongoing discussion
 - CGL willing to provide letters of support for connectivity grant applications
 - o Continue engagement
- Phase 1 nearing completion
 - o Number of hires – RDBN, national and international
 - CGL will provide the information
 - o SEEMP report includes information concerning hires in BC
- Timing of demobilization of camps and lodges
- Compressor Station Hazard Zones
- Tour of the Compressor Station operations
- Investment process and decision for Phase 2
 - o LNG Canada has given go ahead to move forward at this stage
- Working with Northwest Invasive Plant Council
 - o CGL indicated willingness to restart discussion from a community investment standpoint

Chair Parker thanked Messrs. Moulton, McLeod and Gibbs and Mses. Westover and Stuckert for attending the meeting.

ELECTORAL AREA PLANNING

Bylaw for 3rd Reading

Rezoning Application
RZ A-02-23 – 3rd Reading
Report Rezoning Bylaw
No. 2020 – Electoral
Area A (Smithers Rural)

Moved by Director Stoltenberg
 Seconded by Director Lambert

2023-11-5

1. "That the Board receive the Report of the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023 on the Supplementary Agenda.

2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023 be given third reading this 26th day of October, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PARKS AND TRAILS

Cycle 16 Trail Phase 3 Update
and Detailed Design Drawings
Review

Moved by Director Stoltenberg
 Seconded by Director Wiebe

2023-11-6

"That the Board receive the detailed design drawings (90%) for Phase 3 of the Cycle 16 Trail."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Houston and Fraser Lake
Recycling Depot Storage
Buildings

Moved by Director Storey
 Seconded by Director Brien

2023-11-7

"That the Board approve the budget scope change with Sliptube Enterprises Ltd. to include full installation at a total estimated price of \$112,000 per storage building."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- No budget change
- Concerns regarding distances being traveled to recycle
- Public communication and education and RSWAC working on public support for recycling
- Design of storage buildings will allow for relocation if deemed advantageous in the future.

ENVIRONMENTAL SERVICES (CONT'D)

Break for lunch at 12:14 p.m.

Reconvened at 1:00 p.m.

REGIONAL TRANSIT

Bulkley-Nechako Transit
Service Bylaw 1790
Amendment Bylaws

The following was discussed:

- October 13, 2023 letter from Ministry of Transportation and Infrastructure (MoTI)
- Requisition and cost recovery formula
- Maximum allowable taxation and taxation that may be needed
- Taxation scenarios
- Past funding from MoTI for administration of Regional Transit
- Northern Development Initiative Trust funding
- Funding from the Province
- Taxation determined by participants of the service
- Process for Electoral Areas to withdraw from a service
- Allocation of a fixed amount
- Alternative Approval Process costing
- Elector assent
- Contributing grant in aid for the service
- Bylaw approval process and timeline
- Contribution by municipalities with and without electoral area participation
- Provincial approval process with and without municipal consent
- Participation of off-corridor communities
- Electoral Area G participation and withdraw from participation
- Electoral Areas D and E use of grant in lieu of taxes for Service
- Grant in aid taxation adjustments to offset participation in the transit service
- Increasing ridership fees
 - o Under the Provincial agreement ridership fees are set until 2025
- BC Transit Service review of system indicated affordability was most important
- History of Bulkley-Nechako Transit system
- City of Prince George contribution.

REGIONAL TRANSIT (CONT'D)

Bulkley-Nechako Transit
 Service Bylaw 2011

Moved by Director Riis-Christianson

Seconded by Director Atrill

2023-11-8

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2011, 2023 to include Electoral Area B (Burns Lake Rural) be amended to require elector assent through alternative approval process and be given third reading as amended this 26th day of October, 2023."

Opposed: Director Storey

CARRIED

(All/Directors/Majority)

Bulkley-Nechako Transit
 Service Bylaw 2012

Moved by Director Greenaway

Seconded by Director Elphee

2023-11-9

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2012, 2023 to include Electoral Area C (Fort St. James Rural) be amended to require elector assent through alternative approval process and be given third reading as amended this 26th day of October, 2023."

Opposed: Director Storey

CARRIED

(All/Directors/Majority)

Bulkley-Nechako Transit
 Service Bylaw 2013

Moved by Director Parker

Seconded by Director Storey

2023-11-10

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2013, 2023 to include Electoral Area D (Fraser Lake Rural) be given third reading this 26th day of October, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REGIONAL TRANSIT (CONT'D)

Bulkley-Nechako Transit
 Service Bylaw 2015

Moved by Director Moon
 Seconded by Director Moutray

2023-11-11

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2015, 2023 to include Electoral Area F (Vanderhoof Rural) be given third reading this 26th day of October, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bulkley-Nechako Transit
 Service Bylaw 2017

Moved by Director Moutray
 Seconded by Director McGuire

2023-11-12

"That Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaw No. 2017, 2023 be amended to include the requisition and cost recovery formula in the amount of \$115,000 and be given third reading as amended this 26th day of October, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Knockholt Landfill Hours
 of Operation

Moved by Director Lambert
 Seconded by Director Stoltenberg

2023-11-13

"That the Board receive the Director of Environmental Services' Knockholt Landfill Hours of Operation memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RSWAC Summary
 -September 12 Meeting

Moved by Director Stoltenberg
 Seconded by Director Wiebe

2023-11-14

"That the Board receive the Director of Environmental Services' RSWAC Summary – September 12 Meeting memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Committee Meeting
Recommendations
October 12, 2023

Moved by Director Stoltenberg
 Seconded by Director Greenaway

2023-11-15

"That the Board approve recommendations 1 and 2 as written:

Committee of the Whole - October 12, 2023

Recommendation 1:

Re: Letter of Support Request - District of Houston

"That the Board approve the District of Houston's request for a Letter of Support for a Rural Economic Development Infrastructure Program application for the Bymac Park and Campground Revitalization project."

Recommendation 2:

Re: Letter of Support Request - Town of Smithers

"That the Board approve the Town of Smithers request for a Letter of Support for a BC Active Transportation Grant application for the Smithers Cycle 16 Connector Trail project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Associate Insurance Member
Burns Lake & District
Rebroadcasting Society

Moved by Director Riis-Christianson
 Seconded by Director Wiebe

2023-11-16

"That the Board approve the Municipal Insurance Association Service Provider Agreement between the Regional District of Bulkley-Nechako and the Burns Lake & District Rebroadcasting Society."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northern Development
-Northern Healthy
Communities Fund RDBN
Application for Regional Housing
Capacity Initiative

Moved by Director Storey
 Seconded by Director Brienens

2023-11-17

"That the Board supports the Regional District of Bulkley-Nechako's application to Northern Development Initiative Trust - Northern Healthy Communities Fund Capacity Program for the Regional Housing Capacity Initiative."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Letter of Support - Nechako
 Environment and Water
 Stewardship Society

Moved by Director McGuire
 Seconded by Director Moutray

2023-11-18

"That the Board approve the Nechako Environment and Water Stewardship Society's (NEWSS) request for a letter of support for their application to the Nechako Environmental Enhancement Fund (NEEF) for \$300,000 over 3 years to install Beaver Dam Analogs (BDAs) on streams within the Nechako Valley agricultural community."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Canada Community-Building
 Fund BC - Areas B and E
 Village of Burns Lake - Tom
 Forsythe Memorial Arena

Moved by Director Riis-Christianson
 Seconded by Director Lambert

2023-11-19

"1) That the Board authorize contributing up to \$100,000 of Electoral Area B (Burns Lake Rural) and \$25,000 of Electoral Area E (Francois/Ootsa Lake Rural) Canada Community-Building Fund BC allocation monies to the Village of Burns Lake for a Recreation Infrastructure project at the Tom Forsythe Memorial Arena, and further,

(participants/weighted/majority)

2) That the Board authorize the withdrawal of up to \$125,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northern Development
 Initiative Trust Business
 Façade Improvement Program
 Application

Moved by Director Stoltenberg
 Seconded by Director Storey

2023-11-20

"That the Board supports the application to Northern Development Initiative Trust (NDIT) for a grant of up to \$10,000 for the Business Façade Improvement Program from the Prince George and Northwest Regional Accounts.

That the Board agrees to enter into a contract with NDIT, should the funding be approved, and provide overall grant management for the project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Discussion took place regarding including improvements to allow fencing and landscaping changes in the Business Façade Improvement Program.

Letter of Support Request
-District of Houston

Moved by Director Wiebe
 Seconded by Director Storey

2023-11-21

"That the Board provide a Letter of Support to the District of Houston for its Rural Economic Development Infrastructure Program application for the Houston Economic Diversification project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Letter of Support Request
Houston Mountain Bike
Association

Moved by Director Newell
 Seconded by Director Stoltenberg

2023-11-22

"That the Board provide a Letter of Support to the Houston Mountain Bike Association for its Rural Economic Development Infrastructure Program application for the Mount Harry Davis Trail Upgrade and Expansion project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Letter of Support Request
-Town of Smithers

Moved by Director Brienens
 Seconded by Director Wiebe

2023-11-23

"That the Board provide a Letter of Support to the Town of Smithers for its Rural Economic Development Infrastructure Program application for the Smithers Regional Airport Contaminated Lands Clean-up project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Houston Search and Rescue
Canine Search Capability

Moved by Director McGuire
 Seconded by Director Greenaway

2023-11-24

"That the Board provide a Letter of Support for Houston Search and Rescue application to be recognized as having Canine Search Capability by Emergency Management and Climate Readiness."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Item to be brought forward
 To the Public Agenda from
 In-Camera Meeting re: HVAC
 Upgrade

Moved by Director Stoltenberg
 Seconded by Director Storey

2023-11-25

"That the Board receive the Director of Corporate Services' Item to be brought forward to the public agenda from In-Camera Meeting re: HVAC Upgrades memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Departmental Quarterly
 Reports – 3rd Quarter

Moved by Director Storey
 Seconded by Director Stoltenberg

2023-11-26

"That the Board receive the Director of Corporate Services' Departmental Quarterly Reports – 3rd Quarter memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Financial Statements (Ending
 September 30)

Moved by Director Greenaway
 Seconded by Director Storey

2023-11-27

"That the Board receive the Director of Corporate Services' Departmental Quarterly Reports – 3rd Quarter memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CN Draft Pest Management
 Plans (2024-2029)

Moved by Director Stoltenberg
 Seconded by Director Wiebe

2023-11-28

"That the Board receive the Regional Agriculture Coordinator's CN Draft Pest Management Plans (2024-2029) memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Village of Granisle - RDBN
 Director and Alternate
 Appointments

Moved by Director Greenaway
 Seconded by Director Wiebe

2023-11-29

"That the Board receive the Administration Correspondence from the Village of Granisle – RDBN Director and Alternate Appointments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Forests
 – Follow-up UBCM Meeting

Moved by Director Brienien
 Seconded by Director Lambert

2023-11-30

"That the Board receive the Administration Correspondence from the Ministry of Forests – Follow-up UBCM Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORTS

Compressor Station Tour
 -October 27, 2023

Moved by Director Moutray
 Seconded by Director Riis-Christianson

2023-11-31

"That Directors Lambert, Moon and Newell be authorized to attend the Ground Birch Compressor Station tour on October 27, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northwest BC Resource
 Benefits Alliance (RBA) -RDBN
 Appointment

Moved by Director Brienien
 Seconded by Director Wiebe

2023-11-32

"That Director Gladys Atrill be appointed RBA Co-Chairperson and Director Clint Lambert remain Alternate for the remainder of 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA (CONT'D)

ADMINISTRATION REPORTS (CONT'D)

Widzin Kwah Water Sustainability Project Working Group Appointment Moved by Director Moutray
 Seconded by Director Greenaway

2023-11-33 "That Director Newell be appointed to the Widzin Kwah Water Sustainability Project Working Group."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Letter of Support – Safe Walking and Biking Trail Project Moved by Director Stoltenberg
 Seconded by Director Atrill

2023-11-34 "That the Board approve a Letter of Support for Nak'azdli Whut'en and the District of Fort St. James for a safe walking and biking trail project in the communities."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Letter of Support - Nechako View Senior Citizens Home Society Moved by Director Moutray
 Seconded by Director Moon

2023-11-35 "That the Board approve a Letter of Support for the Nechako View Senior Citizens Home Society for their application to the BC Building: Community Housing Fund for a three-story, 28-unit building at 2824 Burrard Ave in Vanderhoof."

(All/Directors/Majority) CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Electoral Area C (Fort St. James Rural) – Update Director Greenaway noted the following:

- Participated in the NCLGA 2024 Conference and AGM Organizing Committee Meetings
 - o Event scheduled May 13-16, 2024
- Attended the Northern Health Fall Meeting
- First Accessibility Committee meeting to take place in November
- Attended Fort St. James Primary Health Care meeting
- Attended First Nations Housing meeting
 - o Funding and grants for housing initiatives
- Took a flyover of Germansen Landing to see the impacts from the Summer wildfires
 - o Two homes were lost
 - o Number of homes saved due to FireSmart initiatives.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Village of Burns Lake
-Update

Director Wiebe commented that the Village of Burns Lake is awaiting chiller parts for the arena. They are anticipating that the ice will be in January 2024.

District of Vanderhoof
-Update

Director Moutray mentioned that the Aurora Home Dementia Care facility has its first two residents moving in with the facility expected to be at full capacity January 2024.

Electoral Area A (Smithers/
 Telkwa Rural) – Update

Director Stoltenberg commented that he and Mayor Atrill are reaching out to the newly elected Witset Chief to schedule a meeting.

Village of Granisle – Update

Director McGuire provided the following update:

- A physician from Burns Lake will visit the community every 2nd Friday of the month starting October 27th
- Held an EOC mock exercise on October 25th
 - o really good exercise
- CAO hired in June resigned
 - o Completed an internal promotion to the CAO/CFO position.

Village of Fraser Lake – Update

Director Storey commented that CAO Rod Holland is retiring and new CAO, Ethan Fredeen to start December 15th.

Electoral Area B (Burns Lake
 Rural) – Update

Director Riis-Christianson mentioned he participated in a meeting with CityWest along with Director Newell. He spoke of inviting the Executive Director of Network Connectivity Services to a future meeting.

Electoral Area F (Vanderhoof
 Rural) – Update

Director Moon noted the following:

- commended community volunteers that did a clean up of illegal dump sites in the rural area
- concerns regarding the response of the Provincial RAPP (Report All Poachers and Polluters) line.
- Met with Shane Brienen, BC United Nechako Lakes Candidate and Kevin Falcon, Leader, BC United Party
- New Seniors Bus – extremely thankful to past Director Jerry Petersen for assistance with funding the project
- High cattle prices
 - o AgriRecovery Program limitations.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

District of Fort St. James
-Update

Director Elphee provided the following update:

- informal subdivision meeting – 35 members of public attended
- Attended the second council to council meeting with Nak'azdli Whut'en
- Attended a tri-community council meeting with Fraser Lake and Vanderhoof
- Staffing resignations and changes.

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

Director Lambert noted the following:

- Attended the Chinook Emergency Response Society debrief last week
 - Good community effort in 2023
 - Preparing for 2024
 - Discussed acquiring three more wildfire response trailers
 - Due to wildfires in the spring of 2023 the S100 courses have been rescheduled to take place now
- Wisteria Hall held an appreciation dinner for all fire fighters
- Grassy Plains School – Community Leaders Club
 - Fundraising to support the Chinook Emergency Response Society.

Town of Smithers – Update

Director Atrill spoke of the following:

- Attended the Northern Health Fall Meeting
 - Capital projects - Smithers Hospital Replacement
- Staffing concerns from the impacts of this years Wildfires and staff time spent in the Emergency Operations Centre.

Chair Parker – Update

Chair Parker commented that the Dean from the Western College of Veterinary Medicine, University of Saskatchewan will be coming to Vanderhoof and Prince George October 30-31st.

Receipt of Verbal
 Reports

Moved by Director Greenaway
 Seconded by Director Newell

2023-11-36

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Director Stoltenberg
Seconded by Director Storey

2023-11-37

“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
- Connectivity
- Labour Relations.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
Seconded by Director Greenaway

2023-11-38

“That the meeting be adjourned at 3:18 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, November 9, 2023**

PRESENT: Chair Mark Parker

Directors Gladys Atrill – via Zoom
Shane Brienen
Leroy Dekens
Martin Elphee
Judy Greenaway
Clint Lambert
Linda McGuire – via Zoom
Shirley Moon
Kevin Moutray
Chris Newell
Michael Riis-Christianson
Stoney Stoltenberg
Sarrah Storey – arrived at 11:04 a.m.
Henry Wiebe

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Nellie Davis, Manager of Regional Economic Development
– left at 11:04
John Illes, Chief Financial Officer
Wendy Wainwright, Deputy Director of Corporate Services

Media Saddman Zaman, LD News

CALL TO ORDER Chair Parker called the meeting to order at 11:00 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA Moved by Director Stoltenberg
Seconded by Director Dekens

C.W.2023-8-1 “That the Agenda of the Committee of the Whole meeting of November 9, 2023 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole Minutes – October 12, 2023

Moved by Director Stoltenberg
Seconded by Director Greenaway

C.W.2023-8-2

“That the Committee of the Whole Meeting Minutes of October 12, 2023 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

STAFF INTRODUCTION

Chair Parker introduced Anusha Rai, Human Resources Advisor.

REPORTS

UBCM Community Emergency Preparedness Fund -Indigenous Cultural Safety Application

Moved by Director Stoltenberg
Seconded by Director Riis-Christianson

C.W.2023-8-3

“That the Committee recommend that the Board approve the RDBN’s application to UBCM’s Community Emergency Preparedness Fund – Indigenous Cultural Safety Program for a Cultural Competence in Emergency Response project and agree to provide overall grant management for the project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Summary of Timber Supply Area Apportionment Decisions in the Regional District

Moved by Director Riis-Christianson
Seconded by Director Lambert

C.W.2023-8-4

“That the Committee receive the Chief Financial Officer’s Summary of Timber Supply Area Apportionment Decision in the Regional District.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Process began in 2019 with finalization in 2023 and is no longer accurate
 - o A number of fires have taken place since the start of the TSA apportionment decisions
- Map from Cheslatta Carrier Nation – identifying impact to Electoral Area E
 - o Second hardest hit area in the province since 2013

REPORTS (CONT'D)

- Electoral Areas C, D and E are in the top 10 areas hit by fire in the province
 - o Hectares burned in the Regional District 2010 to 2023
- Need to reassess inventory
- Cheslatta Carrier Nations Chief Forester estimates billions of cubic metres of fibre loss due to fire in Electoral Area E
- Attempting to determine next steps
- Long-term impact to sawmills, communities and the economy is significant
- Needs to be a greater priority
- Advocating the Province for better inventory
- Loss of planted tree seedlings due to drought and weather
- Manufacturing and utilization of burnt timber
- Ministry of Forests delegation January 2024
- Requested new Allowable Annual Cut for the RDBN from the Honourable Anne Kang, Minister of Municipal Affairs
 - o Indicated Ministry of Forests will follow-up
- Fort St. James Community Forest utilized the 2018 Shovel Lake Wildfire burnt timber
- Shelf-life of burnt timber
- Processing of aspen trees
 - o Companies unable to process unless lands are replanted with aspen seedlings
 - o Option when clearing land is to burn aspen trees
- Lakes and Morice woodlot volumes
- Challenges for companies to utilize slash due to constraints – having to burn slash piles
- Importance of a Northwest BC Resource Benefits Alliance (RBA) agreement to support northern communities
- Utilizing past perimeters from burnt areas of forest to protect new growth areas
- Timeline to replant trees after a wildfire.

IN-CAMERA MOTION

Moved by Director Stoltenberg
 Seconded by Director McGuire

C.W.2023-8-5

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
Seconded by Director Greenaway

C.W.2023-8-6

"That the meeting be adjourned at 11:28 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****Thursday November 9, 2023**

PRESENT:	Chair	Michael Riis-Christianson
	Directors	Judy Greenaway Clint Lambert Shirley Moon Chris Newell Mark Parker Stoney Stoltenberg
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development John Illes, Chief Financial Officer Wendy Wainwright, Deputy Director of Corporate Services
	Others	Shane Brienen, District of Houston Leroy Dekens, Village of Telkwa Martin Elphee, District of Fort St. James Kevin Moutray, District of Fort St. James Henry Wiebe, Village of Burns Lake

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

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA & SUPPLEMENTARY AGENDA Moved by Director Stoltenberg
Seconded by Director Greenaway

C.C.2023-3-1 "That the Connectivity Committee Agenda for November 7, 2023 be approved as amended; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

MINUTES

Connectivity Committee Meeting Minutes -July 13, 2023 Moved by Director Lambert
Seconded by Director Parker

C.C. 2023-3-2 "That the Connectivity Committee Meeting Minutes of July 13, 2023 be approved."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

SUPPLEMENTARY AGENDA

REPORT

Participation in a Study of Canadians' Internet Service Performance

Moved by Director Stoltenberg
 Seconded by Director Lambert

C.C.2023-3-3

"That the Committee receive the Manager of Regional Economic Development's Participation in a Study of Canadians' Internet Service Performance memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding sharing the Study of Canadians' Internet Service Performance information on the RDBN social media platforms.

Canada's Rural and Remote Broadband Conference

Moved by Director Stoltenberg
 Seconded by Director Newell

C.C.2023-3-4

"That the Committee receive Chair Riis-Christianson's Canada's Rural and Remote Broadband Conference memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Riis-Christianson indicated that the Conference was very informative and noted that the connectivity issues experienced within the Regional District are experienced Canada-wide. He identified that there was no provincial representation at the conference. Rogers was in attendance and spoke of work being done along Highway 16 to address the Highway of Tears Project. Chair Riis-Christianson encouraged the Committee to attend future conferences.

Director Greenaway requested additional information regarding 6Harmonics. Chair Riis-Christianson will provide the information.

IN-CAMERA MOTION

Moved by Director Newell
 Seconded by Director Stoltenberg

C.C.2023-3-5

"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 Parker
Seconded by Director Stoltenberg

C.C.2023-3-6

"That the meeting be adjourned at 10:44 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Michael Riis-Christianson, Chair

Wendy Wainwright, Deputy Director
of Corporate Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, November 9, 2023**

PRESENT: Chair Clint Lambert

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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Megan D'Arcy, Regional Agricultural Coordinator
Nellie Davis, Manager of Regional Economic Development – left at 3:00 p.m.
John Illes, Chief Financial Officer
Wendy Wainwright, Deputy Director of Corporate Services

Others Shane Brienen, District of Houston
Martin Elphee, District of Fort. St. James
Linda McGuire, Village of Granisle – via Zoom
Kevin Moutray, District of Vanderhoof – left at 2:30 p.m.
Sarrah Storey, Village of Fraser Lake

CALL TO ORDER

Chair Lambert called the meeting to order at 1:48 p.m.

AGENDAMoved by Director Stoltenberg
Seconded by Director NewellRDC.2023-6-1

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**Rural/Agriculture Committee Meeting Minutes
-September 7, 2023Moved by Director Stoltenberg
Seconded by Director Riis-ChristiansonRDC.2023-6-2

"That the minutes of the Rural/Agriculture Committee meeting of September 7, 2023 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Food and Agriculture Plan -Implementation Update

Moved by Director Stoltenberg
 Seconded by Director Newell

RDC.2023-6-3

"That the Committee receive the Regional Agriculture Coordinator's Food and Agriculture Plan – Implementation Update memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Food sustainability and a food hub
- Core group of producers at the 2023 RDBN Business Forum discussed the practicality of a food hub and pursuing value added processing
 - o Requires a dedicated and focused group to move forward
- Receiving an update from CleanFarms
 - o Staff will follow-up.

Northwest Invasive Plant Council Update Fall 2023

Moved by Director Parker
 Seconded by Director Newell

RDC.2023-6-4

"That the Committee receive the Regional Agriculture Coordinator's Northwest Invasive Plant Council Update Fall 2023 memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- New Provincial information collection database
 - o NWIPC Contractors experiencing challenges inputting and extracting data
 - o Awaiting full reporting regarding the preseason workplan
 - Staff will follow-up
- NWIPC Board of Directors changes – awaiting notification of next meeting and update
- Field crews were able to respond in a timely manner to requests
- Weeds surviving drought conditions
 - o Lack of ability for desirable forage crops to compete with the invasive species has allowed the invasive species to become more prominent
- Observation of scentless chamomile growing along the Cycle 16 Trail
 - o Scentless chamomile is not a priority by the province
 - o The RDBN can make a request to the NWIPC and with available resources it may be treated
- Treating Ministry of Transportation and Infrastructure gravel pits
- Treatment levels of various municipalities
 - o Encourage other municipalities to increase invasive plant treatments.

REPORTS (CONT'D)

Ministry of Agriculture and
 Food Regional Engagement
 Program

Moved by Director Greenaway
 Seconded by Director Stoltenberg

RDC.2023-6-5

"That the Committee receive the Regional Agriculture Coordinator's
 Ministry of Agriculture and Food Regional Engagement Program
 memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding:

- Crop selection
 - o Growing hemp and its impact to soil
- Regional Extension Open Houses hosted by Ministry of
 Agriculture and Food
 - o Advertised to a targeted audience.

Veterinary Drug and
 Medicated Feed Regulation

Moved by Director Stoltenberg
 Seconded by Director Riis-Christianson

RDC.2023-6-6

"That the Committee receive the Regional Agriculture Coordinator's
 Veterinary Drug and Medicated Feed Regulation memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Staff will continue to follow up with Dr. Burns, the province's Chief
 Veterinarian as no response has been received to date.

Water Restrictions for
 Agriculture Operations

Moved by Director Stoltenberg
 Seconded by Director Greenaway

RDC.2023-6-7

"That the Committee receive the Regional Agriculture Coordinator's
 Water Restrictions for Agriculture Operations memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Municipal Agriculture
 Disaster Declaration

Moved by Director Stoltenberg
 Seconded by Director Greenaway

RDC.2023-6-8

"That the Committee receive the Manager of Regional Economic
 Development's Municipal Agriculture Disaster Declaration
 memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

REPORTS (CONT'D)

The following was discussed:

- Farmers and ranchers registering for a water licence
- Water licensing rollout challenges
- Government aquifer monitoring well near Vanderhoof
- Inviting the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship to a future meeting
- Development of water storage
- Due to drought conditions lakes in the area are observed as having lower levels
- Water levels of the Nechako
 - o Explore options to utilize high water levels for water storage
- Provincial Government irrigation and water storage program.

Invitation to Minister Cullen to Attend a Future Meeting

Moved by Director Stoltenberg
 Seconded by Director Moon

RDC.2023-6-9

"That the Committee invite the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship to a future meeting to discuss water licensing and agricultural water usage."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Municipal Agriculture Disaster Declaration

Moved by Director Stoltenberg
 Seconded by Director Parker

RDC.2023-6-10

"That the Committee receive the Manager of Regional Economic Development's Municipal Agriculture Disaster Declaration memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The Committee spoke of the following:

- Declaring an agriculture disaster:
 - o Awareness by other levels of government
 - o Potential impacts
 - o Collecting data during harvest time to use as a condition assessment tool
 - BC Cattlemen's Association collects some data
 - Statistics Canada data
 - Collecting data to capture small farm, hobby farm and forage farm operations
 - Staff will review workplans and bring forward to the Committee for review.

CORRESPONDENCE

Federal-Provincial Support Helping Disaster-Affected Farmers

Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

RDC.2023-6-11

"That the Committee receive the correspondence regarding the Federal-Provincial Support Helping Disaster-Affected Farmers."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the price discrepancy in hay prices year over year and insurance coverage based on previous years hay prices and not actuals. Director Parker encouraged people to fill out the AgriRecovery Applications. In the past BC Cattlemen's had an individual who would travel to communities to assist farmers in filling out forms and paperwork. The long-term impacts of the drought were discussed and the continued advocacy of higher levels of government for support.

DISCUSSION ITEM

Volunteer of the Year

Chair Lambert noted that some municipalities recognize volunteers by having a Volunteer of the Year program and asked if the Committee would want to consider a similar program. The following was discussed:

- Municipal nomination process
- Exploring a rural citizen/volunteer nomination process
- BC Achievement Awards
 - o No nominations from northern B.C.
 - o Need to encourage nominations
- Options to recognize volunteers
 - o Banquet to include all volunteers
 - o Rural Directors Volunteer Breakfast
 - o Certificates
 - o Youth and adult recognition
 - o Province of BC proclaimed BC Non-Profit Day - October 30th
 - o Volunteer of the Year week – opportunity to encourage new volunteers
- Staff will bring forward options for a Rural Citizen/Volunteer of the Year Recognition for the Committee to consider.

ADJOURNMENT

Moved by Director Greenaway
Seconded by Director Newell

RDC.2023-6-10

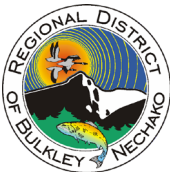
"That the meeting be adjourned at 3:00 p.m."

(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: Danielle Patterson, Senior Planner
Date: November 23, 2023
Subject: OCP Amendment and Rezoning Application RZ E-01-22
First and Second Reading for Bylaw No. 2021 and 2022

RECOMMENDATIONS:

(all/directors/majority)

1. That the Board consider and approve the consultation identified in the attached consultation checklist.
 2. That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 2021, 2023" be given first and second reading and subsequently be taken to Public Hearing.
 3. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2022, 2023" be given first and second reading and subsequently be taken to Public Hearing.
 4. That the Public Hearing for "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 2021, 2023" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2022, 2023" be delegated to the Director or Alternate Director for Electoral Area E.
-

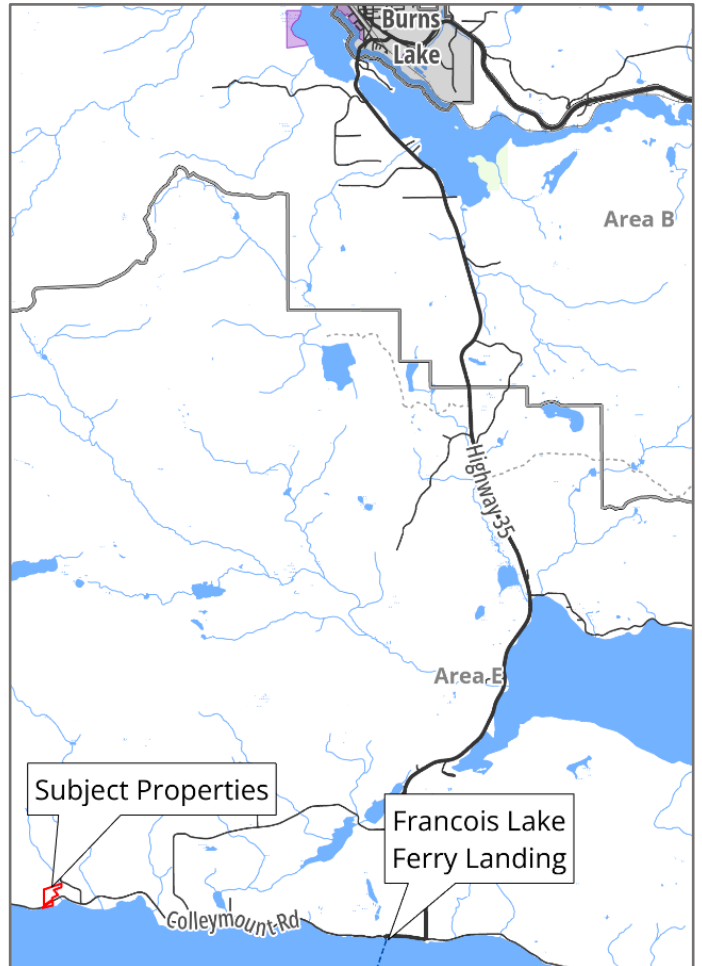
EXECUTIVE SUMMARY

The application is to amend the OCP designation for the two subject properties to Rural Residential and rezone the land to the Small Holdings (H1) Zone to allow the 10.21 ha (25.25 ac) of land to be subdivided into 4 parcels. The application also proposes to amend the text of the OCP to allow a variance to be issued allowing three of the proposed parcels to be as small as 1 ha (2.47 ac). Should this application be approved at third reading the Board may be presented with a development variance permit application to allow a subdivision for up to three parcels as small as 1 ha in the H1 Zone.

Staff have no concerns with the proposed OCP amendment and rezoning and recommend that the application be supported.

APPLICATION SUMMARY

Name of Owners:	Gordon McFee and Joan McFee
Electoral Area:	E (Francois/Ootsa Lake Rural)
Subject Properties:	Lot A, District Lots 5333 & 5332, Range 5, Coast District, Plan 6090 (PID 010-095-713) and Lot 1, District Lot 5332, Range 5, Coast District, Plan 3998, Except Plan 5079 (PID 009-020-675)
Property Sizes:	<p>Lot A: 8.47 ha</p> <p>Lot 1: 1.74 ha</p> <p>Total Area: 10.21 ha (25.25 ac)</p>
OCP Designations:	<p>Burns Lake Rural and Francois Lake (North Shore) OCP, Bylaw No. 1785, 2017 (the OCP):</p> <p>Lot A: Resource (RE)</p> <p>Lot 1: Lakeshore (L)</p>
Zoning:	<p>RDBN Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw):</p> <p>Lot A: Large Holdings Zone (H2)</p> <p>Lot 1: Waterfront Residential I Zone (R3)</p>
ALR status:	Not in the ALR
Building inspection:	Not within building inspection area.
Fire protection:	Not within a Fire Protection Area.
Existing land use:	Agriculture
Location:	Colleymount Road, approximately 7 km west of the Francois Lake Ferry Northside terminal.



Proposed Official Community Plan (OCP) and Rezoning

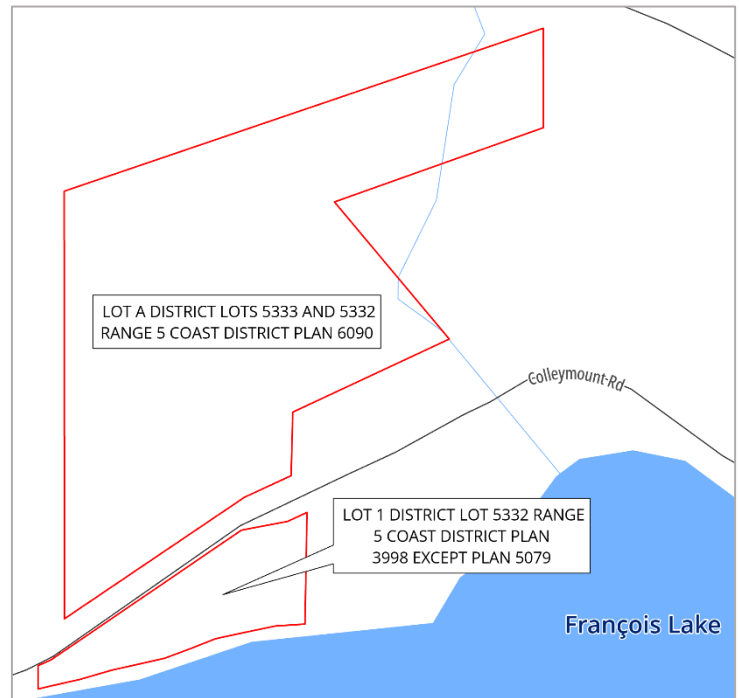
The applicants would like to subdivide the two subject properties into three waterfront parcels as small as 1 ha each and one larger remainder. The waterfront parcels would straddle Colleymount Road with part of each parcel to the north of the road and part of each parcel to the south of the road.

To allow this development the applicants have applied to do the following.

1. Amend the Official Community Plan (OCP) by changing the designation of the subject properties from the Resource (RE) and Lakeshore (L) designations to the Rural Residential (RR) designation.
2. Amend the OCP by adding a policy which allows the H1 Zone to be varied to allow parcels as small as 1 ha.
3. Rezone the subject properties from the Waterfront Residential 1 Zone (R3) and Large Holdings Zone (H2) to the Small Holdings Zone (H1).

DISCUSSION

Lot 1 is flat and level with good access to Francois Lake (see attached pictures). It contains a fenced and gated pasture area; a barn used for hay storage; and small outbuilding. Lot A has steep and varied terrain that slopes towards Colleymount Road. It is fenced and gated with a barn, pastureland, and is used to winter cattle. There are no dwellings on either property.



OCP designation

Current OCP Designation for Lot A: The RE designation is characterized by a lack of settlement and by extensive resource management potential. It is the intent of this designation to protect the resource values of the designated area and to minimize resource conflicts among recreation, grazing, mining, and wildlife by discouraging settlement on Resource designated lands. The minimum parcel size in RE designation is 8 ha (19.77 ac).

Current OCP Designation for Lot 1: The L designation is intended to accommodate the demand for residential development in close proximity to a lake in the Plan area. The lands available for the L designation are limited to allow in-fill development at a scale that will not impact the character of existing lakeshore development or other neighbourhoods. The density and scale of development is also limited to ensure that the environmental integrity of the lakes is not negatively impacted, and to avoid the necessity for the establishment of development permit areas to adequately mitigate the impacts of lakeshore development.

Proposed OCP Designation for both parcels: The RR designation is intended to provide opportunities for people to live in a rural setting in a sustainable and responsible manner, while protecting and preserving the rural character of the area. This designation supports the proposed rezoning to H1.

To facilitate the applicants' proposed development variance permit application to allow parcels as small as 1 ha in the H1 zone the following text is proposed to be added to the RR designation:

Applications to permit up to three parcels as small as 1 hectare (2.47 acres) may be considered on parcels legally described as Lot A, District Lots 5333 and 5332, Range 5, Coast District, Plan 6090 and Lot 1, District Lot 5332, Range 5, Coast District Plan 3998, Except Plan 5079 provided that the average size of all parcels created is not smaller than 2 hectares (4.94 acres), with a maximum of one Single Family Dwelling per parcel.

Zoning

The applicants propose rezoning both properties to H1. Rezoning Lot A from H2 to H1 removes Intensive Agriculture, Portable Sawmill, and Rural Retreat as permitted principal uses and removes Large Kennel and Guest Ranch as permitted secondary uses. Rezoning Lot 1 from R3 to H1 would change the legal non-conforming Agriculture use to a permitted principal use. Additionally, the 33% parcel coverage limit would be removed. The H1 Zone supports a minimum parcel size at subdivision of 2 ha (4.94 acres).

Development Variance Permit (DVP)

As noted, the applicant proposes to vary the 2.0 ha minimum parcel area requirement under the H1 Zone through the issuance of a DVP, should third reading of the bylaws be supported. The DVP process is the opportunity for the Board to review a proposed subdivision plan and consider other DVP conditions. Under the current Lakeshore designation of Lot A, following OCP policy is in effect.

Section 3.5.2(11) Applications to permit new waterfront parcels shall not be supported if a lot is serviced by a septic field that is within 100 metres from any lake, unless that septic field is designed by an appropriately qualified engineer or geoscientist to confirm that the proposed septic field will have no detrimental impacts on the adjacent water body. In no case should the setback be less than 30 metres.

Staff have concerns that with a redesignation of Lot A from L to RR, the above policy would no longer be in effect for this waterfront parcel. Given the site-specific nature of the applicants' proposal, during the DVP process, staff would recommend the intent of the above policy be incorporated as a DVP condition so the benefits of this parcel are not lost if the applicants' plans for subdivision move forward.

Provincial Subdivision Approvals

The applicant must work with the Ministry of Transportation and Infrastructure (MoTI) and the provincial subdivision Approval Officer regarding matters related to sewage disposal, water supply, access to lands beyond, and a safe building site. The Approval Officer would be obliged to secure any conditions outlined in the DVP as part of the subdivision approval process.

Preliminary discussions with MoTI staff indicate that:

- access to lands beyond is not required;
- septic fields on the north side of Colleymount Road running under the road can be accommodated (subject to formal MOTI approval); and
- a requirement for a geotechnical engineer's report identifying safe building sites is not anticipated.

OCP Consultation

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.

Additionally, 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 attached consultation checklist.

Referral Responses

At their September 3, 2023 meeting the **Electoral Area E APC** passed the following motion.

"The Area E APC recommend to the Board that both the OCP/Rezoning application and the Development Variance Permit application (be) supported, subject to the three 0.8 ha lots being increased to 1 ha lots".

No response was received by Skin Tyee Nation, Wet'suwet'en First Nation, Office of the Wet'suwet'en, Witset First Nation, Nee-Tahi-Buhn Band, School District 91 (Nechako Lakes), or the Ministry of Transportation and Infrastructure as of the writing of this report.

ATTACHMENTS:

1. Bylaw No. 2021
2. Bylaw No. 2022
3. Applicant submission
4. Site visit photos
5. Appendix A: OCP Amendment Consultation Checklist



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2021

A Bylaw to Amend "Burns Lake Rural and Francois Lake (North Shore)
 Official Community Plan Bylaw No. 1765, 2017"

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

1. That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1765, 2017" be amended such the designation of the following lands is changed from Resource (RE) to Rural Residential (RR):

Lot A, District Lots 5333 and 5332, Range 5, Coast District, Plan 6090 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1765, 2017" be amended such the designation of the following lands is changed from from Lakeshore (L) to Rural Residential (RR):

Lot 1, District Lot 5332, Range 5, Coast District, Plan 3998, Except Plan 5079 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

3. That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1765, 2017" be amended by adding the following to the Rural Residential (RR) Designation Policy Section 3.4.2.:

"Applications to permit up to three parcels as small as 1 hectare (2.47 acres) may be considered on parcels legally described as Lot A, District Lots 5333 and 5332, Range 5, Coast District, Plan 6090 and Lot 1, District Lot 5332, Range 5, Coast District Plan 3998, Except Plan 5079 provided that the average size of all parcels created is not smaller than 2 hectares (4.94 acres), with a maximum of one Single Family Dwelling per parcel."

This bylaw may be cited as "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 2021, 2023".

READ A FIRST TIME this ____ day of ____

READ A SECOND TIME this ____ day of ____

PUBLIC HEARING HELD this ____ day of ____

READ A THIRD TIME this ____ day of ____

I hereby certify that the foregoing is a true and correct copy of "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 2021, 2023".

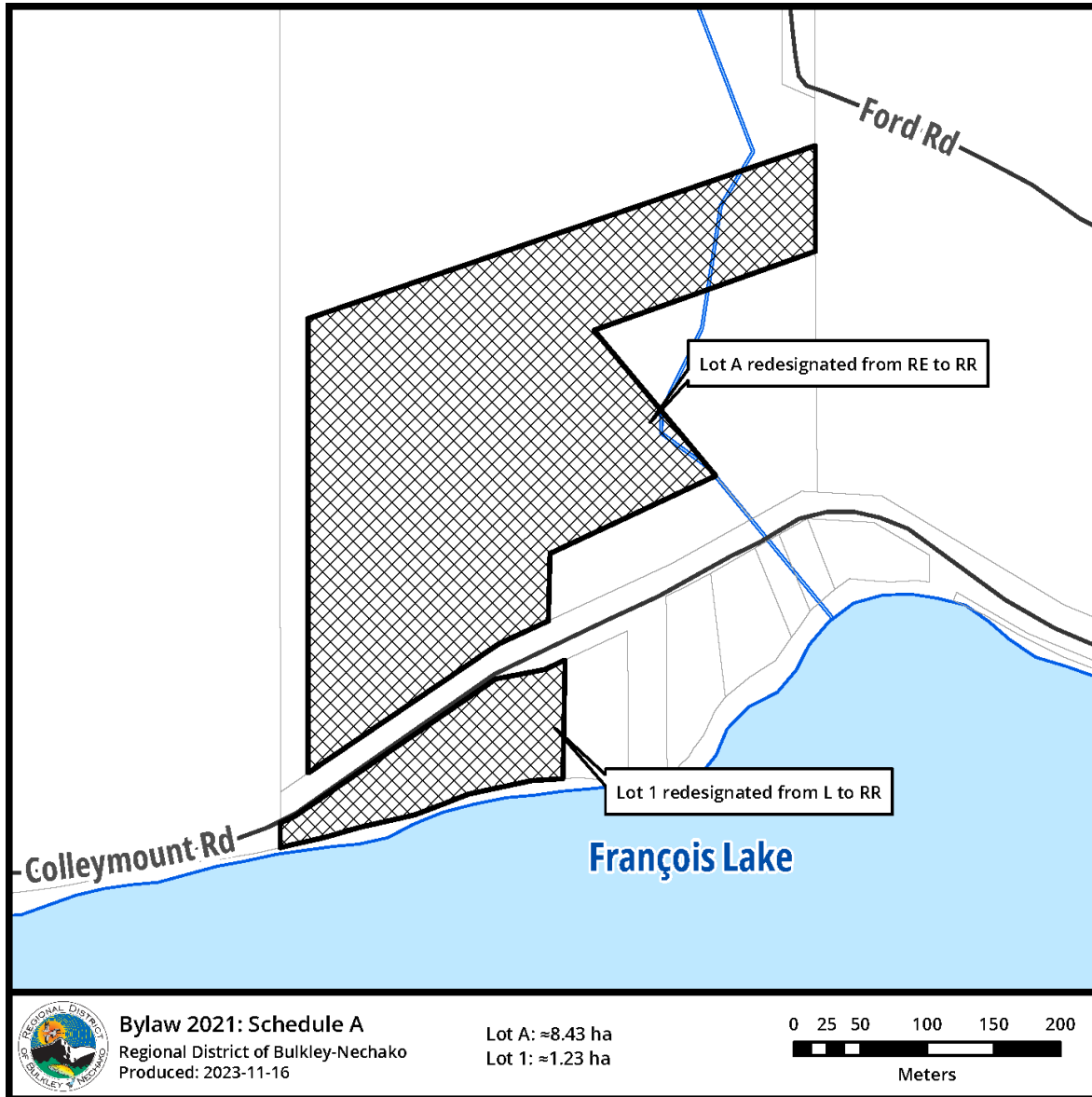
DATED AT BURNS LAKE this ____ day of ____

Corporate Administrator

ADOPTED this ____ day of ____

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2021

The land legally described as Lot A, District Lots 5333 and 5332, Range 5, Coast District, Plan 6090 be redesignated from Resource (RE) to Rural Residential (RR) and the land legally described as Lot 1, District Lot 5332, Range 5, Coast District, Plan 3998, Except Plan 5079 being redesignated from Lakeshore (L) to Rural Residential (RR).

I hereby certify that this is Schedule "A" of Bylaw No. 2021, 2023.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2022

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:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that these lands are rezoned from the Large Holdings Zone (H2) to the Small Holdings Zone (H1):

Lot A, District Lots 5333 and 5332, Range 5, Coast District, Plan 6090 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that these lands are rezoned from the Waterfront Residential I Zone (R3) to the Small Holdings Zone (H1):

Lot 1, District Lot 5332, Range 5, Coast District, Plan 3998, Except Plan 5079 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. 2022, 2023".

READ A FIRST TIME this ____ day of ____

READ A SECOND TIME this ____ day of ____

PUBLIC HEARING HELD this ____ day of ____

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. 2022, 2023".

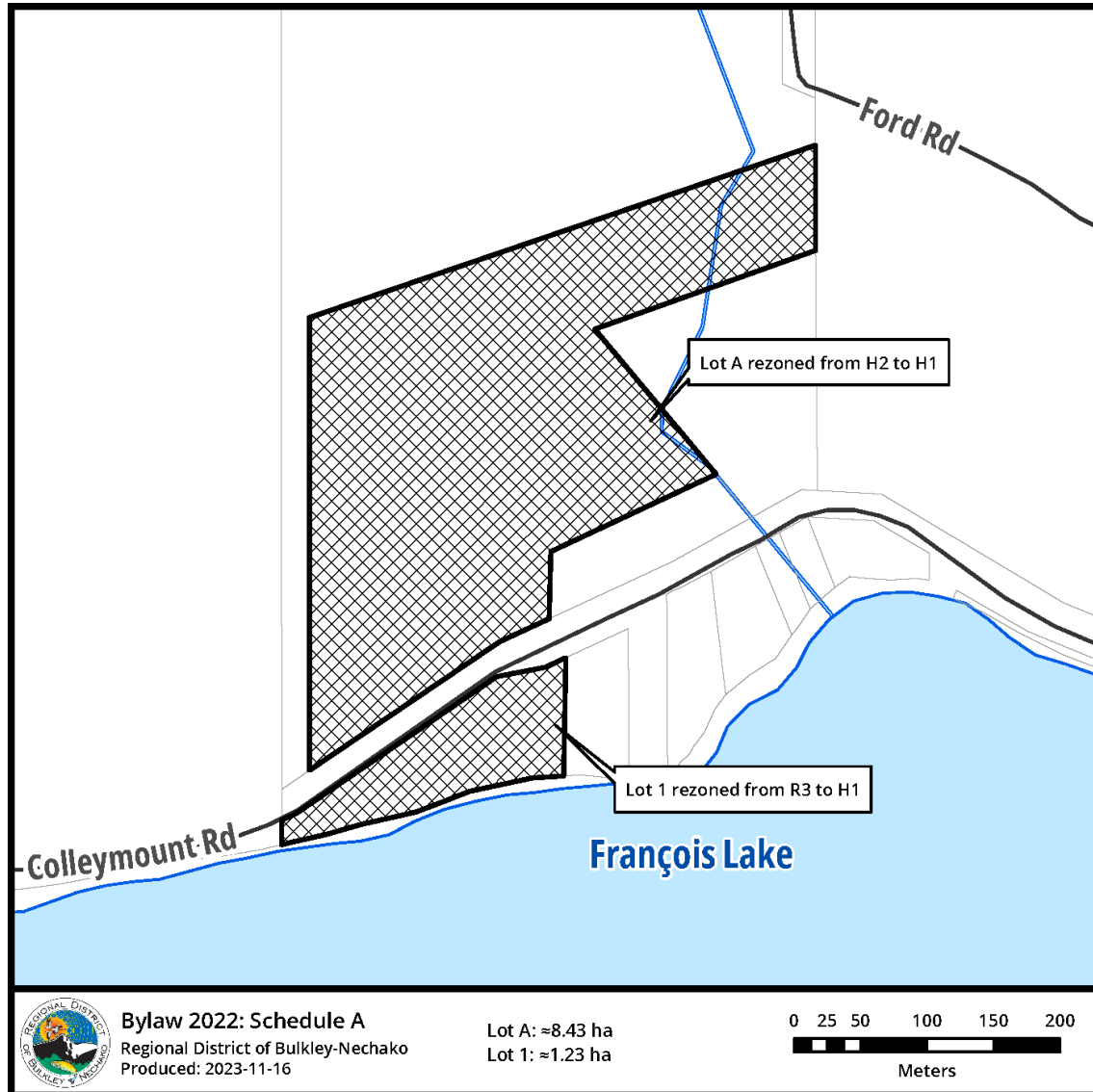
DATED AT BURNS LAKE this ____ day of ____

Corporate Administrator

ADOPTED this ____ day of ____

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2022

The lands legally described as Lot A, District Lots 5333 and 5332, Range 5, Coast District, Plan 6090, be rezoned from the Large Holdings Zone (H2) to the Small Holdings Zone (H1) and the lands legally described as Lot 1, District Lot 5332, Range 5, Coast District, Plan 3998, Except Plan 5079 being rezoned from the Waterfront Residential I Zone (R3) to the Small Holdings Zone (H1) .

I hereby certify that this is Schedule "A" of Bylaw No. 2022, 2023.

Corporate Administrator

4. REQUESTED AMENDMENT

Proposed Amendment to Zoning Bylaw: 1) Lot A, District Lots 5333 & 5332, Range 5 CD Plan 6090
: to change current H2 zoning to H2 and R3

2) Lot 1, District Lot 5332, Range 5 CD Plan PRP 3998 Except
: Current zoning of R3 will remain Plan PRP 5079
as R3.

Proposed Amendment to OCP: 1) Lot A, District Lots 5333 & 5332, Range 5 CD Plan 6090
: to change lot size from 20.94 acres to 17.9 acres in order to make 3- 1 acre lots which will be added to 3- 1 acre lots on the property south of Colleymount Rd.

Reason for Application:

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

We have owned these properties close to 60 years, and at this stage of our life, we would like to subdivide these parcels into 4 lots for the use and pleasure of our children. In the meantime we will continue to use this area for farming purposes, as it has been in the past 50 plus years. Lots east and west of the proposed properties are solely residential use.

5. APPLICATION FEES

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

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

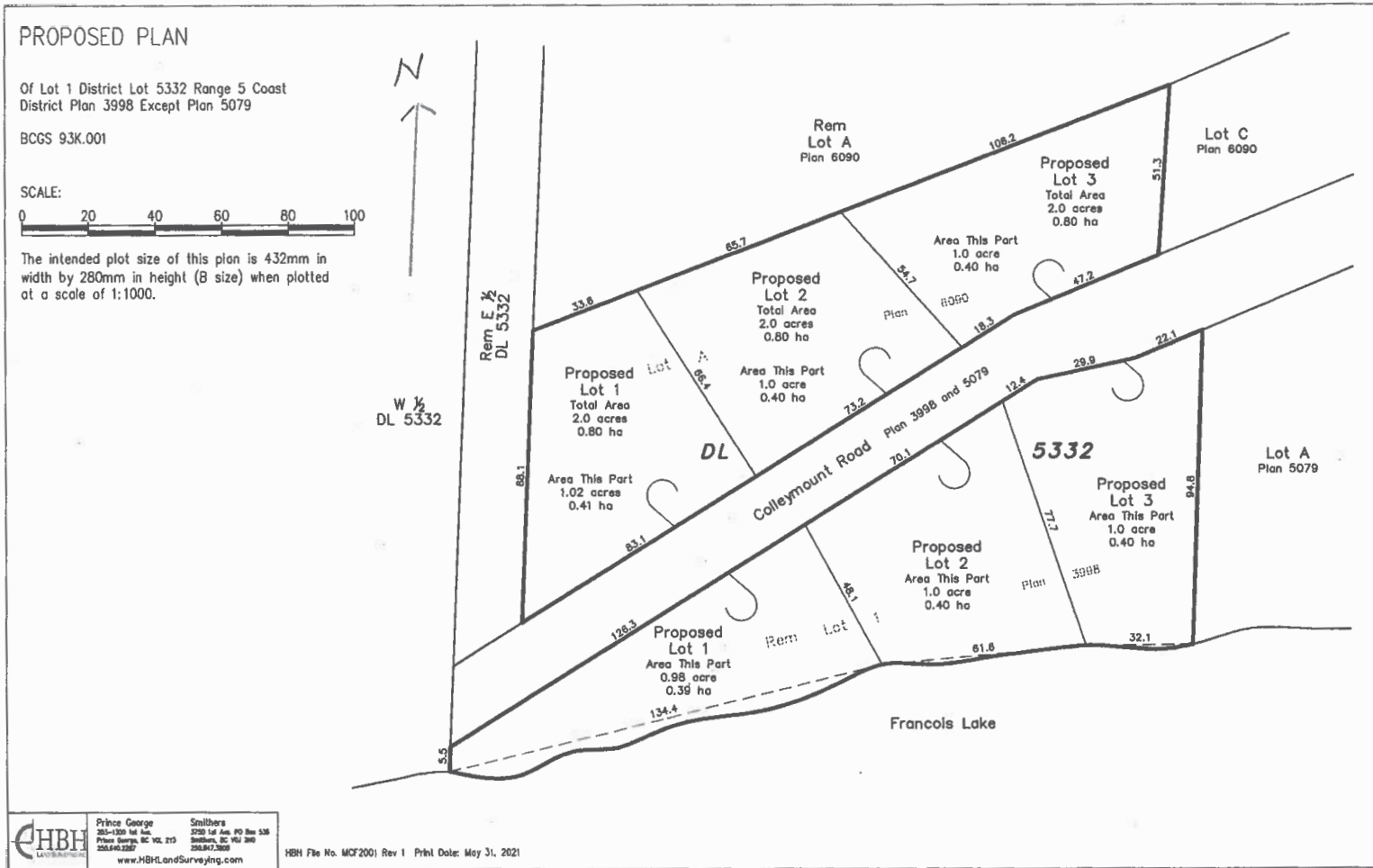
- Cheques should be made to the Regional District of Bulkley-Nechako and delivered to the attention of the Planning Department by mail to Box 820, Burns Lake, BC, V0J 1E0; or at the RDBN office, 37-3rd Ave, Burns Lake, BC.
- Interact debit card or cash payments can be made at the RDBN office, 37 3rd Avenue, Burns Lake, BC.

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

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

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

Preliminary Plan



Suitability for Onsite Sewerage – Proposed Subdivision

Date: October 10, 2023

Legal Description: Lot 1, District Lot 5332, Range 5, Coast District, Plan 3998 except Plan 5079.
PID 009-020-675 Assessment Roll: 26-755-10217.000

Property Owner: Joan and Gordon McFee
email [REDACTED]

Background

The owners are applying for subdivision approval. The parent parcel is 3.13 acres, with proposed division into 3 lots – each approximately 1 acre.

As a condition of subdivision approval, the Authorities Having Jurisdiction require written advice from an Authorized Person confirming that each of the proposed lots have conditions suitable for construction of onsite sewerage systems in compliance with the Sewerage System Regulation.

Methodology

- I attended the site June 15, 2021 with Josh Carpenter, ROWP. We excavated test pits throughout the site, in locations representing conditions within the three proposed lots.
- Conclusions regarding suitability for onsite sewerage are in accordance with the Sewerage System Regulation and the BC Ministry of Health's Sewerage System Standard Practice Manual.

Conclusions

All three proposed lots have conditions that are suitable for onsite sewerage treatment and dispersal.

Advanced treatment is not required. Type 1 treatment (septic tank only) is suitable.

Sand mounds, drip dispersal or other 'advanced' dispersal configurations are not required. Applicable standards for soil dispersal (drain fields) require conventional pressure dispersal to shallow or at grade seepage beds.

Details:

- All horizontal separation standards are easily met, including the 30 m setback from dispersal systems to freshwater bodies and surface sources of drinking water.
- Depth of unsaturated and permeable soil above the shallowest limiting conditions (seasonal high water or restrictive soils) range from 60 – 90 cm.
- Soil texture within those shallow soil horizons is sand and loamy sand, underlain by restrictive silts and clays with seasonal saturation.

- Based on SPM standards, the required configuration of sewerage systems are as follows:
 - Type 1 treatment (septic tank only).
 - Uniform dispersal to native soil by pressure distribution to seepage beds with infiltrative surfaces at or below original grade, with raised cover soil.
 - The size of drain fields would be approximately 3 m x 25 m (for four-bedroom residences).

Summary

In my opinion, each of the three proposed lots have conditions and available area that is suitable for onsite sewerage systems in accordance with the Sewerage System Regulation and the Standard Practice Manual ... with suitable capacity for a single residence on each lot, up to four bedrooms.

If you have any questions or require any further information, please do not hesitate to contact me.



Jim Andersen, ASCT., ROWP



Attachment: Site Visit Photos

Photo #1: View of Lot 1 (left/south side of road) and Lot A (right/north side of road)



Photo #2: Opposite View of Lot 1 (right/south side of road) and Lot A (south/north side of road)



Photo Series: View of Lot 1 (parcel on south side of Colleymount Road)

Photo #3: Haybarn



Photo #4: Haybarn and level topography



Photo #5: Fenced and gated pasture



Photo #6: Fenced and gated pasture continued



Photo #7: Lakeview from pasture



Photo #8: Lakeview from driveway/tree line



Photo Series: View of Lot 2 (parcel on north side of Colleymount Road)

Photo #9: Barn



Photo #10: cattle and winter pasture



Photo Series: topography/sloping on of Lot 2 (northside of Colleymount) towards Road

Photo #11: Slope to road/increased elevation north of fenced in area



Photo #12: Slope to road/increased elevation in treed area



Photo #13: Slope to road



Photo # 14: Slope from fence line



Appendix A

Official Community Plan (OCP) Amendment Consultation Checklist

Associated OCP amendment application number: RZ E-01-22

Associated OCP Amendment Bylaw number: 2021

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 River
- 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 Area E Advisory Planning Commission

Government Agencies

- Ministry of Transportation and Infrastructure
- Ministry of Agriculture and Food
- Ministry of Environment and Climate Change Strategy
- Ministry of Tourism, Arts, Culture and Sport
- Ministry of Forests

- Northern Health
- Department of Fisheries and Oceans
- Agricultural Land Commission

First Nations

- | | |
|---|--|
| <input type="checkbox"/> Binche Whut'en | <input checked="" type="checkbox"/> Nee Tahi Buhn Band |
| <input type="checkbox"/> Ts'il Kaz Koh (formerly Burns Lake Band) | <input type="checkbox"/> Nuxalk Nation |
| <input type="checkbox"/> Cheslatta Carrier Nation | <input checked="" 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 checked="" type="checkbox"/> Skin Tyee Nation |
| <input type="checkbox"/> Heiltsuk Nation | <input type="checkbox"/> Stellat'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 Dené Nation | <input type="checkbox"/> Ulkatcho First Nation |
| <input type="checkbox"/> McLeod Lake Indian Band | <input type="checkbox"/> West Moberly First Nations |
| <input type="checkbox"/> Nadleh Whut'en | <input checked="" type="checkbox"/> Wet'suwet'en First Nation |
| <input type="checkbox"/> Nak'azdli Whut'en | <input checked="" type="checkbox"/> Witset First Nation |
| <input type="checkbox"/> Nazko First Nation | <input type="checkbox"/> Yekooche First Nation |

School Districts

- School District No. 91 – Nechako Lakes
- School District No. 54 – Bulkley Valley
- Improvement Districts

Public

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



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Maria Sandberg, Planning and Parks Coordinator
Date: November 23, 2023
Subject: **OCP amendment application RDBN-02-22**
Third Reading and Adoption for OCP Amendment Bylaws 2000, 2023, 2001, 2023, 2002, 2023, and 2003, 2023

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

1. That the Board receive the Report of 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”.
 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 third reading and adoption.
-

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.

Planning Department staff recommend Bylaws 2000, 2023, 2001, 2023, 2002, 2023, and 2003, 2023 receive third reading and adoption.

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.

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.

PUBLIC HEARING

The Public Hearing for all four bylaws was held on Monday, November 6, 2023. The Report of the Public Hearing is provided in the attachments. There were no comments during the Public Hearing or written submissions related to the bylaws.

STAFF COMMENTS

Staff recommend that Bylaws No. 2000, 2001, 2002 and 2003 be given third reading and adoption.

ATTACHMENTS:

- Report of the Public Hearing for Bylaws No. 2000, 2001, 2002 and 2003
- OCP Amendment Bylaw No. 2000, 2023
- OCP Amendment Bylaw No. 2001, 2023
- OCP Amendment Bylaw No. 2002, 2023
- OCP Amendment Bylaw No. 2003, 2023

REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2000-2003
November 6, 2023

Report of the Public Hearing held at 7:00 pm, Monday, November 6, 2023 by Zoom video/conference call regarding OCP Amendment Bylaws 2000, 2023; 2001, 2023; 2002, 2023; 2003, 2023.

ATTENDANCE:

Registered Attendees: None


Public Hearing Chair: Michael Riis-Christianson, Director, EA B (Burns Lake Rural)

RDBN Staff: Jason Llewelyn, Director of Planning (Recording Secretary)

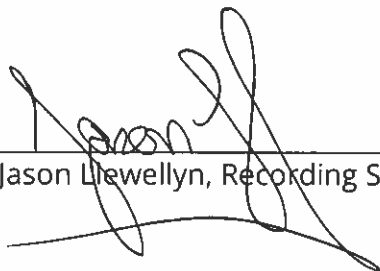
CALL TO ORDER: The meeting was called to order by Chair Riis-Christianson at 7:00 pm.

CORRESPONDENCE: No written submissions to this Public Hearing were received.

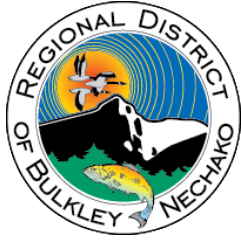
BUSINESS: No public attended the Public Hearing and no comments were received. Chair Riis-Christianson closed the Public Hearing at 7:15 pm.



Michael Riis-Christianson, Chairperson



Jason Llewelyn, Recording Secretary



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 28th day of September, 2023.

READ A SECOND TIME this 28th day of September, 2023.

PUBLIC HEARING HELD this 6th day of November, 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 28th day of September, 2023.

READ A SECOND TIME this 28th day of September, 2023.

PUBLIC HEARING HELD this 6th day of November, 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 28th day of September, 2023.

READ A SECOND TIME this 28th day of September, 2023.

PUBLIC HEARING HELD this 6th day of November, 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 28th day of September, 2023.

READ A SECOND TIME this 28th day of September, 2023.

PUBLIC HEARING HELD this 6th day of November, 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".

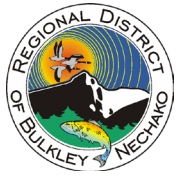
DATED AT BURNS LAKE this _____ day of _____, 2023.

Corporate Administrator

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

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

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

1. That the Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2019, 2023".
 2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2019, 2023" be given third reading and adoption.
-

EXECUTIVE SUMMARY

The proposed rezoning 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 third reading and adoption.

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 property is currently vacant. The applicants are siblings and co-own the property. They wish to build one single family dwelling for 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 the H1A Zone 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”*

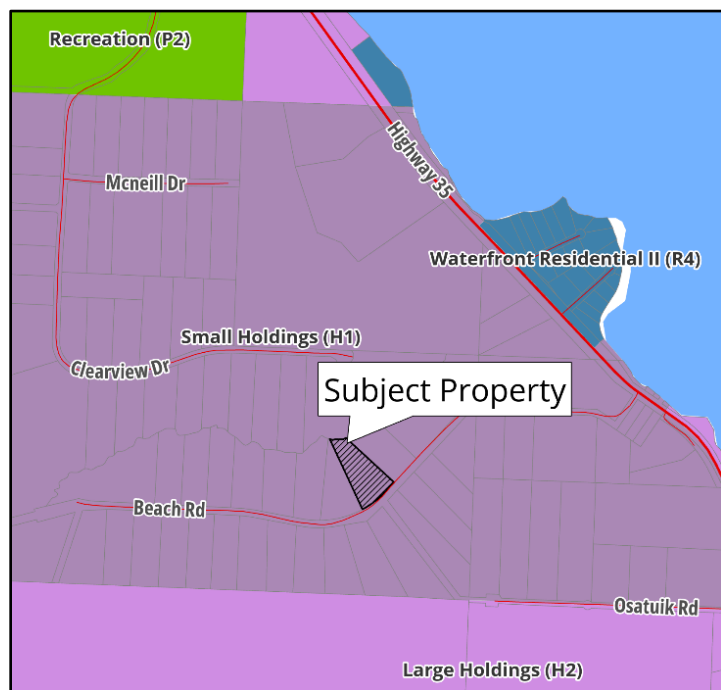
The applicants have provided a letter from a Registered Onsite Wastewater Practitioner (ROWP) stating that the property can accommodate onsite sewage for two single family dwellings. Conformity with Northern Health regulations is ensured as part of the building permit process.

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 for subdivision 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 third reading and adoption.

REFERRAL RESPONSES

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

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

PUBLIC HEARING

The Public Hearing for the proposed bylaw was held on Tuesday, November 7, 2023. The Report of the Public Hearing is attached. There were no comments during the Public Hearing or written submissions.

ATTACHMENTS:

- Report of the Public Hearing for Bylaw 2019, 2023
- Bylaw No. 2019, 2023

REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2019
November 7, 2023

Report of the Public Hearing held at 7:00 pm, Tuesday, November 7, 2023 at the RDBN Board Room, 37 3rd Avenue, Burns Lake, BC regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2019, 2023".

ATTENDANCE:

Registered Attendees: None

Public Hearing Chair: Michael Riis-Christianson, Director, EA B (Burns Lake Rural)

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

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

CORRESPONDENCE: No written submissions to this Public Hearing were received.

BUSINESS: No public attended the Public Hearing and no comments were received. Chair Riis-Christianson closed the Public Hearing at 7:20 pm.



Michael Riis-Christianson, Chairperson



Cameron Kral, Recording Secretary



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 28th day of September, 2023.

READ A SECOND TIME this 28th day of September, 2023.

PUBLIC HEARING HELD this 7th day of November, 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.

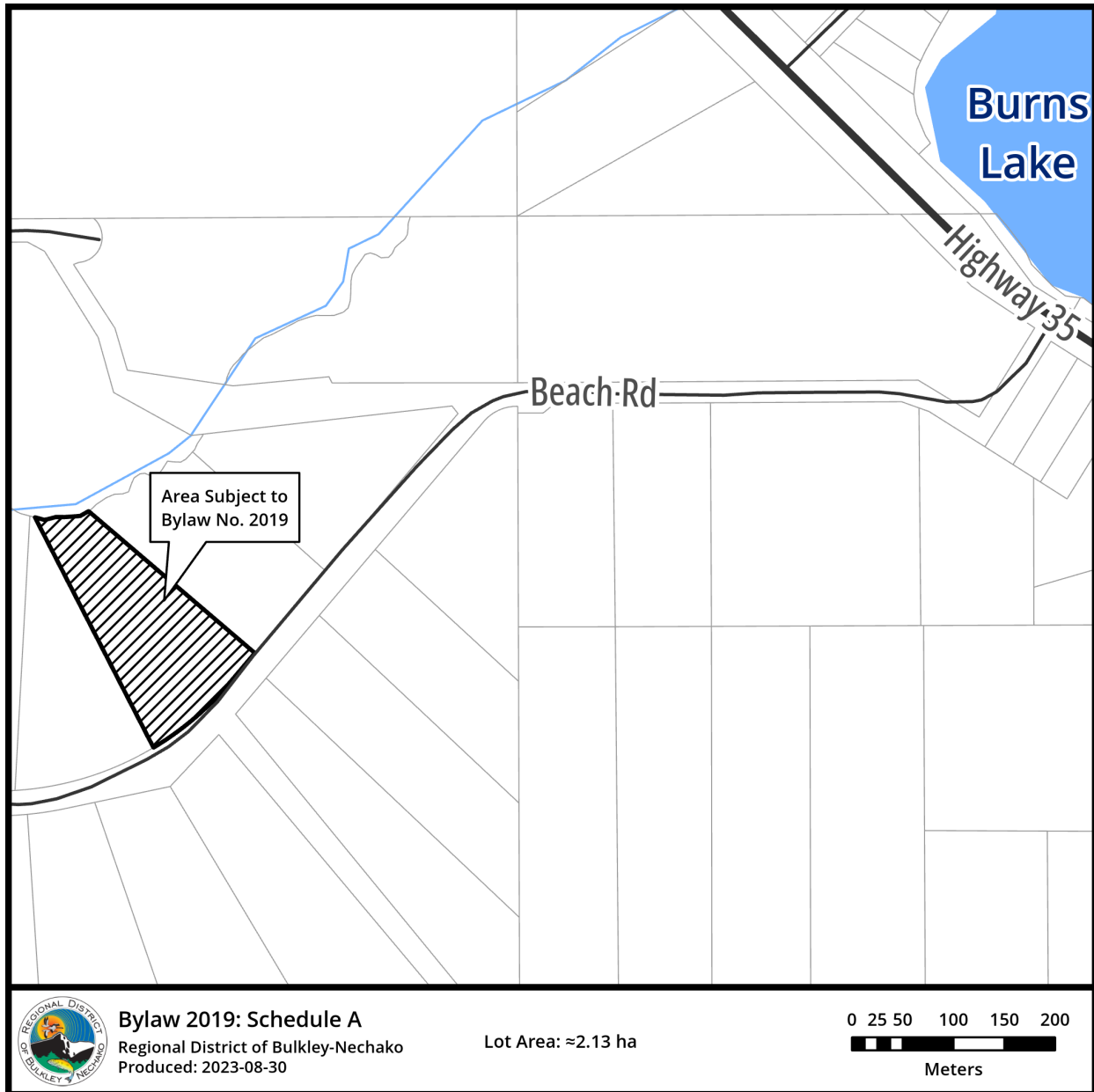
Corporate Administrator

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: November 23, 2023
Subject: **Rezoning Application RZ A-02-23**
Adoption for Rezoning Bylaw No. 2020, 2023

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

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023" be adopted.

EXECUTIVE SUMMARY

The proposed rezoning of the subject property from the Small Holdings Zone (H1) to the Small Holdings – Additional Dwelling Zone (H1A) 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.

The Board gave Rezoning Bylaw No. 2020, 2023 third reading at the October 26, 2023 Board meeting. Adoption was withheld until the Bylaw received approval from the Ministry of Transportation and Infrastructure (MoTI). The Bylaw has now been approved by MoTI therefore Planning Department staff recommend that Bylaw No. 2020, 2023 be adopted.

APPLICATION SUMMARY

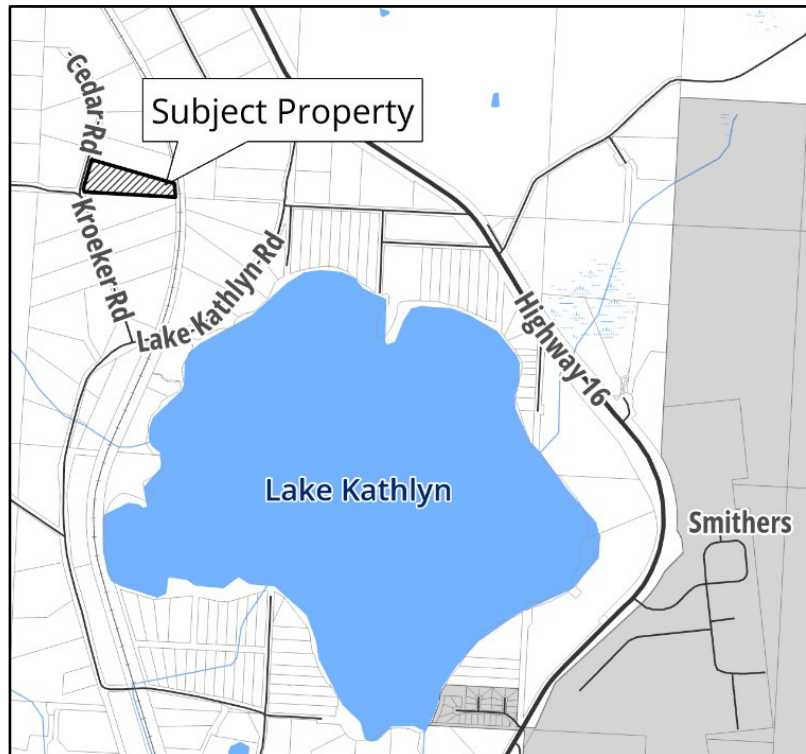
Name of agent/owner:	Alan Baxter & Debra Turton
Electoral area:	Electoral Area A (Smithers/Telkwa Rural)
Subject property:	6998 Cedar Road, Lot 1, Section 15, Township 1A, Range 5, Coast District, Plan 10261 (PID: 005-381-738)
Property size:	2.053 ha (5.073 ac)
OCP designation:	Rural Residential (RR) Designation in Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014 (the OCP)
Zoning:	Small Holdings Zone (H1) 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 Zone (H1) to the Small Holdings – Additional Dwelling Zone (H1A) 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:

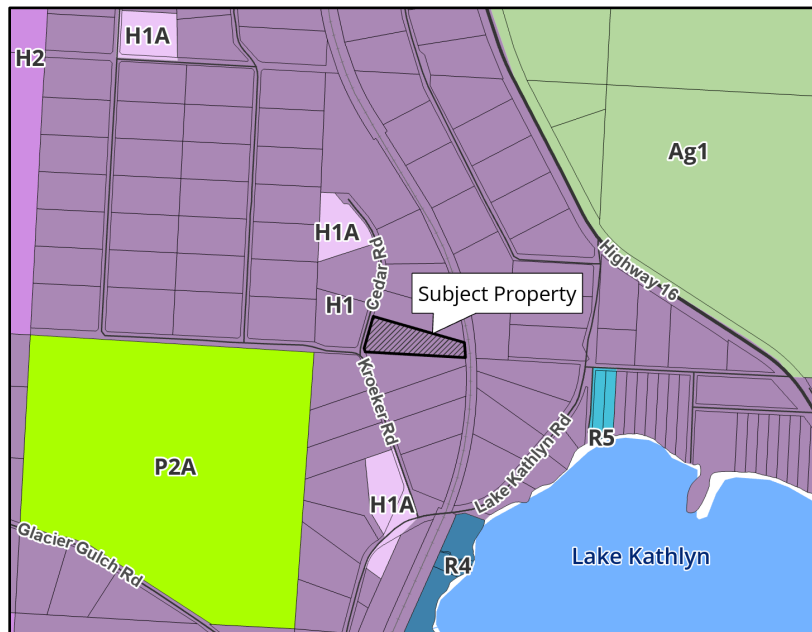
- “(a) The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.*
- (b) It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*
- (c) The development 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 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 previous 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 be adopted.

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**.

MoTI approved the proposed bylaw after third reading. They stated in their original referral response:

"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".

PUBLIC HEARING

The Public Hearing for proposed Bylaw No. 2020, 2023 was held on Tuesday, October 17, 2023. The report of the Public Hearing was provided at the October 26, 2023 Board meeting.

ATTACHMENT:

- Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023



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 28th day of September, 2023.

READ A SECOND TIME this 28th day of September, 2023.

PUBLIC HEARING HELD this 17th day of October, 2023.

READ A THIRD TIME this 26th day of October, 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 26th day of October, 2023.

Corporate Administrator

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this 30th day of October, 20 23

for Minister of Transportation & Infrastructure

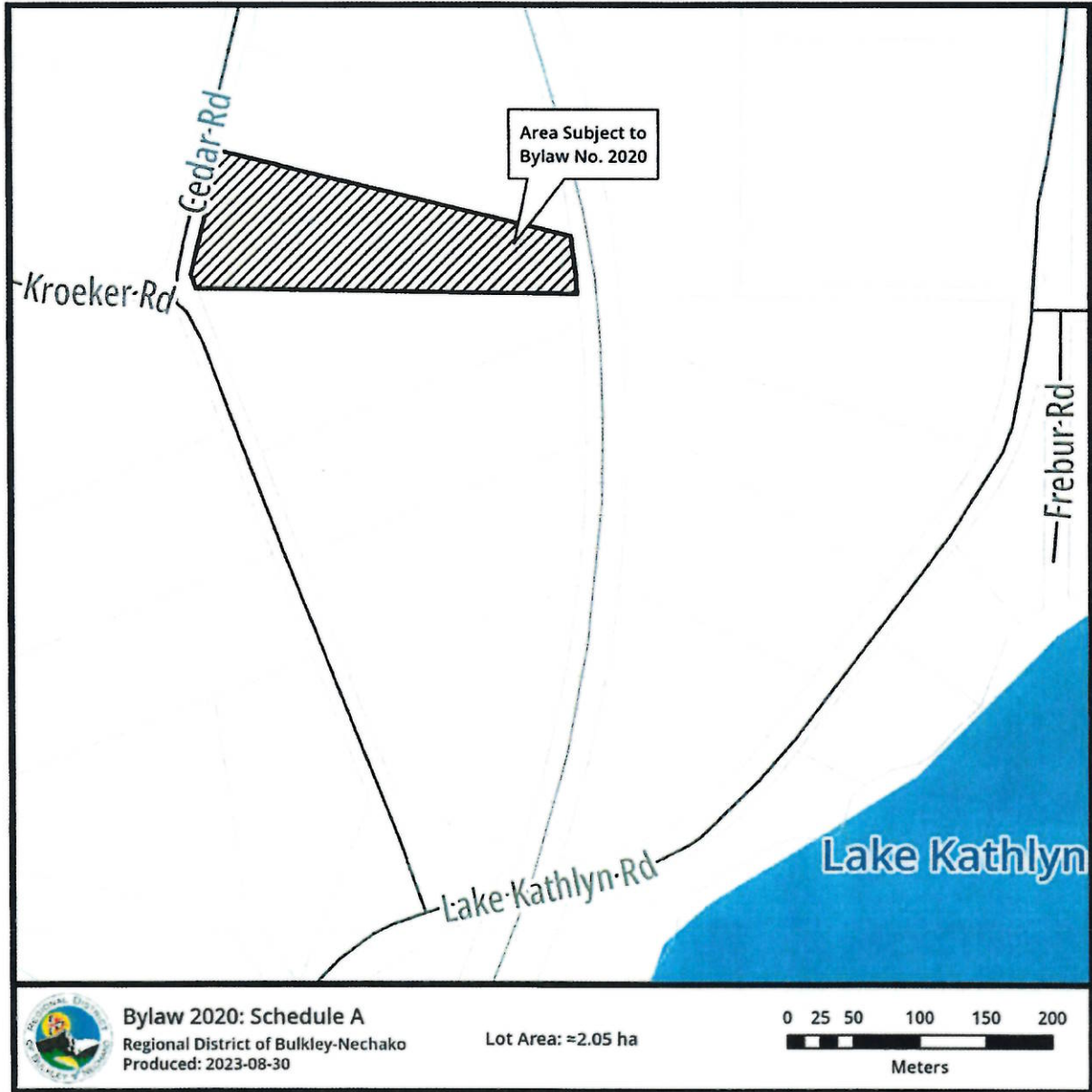
MOTI File NO.2023-03782

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: Jason Llewellyn, Director of Planning
Date: November 23, 2023
Subject: **Bill 35, 2023: Short Term Rentals Accommodations Act**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

The Province has introduced Bill 35 in their attempt to address the housing shortage in the province as part of its [Homes for People Action Plan](#). The Bill focuses on restricting short term rentals in municipalities larger than 10,000 people, requiring the registration of short term rentals to aid in enforcement, and strengthening enforcement tools for all local governments.

DISCUSSION:

Short Term Rental Restrictions

Bill 35 and forthcoming regulations will restrict short-term rentals to the host's principal residence, plus one secondary suite or accessory dwelling unit on the same property. Regulations are anticipated in mid 2024 that will confirm the types of accommodation that will be exempt from the principal resident requirement. The Province indicates that Regional District electoral areas and municipalities under 10,000 population will be exempt. Exempted municipalities may apply to "opt in" to have the restrictions apply.

Short term rentals are defined as "accommodations provided to members of the public in a host's property, in exchange for money, for a period of less than 90 consecutive days."

Provincial Registry

The Province will establish in late 2024 a registry for all short term rentals in BC. Registration will be mandatory and is intended to ensure that short term rentals are following the rules and have business licenses where required.

Platform Advertising

Platforms (Airbnb, VRBO, Expedia and FlipKey, Facebook Marketplace) which promote or facilitate reservations and payments for short term rentals in BC must not provide any related services without first ensuring that a rental has a valid business license (if required) and a Provincial registration number.

Maximum Fine Increases

The maximum fine that regional districts can set for prosecutions of bylaw offences under the Offence Act will increase from \$2,000 to \$50,000. The Province also intends to increase the maximum municipal ticketing fine a local government may issue.

Regional District Business License Authority

All regional districts are being given the authority to require business licenses in the rural area to allow the regulation of businesses, including short-term rentals, in similar ways to municipalities.

RDBN Implications

The regulation limiting short term rentals to the host's principal residence, plus one secondary suite or accessory dwelling unit does not apply to the RDBN rural area or any member municipalities. However, the registration and platform restrictions apply across BC., as do the changes to business license authority and fines.

Short Term Rentals have some impact on housing supply in a few areas of the RDBN; however, the impact in rural areas is not, in staff's opinion, significant enough to justify increased regulation through business licensing. However, an increase in interest in short term rentals in the RDBN may occur as these businesses opportunities are restricted elsewhere in the Province. Staff will monitor this impact and report to the Board should further action be recommended.

RDBN Short Term Rental Zoning Regulations

Short term rentals are defined in the RDBN's Zoning Bylaw as "Temporary Accommodation" which is defined as overnight use with a total length of stay per person of not more than 30 consecutive days. Temporary Accommodation is permitted in the RDBN in a Cabin in the R8, RR1, and C4 zones; as part of a Guest Ranch or Rural Retreat in the H2, Ag1, and RR1 zones; and as part of a Campground in the C3, C4, P2, and P2A zones.

Temporary Accommodation is not permitted in a Dwelling in the RDBN. The RDBN interprets the residential use of a Dwelling to include a length of stay of more than 30 days. Under this interpretation a Dwelling Unit could be rented out on a monthly basis.

ATTACHMENTS:

[Homes for People Housing Action Plan presentation, April 3, 2023](#) (link).

Press Release: New Rules for Short Term Rentals, Oct. 20, 2023.



New rules for short-term rentals

B.C.'s Short-Term Rental Accommodations Act

The number of short-term rentals (which may include, for example, rentals listed on Airbnb, VRBO, Expedia and FlipKey) have expanded rapidly over recent years, in B.C. and around the world.

Data shows that short-term rentals are diverting thousands of long-term rentals onto the short-term market in B.C., taking away homes people need.

Like many jurisdictions around the world, B.C. is responding to this growing challenge by taking action to regulate short-term rentals and return homes back to the long-term rental market.

In addition to the information on this page, please also see the October 16, 2023, Short-Term Rental Accommodations Act [news release, backgrounders, and technical briefing presentation](#).

- News release translations are available in: [Arabic](#) (pdf 298 KB), [Japanese](#) (pdf 488 KB) [Korean](#) (pdf 258 KB), [Persian \(Farsi\)](#) (pdf 275 KB) and [Vietnamese](#) (pdf 215 KB)
- News release and backgrounder translations are available in: [French](#) (pdf 293 KB), [Chinese simplified](#) (pdf 627 KB), [Chinese traditional](#) (pdf 740 KB), [Hindi](#) (pdf 182 KB), [Punjabi](#) (pdf 322 KB) and [Tagalog](#) (pdf 246 KB)

Page updated: October 20, 2023

On this page:

- [Short-Term Rental Accommodations Act](#)
- [Strengthening local government tools to enforce short-term rental bylaws](#)
- [Returning short-term rental units to the long-term market](#)
- [Establishing Provincial oversight of short-term rentals](#)
- [Timeline](#)
- [Definitions](#)
- [Short-term rentals versus tenancies](#)

Short-Term Rental Accommodations Act

B.C. is facing a housing crisis, with a shortage of all forms of attainable housing, including long-term rentals.

The rise of short-term rental of entire homes is taking away much needed homes for British Columbians. More than 16,000 entire homes are being used as short-term rentals for the majority of the year in B.C. This is making it more challenging to find affordable long-term rentals.

Many local governments have taken action to regulate short-term rentals, but enforcement of bylaws is a challenge, and they have asked the Province for more tools and resources.

The purpose of the new rules is to:

- Give local governments stronger tools to enforce short-term rental bylaws
- Return short-term rental units to the long-term rental market
- Establish a new Provincial role in the regulation of short-term rentals

The new rules apply to all short-term rentals being offered to the public including:

- Offers hosted by a platform, where people reserve and pay for the rental service (which may include for example, Airbnb, VRBO, Expedia, and FlipKey)
- Offers on other web listing forums (which may include for example, Facebook Marketplace, Kijiji, and Craigslist)
- Offers in classified ads in newspapers

The new rules will not apply to:

- Reserve lands
- Nisga'a Lands or the Treaty Lands of a Treaty First Nation (unless the Nation chooses to opt into all or part of the legislation through a coordination agreement with the Province)
- Hotels, motels

Some of these new rules, like the ability of regional districts to issue business licenses and increase maximum penalties, will take effect immediately. Other changes, like the Province's principal residence requirement and registration system will come later.

Strengthening local government tools to enforce short-term rental bylaws

Increased fines and tickets

The maximum fine that regional districts can set for prosecutions of bylaw offences under the [Offence Act](#) will increase from \$2,000 to \$50,000. This is consistent with the maximum fines for municipalities under the [Community Charter](#).

The Province also intends to increase the maximum municipal ticketing fine a local government may issue. These maximum fines could then be applied in:

- Municipalities
- Regional districts
- Islands Trust

New business licensing authority for regional districts

Regional districts will be able to regulate and license short-term rentals and other businesses, in similar ways to municipalities. This proposed change comes from amendments to the [Local Government Act](#).

Display of business license

Some local governments require a business license for a host to operate a short-term rental. In areas where a business license is required, short-term rental hosts will be required to display a valid business license number on their listing.

Platform accountability

If a listing does not include a valid business license, where a business license is required by the local government, the short-term rental platform must remove the listing at the request of the local government.

Data sharing

Local governments have been challenged with getting the data they need for bylaw enforcement. Under the new rules, short-term rental platforms will be required to share information about short-term listings with the Province. The Province can then share this information with local governments.

The Province will keep the short-term rental information confidential and will not disclose it to the public.

Returning short-term rental units to the long-term rental market

Principal residence requirement

The Province is implementing a provincial principal residence requirement which will limit short-term rentals to:

- The host's principal residence
- Plus one secondary suite or accessory dwelling unit

The principal resident requirement will apply province-wide in municipalities with a population of 10,000 and over (and adjacent communities). Future regulations are anticipated to set out areas or types of accommodation that will be exempt from the principal resident requirement including:

- The 14 Resort Municipalities
- Most municipalities under 10,000 population (except those adjacent to larger municipalities)
- Regional district electoral areas
- Mountain Resort Areas and Designated Resort Regions
- Islands Trust
- Agri-tourism accommodations

In exempt areas, local governments can request to "opt in" to the principal residence requirement. There will also be a process for communities with a higher vacancy rate to request to "opt out" of the principal residence requirement.

The Province's principal residence requirement would function as a "floor" meaning that local governments will still be able to have more restrictive bylaws depending on local needs, as many have already chosen to do. Short-term rental hosts will continue to be required to follow local bylaws in place.

List of communities where the principal residence requirement will apply

Below is the list of communities where the principal residence requirement will apply; the communities listed either have a population of more than 10,000 people or are adjacent to larger communities.

There will be a process for the communities listed below with a higher vacancy rate to request to "opt out" of the principal residence requirement.

Communities currently exempted from the principal residence requirement and not listed below may also be added, if a local government requests to join or "opt in" to the principal residence requirement.

- Abbotsford
- Anmore
- Belcarra
- Burnaby
- Campbell River
- Central Saanich
- Chilliwack
- Coldstream
- Colwood
- Comox
- Coquitlam
- Courtenay
- Cranbrook
- Cumberland
- Dawson Creek
- Delta
- Duncan
- Esquimalt
- Fort. St. John
- Highlands
- Kamloops
- Kelowna
- Lake Country
- Langford
- Langley (City)
- Langley (Township)
- Maple Ridge
- Metchosin
- Mission
- Nanaimo
- Nelson
- New Westminster

- North Cowichan
- North Saanich
- North Vancouver (City)
- North Vancouver (District)
- Oak Bay
- Parksville
- Penticton
- Pitt Meadows
- Port Alberni
- Port Coquitlam
- Port Moody
- Pouce Coupe
- Powell River
- Prince George
- Prince Rupert
- Richmond
- Qualicum Beach
- Saanich
- Salmon Arm
- Sechelt
- Sidney
- Sooke
- Squamish
- Summerland
- Surrey
- Terrace
- Vancouver
- Vernon
- Victoria
- View Royal
- West Kelowna
- West Vancouver
- White Rock
- Williams Lake

Exempt accommodation service providers

The new rules will not apply to:

- Hotels
- Motels

Future regulations are being drafted to exempt additional types of properties which are not the intended target of the proposed act, including timeshares and fishing lodges.

Changes to legal non-conforming use protections

Effective May 1, 2024, protections for non-conforming use of property will no longer apply to short term rentals. In some areas, these protections have historically allowed hosts to continue to use their property for short-term rentals even when it was against the new rules set by the local government.

Also effective May 1, 2024, the new provincial principal residence requirement will come into effect. This means that regardless of local zoning bylaws, the principal residence requirement will apply in designated communities (listed above).

Information about non-conforming use is available through local governments.

Non-conforming use authorities will continue to exist for other land uses.

Establishing provincial oversight of short-term rentals

Provincial registry

The Province will establish a short-term rental registry. This will help ensure that short-term rental hosts and platforms are following the rules and provide local governments and the Province the information needed to follow up when they don't.

Hosts will be required to include a provincial registration number on their listing. They will also have to include their business license number, if a business license is required by the local government. Platforms will be required to validate registration numbers on host listings against the Province's registry data.

Provincial compliance and enforcement unit

In order to ensure the rules are being followed, the Province will establish a provincial compliance and enforcement unit. This unit will:

- Track compliance
- Issue orders
- Administer penalties for violations

Timeline

The regulations and responsibilities under the proposed Act will come into effect at different times over the next two years through a phased approach.

- **Immediately after Royal Assent:** Increased fines and tickets, business licensing authority for regional districts
- **May 1, 2024:** Principal residence requirement (including definition of exempt areas or accommodations), changes to legal non-conforming use protections
- **Summer 2024:** Data sharing

- **Late 2024:** Provincial registry launch, requiring platforms to remove listings without valid provincial registry numbers

Definitions

These are some of the definitions for the Short-Term Rental Accommodations Act.

Short-term rental

Short-term rentals are accommodations provided to members of the public in a host's property, in exchange for money, for a period of less than 90 consecutive days. They are generally tourist accommodations that are often found in residential or resort areas. They may be advertised via online platforms such as Airbnb, VRBO, Expedia and FlipKey, but may also include short-term rental offers on other web forums including Facebook Marketplace, or found in classified ads in newspapers.

Principal residence

A principal residence is the residence an individual lives in for a longer period during a calendar year than any other place.

Platform service

Platform services are the facilitation of promotion and transactions for reservations and payments related to short-term rental accommodation services in British Columbia, provided by a platform.

Secondary suite

A secondary suite is a self-contained living unit with its own kitchen, sleeping area, and washroom facilities, and which is contained within a dwelling unit.

Accessory dwelling unit

An accessory dwelling unit (often referred to as an ADU) is a self-contained living unit with its own kitchen, sleeping area, and washroom facilities, and which is located on the same property as a dwelling unit. An accessory dwelling unit is sometimes referred to as a garden suite, laneway home, carriage house or garage suite.

Short-term rentals versus tenancies

In general, a booking made on a short-term rental platform is not covered under the Residential Tenancy Act, but there are circumstances in which a tenancy may be established.

If there is uncertainty about the legal requirements related to a specific accommodation arrangement, it is best to speak with a lawyer.

Find more information on what types of accommodation are covered by the Residential Tenancy Act at this link: <https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies/is-my-tenancy-covered-under-bcs-tenancy-laws>

Disclaimer

The information on this webpage on the Province of British Columbia's proposed Short-Term Rental Accommodations Act and potential future associated regulations (if the bill passes) is provided for the user's convenience as a basic starting point. It is not a substitute for getting legal advice or other professional advice. If there is a conflict between the information on this webpage and the legislation or any future regulations, the legislation and any future regulations prevail. This information may be subject to change, including due to the legislative process and any future government approvals (if the bill passes).

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Highlights of STRA Act

Key information on this webpage for local government

- [Increased fines and tickets](#)
- [New business licensing authority for regional districts](#)
- [Platform accountability](#)
- [Data sharing](#)

Key information on this webpage for hosts

- [Principal residence requirement](#)
- [Display of business license](#)
- [Platform accountability](#)
- [Exempt accommodation service providers](#)
- [Provincial registry](#)

Key information on this webpage for platforms

- [Platform accountability](#)
- [Data sharing](#)
- [Provincial registry](#)

Contact ServiceBC

Please contact ServiceBC if you have questions about B.C.'s new short-term rental legislation.

- ServiceBC is open Mon to Fri from 7:30 am to 5:00 pm with help available on the phone, toll free, in 140 languages and for people who are deaf, hard of hearing or speech impaired.
- Service is also available by text, email or in-person at a government service center.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: November 23, 2023
Subject: **Bill 44, 2023: Housing Statutes (Residential Development) Amendment Act**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

The Province has introduced Bill 44 in their attempts to address the housing shortage in the province as part of its [Homes for People Action Plan](#). The Bill is designed to facilitate increased density of residential development in municipalities to meet the province's housing needs. The focus is on reducing the requirement for public engagement as part of the rezoning process, and pre-zoning land for multi-unit housing so that rezoning is not required.

This report discusses the Bill and its potential impact on the RDBN and its member municipalities.

DISCUSSION

Secondary Suites and Accessory Dwelling Units

Bill 44 and forthcoming regulations will require local governments to amend their zoning bylaws to allow a secondary suite or additional dwelling in all single family / two family residential zones. This change is not anticipated to have a notable impact on the RDBN.

It is unknown whether changes will be required to the RDBN's Bare Land Strata Residential (R10) Zone which does not allow secondary suites. It is anticipated that the regulations and guidelines will provide confirmation whether this amendment is necessary. Staff are

working on amendments to the RDBN's Zoning Bylaw to accommodate greater housing flexibility in several zones. This process was put on hold in anticipation of Bill 44. Now that the content of the Bill is known staff will proceed with the Zoning Bylaw review process.

Small Scale Multi-Unit (SSMU) Development

Bill 44 and forthcoming regulations will require municipalities over 5,000 people, and other select areas of the province, to amend the applicable Zoning Bylaws to allow for up to 6 units on parcels zoned for single-family / two-family residential use. The Province has indicated that parcels smaller than 280 square metres will be allowed three units, and larger parcels will be allowed four units. Six units will be permitted on parcels larger than 280 square metres within a prescribed distance to transit stops.

This legislative change is not expected to impact the RDBN electoral areas. The only municipality potentially impacted is the Town of Smithers. It is anticipated that the Town may want to amend their development permit regulations for SSMU developments.

Many impacts associated with increased density are addressed, and solutions negotiated, during the rezoning process. With the removal of the requirement for rezoning for SSMUs UBCM resolution 2023-NR15 has asked the Province to expand the tools for local governments to require things such as road dedications, statutory-rights-of-ways, infrastructure servicing upgrades, negotiated amenity contributions, and tenant relocation plans through the development permit and/or building permit process. The Province has announced that related legislation will be tabled this fall.

Public Hearings, Rezoning, and Official Community Plans (OCP)

Bill 44 and forthcoming regulations will prohibit local governments from holding public hearings for rezonings for housing projects that are consistent with an OCP where the residential component of a development comprises at least half of the gross floor area. Public hearings will continue to be required whenever local governments update or develop new official community plans, or consider rezonings for projects that are not consistent with the official community plan.

This legislative change is not expected to significantly impact the RDBN rural area or member municipalities. However, municipalities may want to be more selective and make extra efforts to obtain community input when designating areas for higher density residential development in OCPs as formal public engagement during the rezoning process is restricted.

It appears that local governments are not restricted from holding other, less formal, public events such as a public information session or open house as part of the rezoning process.

Housing Needs Reports and OCPs

Bill 44 and forthcoming regulations will require all local governments to update their housing needs reports by Jan 1, 2025 and subsequently every five years using a standardized methodology to estimate housing needs over a 20-year time horizon. Also, OCPs and zoning bylaws must be updated by Dec. 31, 2025 and subsequently every five years to reflect and pre-zone for the 20-year total number of housing units required to meet anticipated housing needs. OCPs must also include housing policies respecting each class of housing required.

Regulations are anticipated to exempt certain local governments, or a class of local governments, from OCP and housing needs report requirements, and to establish housing needs reports methodology. There is no indication if these exemptions will include the RDBN.

This legislative change may have a notable impact on the workload of RDBN and municipal staff. The workload and resources required for local governments to undertake the housing needs reports and review OCPs and zoning bylaws is notable. The RDBNs current workplan aims to review its seven OCPs every 7 to 10 years. Municipalities typically update their OCPs on a similar, or less frequent, timeline.

Provincial Financial Support

To help facilitate implementation of the above the Province notes the following support.

- the recently announced \$51 million to support local governments in meeting the new density requirements.
- \$10 million for a second intake of the Local Government Development Approvals Program (administered by UBCM).
- \$1B Growing Community Funds to local governments to support the delivery of infrastructure projects necessary to enable community growth measures.
- a range of implementation tools for local governments to use to help achieve more small-scale, multi-unit housing.

Staff will update the Board on these supports as appropriate as more information becomes available.

Timelines

- December 2023 - Policy Manual for SSMU's provided to local governments.
- January 2024 - Housing Needs Reports instructions to be provided to local governments.
- June 30, 2024 - Complete Zoning changes to allow SSMUs (date subject to regulation).
- January 1, 2025 - Complete interim HNR (date subject to regulation).
- Dec., 2025 - Complete update of OCPs and zoning bylaws based on interim Housing Needs Reports (date subject to regulation).

The Province intends to develop regulations and guidelines, and a policy manual to further direct local governments in implementing the required bylaw changes pertaining to the siting, size, dimension, location or type of housing unit required to be permitted, and exemptions to SSMU requirements.

ATTACHMENTS:

[Homes for People Housing Action Plan presentation, April 3, 2023](#) (link).

Small-Scale, Multi-Unit Housing + Changes to Local Government Act Technical Briefing document, Nov. 1, 2023.

[UBCM Bill 44 Update, Nov. 3, 2023](#) (link).

Small-Scale, Multi-Unit Housing + Changes to Local Government Act Technical Briefing

Nov 1, 2023
Ministry of Housing

What we will cover today

- How historical zoning laws make it hard to build the homes people need
- Small-scale, multi-unit homes
 - What they are?
 - What has been done in other areas to create more of them
 - Why they are needed here in B.C.
- More proactive planning and zoning to help build more homes, faster.



Taking action to create more homes for people

- Changes brought forward today are part of the *Homes for People Action Plan* and, if passed, will help create more housing options that are within reach for people and fit well within existing neighbourhoods.
- The proposed changes will accelerate building homes in existing neighborhoods.
- We're also taking action to reduce the delays and limitations that hold back housing projects.
- We know we need more housing for people, that is why government is taking strong and thoughtful action.
- The intent of these changes is to help to deliver tens of thousands of new homes and provide the kinds of housing that families, seniors, young people and more need to stay in their home communities.



Building from a strong foundation

- Government has taken strong action since 2017 to deliver more homes for people, including:
 - Tackling vacant homes by introducing the Speculation and Vacancy Tax
 - Making historic investments and steps to deliver new homes
- In the spring, the Government introduced the *Homes for People Action Plan* designed to double-down on historic investments in housing and introduce new ways of creating more homes for people, faster.
- B.C. has made real progress. To date, nearly **77,000 homes are open or on the way**, and **tens of thousands more to come**.
- Progress includes:
 - Introducing new short-term rental rules to turn more short-term rentals back into homes for people.
 - Continuing to take substantial action to increase supply and deliver homes that people can afford to rent or buy.
 - Working with municipalities to introduce housing targets to deliver more homes in communities with the greatest housing need.
 - Introducing and expanding the Speculation and Vacancy Tax to deliver more homes for people.
 - Freezing rent increases during the pandemic and capping increases over the last two years at well below the rate of inflation.
 - Adding more resources and staff at the Residential Tenancy Branch to provide faster resolutions to renter/landlord disputes.

Outdated Zoning Rules

- Historically, many communities throughout B.C. have zoning bylaws and rules that make it difficult to build housing that works for people.
- For years, through this outdated zoning, new housing has been built primarily either in the form of tall condo towers or single-family homes on traditional lots that are out of reach for many people and families looking to enter the housing market.
- This has led to a shortage of homes that are more within reach for people like townhouses, duplexes, and row homes.
- This is sometimes called the "missing middle."
- That's why we are proposing action to change this restrictive zoning approach, making it easier for people and home builders to create more small-scale, multi-unit homes that fit into existing neighbourhoods.



The challenge of building small-scale, multi-unit

- Zoning that exclusively permits single-family detached homes covers a large portion of the land zoned for housing in many B.C. communities.
- Currently, small-scale, multi-unit housing is not zoned for in many communities.
- This means a builder who wants to build three units on a large traditional single-family lot is subject to layers of regulations and red-tape for rezoning.
- These layers of regulations lead to additional costs, delays and often a reduction of the number of homes or units built.
- In many cases, these types of homes are already part of a community's vision or Official Community Plan, but the zoning bylaws have not been updated to reflect this.
- Due to these restrictions, in many communities, building a large home for one family to live in takes significantly less time than building a smaller structure on the same sized lot for two or three families to live in.



Proposed changes overview



Small-Scale, Multi-Unit Housing (Row Homes/Townhouses/Triplexes)

- Permit secondary suites/additional dwelling units
- Permit 3 or 4 units (depending on lot size) on traditional single-family lots and duplex lots in most B.C. communities
- Permit 6 units on traditional single-family lots and duplex lots near frequent transit
- Policy manual, site standards and building designs to create small-scale, multi-unit homes



More proactive and upfront community planning and zoning

- More complete Housing Needs Reports
- Updating Official Community Plans (OCP) to better address housing needs
- More efficient, upfront zoning to deliver more homes, faster
- Reduce one-off public hearings for rezonings that slow down housing projects that already fit with community plan

\$51 million to support
local governments implement zoning changes

109 Secondary Suites/Accessory Dwelling Unit (ADU)



- Proposed legislation permits 1 secondary suite and/or 1 ADU (laneway home) in all single-family/duplex residential zones, in all communities throughout B.C.
- Requires local governments to update zoning bylaws to permit this change.
- Comes in advance of the upcoming provincial pilot secondary suite incentive program.
- Pilot program will provide a forgivable loan of up to \$40,000 to people to convert a portion of their home into a secondary suite to rent out at below market rates.



What is Small-Scale, Multi-Unit?

- Small-Scale Multi-Unit Housing (SSMUH) refers to a range of buildings and unit configurations that can provide more affordable and attainable housing and provide people with small yard spaces for children and pets.
- Examples of SSMU are:
 - secondary suites in single-family homes or duplexes;
 - detached garden suites or laneway homes;
 - triplexes;
 - townhomes; and
 - house-plexes.



SSMU Case Study

In 2016, the City of Auckland, New Zealand removed single-detached zoning and set a bylaw density of 3 units per detached residential lot.

Research has shown these changes have led to the creation of more than 20,000 additional new homes over five years in Auckland, and rents stabilizing leading to slower rent increases than the rest of country.

Small-Scale, Multi-Unit

- Proposed legislation and regulations will require many local governments to update zoning bylaws to permit small-scale, multi-unit (3 / 4 or 6 units) on traditional single-family detached lots and duplex zones.
- This is intended to apply within urban containment boundaries and municipalities over 5,000 people.
- The proposed legislation and forthcoming regulations will do the following:
 - Local governments must allow for at least 3 to 4 units on lots currently zoned for single-family or duplex use depending on lot size. (lots less than 280 square metres 3 units/lots greater than 280 square metres 4 units)
 - Local governments must allow for at least 6 units on larger lots (greater than 280 square metres) currently zoned for single-family or duplex use and close to transit stops with frequent service.
- This means local governments can no longer exclusively zone neighbourhoods for single-family detached lots and moves communities away from long rezoning processes to build a triplex or renovate a single-family unit to create additional units.
- Recognizing that parking is needed in areas farther from frequent transit, the Province will be putting forward direction around parking, dependent on lot size and proximity to transit. For SSMU projects closer to transit stops with frequent service, parking minimums will decrease. For projects that are within 400M of these transit stops there will be no minimum parking requirements and parking will be determined by home builders.

Supporting Municipalities¹¹² Implementing SSMU

- A policy manual will be released immediately after the SSMU regulations are released to support local governments in implementing the required bylaw changes.
- The manual will set clear provincial expectations in terms of setbacks, height restrictions, parking and lot coverage.
- Some local governments have introduced similar or aligned policies to the SSMU proposed legislation (Victoria/Vancouver/Kelowna/Kimberley).
- In communities/neighbourhoods that have already adapted SSMU zoning changes to single-family and duplex lots, existing bylaws would remain.
- Municipalities with current SSMU zoning bylaws can adopt provincial site standards on setbacks, height restrictions, parking and lot coverage provided in the policy manual.
- This will maximize the opportunity for SSMU to get built and reduce potential restrictive barriers around lot size, height, setbacks; and ensure adequate parking is available for SSMU.



How Communities Currently Plan

Housing Needs Reports

Municipalities and regional districts are required to complete housing needs reports every five years. These reports help local governments and the Province better understand and respond to housing needs in communities

Official Community Plans

Official community plans describe the long-term vision of communities. They are a statement of objectives and policies that guide decisions on municipal and regional district planning and land use management.

Zoning and other bylaws

Zoning bylaws determine what uses are permitted on a lot, the type and size of buildings and structures that may be built, minimum lot sizes, parking, and other requirements.

Creating a more efficient and effective process

Housing Needs Report

Proposed changes include:

- Requiring all local governments to update HNRs using a standard method, for a more consistent, robust, understanding of both local housing needs currently and over the next 20 years

Official Community Plans

Proposed changes include:

- OCPs to be updated every 5 years with public engagement
- Plan for enough homes for forecasted growth over the next 20 years (rather than 5).
- Include policies that address a wider range of housing types (e.g. affordable housing, rental housing, housing for families, etc.)

Municipal Bylaws/Zoning

Proposed changes include:

- Moving away from site-by-site rezoning or spot-zoning.
- Require zoning bylaws to better match housing needs and OCPs
- Small-scale, multi-unit homes will be zoned upfront within city bylaws (eliminating long-zoning process to build a row home, townhouse)

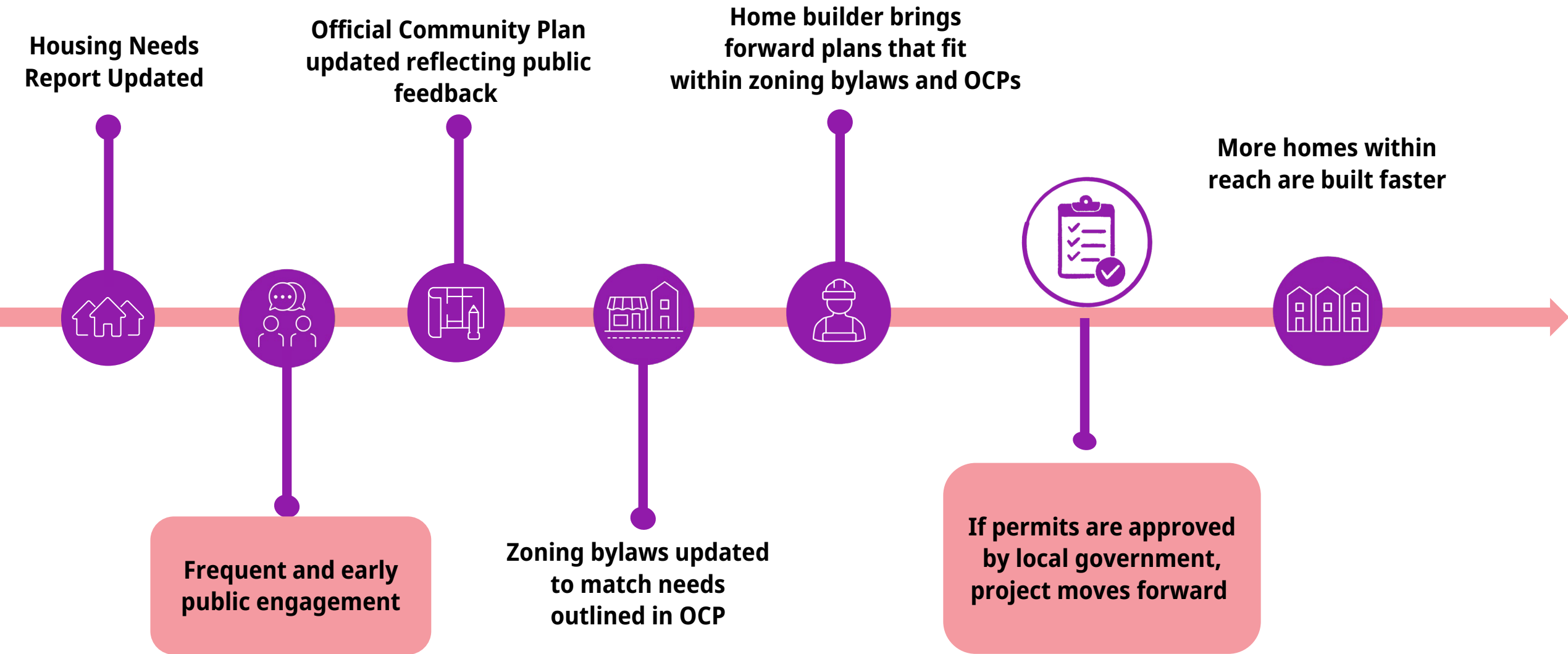
Better proactive planning



Reduce one-off hearings that slow down housing that already aligns with community plans

- Currently, rezoning processes, including public hearings, for stand-alone housing projects are creating lengthy delays and adding costs. In many cases the housing being discussed is supported or encouraged in the official community plan
- **Proposed changes will phase out one-off and site-by-site public hearings for rezonings for housing projects that are consistent with official community plans (which already have a public hearing).**
 - This includes mixed use projects that are at least 50% housing (e.g. housing above a grocery store, daycare or library)
- There will instead, be more frequent opportunities for people to be involved in shaping their communities earlier in the process, when OCPs are updated. These opportunities, including a public hearing, provide for more meaningful engagement opportunities for a greater number of community members.
- Important to note: development permits and building permits, and any required zoning changes beyond SSMU zoning bylaws would still need to be approved by local governments.
- Public hearings will continue to be *required* whenever local governments:
 - Update or develop new official community plans; or
 - Consider rezonings for projects that are not consistent with the official community plan
- People will also still be able to engage with their local elected officials about housing projects through other channels and forums.
- *The Vancouver Charter* does not include the same community planning framework that the *Local Government Act* does. This means that the zoning stage is often the only time where community members can directly engage with their local government. The Province is working with the City of Vancouver to explore how the changes to the public hearings process could apply to Vancouver.

How these changes will work



Working together to build more homes

To help facilitate implementation of these changes, the Province will continue to provide local governments with a range of resources and support, including:

- the recently announced \$51 million to support local governments in meeting the new density requirements.
- \$10 million for a second intake of the Local Government Development Approvals Program (administered by UBCM).
- \$1B Growing Community Funds to local governments to support the delivery of infrastructure projects necessary to enable community growth measures.
- a range of implementation tools for local governments to use to help achieve more small-scale, multi-unit housing.



How many homes will SSMU create?

- The Ministry of Housing worked with leading economic and planning experts to undertake a study looking at the impacts of what more small-scale, multi-unit home and proactive zoning would have in B.C.
- The analysis used relevant international examples of recent zoning changes, particularly in New Zealand and Washington State, and B.C. examples like Kelowna.
- Modelling future scenarios cannot account for unforeseen circumstances, the changing nature of housing, real estate markets and other factors, but preliminary analysis indicates the province could see over 130,000 new small scale multi-unit homes in B.C. over the next ten years.
- Findings also found new housing is expected to be built closer to city centres, reducing commuting times, as well as increasing transit use.

What does this mean for:

Municipalities

- ❖ Better use of proactive planning stage
 - ❖ Less time/resources used to review plans that have already been approved
- ❖ Clear understanding of the housing a community needs, and a path to get there
- ❖ Provide more homes within reach for families and people working in communities

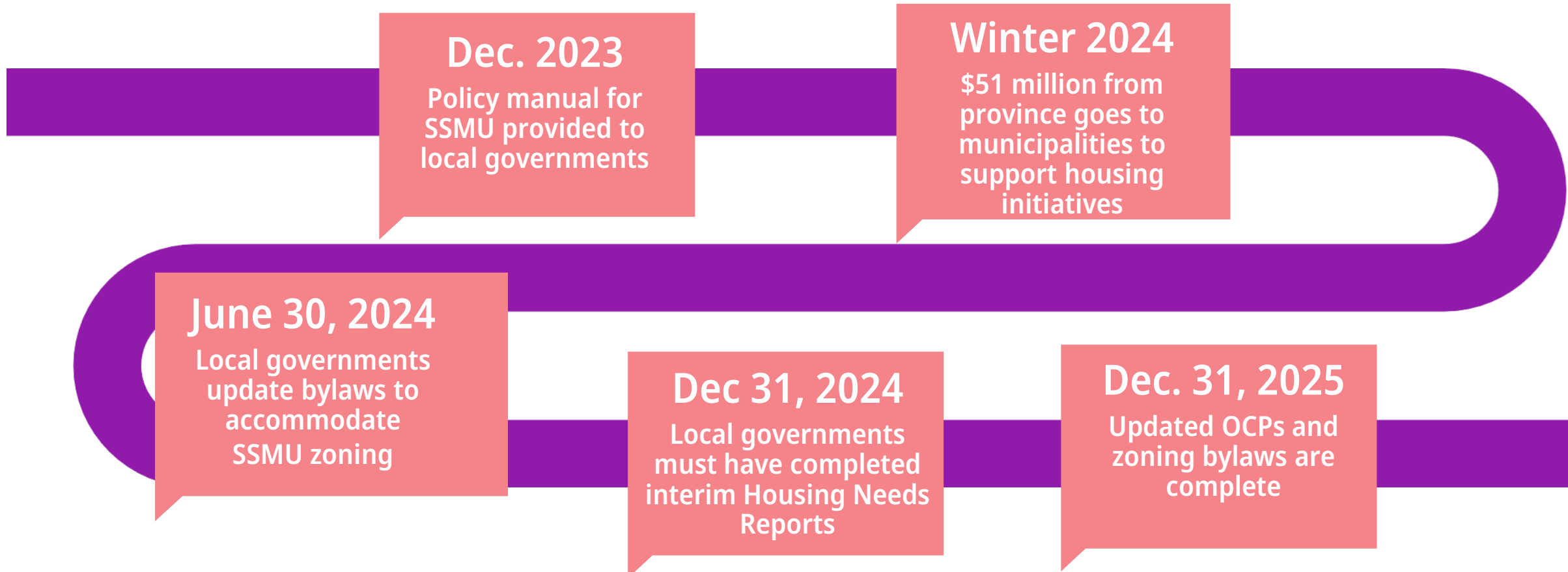
Home Builders

- ❖ Less delays
- ❖ Less layers of regulations
- ❖ More certainty
- ❖ More efficient zoning process to help build more affordable projects, faster

People living in B.C.

- ❖ More homes that are within reach (townhouses, row homes)
- ❖ More opportunities to live in the communities of their choice
- ❖ More frequent opportunities for people to be involved in shaping their communities earlier in the process

Timelines





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Rowan Nagel, GIS/Planning Technician
Date: November 23, 2023
Subject: Mines Referral 161384335

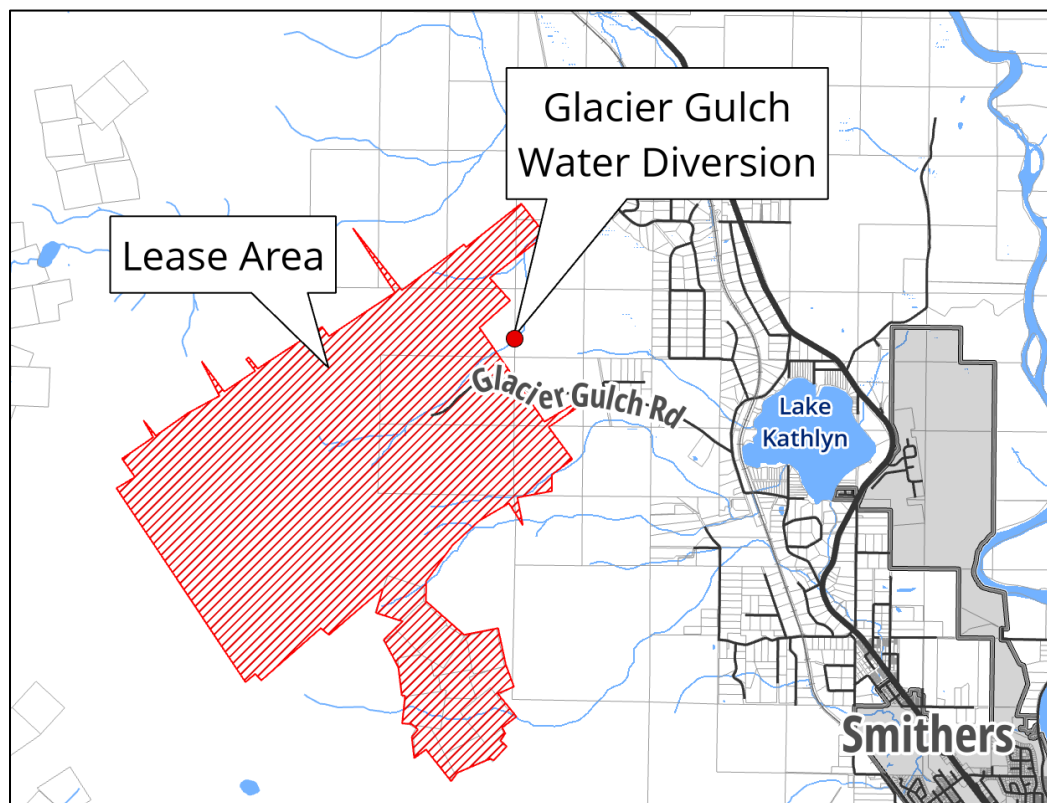
RECOMMENDATION:

(all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Mines Referral No. 161384335.

BACKGROUND

The RDBN has received a request for comment on a term extension application for a Mineral Lease under the *Mines Act*. The current lease term expires in 2025, and the applicant is requesting a 15-year extension (expiring in 2040). The application covers approximately 16.5 square kilometres of undeveloped land containing molybdenum deposits.



The approval of this term extension grants the applicant mineral rights but does not give the right to begin resource extraction. When the applicant plans to begin mining operations, the Regional District will receive a Notice of Work referral or be asked to participate in the Environmental Assessment Certificate process, depending on the proposed scale of the operation.

The nearest residential area is approximately one kilometre from the easternmost boundary of the lease area. Glacier Gulch water diversion infrastructure is located adjacent to the lease area. This referral was referred to the Town of Smithers. The Town responded that they have no comment regarding the proposal.

ATTACHMENTS

- Comment Sheet
- Applicant's Location Map



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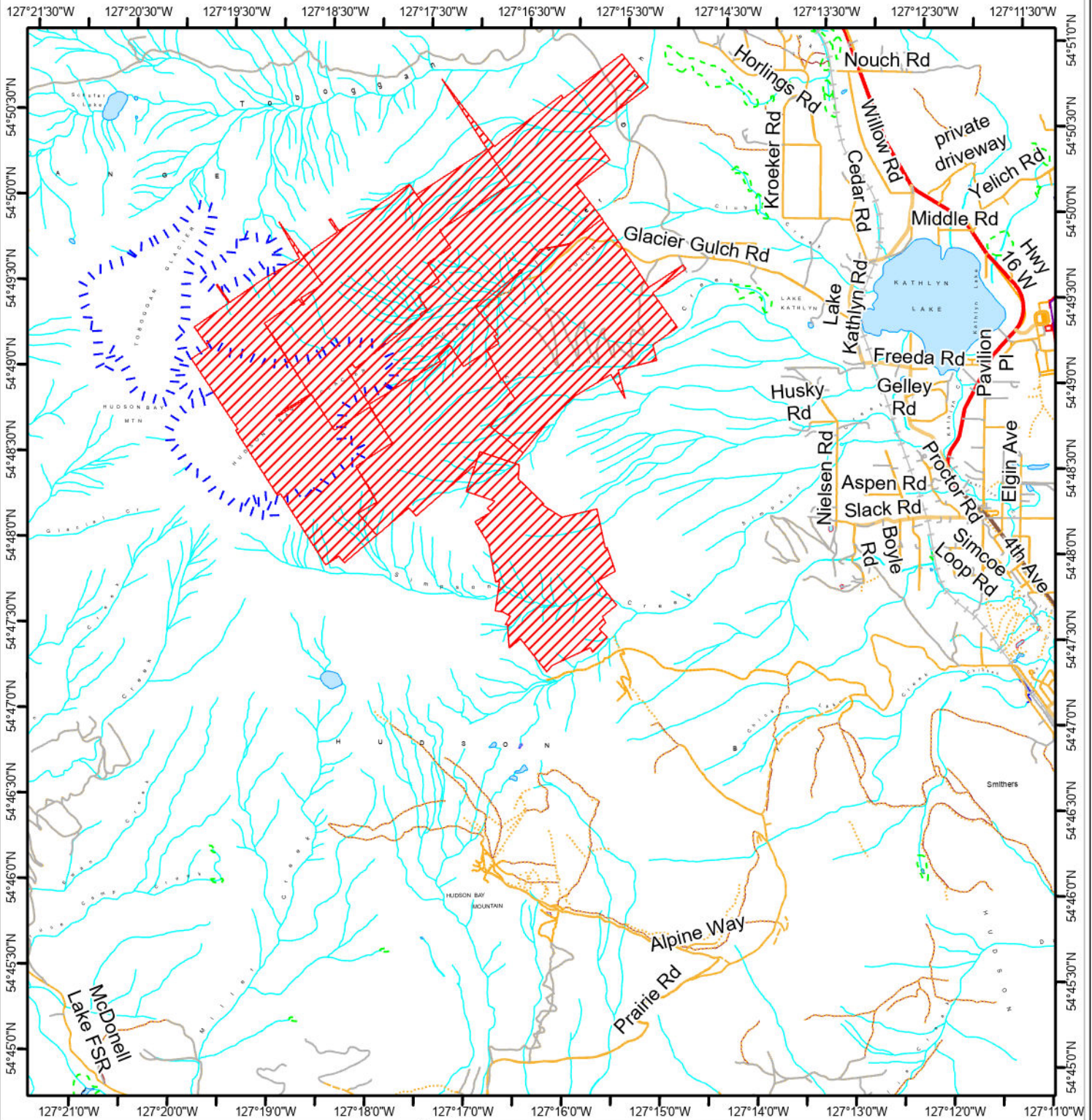
Regional District of Bulkley-Nechako

Comment Sheet on Mines Referral No. 161384335




Electoral Area:	Electoral Area A (Smithers/Telkwa Rural)
Applicant:	Donald Davidson
Existing Land Use:	N/A
Zoning:	Large Holdings (H2)
OCP Designation:	Resource (RE)
Proposed Use Comply with Zoning:	N/A
If not, why?	N/A
Agricultural Land Reserve:	No
Access:	Glacier Gulch Road
Building Inspection:	Yes
Fire Protection:	No
Other comments:	None

Interest Holder: DONALD DAVIDSON

File No: 13880-02-282, 302-306 Mineral Lease Term Extension (Donald Davidson)



Scale: 1:60,000
 Type: MINING
 Sub Type: MINING LEASE
 Purpose: INDUSTRIAL
 Subpurpose: LEASE RENEWAL

-  Application Area
-  Indian Reserves
-  Park or Protected Area

Referral Map



Date: 15 Sep 2023
 Area: 1638 ha +/-



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: November 23, 2023
Subject: **Notice of Work Referral No. 162215666-001**

RECOMMENDATION: (all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Notice of Work Referral No. 162215666-001.

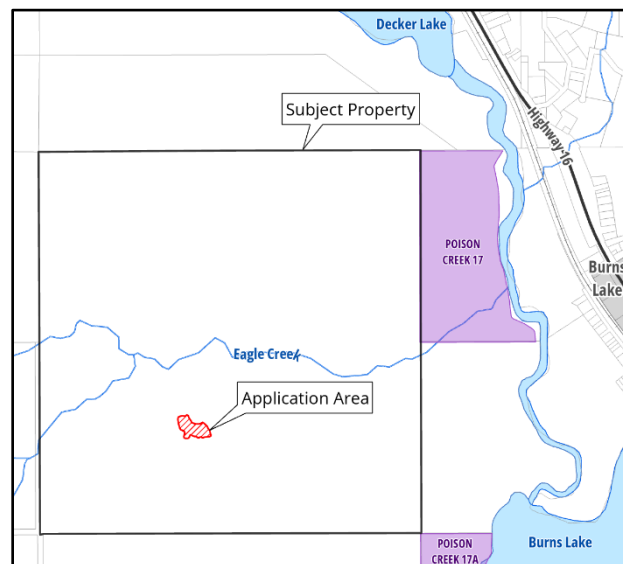
DISCUSSION

The RDBN has received a request to provide comment on a Notice of Work (NoW) under the *Mines Act* to extend an existing mine permit until 2028. The mine (Burkholder Farm Pit) is a small operation located on private land about 2 km west of the Village of Burns Lake.

Current operations consist of one excavator working intermittently on a seasonal basis. No changes in operations are proposed. The application area is 0.8 ha (2.0 ac) and annual extraction is 2,000 tonnes.

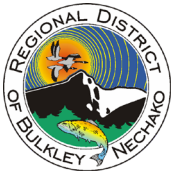
The nearest dwelling is about 1.5 km and Eagle Creek is about 200 m from the application area.

The subject property is zoned Large Holdings (H2) and is not within the ALR. No aggregate processing activities are proposed.



ATTACHMENTS

- Comment Sheet
- Applicant Location and Permit Maps



126

Regional District of Bulkley-Nechako

Comment Sheet on Notice of Work Referral No. 162215666-001

Electoral Area:	Electoral Area B (Burns Lake Rural)
Applicant:	David Burkholder
Existing Land Use:	Agriculture and aggregate extraction
Zoning:	Large Holdings (H2)
OCP Designation:	Resource (RE)
Proposed Use Comply with Zoning:	Yes
Agricultural Land Reserve:	No
Access:	Private road, off Eagle Creek Road
Building Inspection:	Yes
Fire Protection:	Not within a Fire Protection Area
Other comments:	None

Mine No: 1650216

**Burkholder Farm Pit
Location Map**

Permit Area

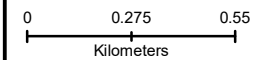
Base Data

- Locality
- Access Road to Site
- DRA Road Class**
- collector
- local; unclassified; resource
- arterial
- Wetlands
- Lakes / Rivers
- 100m Contours
- 20m Contours

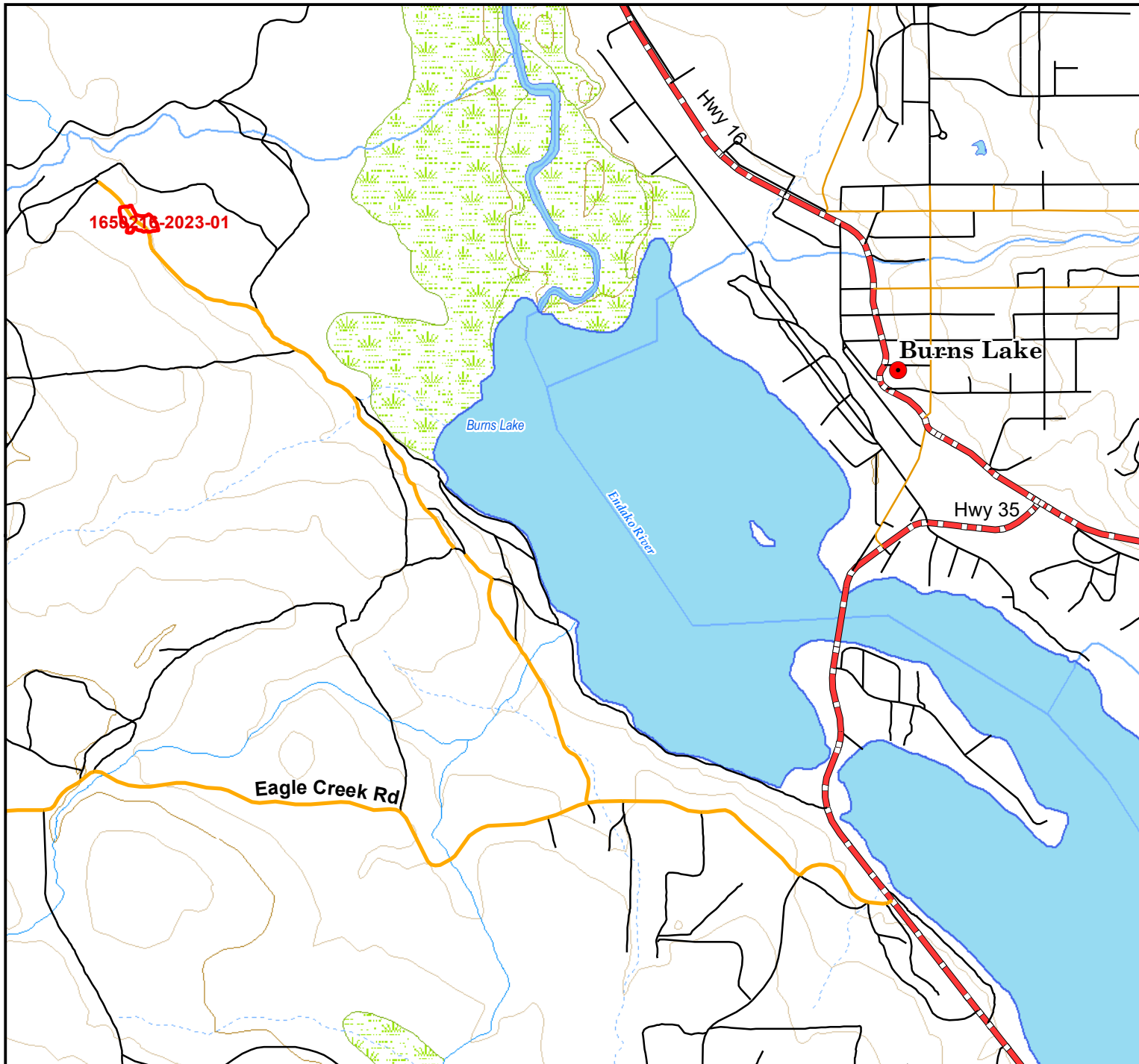
Base Data: BC Geographic Warehouse

1:20,000

1 cm = 200 meters



Date: 2023-08-08
 Coordinate System:
 NAD 1983 BC Environment Albers
 EMLI GIS - NW Region







Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community






Mine No: 1650216

**Burkholder Farm Pit
Permit Map**

-  Permit Area
-  Private Land

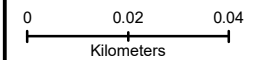
Base Data

-  Access Road to Site
- DRA Road Class**
-  local; unclassified; resource
-  20m Contours

Base Data: BC Geographic Warehouse

1:1,500

1 cm = 15 meters



Date: 2023-08-08
Coordinate System:
NAD 1983 BC Environment Albers
EMLI GIS - NW Region



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: November 23, 2023
Subject: **Coastal GasLink Compressor Stations Notification No. CGP-012694
(Titanium Creek)**

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

That the attached comment sheet be submitted to Coastal GasLink as the Regional District's comments for the Titanium Creek Compressor Station, Notification No. CGP-012694.

BACKGROUND

At the August 10, 2023 Board Meeting, the Board considered [Notification No. CGP-012694](#) regarding the Titanium Creek Compressor Station. At this meeting the Board directed staff to write a letter to the BC Energy Regulator indicating that additional information was necessary to consider the notification and requesting that the BC Energy Regulator not issue any permits to construct and operate the compressor stations until the RDBN Board has had an opportunity to review and comment on the requested information. This letter was sent on August 28, 2023 (attached).

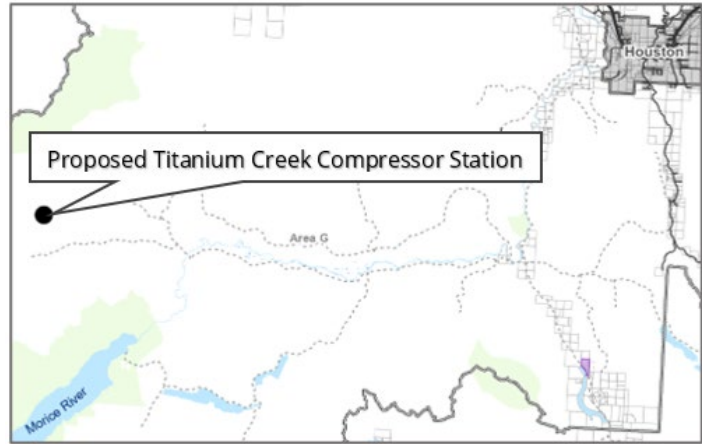
CGL sent a response on October 6, 2023 (attached) to the RDBN's request for information. CGL was a delegation at the Board's October 26, 2023 meeting and they arranged a site visit for Board members to a similar compressor station.

DISCUSSION

The notification letter from CGL states that they intend to apply to the British Columbia Energy Regulator (BCER) for permits to construct and operate the Parrott Lakes Compressor Station and the Titanium Creek Compressor Station. This report is regarding the Titanium Creek Compressor Station. The compressor stations are part of [Phase 2](#) of the CGL Pipeline Project.

The purpose of the compressor stations is to increase the capacity of natural gas through the CGL pipeline. CGL anticipates the compressor stations will be constructed over a three-to-five-year period between 2025 and 2030. CGL states that during construction, there will be a requirement for equipment and material stockpile sites and space to house workers, with no specifics on worker accommodations provided.

The proposed Titanium Creek compressor site is approximately 85 km southwest of the District of Houston. It is accessed from a CGL right-of-way via Shea Creek FSR. The nearest residence is approximately 55 km away. The proposal has a 19.18 ha footprint on Crown land, including 3.21 ha of new cut and 15.97 ha of existing clearing which is in an existing BCER multi-use permit held by CGL adjacent to the Coastal CGL right-of-way. CGL may use this right-of-way as a potential stockpile site and laydown yard.



The proposal consists of the installation of two 30-Megawatt turbine compressor units which will compress natural gas, increasing the capacity through the CGL Pipeline.

ATTACHMENTS:

- Comment Sheet
- August 28, 2023 RDBN referral response letter
- October 6, 2023 CGL response letter
- [Link to Coastal GasLink Phase 2 Fact Sheet](#)
- [Link to Coastal GasLink documents for Titanium Creek Compressor Station](#)

Comment Sheet on Coastal GasLink Referral No. CGP-012694

TITANIUM CREEK COMPRESSOR STATION:

Electoral Area:	Electoral Area G (Houston/Granisle Rural)
Referral Agency:	BC Energy Regulator and Coastal GasLink Pipeline Ltd.
Existing Land Use:	Vacant / cleared land.
Zoning:	Not zoned
OCP Designation:	Not applicable
Proposed Use Comply with Zoning:	See comments for Setbacks from a Natural Boundary note.
Agricultural Land Reserve:	Not within the ALR
Access:	RoW accessed via Shea Creek FSR
Building Inspection:	No
Fire Protection:	No

COMMENTS:

The RDBN's regulations regarding setbacks from a Natural Boundary (watercourses, lakes, marsh, and ponds) apply throughout the Regional District, whether the land is zoned or not. Details are in Zoning Bylaw 1800, 2023, available on the RDBN website:

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

RDBN Floodplain Management Bylaw No. 1878, 2020 is available on the RDBN website:

<https://www.rdbn.bc.ca/departments/planning/hazard-management/landslides-and-erosion>



August 28, 2023

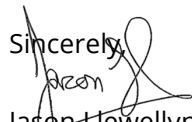
BC Energy Regulator
Bag 2
Fort St. John, BC V1J 2B0
Sent via Email: writtensubmissions@bc-er.ca

RE: RDBN Comment Regarding the Titanium Peak and Parrott Lakes Compressor Stations

At its August 10th, 2023 meeting the Board of the Regional District of Bulkley-Nechako considered the notification provided by Coastal Gaslink regarding their proposed Titanium Peak and Parrott Lake Compressor Stations. The Board directed staff to send the attached comment sheet along with this letter indicating that more information is required for the Board to provide meaningful comment regarding the proposed facilities.

The Board requests additional information regarding the compressor units to be used, the communications infrastructure to be installed, and the justifications for determining that adverse impacts (noise, vibration, dust, etc.) will be adequately minimized. The project description mentions mitigation measures relating to noise; however, these measures are not identified. The RDBN Board requests that the BC Energy Regulator not issue any permits to construct and operate the Titanium Peak and Parrott Lakes Compressor Stations until the RDBN Board has had an opportunity to review and comment on the requested information.

It is noted that the RDBN has repeatedly requested discussions regarding the land use impacts associated with pipeline facilities, including compressor stations, on multiple occasions beginning in 2014. Coastal Gaslink has indicated that these discussions were premature and would be addressed at the time of the BC Energy Regulator permitting process. Given this history it is highly disappointing to receive notifications regarding 2 compressor stations with minimal information provided and a requirement for a formal response within 30 days.

Sincerely,

Jason Llewellyn
Director of Planning

cc Natasha Westover – Public Affairs Lead Coastal GasLink
Email: natasha_westover@tcenergy.com

450 – 1st Street S.W.
Calgary, AB, T2P 5H1
Canada
Tel: 1-855-633-2011
Email: coastalgaslink@tcenergy.com
Web: <https://www.coastalgaslink.com/>

Sent Via Email

October 6, 2023

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

e-mail: jason.llewellyn@rdbn.bc.ca

Dear Mr. Llewellyn,

Re: RDBN Response Regarding the Proposed Project: Coastal GasLink Phase 2 - Titanium Peak and Parrott Lakes Compressor Stations

On August 1, 2023, in compliance with the Oil and Gas Activities Act (OGAA) and the Requirement for Consultation and Notification Regulation (RCNR), Coastal GasLink provided written Notice for Proposed Facility Application to the Regional District of Bulkley-Nechako (RDBN) for the proposed Parrott Lakes and Titanium Peak compressor stations, associated with Phase 2 of the Coastal GasLink project. Following this notice, Coastal GasLink received a written information request from the RDBN regarding the compressor units, communications infrastructure, and clarification on mitigation for any impacts such as noise, vibration, dust etc.

Pursuant to the requirements under Section 22 of the OGAA, the original notice and the information provided in this letter will serve to clarify the proposed activities associated with the construction and operation of the proposed compressor stations.

Proposed Compressor Stations:

Construction of the proposed facilities would commence following receipt of appropriate regulatory approvals and a positive final investment decision. The proposed Parrott Lakes and Titanium Peak compressor stations would consist of 30 MW natural-gas driven compressor packages, each enclosed in dedicated compressor unit buildings. Three (3) units are proposed at the Parrott Lakes Compressor Station, and two (2) are proposed at the Titanium Peak Compressor Station. Additional major equipment that would be present at each station to support safe and efficient operations includes the following:

- Gas Suction Scrubbers/Separators
- Air Cooled Heat Exchangers (Coolers)
- Primary Power Units and Auxiliary Power Units
- Skid Mounted Electrical and Control Buildings housing controls and uninterruptible power systems
- Skid Mounted Mechanical building housing glycol heating boiler systems, air compressors, air dryers and air receivers.
- Skid mounted Personnel Building housing interface controls and washroom facilities

- Skid mounted living quarters building
- Storage buildings, drum rack building(s), and utility gas regulation enclosure

During operations, facilities are monitored 24/7 by safety systems, which automatically shut the appropriate system down in case of abnormal operating conditions. Technicians will also be employed to monitor and maintain each compressor station.

Communications Infrastructure:

Coastal GasLink Phase 2 project planning is in the early stages and communications infrastructure will be determined as we progress towards permit approvals, a final investment decision, and eventual construction.

Temporary communications infrastructure will be constructed at each location to support our workforce during construction of the compressor stations. This is likely to be similar communications infrastructure to what is currently used at workforce accommodation locations along the base project route, which has been effective to date.

Coastal GasLink is open to engaging with the RDBN to learn more and evaluate mutually beneficial opportunities in relation to communications infrastructure that could improve connectivity in the region.

Proposed Mitigations to Potential Adverse Impacts:

Noise & Vibration

Coastal GasLink will work closely with area residents, local governments, regional districts, and other stakeholders to proactively communicate any planned construction activities. During construction, an increase in noise associated with our activities will be contained to the area in and around the compressor station facility. Coastal GasLink will mitigate construction operation noise wherever possible.

Compressor facilities have been designed in accordance with applicable codes, standards and regulations on noise including the British Columbia Energy Regulator (BCER) Noise Control and Best Practices Guideline (Version 2.2, July 21, 2021). Facilities are also designed to specifications that require multi-disciplinary consideration of vibration. Reducing or eliminating vibration is a primary concern in the design of foundations and supports for piping and equipment as well as the selection of materials for the facility. Various noise mitigation measures will be employed and integrated into the design of the compressor facilities including (but not limited to):

- Using silencers on equipment
- Building enclosures and utilizing sound dampeners around the turbine
- Keeping doors closed to prevent noise from escaping

Traffic & Road Use

During construction, an increase in traffic associated with the movement of heavy equipment and materials in the area can be expected. Coastal GasLink will manage the activities to ensure potential impacts are minimized to the extent reasonable. While also working closely with the current road tenure holders to manage various road and traffic strategies and ensure the impacts to public roads and users are minimized. This includes the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MoF), Forestry Road Permits Holders and the Ministry of Transportation and Infrastructure (MOTI).

Strategies include traffic control (implementation of speed limits), coordination of access in sensitive areas and dust control (road watering). Coastal GasLink will engage with Indigenous communities and groups and other stakeholders to facilitate access when required during construction.

Once construction is complete there will be minimal traffic for routine operations and appropriate dust control will be implemented as required.

Coastal GasLink Phase 2 construction will require a much smaller workforce than was needed for the current base project under construction now. We anticipate there to be approximately 200-250 personnel employed at each proposed compressor station during the construction phase of these facilities. Thus, creating the potential for high quality, well-paying jobs for local and Indigenous Northern BC residents.

At Coastal GasLink, we are privileged to work within Northern B.C. communities and are committed to creating an extraordinary legacy in the communities in which we live, work and operate. We appreciate the opportunity to engage further on these proposed facilities and are looking forward to speaking to the new phase of our project at the RDBN board meeting on October 26, 2023.

Should you have any questions, please contact Natasha Westover by e-mail at natasha_westover@tcenergy.com.

Sincerely,



Natasha Westover
Coastal GasLink Public Affairs Lead

- cc. Deneve Vanderwolf - Planning Technician/Regional Transit Coordinator, Regional District of Bulkley-Nechako
deneve.vanderwolf@rdbn.bc.ca
- cc. British Columbia Energy Regulator, BCER.WrittenSubmissions@bcer.ca



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: November 23, 2023
Subject: **Coastal GasLink Compressor Station Notification No. CGP-012694
(Parrot Lakes)**

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

That the attached comment sheet be submitted to Coastal GasLink as the Regional District's comments for the Parrot Lakes Compressor Station, Notification No. CGP-012694.

BACKGROUND

At the August 10, 2023 Board Meeting, the Board considered [Notification No. CGP-012694](#) regarding a Parrot Lakes Compressor Station. At this meeting the Board directed staff to write a letter to the BC Energy Regulator indicating that additional information was necessary to consider the notification, and requesting that the BC Energy Regulator not issue any permits to construct and operate the compressor stations until the RDBN Board has had an opportunity to review and comment on the requested information. This letter was sent on August 28, 2023 (attached).

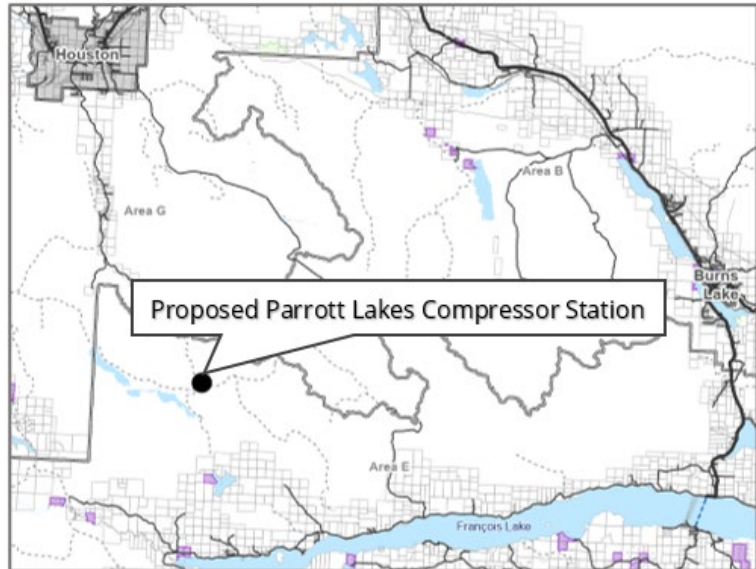
CGL sent a response on October 6, 2023 (attached) to the RDBN's request for information. CGL was a delegation at the Board's October 26, 2023 meeting and they arranged a site visit for Board members to a similar compressor station.

DISCUSSION

The notification letter from CGL states that they intend to apply to the British Columbia Energy Regulator (BCER) for permits to construct and operate the Parrott Lakes Compressor Station and the Titanium Creek Compressor Station. This report is regarding the Parrot Lake Compressor Station. These compressor stations are part of [Phase 2](#) of the CGL Pipeline Project.

The purpose of the compressor stations is to increase the capacity of natural gas through the CGL pipeline. CGL anticipates the compressor stations will be constructed over a three-to-five-year period between 2025 and 2030. CGL states that during construction, there will be a requirement for equipment and material stockpile sites and space to house workers, with no specifics on worker accommodations provided.

The proposed Parrott Lakes compressor station location is approximately 60 km south of the District of Houston in the Clemretta area. It is accessed from a CGL right-of-way via Parrott Lakes FSR. The nearest residence is approximately 14 km away. The proposal has a 28.75 ha footprint on Crown land, including 8.53 ha of new cut and 20.22 ha of existing clearing which is currently used as a stockpile and laydown yard.



The proposal consists of the installation of three 30-Megawatt natural gas driven compressor units which will compress natural gas, increasing the capacity through the CGL Pipeline.

ATTACHMENTS:

- Comment Sheet
- August 28, 2023 RDBN referral response letter
- October 6, 2023 CGL response letter
- [Link to Coastal GasLink Phase 2 Fact Sheet](#)
- [Link to Coastal GasLink Notification No. CGP-012694](#)

**PARROTT LAKES COMPRESSOR STATION:**

Electoral Area:	Electoral Area E (Francois/Ootsa Lake Rural)
Referral Agency:	BC Energy Regulator and Coastal GasLink Pipeline Ltd.
Existing Land Use:	Stockpile site and laydown yard
Zoning:	Not zoned
OCP Designation:	Not applicable
Proposed Use Comply with Zoning:	See comments for Setbacks from a Natural Boundary note.
Agricultural Land Reserve:	Not within the ALR.
Access:	RoW accessed via Parrott Lakes FSR
Building Inspection:	No
Fire Protection:	No

COMMENTS:

The RDBN's regulations regarding setbacks from a Natural Boundary (watercourses, lakes, marsh, and ponds) apply throughout the Regional District, whether the land is zoned or not. Details are in Zoning Bylaw 1800, 2023, available on the RDBN website:

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

RDBN Floodplain Management Bylaw No. 1878, 2020 is available on the RDBN website:

<https://www.rdbn.bc.ca/departments/planning/hazard-management/landslides-and-erosion>



August 28, 2023

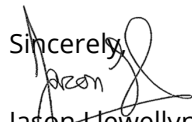
BC Energy Regulator
Bag 2
Fort St. John, BC V1J 2B0
Sent via Email: writtensubmissions@bc-er.ca

RE: RDBN Comment Regarding the Titanium Peak and Parrott Lakes Compressor Stations

At its August 10th, 2023 meeting the Board of the Regional District of Bulkley-Nechako considered the notification provided by Coastal Gaslink regarding their proposed Titanium Peak and Parrott Lake Compressor Stations. The Board directed staff to send the attached comment sheet along with this letter indicating that more information is required for the Board to provide meaningful comment regarding the proposed facilities.

The Board requests additional information regarding the compressor units to be used, the communications infrastructure to be installed, and the justifications for determining that adverse impacts (noise, vibration, dust, etc.) will be adequately minimized. The project description mentions mitigation measures relating to noise; however, these measures are not identified. The RDBN Board requests that the BC Energy Regulator not issue any permits to construct and operate the Titanium Peak and Parrott Lakes Compressor Stations until the RDBN Board has had an opportunity to review and comment on the requested information.

It is noted that the RDBN has repeatedly requested discussions regarding the land use impacts associated with pipeline facilities, including compressor stations, on multiple occasions beginning in 2014. Coastal Gaslink has indicated that these discussions were premature and would be addressed at the time of the BC Energy Regulator permitting process. Given this history it is highly disappointing to receive notifications regarding 2 compressor stations with minimal information provided and a requirement for a formal response within 30 days.

Sincerely,

Jason Llewellyn
Director of Planning

cc Natasha Westover – Public Affairs Lead Coastal GasLink
Email: natasha_westover@tcenergy.com

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Calgary, AB, T2P 5H1
Canada
Tel: 1-855-633-2011
Email: coastalgaslink@tcenergy.com
Web: <https://www.coastalgaslink.com/>

Sent Via Email

October 6, 2023

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

e-mail: jason.llewellyn@rdbn.bc.ca

Dear Mr. Llewellyn,

Re: RDBN Response Regarding the Proposed Project: Coastal GasLink Phase 2 - Titanium Peak and Parrott Lakes Compressor Stations

On August 1, 2023, in compliance with the Oil and Gas Activities Act (OGAA) and the Requirement for Consultation and Notification Regulation (RCNR), Coastal GasLink provided written Notice for Proposed Facility Application to the Regional District of Bulkley-Nechako (RDBN) for the proposed Parrott Lakes and Titanium Peak compressor stations, associated with Phase 2 of the Coastal GasLink project. Following this notice, Coastal GasLink received a written information request from the RDBN regarding the compressor units, communications infrastructure, and clarification on mitigation for any impacts such as noise, vibration, dust etc.

Pursuant to the requirements under Section 22 of the OGAA, the original notice and the information provided in this letter will serve to clarify the proposed activities associated with the construction and operation of the proposed compressor stations.

Proposed Compressor Stations:

Construction of the proposed facilities would commence following receipt of appropriate regulatory approvals and a positive final investment decision. The proposed Parrott Lakes and Titanium Peak compressor stations would consist of 30 MW natural-gas driven compressor packages, each enclosed in dedicated compressor unit buildings. Three (3) units are proposed at the Parrott Lakes Compressor Station, and two (2) are proposed at the Titanium Peak Compressor Station. Additional major equipment that would be present at each station to support safe and efficient operations includes the following:

- Gas Suction Scrubbers/Separators
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- Primary Power Units and Auxiliary Power Units
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- Skid mounted Personnel Building housing interface controls and washroom facilities

- Skid mounted living quarters building
- Storage buildings, drum rack building(s), and utility gas regulation enclosure

During operations, facilities are monitored 24/7 by safety systems, which automatically shut the appropriate system down in case of abnormal operating conditions. Technicians will also be employed to monitor and maintain each compressor station.

Communications Infrastructure:

Coastal GasLink Phase 2 project planning is in the early stages and communications infrastructure will be determined as we progress towards permit approvals, a final investment decision, and eventual construction.

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Coastal GasLink is open to engaging with the RDBN to learn more and evaluate mutually beneficial opportunities in relation to communications infrastructure that could improve connectivity in the region.

Proposed Mitigations to Potential Adverse Impacts:

Noise & Vibration

Coastal GasLink will work closely with area residents, local governments, regional districts, and other stakeholders to proactively communicate any planned construction activities. During construction, an increase in noise associated with our activities will be contained to the area in and around the compressor station facility. Coastal GasLink will mitigate construction operation noise wherever possible.

Compressor facilities have been designed in accordance with applicable codes, standards and regulations on noise including the British Columbia Energy Regulator (BCER) Noise Control and Best Practices Guideline (Version 2.2, July 21, 2021). Facilities are also designed to specifications that require multi-disciplinary consideration of vibration. Reducing or eliminating vibration is a primary concern in the design of foundations and supports for piping and equipment as well as the selection of materials for the facility. Various noise mitigation measures will be employed and integrated into the design of the compressor facilities including (but not limited to):

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Strategies include traffic control (implementation of speed limits), coordination of access in sensitive areas and dust control (road watering). Coastal GasLink will engage with Indigenous communities and groups and other stakeholders to facilitate access when required during construction.

Once construction is complete there will be minimal traffic for routine operations and appropriate dust control will be implemented as required.

Coastal GasLink Phase 2 construction will require a much smaller workforce than was needed for the current base project under construction now. We anticipate there to be approximately 200-250 personnel employed at each proposed compressor station during the construction phase of these facilities. Thus, creating the potential for high quality, well-paying jobs for local and Indigenous Northern BC residents.

At Coastal GasLink, we are privileged to work within Northern B.C. communities and are committed to creating an extraordinary legacy in the communities in which we live, work and operate. We appreciate the opportunity to engage further on these proposed facilities and are looking forward to speaking to the new phase of our project at the RDBN board meeting on October 26, 2023.

Should you have any questions, please contact Natasha Westover by e-mail at natasha_westover@tcenergy.com.

Sincerely,



Natasha Westover
Coastal GasLink Public Affairs Lead

- cc. Deneve Vanderwolf - Planning Technician/Regional Transit Coordinator, Regional District of Bulkley-Nechako
deneve.vanderwolf@rdbn.bc.ca
- cc. British Columbia Energy Regulator, BCER.WrittenSubmissions@bcer.ca



Regional District of Bulkley-Nechako

To: Chair and Board

From: Curtis Helgesen, CAO
Alex Eriksen, Director of Environmental Services
Janette Derksen, Waste Diversion Supervisor

Date: November 23, 2023

Subject: Metal Salvage Pilot 2024

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

Recommendation A:

That the Board direct staff to implement the 2024 Metal Pilot project at the Burns Lake Transfer Station and Recycle Depot as outlined in Option 3 of this report and include the necessary capital and operational funding in the 2024 financial plan.

or

Recommendation B:

That the Board maintain the ban on salvaging metal at all RDBN Transfer Stations and Landfills, and direct staff to implement the additional measures as outlined in Option 1 of this report.

SUMMARY

Recommendation A:

Should the Board wish to proceed with implementation of the 2024 Metal Salvage Pilot project, staff are recommending Option 3 as outlined in the report. In terms of operational needs, staff and public safety, along with liability considerations, staff considers Option 3 as the most reasonable strategy for implementation of the pilot project in 2024. It is estimated that this option would add \$100,000 to the 2024 capital budget and \$120,000 to the operational budget. Further, if the pilot is successful, metal salvage should be implemented across the region in 2025 which

could require approximately another \$600,000 for the 2025 capital budget and an additional \$720,000 in the annual operational budget.

Recommendation B:

Staff are strongly recommending that the current ban on metal salvaging be maintained. In evaluating the implementation of a metal salvaging pilot project, and reviewing the current practise of the metal salvage ban, it is recommended that improvements be made at each site to install additional barriers to further restrict access to the metal piles to reduce liability and enhance staff and public safety. This recommendation would see an estimated \$70,000 addition to the 2024 capital budget.

BACKGROUND

In 2017, the Board enacted a metal salvage ban at all RDBN Transfer Stations and Landfills.

In the spring of 2022, staff was directed by the Board to reconsider public metal salvage and to propose, implement and evaluate a pilot salvage program at the Burns Lake Transfer station by December of that year.

At the April 20, 2023 Board meeting, staff provided a summary of the development and implementation process of a metal salvage program at the Burns Lake Transfer Station. The evaluation of the program components was presented as justification for not implementing the proposed plan. Following a discussion, the following motion was made:

"That the Board direct staff to proceed with the metal salvage pilot program at the Burns Lake Transfer Station as originally outlined; and further, that the program be implemented prior to the end of the 2023 fiscal year.

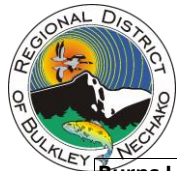
(All/Directors/Majority) CARRIED UNANIMOUSLY

Staff will bring forward a reevaluated and updated plan to provide for resource allocation for a one-year pilot program in the 2024 budget."

A brainstorming exercise was conducted on June 20, 2023, with the Regional Solid Waste Advisory Committee (RSWAC,) to help reimagine and develop a new strategy and plan for a Metal Salvage Pilot Project at the Burns Lake Transfer Station in

2024. At the Sept 12, RSWAC meeting, staff presented 5 options for discussion from these collaboration efforts. The Committee was reminded that at the previous meeting (June 20), it was agreed that revenue alone should not be the deciding factor for diversion initiatives. After an in-depth discussion, **the RSWAC voted (not unanimously) to recommend Option 1 to the Board** as this provided the most sound strategy from a risk management perspective.

The following table provides an overview of the options and more detailed descriptions follow.



Regional District of Bulkley-Nechako

Burns Lake Metal Salvage Pilot Proposed Options

	Option 1	Option 2	Option 3	Option 4	Option 5
Salvage Strategy	Salvage Ban & Re-use Bays	Open Salvage at Drop zone	Manual Sorting	Manual Sorting & "Red" metal recovery	Manual Sorting, "Red" metal recovery & public purchase
Public Rules	No hoarding, no mass volume salvage, no climbing. Re-usable intact items can be placed in, and taken from the re-use area	No hoarding, no high-grading, no mass volume salvage, no climbing.	No hoarding, no high-grading, no mass volume salvage, no climbing.	No hoarding, no high-grading, no mass volume salvage, no climbing.	No hoarding, no high-grading, no mass volume salvage, no climbing mass volume salvage, no climbing. Metal materials for purchase only.
Infrastructure	Moveable Barriers	200m ² concrete slab, Moveable barriers	200m ² concrete slab, Moveable barriers	200m ² concrete slab, Moveable barriers Bins and secure storage	200m ² concrete slab, Moveable barriers Bins and secure storage Racks, Scales, Shelter
Additional Labour	None	None	1 FTE (66hr/wk)	1 FTE (66hr/wk) Transportation (2hr/wk)	1 FTE (66hr/wk) Transportation (2hr/wk) Admin/finance (4hr/wk)
Procedures	Metal pushed into pile periodically throughout the day. Stockpile recycled annually.	Metal in the drop & salvage zone will be pushed up into the stockpile as needed. Stockpile recycled annually.	Manually separate re-usable metal items or building materials from the drop zone. Engage and instruct each individual customer. Metal in the drop zone will be pushed up into the stockpile as needed. Stockpile recycled annually.	Manually separate re-usable metal items or building materials from the drop zone. "Red" metals collected and sold to recycler. Engage and instruct each individual customer. Metal in the drop zone will be pushed up into the stockpile as needed. Stockpile recycled annually.	Manually separate re-usable metal items or building materials from the drop zone. "Red" metals collected and sold to recycler. Sell Metals to the public. Engage and instruct each individual customer. Metal in the drop zone will be pushed up into the stockpile as needed. Stockpile recycled annually.
Other Needs	Clear signage and public media campaign	Clear signage and public media campaign	Clear signage and public media campaign	Clear signage and public media campaign	Clear signage and public media campaign. Point-of-sale equipment, subscriptions and management.
One-time Capital	\$10,000 (Barriers)	\$10,000 (Barriers) \$90,000 (concrete Slab)	\$10,000 (Barriers) \$90,000 (concrete Slab)	\$10,000 (Barriers) \$90,000 (concrete Slab) \$10,000 (Bins and storage)	\$10,000 (Barriers) \$90,000 (concrete Slab) \$10,000 (Bins and storage) \$50,000 (Market infrastructure)
*Annual Operations	\$0	\$0	\$120,000	\$130,000	\$140,000
*2023 Revenue	\$70,000	\$40,000	\$60,000	\$84,000	\$108,000
*2023 Net	\$70,000	\$40,000	-\$60,000	-\$46,000	-\$32,000
Region-wide cost of Implementation					
Region-wide Capital (@6x)	\$60,000	\$600,000	\$600,000	\$660,000	\$960,000
Region-wide Operations (@6x)	\$0	\$0	\$720,000	\$780,000	\$840,000
*Region-wide Revenue (@7.5x)	\$525,000	\$300,000	\$450,000	\$630,000	\$810,000
Region-wide Net	\$525,000	\$300,000	-\$270,000	-\$150,000	-\$30,000

*Revenue is based on actual tonnage from 2023 and costs represent the hypothetical 2023 scenario for each option



Regional District of Bulkley-Nechako

Option 1 – Current

- Continue to enforce the 2017 metal salvage ban.
- Public Rules: no salvage. Re-usable intact items can be placed in, and taken from the re-use area
- Infrastructure: Barriers to restrict access to the metal stockpile are necessary for more effective enforcement.
- Labour: use existing site staff to help educate, instruct and monitor the public
- Procedures: the metal pile is pushed up periodically throughout the day. The stockpile will be recycled annually.
- Other: Clear signage and public media campaign
- Capital: \$10k
- Operational cost: \$0
- Revenue: \$68,000 (380MT mixed metal at 2023 rate)

Option 2 – Open Salvage

- Similar to the 2022 proposal which includes a drop & salvage zone, signage, functional push zone, barriers to restrict access to the stockpile and procedures for clearing the drop-zone.
- Public Rules: no hoarding, no high-grading, no mass volume salvage, no climbing.
- Infrastructure: 200m² concrete slab or 1000m² asphalt surface for the drop and push zone, moveable barriers for the main stockpile.
- Labour: use existing site staff to help educate, instruct and monitor the public
- Procedure: metal in the drop & salvage will be pushed up into the stockpile as needed using existing site equipment. The stockpile will be recycled annually.
- Other: Clear signage and public media campaign
- Capital cost: \$100k
- Operational cost: \$0
- Revenue: \$33,000 (325MT mixed metal at 60% of 2023 rate)

Option 3 – Manual Sorting with Additional staff

- Build on option 2, includes an additional full-time staff member, manual sorting, drop & salvage zone, signage, functional push zone, barriers to restrict access to the stockpile and procedures for clearing the drop-zone.
- Public Rules: no hoarding, no high-grading, no mass volume salvage, no climbing.
- Infrastructure: 200m² concrete slab or 1000m² asphalt surface for the drop and push zone, moveable barriers for the main stockpile.
- Labour: use new full-time attendant during all site hours (66hrs/week) to help educate, instruct and monitor (detailed data collection for the pilot) the public.
- Procedure: The attendant would manually separate re-usable metal items or building materials from the drop zone, and time permitted, separate re-usable wood for salvage as well. The attendant would also engage and instruct each individual customer. Metal in the drop & salvage will be pushed up into the stockpile as needed using existing site equipment. The stockpile will be recycled annually.
- Other: Clear signage and public media campaign
- Capital cost: \$100k
- Operational cost: \$120k per year (site attendant)
- Revenue: \$28,00k (325MT mixed metal at 50% of 2023 rate)

Option 4 – “Red” Metal Recovery

- Builds on option 3, includes additional full-time staffing, manual sorting, collection of “Red” metals, drop & salvage zone, signage, functional push zone, barriers to restrict access to the stockpile and procedures for clearing the drop-zone.
- Public Rules: no hoarding, no high-grading, no mass volume salvage, no climbing.
- Infrastructure: 200m² concrete slab or 1000m² asphalt surface for the drop and push zone, moveable barriers for the main stockpile. Bins and secure storage for “Red” metals.
- Labour: use new full-time attendant during all site hours (66hrs/week) to help educate, instruct and monitor (detailed data collection for the pilot) the public. Additional labour for the transport of “Red” metals to recycler.

- Procedure: The attendant would manually separate re-usable metal items or building materials from the drop zone. Time permitted, the attendant separate re-usable wood for salvage as well. The attendant would also engage and instruct each individual customer. Valuable “red” metals (copper, brass, bronze) would be collected by the attendant, securely stored and periodically recycled. Metal in the drop & salvage will be pushed up into the stockpile as needed using existing site equipment. The remaining stockpile will be recycled annually.
- Other: Clear signage and public media campaign
- Capital cost: \$150k
- Operational cost: \$150k per year (\$120k for site attendant and \$0k for transport cost)
- 2023 Revenue: \$84,000 (19MT Red Metals = \$54,000 at 2023 rate and 361MT = \$30,000 at 50% of 2023 rate)

Option 5 – Sell Metal to the Public

- Builds on option 4, includes an additional full-time staffing, the sale of salvaged metal, manual sorting, collection of “Red” metals, drop & salvage zone, signage, functional push zone, barriers to restrict access to the stockpile and procedures for clearing the drop-zone.
- Public Rules: select metal materials taken from site will be purchased, no hoarding, no high-grading, no mass volume salvage, no climbing.
- Infrastructure: 200m² concrete slab or 1000m² asphalt surface for the drop and push zone, moveable barriers for the main stockpile. Bins and secure storage for “Red” metals. Racks for sale metals. Scales, shelter and tables for sale of metals.
- Labour: use new full-time attendant during all site hours (66hrs/week) to facilitate the sale of metal, help educate, instruct and monitor (detailed data collection for the pilot) the public. Additional labour for the transport of “Red” metals to recycler. Additional administrative labour will be required to manage the financial and operational aspect of the retail system.
- Procedure: The attendant would manually separate re-usable metal items or building materials from the drop zone. Metals for sale would be placed in a separate area. The attendant would operate the scales. The attendant would also engage and instruct each individual customer. Valuable “red” metals (copper, brass, bronze) would be collected by the attendant, securely stored and periodically recycled. Metal in the drop & salvage will be pushed up into

the stockpile as needed using existing site equipment. The remaining stockpile will be recycled annually.

- Other: Clear signage and public media campaign. Point-of-sale equipment, subscriptions and management.
- Capital cost: \$250k
- Operational cost: \$175k per year

2023 Revenue: \$108k (19MT Red Metals = \$54,000 at 2023 rate and 220MT = \$19,000 at 50% of 2023 rate and 140MT at \$0.25/kg = \$35,000)

EVALUATION AND DISCUSSION

Staff developed evaluation criteria to help assess the success of the original program. Below are the criteria with slight modifications to allow them to be more broadly applied to the above options.

- 1) Public Perception: Will the public use and value the ability to salvage re-usable metal items?
- 2) Safety: Will the program provide a safe place and procedure for the public to drop-off and salvage metal items and for staff to manage the program?
- 3) Site operations: Will the new infrastructure negatively impact site operations or obstruct other areas of the site?
- 4) Enforcement: Will new rules and procedures associated with the program be followed by the public with minimal conflict, causing a higher level of enforcement?
- 5) Staff Capacity: Will current site and management staff be utilizing excessive time managing the program properly, educating the public, dealing with conflict, or adjusting existing operational procedures to accommodate?

In addition to the above criteria, it is helpful to consider the above 5 options in terms of “Level of Service” (to the public) as discussed at the RSWAC September 12, 2023 meeting. The 5 levels of service are: No Service, Basic, Satisfactory, Good, Excellent. Currently, the RDBN has basic to satisfactory level of service with the existing re-use bay program. Improvements to the current program through public education and re-use bay layout, could elevate the Level -of-Service to “Good” with minimal effort. When considering the financial impacts of each option, it is important to remember that if successful, there would be a similar cost associated with implementation at the other 6 sites to provide equitable access region-wide. A preliminary estimate of the cost to implement region-wide is approximately 6 times the cost of the chosen option for the Burns Lake pilot, the 2-3 smaller sites would not need as much as the bigger and busier sites.

CONSIDERATIONS

While it was decided that revenue from metal recycling shouldn't be the only consideration, it is still an important factor to consider. In 2022 the RDBN sold approximately 2,400MT of scrap metal for a total of \$315,000 in revenue. In 2023, the RDBN sold just over 2,900MT of metal for a total of \$525,000. This revenue is an indicator of the value of recycled metal, and may eventually prompt a private enterprise to open a metal salvage business within the RDBN.

It is also worth noting that a functional metal pilot program will have a financial impact to the RDBN. For reference, a 1% tax increase to the Environmental Services annual budget generates approximately \$55,000 in additional revenue.

It can be recognized that with the implementation of any regional program, and the same with a regional metal salvage program, there will be ripple effects to consider when deciding. The below is a brief outline of factors to consider.

SAFETY: increase conflict, abuse and violence on site between patrons and patrons and staff. A recent "Violence in the Workplace Assessment" shows interactions with patrons having the highest potential, and the metal related incidents comprise the majority of incidents.

LIABILITY: increase risk to injury and property. Municipal Insurance Association suggests a signed waiver by scavengers to reduce this risk, but may not stand in court. By allowing salvage of the metal piles, more space may be required as risk increases as you push up the piles to maximize space at our sites.

STAFFING: adding staff to the Environmental Services budget.

ENFORCEMENT: added need for enforcement and bylaws to support site staff and program adherence to bylaws.

TRAINING: a new training program would need to be developed with numerous new related procedures. Current requirements from WorkSafe to provide staff with Conflict Resolution and Violence in the Workplace training.

BEST PRACTICE: most Regional Districts do not allow metal salvage (or other materials) at their Transfer Stations. None of the RD's contacted by staff have

considered dissolving salvage bans or policies for reasons of concerns similar to RDBN's.

REUSE PROGRAM: the RDBN already has a successful re-use program that can be improved with education and promotion.

COST: infrastructure requires initial capital as well as maintenance and replacement over time. For example, barriers and fence conditions at risk when moving material and routine site maintenance.

REVENUE: scavenged piles generate less revenue. The cost to recover valuable red metals revenue is high but further lessening value of piles.

RETURN TO TAXPAYERS: what percentage of residents have voiced opposition to the salvage ban in recent years? What has served the residents best, revenue or salvage?

ENVIRONMENTAL SERVICES DEPARTMENT: the ES department is currently at capacity with trying to improve existing operations and comply with safety and environmental regulations.

ATTACHMENTS

[September 12, 2023 Regional Solid Waste Advisory Committee Memorandum
- Metal Pilot 2024](#)

[April 20, 2023 Board Memorandum
- Metal Salvage – Pilot Program for Burns Lake Transfer Station](#)

[June 16, 2022 Waste Management Committee Memorandum](#)

- [Reusable Metal Salvage – Pilot Program for Burns Lake Transfer Station](#)

[March 17, 2022 Waste Management Committee Memorandum](#)

- [RDBN Salvage and Re-Use Programs](#)



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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: November 23, 2023
Subject: **Committee Meeting Recommendations – November 9, 2023**

RECOMMENDATION: (all/directors/majority)

Recommendation 1 and 2 as written.

BACKGROUND

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

Committee of the Whole – November 9, 2023

Recommendation 1:

Re: UBCM Community Emergency Preparedness Fund – Indigenous Cultural Safety Application

"That the Board approve the RDBN's application to UBCM's Community Emergency Preparedness Fund – Indigenous Cultural Safety Program for a Cultural Competence in Emergency Response project and agree to provide overall grant management for the project."

Rural/Agriculture Committee – November 9, 2023

Recommendation 2:

Re: Invitation to Minister Cullen to Attend a Future Meeting

"That the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship be invited to attend a future meeting to discuss water licensing and agricultural water usage."

ATTACHMENTS: None



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: November 23, 2023
Subject: **RDBN 2024 Meeting Schedule**

RECOMMENDATION:

(all/directors/majority)

That the Board approve the 2024 RDBN meeting schedule.

BACKGROUND

The RDBN Procedure Bylaw states that, at the Inaugural Meeting each year, the Board shall set the time, place, and dates of the regular meetings of the Board and its Committees for the coming year. A 2024 RDBN Board/Committee meeting schedule is attached for the Board's consideration. Following past practice, only one meeting has been scheduled for the months of July, August, and December. The schedule also includes a Board/Staff event on August 1st where the RDBN Office and all sites will be closed to the public.

ATTACHMENTS:

RDBN 2024 Meeting Schedule

RDBN 2024 Meeting Schedule

Calendar for year 2024 (Canada)



January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
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February

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30						

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24	25	26	27	28	29	30

December

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- | | | |
|---|--|---|
| <ul style="list-style-type: none"> Jan 1 ● New Year's Day Jan 11 ● Board/Committee Meetings Jan 16 ● BC Natural Resources Forum Jan 17 ● BC Natural Resources Forum Jan 18 ● BC Natural Resources Forum Jan 22 ● Minerals Roundup Jan 23 ● Minerals Roundup Jan 24 ● Minerals Roundup Jan 25 ● Board/Committee Meetings Jan 25 ● Minerals Roundup Jan 30 ● Electoral Area Directors Forum Jan 31 ● Electoral Area Directors Forum Jan 31 ● LGLA Feb 1 ● LGLA Feb 2 ● LGLA Feb 8 ● Board/Committee Meetings Feb 19 ● Family Day Feb 22 ● Board/Committee Meetings Mar 7 ● Board/Committee Meetings Mar 21 ● Board/Committee Meetings Mar 25 ● Chair/CAO Forum Mar 26 ● Chair/CAO Forum Mar 29 ● Good Friday Apr 1 ● Easter Monday (NT, NU, QC) Apr 10 ● COFI Apr 11 ● Board/Committee Meetings | <ul style="list-style-type: none"> Apr 11 ● COFI Apr 12 ● COFI Apr 25 ● Board/Committee Meetings May 8 ● Minerals North May 9 ● Board/Committee Meetings May 9 ● Minerals North May 10 ● Minerals North May 13 ● NCLGA Convention May 14 ● NCLGA Convention May 15 ● NCLGA Convention May 16 ● NCLGA Convention May 20 ● Victoria Day (Many regions) May 21 ● Keeping It Rural Conference May 22 ● Keeping It Rural Conference May 23 ● Board/Committee Meetings May 23 ● Keeping It Rural Conference Jun 6 ● Board/Committee Meetings Jun 6 ● FCM Conference Jun 7 ● FCM Conference Jun 8 ● FCM Conference Jun 9 ● FCM Conference Jun 20 ● Board/Committee Meetings Jul 1 ● Canada Day Jul 18 ● Board/Committee Meetings Aug 1 ● Board/Staff Event Aug 5 ● BC Day | <ul style="list-style-type: none"> Aug 15 ● Board/Committee Meetings Sep 2 ● Labour Day Sep 12 ● Board/Committee Meetings Sep 16 ● UBCM Conference Sep 17 ● UBCM Conference Sep 18 ● UBCM Conference Sep 19 ● UBCM Conference Sep 20 ● UBCM Conference Sep 26 ● Board/Committee Meetings Sep 30 ● National Day for Truth and Reconciliation Sep 30 ● National Day for Truth and Reconciliation Oct 10 ● Board/Committee Meetings Oct 14 ● Thanksgiving Day (Many regions) Oct 24 ● Board/Committee Meetings Nov 7 ● Board/Committee Meetings Nov 11 ● Remembrance Day (Many regions) Nov 21 ● Board/Committee Meetings Dec 12 ● Board/Committee Meetings Dec 25 ● Christmas Day Dec 26 ● Boxing Day (Many regions) Dec 27 ● Winter Break Closure Dec 30 ● Winter Break Closure Dec 31 ● Winter Break Closure |
|---|--|---|



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: November 23, 2023
Subject: **General Passenger Vehicle Updated Summary**

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

That the Board approve the purchase of one new passenger vehicle with the funds for payment to come from the administration reserves and that this purchase be included in the 2024 budget.

BACKGROUND

This memo discusses all the passenger vehicles in the Regional District except for the ones that are used exclusively by the environmental services department.

Staff are seeking the approval to purchase one new vehicle this January. In the August 10, 2023 Board meeting, the Board approved a new vehicle purchase this fall. Staff were able to procure a new 2023 RAV 4 for \$38,558 (including PST) for delivery in January. This memo is requesting the approval to purchase a total of two vehicles (the one previously approved and an additional vehicle) for delivery in January. This additional new vehicle was already planned for purchase in 2024 as approved in our 2023 to 2027 Five Year Financial Plan.

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

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

The two new proposed vehicle are gasoline-only vehicle to avoid the supply chain issues currently involved with hybrid or electronic-only vehicles.

Staff are proposing to dispose unit A4 in 2024. Units A1 and A2 will be evaluated in 2024 and may be transferred to the environmental services department to replace unit P7 (a pickup truck that has just had a motor failure).

Table 1: Vehicle Summary (updated to November 9,2023)

Unit	Year	Make	Model	Department	Kilometers	Condition	Comments	Past 6 Years	Past 200,000
A1	2010	Ford	Escape	Admin/Fin/Ec. Dev	222,001	Fair		Y	Y
A2	2015	Ford	Escape	Plan/Prot Serv.	161,357	Fair		Y	
A3	2017	Dodge	Ram 1500	admin/fin/ec dev.	75,864	fair		Y	
A4	2017	Ford	Escape	admin/fin/ec.dev	211,928	poor	Needs new Transmission	Y	Y
A5	2020	Toyota	Rav 4 Hybrid	Admin/Fin/Ec.dev	86,358	fair			
A6	2022	Toyota	Rav 4 Hybrid	Admin/Fin/Ec.dev	36,040	excellent			
BE1	2021	Toyota	Rav 4 Hybrid	Bylaw Enforcement	88,684	excellent			
BI1	2017	Ford	Escape	Building Inspection	170,773	fair		Y	
BI2	2020	Toyota	Rav 4 Hybrid	Building Inspection	167,148	good			
BI3	2022	Ford	Escape Hybrid	Building Inspection	22,868	excellent			



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: November 23, 2023
Subject: **Growing Community Fund**

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

That the Board allocate the remaining \$1,364,000 of the Growing Communities Fund as per Table 1.

BACKGROUND

The Regional District received \$1,764,000 in the latter part of March as our portion of a one-time grant from the Province's \$1 billion Growing Communities Fund (GCF). This funding is to be mainly allocated towards local government owned assets to aid in the investments in core community infrastructure and amenities to increase the local housing supply.

In looking at the parameters of the program along with the RDBN's Strategic Plan and core service delivery, staff have drafted a recommendation for consideration by the Board on the utilization of these funds.

Housing Supply is a strategic focus area within our Strategic Plan; therefore, the Board previously allocated \$400,000 of the GCF at the June 22 Board Meeting to the Planning Department to undertake a Regional Housing Initiative (in collaboration with the member municipalities) for the Regional District.

The remaining \$1,364,000 must be allocated by the end of 2023.

The province has requested that the funds be primarily used to accelerate the delivery of capital projects, and where possible, to work closely with adjacent First Nations. Of the total grant, it is estimated that \$1,176,838 is attributed to the Regional District as a whole, and projects that use these funds should benefit all jurisdictions in the Regional District. The \$400,000 allocated to the housing project fits into this category. The remaining \$587,162 is more attributed to the rural areas, and the province has explicitly stated that these funds cannot be broken down further (into electoral areas).

Region Wide Focus:

With \$400,000 already allocated to the Regional Housing Initiative, staff proposes to allocate the remaining \$776,838 of the region wide category to solid waste management infrastructure. The Environmental Services budget has significant cost pressures in the years to come, and this funding will support the transition to tipping fees under the user pay project. Taxation for Environmental Services is collected from both Electoral Areas and Municipalities allowing each property owner in the Regional District to benefit from this option.

Rural Focus:

The second category of funds is to be mainly attributed to the rural population, and within the GCF funding, \$587,162 should be used to mainly benefit the population in electoral areas. Community and Economic Sustainability is another strategic focus area within our Strategic Plan, that is geared towards ensuring our communities are healthy and resilient. The new parks and trails service and the upcoming investments throughout the region is a fit within the parameters of the grant, provided it goes towards Regional District owned infrastructure. These assets are within the rural areas, but benefit the whole region. Public Safety and emergency management equipment and facilities is another category that fits the parameters of the funding program, and rural fire service delivery that service First Nation communities would also qualify for funding.

The main options at this time within the Regional District that fit the categories for GCF funding allocations are as follows:

- Emergency management equipment and facilities such as rural fire protection assets (this equipment must be owned by the Regional District)
- Active transportation amenities (such as Cycle 16 trail or the proposed Highway 35 trail)
- Parks and Recreation related amenities
- Fort Fraser Water and Sewer Systems

Based on the above, staff are proposing the following allocation to satisfy the parameters within the GCF grant program:

Table 1:

Regional Wide Focus	Regional Housing Initiative (already allocated)	\$400,000
Regional Wide Focus	Solid Waste Mgmt. Infrastructure	\$776, 838
	Subtotal	\$1,176,838
Rural Focus	Emergency Mgmt. Equipment & Facilities	\$285,000
Rural Focus	Parks and Trails Infrastructure & Amenities	\$285,000
Rural Focus	Fort Fraser Water & Sewer	\$17,162
	Subtotal	\$587,162
GMF Grant Total		\$1,764,000

Attachments: Minister Anne Kang Letter of March 16, 2023
Growing Communities Fund Frequently Asked Questions



March 16, 2023

Ref: 271994

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

Dear Chair Parker:

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

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

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

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

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

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Mark Parker, Chair

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

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

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

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

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

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

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

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

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

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

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

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

Sincerely,



Anne Kang
Minister

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

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

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

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



GROWING COMMUNITIES FUND (GCF) Frequently Asked Questions (FAQ's) - Regional Districts	
Program Description	
Question	Answer
What is the purpose of the Growing Communities Fund for local governments?	The GCF will provide a one-time grant to all 188 of B.C.'s municipalities and regional districts, which they can use to address their community's unique infrastructure and amenity demands.
What is the formula-based model used to allocate funding?	For all regional districts, allocations are the sum of: <ul style="list-style-type: none"> • A flat funding amount of \$500,000; • A funding amount based on the regional districts <u>overall</u> population; • A funding amount based on the regional district's <u>rural</u> population; and • A funding amount based on the growth of the regional district's <u>rural</u> population between 2016-2021. See more detail in the Appendix.
Why is there additional funding for residents in rural (unincorporated) areas?	The additional funding recognizes that rural regions face a particular challenge in the form of relatively high costs of service delivery due to a number of factors: <ul style="list-style-type: none"> • Lower density population • Larger distances that have to be travel by service users and providers • Small number of people in any location that preclude economies of scale.
Why is growth of residents in the unincorporated areas used as one of the measures?	The growth within municipalities is already captured within the municipal grant allocations. The growth of the population in rural (unincorporated areas) is required to capture all areas of population growth within the province.
What is the source of the population data?	The source of the population data is from the BC population estimates (as of January 27, 2023). BC Stats population estimates are based on the Census, they also incorporate other information including provincial health records and tax records from CRA, and accordingly they have historically, on average, been higher than the Census baseline. Because of these reasons the



	federal and provincial governments have viewed population estimates as the more accurate of the two (e.g., population estimates are used to determine provincial health transfers from the federal government).
Use of Funds	
Question	Answer
What are the eligible use of funds?	<p>Eligible infrastructure projects are as follows:</p> <ul style="list-style-type: none"> • Public drinking water supply, treatment facilities and water distribution; • Development finance portions of infrastructure costs that support affordable/attainable housing. These may include DCCs or subdivision servicing charges payable or similar costs. • Childcare facilities; • Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities, • Wastewater conveyance and treatment facilities; • Storm water management; • Solid waste management infrastructure; • Public safety/emergency management equipment and facilities not funded by senior level government; • Local road improvements and upgrades; • Sidewalks, curbing and lighting; • Active transportation amenities not funded by senior level government; • Improvements that facilitate transit service • Natural hazard mitigation; • Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and • Recreation related amenities.
Can the funds be used for costs other than capital?	Yes. Other eligible one-off costs include: costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work (including climate resilience assessments); costs of designing, tendering, and



	acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities
Are expenditures on natural assets eligible?	Yes, provided the natural asset is providing, or part of providing, one of the services described in the eligible categories above.
Will receipt of the GCF affect our eligibility for other infrastructure grant programs?	No. The GCF will not affect decisions on eligibility for infrastructure grant funding. For local governments with approved projects the GCF funding cannot be used as their match as an incremental spend is required. The GCF could be used to offset cost overruns that exceed the grant amount and the local share
Can local governments provide contributions to third parties from GCF?	No, with the exceptions of: <ul style="list-style-type: none"> • municipal contributions to housing projects and infrastructure owned by a regional district when the municipality is a participant in that service. • First Nations infrastructure when it is a shared service or there is a service relationship.
Can we claim staff time on projects?	Permitted in limited situations. Specifically for non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities
Can a local government use GCF funding for multi-year project that has already started?	Yes. The GCF can be used for any capital project that has not yet been completed. Projects completed prior to March 1st, 2023 are not eligible for GCF funding. GCF is designed to enable incremental additional expenditures for local governments and not to replace existing capital commitments.
Can GCF be used for related planning projects?	Yes. Feasibility studies (including infrastructure capacity assessment); other early-stage development work are eligible costs. This includes



	conducting a climate lens assessment to determine GHG implications and resilience to future climate.
What happens if funds are ineligibly allocated, if reporting requirements are not met or if funds remain unspent after five years?	The ministry may reclaim any grant funds that are not used for the intended purposes or meet the accountability requirements of the Growing Communities Fund. However, the ministry will work with the local government to determine methods of expending it within eligible categories.
Can the funds be invested while being held in reserve?	The funds may be invested in any of the instruments permissible for local governments under section 183 of the <i>Community Charter</i> .
Allocation of Funds	
Question	Answer
Can the GCF funding be allocated to electoral areas based on the Provincial formula used to determine the grant amounts for each Regional District?	No. The grant calculation for each Regional District took into consideration a base amount and several other key variables. The GCF was intended to assist the board in addressing regional priorities for actual infrastructure and other eligible costs. It is not meant to be reallocated back to electoral areas based on the Ministry allocation formula
Will the Province specify to Regional Boards how to allocate the GCF funding?	No. It is the Regional Boards responsibility to determine the regional priorities and ensure that all the GCF funding is allocated to eligible regional services prior to the end of the 2023 calendar year. However, if requested, the ministry staff can assist regional staff on possible methods of allocation. That said, the final decision will rest with the Board.
How will these grants impact DCCs and other development finance charges?	The intent of the Growing Communities Fund grant is to support the delivery of projects that are incremental to currently planned infrastructure. As such, the projects may not have been included in the current DCC program. However, if the DCC program contains a project to which GCF funds will be allocated, the DCC bylaw must be amended so that the charges take the grant into account. Similar treatment should



	be used to adjust other development finance charges.
Timing	
Question	Answer
When will the grants be disbursed?	The grant will be directly transferred to local governments by March 31, 2023.
What is the timeline over which these grant funds must be expended?	The Provincial Government requests that the funds be expended within five years of receipt.
Reporting	
Question	Answer
What are the reporting requirements?	<p>The RD must provide an initial separate report (schedule) outlining how the funds were allocated to eligible costs for various services. This report would be a schedule to the 2023 annual audited financial statements. (as required under S.377(1)(a) of the <i>Local Government Act</i>). Further to the financial reporting, an annual report that identifies work related to Housing Needs Reports and pre-zoning requirements as applicable, is required.</p> <p>The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province's Environmental, Social and Governance framework for capital projects. The Province also encourages conducting a preliminary climate lens assessment on Growing Communities Fund investments (GHGs and resilience to future climate) similar to the ones used for the CleanBC Communities Fund.</p> <p>Templates for reporting will be posted on line at a later date</p>
Are Regional Districts required to annually report on GCF?	Yes. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 377 (1)(a) of the <i>Local Government Act</i> . Your local government will provide a schedule to the audited financial statements respecting the amount of funding



	received, the use of those funds, and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.
Will the schedule to the annual audited financial statements be left to the discretion of the Regional District? Does the Ministry have authority to request additional information?	Yes, and yes. The form of the schedule to the annual audited financial statements will be left to the discretion of the Regional District. The Ministry retains the right to request additional information from Regional Districts as required.
Is a separate auditors' report required for this schedule?	No. The Province does not require a separate auditor's report.
Am I required to acknowledge the provincial financial contribution towards funded projects?	Yes. Fund requirements will include parameters for public recognition of the funding related to capital projects.
Reserve Funds	
Questions	Answers
Do Regional Districts need to segregate GCF funding from other funding sources?	No. GCF funds need only be transferred to existing (or new) capital reserve funds that have been established for each of the services that will be allocated GCF funding.
Does interest earned on the GCF need to be tracked and added to the GCF amounts once the funds are allocated to reserve?	Yes. Interest earned in the GCF fund must be tracked and allocated back to the fund and may only be used for eligible purposes related to the GCF program. This is in accordance with S. 189(1) of the <i>Community Charter</i> .

Appendix: Detailed Calculation of Grants

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

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

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



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: November 23, 2023
Subject: **Bulkley-Nechako Joint Accessibility Advisory Committee -
Terms of Reference Change**

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

That the Board approve the updated Terms of Reference for the Bulkley-Nechako Joint Accessibility Advisory Committee.

BACKGROUND

As per discussion at the September 29, 2023 meeting, the Terms of Reference for the Bulkley-Nechako Joint Accessibility Advisory Committee have been updated for clarity. Updated portions are highlighted.

ATTACHMENTS:

Bulkley-Nechako Joint Accessibility Advisory Committee Terms of Reference

Bulkley- Nechako Joint Accessibility Advisory Committee Terms of Reference

1. Mandate

To advise all participating Councils and Boards in the Regional District of Bulkley-Nechako of the need to establish, develop and maintain equitable policies, services and facilities for persons with disabilities, including, but not limited to: transportation; housing; employment; education; and recreation.

To provide an opportunity for public input on accessibility issues affecting people with disabilities.

To identify barriers to services and facilities encountered by people with disabilities, and partner with local councils and agencies to address them.

To promote initiatives that foster active living, and the full participation of people with disabilities in their communities.

2. Funding

The Committee does not have a specific budget. Financial requests must be submitted to the RDBN Board for approval.

As an inter-agency committee, application may be made to each participating local government for funding to sustain the Committee's activities. The Committee also accepts public donations and seeks various grants.

The Committee also welcomes and appreciates in-kind services, input, and expertise from municipal councils, agencies, businesses, and volunteers on an as needed basis.

3. Membership

The Committee will be comprised of at least seven (7), and up to twelve (12) voting members, representing the public, business, and community interests within the RDBN. The Committee will strive to maintain the following membership criteria:

The Chair of the Committee and the alternate shall be a Director of the RDBN appointed by the RDBN Chair and shall be voting members. Both the Chair and alternate will attend meetings as voting members. These positions comprise the only elected officials from any partner organization to serve on the Committee.

Fifty percent (50%) of members are persons with a disability, or are individuals who support persons with disabilities either at a personal or organizational level;

At least one (1) Indigenous member; and

Reflect the diversity of persons with disabilities in BC.

Membership from each community represented by the partnering organizations.

Partner organizations can appoint one non-voting staff member to support the work of the Committee within their organization.

To support the facilitation of the Committee, the RDBN commitment is to provide a Staff Liaison, as directed by the Chief Administrative Officer, to act as administrative support for the Committee and provide a Recording Secretary for all meetings.

4. Appointments

Vacancies for voting members of the Committee will be advertised by the RDBN and the partner community where the vacancy exists; interested individuals shall submit applications to the RDBN.

The RDBN Board shall approve the appointment of the voting members of the Committee. Recommendations for membership will be provided to the Board by staff through consultation with partner community representatives.

The appointment of the non-voting staff member(s) on the Committee will be exempt from regulations, which apply to the appointment of voting members.

The RDBN Staff Liaison on the Committee will be appointed by the Chief Administrative Officer.

5. Voting

Each representative that is appointed by the RDBN Chair and Board, including the Committee Chair and Alternate Chair, has one vote each.

The Committee's preferred method of decision-making is to reach resolution by consensus. However, when consensus cannot be reached, a vote will be conducted, and simple majority will rule.

6. Quorum

A quorum consists five (5) of the eligible voting members, and the Chair or Alternate Chair must be present.

7. Meeting Frequency and Facilitation

In the first year, the Committee shall meet as necessary to complete the Accessibility Plan

and thereafter shall meet quarterly, or at the determination of the Chair.

Meetings will take place at the advertised time at the RDBN Office in Burns Lake. Both in-person and virtual attendance will be supported. All meetings will be open to the public to attend.

8. Reporting Relationship with Municipal Councils and Organization Boards

The RDBN Staff Liaison will be responsible for reporting Accessibility Advisory Committee minutes to all partner organizations promptly.

Minutes shall be included for receipt on partner council/board agendas and councils/boards will make individual decisions about action items to bring forward for consideration.

Partner organizations will also apprise the Advisory Committee of any municipal initiatives involving or having impact on people with disabilities via the RDBN Staff Liaison. This information will be provided to the Advisory Committee via meeting agendas.

9. Term of Office

Term of Office is two calendar years. Members may re-apply for seats upon completion of their term.

In a case where a member must vacate a seat before the end of the two-year term, another resident representing the same area can apply for appointment to complete the remaining term.

10. Representative Authority

The Committee does not have the authority to pledge the credit of any partner organization, or to authorize any expenditure to be charged against partner organizations.

The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board Chair.

11. Minutes

Meeting minutes be taken at each meeting.

Minutes will be provided for receipt to all partner organization councils/boards.

Schedule A – Partner Organizations

The following like organizations have considered these Terms of Reference and provided written confirmation of their participation in the Bulkley- Nechako Joint Accessibility Advisory Committee:

1. Regional District of Bulkley-Nechako (all Electoral Areas)
2. District of Fort St. James
3. District of Houston
4. Village of Burns Lake
5. Village of Fraser Lake
6. Village of Telkwa
7. Village of Granisle
8. Fort St. James Public Library
9. Vanderhoof Public Library
10. Burns Lake Public Library

*Confirmed Partner Organizations as of July 4, 2023



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Blackwell, Regional Fire Chief
Date: November 23, 2023
Subject: **Volunteer Firefighter & Search and Rescue Tax Credit**

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

That the Board send a letter to MP Gordon Johns to support Bill C-310: An Act to Amend the Income Tax Act (Volunteer Firefighting and Search and Rescue Volunteer Tax Credit).

BACKGROUND

Canada has 90,000 volunteer firefighters and an additional 8,000 search and rescue volunteers who provide a vital service for their communities and surrounding areas. Of those volunteers there are approximately 120 search and rescue and 225 volunteer firefighters within the RDBN. Without these volunteers, thousands of communities in Canada would have no fire and emergency response coverage as the tax base of smaller municipalities can't handle the cost of a career department.

In 2013, the federal government implemented a tax credit for volunteer firefighters and search and rescue volunteers who contributed 200 hours or more in a calendar year. This tax credit has not kept up with the cost of living and MP Gord Johns has been calling on the federal government to increase the tax credit from \$3,000 to \$10,000.

In a recent study about 30% of these volunteers pay out of pocket expenses associated with the services they provide. The increased tax credit could help cover some of these costs as well as help retain or recruit volunteers in our region.

MP Gord Johns petition to the government of Canada is as follow:

Whereas:

- Volunteer firefighters account for 71% of Canada's total firefighting essential first responders;
- In addition, approximately 8,000 essential search and rescue volunteers respond to thousands of incidents every year;

- The tax code of Canada currently allows volunteer firefighters and search and rescue volunteers to claim a \$3,000 tax credit if 200 hours of volunteer services were completed in a calendar year;
- This works out to a mere \$450 per year, which we allow these essential volunteers to keep of their own income from their regular jobs, \$2.25 an hour;
- If they volunteer more than 200 hours, which many do, this tax credit becomes even less;
- These essential volunteers not only put their lives on the line and give their time, training, and efforts to Canadians, but they also allow cities and municipalities to keep property taxes lower than if paid services were required;
- Increasing this tax credit would allow these essential volunteers to keep more of their hard-earned money, likely to be spent in the communities in which they live; and
- It would also help retain these volunteers in a time when volunteerism is decreasing.

We, the undersigned citizens, and residents of Canada, call upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06(2) and 118.07(2) of the *Income Tax Act* in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000.

**BRITISH
COLUMBIA**

VIA EMAIL

Ref: 62641

November 9, 2023

Mark Parker
Regional District Bulkley-Nechako
Email: mark.parker@rdbn.bc.ca

Dear Mark Parker:

RE: New legislation to support local government housing initiatives

Over the past week, I have introduced several pieces of legislation to support local governments to get more homes built faster while enabling updated and new tools to effectively fund the costs of infrastructure and amenities to support increased housing supply and growth. Taken together, these changes are critical to getting more of the right kind of housing built in the right places to provide homes for British Columbians.

Last week, I introduced Bill 44, to support communities to deliver the homes people need quickly by allowing small-scale multi-unit housing across BC. These homes, including townhomes, triplexes, and secondary suites, can generally be built in a reasonable timeframe and blend more seamlessly into neighbourhoods. The legislation will apply to many areas of the province, and we anticipate it will allow up to 4 units in single-detached and duplex zones (or 3 depending on the size/type of lot) and up to 6 units permitted in single-detached and duplex zones close to bus stops with frequent service. It will also allow secondary suites or an accessory dwelling unit on single-detached lots throughout BC.

Bill 44 will also speed up the approvals process by moving away from spot zoning to ensure more comprehensive upfront planning and zoning to meet current and future housing needs. The changes include using a robust, standard methodology for calculating long-term housing needs for all Housing Needs Reports to ensure consistency across the

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**Office of the
Minister of Housing**

Website:
www.gov.bc.ca/housing

Mailing Address:
PO Box 9074 Stn Prov Govt
Victoria BC V8W 9E9
Phone: 236 478-3970

Location:
Parliament Buildings
Victoria BC V8V 1X4
Email: HOUS.Minister@gov.bc.ca

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province. Municipalities will also be required to update Official Community Plans (OCPs) and zoning bylaws to ensure their communities have sufficient land designated and zoned to meet long-term housing needs and continue to make these updates on a regular basis. The new legislation will also remove the option for local governments to hold public hearings for rezonings for housing projects consistent with OCPs.

Today, I announced new legislation, Bill 47, to support new housing to get built near high-frequency transit, and yesterday Bill 46, to ensure local governments have tools to collect amenity and infrastructure contributions outside of the re-zoning process.

Bill 47 will require local governments to designate areas near high frequency transit stations as 'TOD Areas.' TOD Areas are near SkyTrain stations and busy bus exchanges and are expected to be identified in 29 municipalities in BC. This is different from the 6-unit requirements in the small-scale multi-unit housing legislation which will focus on properties within 400 metres of bus stops with frequent service. TOD areas will include minimum levels of density, size, and dimension prescribed by regulation. Similar to implementing small-scale multi-unit housing requirements, local governments will have a comprehensive provincial policy manual to assist in making bylaw amendments consistent with the TOD legislation. Off-street parking spaces in TOD areas will be determined by the market; local governments will not be able to require off-street residential parking, other than spaces for other uses like commercial, spaces for disabled persons and loading spaces. These changes will help get more of the right kind of housing built in the right places to provide homes for British Columbians. A subsequent letter will notify the identified municipalities in December.

The new legislation will expand the scope of infrastructure for which Development Cost Charges (DCCs) can be collected to include fire protection facilities, police facilities, and solid waste facilities. It also allows local governments to collect DCCs for provincial highway infrastructure projects where there is a cost-sharing arrangement between the municipality and the Province.

The new Amenity Cost Charges (ACCs) tool will allow local governments to collect monetary and in-kind contributions for amenities (e.g., community centres, recreation centres, libraries) to support liveable communities in areas where new housing is going. This tool will provide certainty and transparency for local governments and developers.

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We are aware that local governments require tools and supports to facilitate the delivery of affordable housing in their communities. We are currently exploring policy options and additional tools, including the potential for inclusionary zoning, and I look forward to sharing more about this in the coming months.

I know that the new housing initiatives announced over the past week will take work to implement and require additional resources for your local government to meet the requirements. We have committed to \$51 million in funding for local governments to support planning and capacity to meet these new requirements. The funding will be allocated based on population and the volume of work needed because there are different requirements for municipalities and regional governments. The funding will be distributed in early 2024.

The Province has also provided another \$10 million for a second intake of the Local Government Development Approvals Program (LGDAP), managed by the Union of B.C. Municipalities (UBCM). This funding is in addition to the \$1 billion provided to local governments through the Growing Communities Fund to support the delivery of infrastructure projects needed to support increasing density.

The Ministry of Housing is committed to working together and supporting every community as we move forward with new approaches and new ways to deliver the housing supply our province needs. In the coming weeks, we will be providing policy manuals detailing the site-level specifications for small-scale multi-unit housing and TOD areas. Further guidance will be coming in the new year to support implementation of the development finance tools and pro-active zoning requirements. Ministry of Housing staff will be in touch with your administration in the coming weeks to provide more detail about the changes and about funding and educational support and opportunities.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ravi Kahlon', written in a cursive style.

Ravi Kahlon
Minister of Housing

pc: Honourable Rob Fleming, Minister of Transportation and Infrastructure
Honourable Anne Kang, Minister of Municipal Affairs and Housing
Teri Collins, Deputy Minister, Ministry of Housing
Kaye Krishna, Deputy Minister, Ministry of Transportation and Infrastructure
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs
Bindi Sawchuk, Assistant Deputy Minister, Ministry of Housing
Kevin Volk, Assistant Deputy Minister, Ministry of Transportation and Infrastructure
Curtis Helgesen, Chief Administrative Officer, Regional District Bulkley-Nechako
(curtis.helgesen@rdbn.bc.ca)

Links:

Local Government Housing Initiatives Webpage: [Local government housing initiatives - Province of British Columbia](#)

Bill 44 Announcement: news.gov.bc.ca/releases/2023PREM0062-001706

Bill 46 Announcement: news.gov.bc.ca/releases/2023HOUS0063-001737

Bill 47 Announcement: news.gov.bc.ca/releases/2023HOUS0063-001748

From: [Wendy Wainwright](#)
To: [Wendy Wainwright](#)
Subject: UBCM 2023 Meeting with Ministry of Environment and Climate Change Strategy
Date: November 16, 2023 4:28:10 PM

----- Original message -----

From: "Minister, ENV ENV:EX" <ENV.Minister@gov.bc.ca>
Date: 2023-11-16 3:05 p.m. (GMT-08:00)
To: Mark Parker <mark.parker@rdbn.bc.ca>
Cc: "Arend, Elenore EAO:EX" <Elenore.Arend@gov.bc.ca>, "St. James, Katherine EAO:EX" <Katherine.StJames@gov.bc.ca>
Subject: UBCM 2023 Meeting with Ministry of Environment and Climate Change Strategy

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

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Reference: 404098

November 16, 2023

Chair Mark Parker
and Directors
Regional District of Bulkley-Nechako
Email: mark.parker@rdbn.bc.ca

Dear Chair Parker and Directors:

I am writing to follow up on Parliamentary Secretary Singh's meeting with representatives from the Regional District of Bulkley-Nechako at the 2023 Union of British Columbia Municipalities (UBCM) Convention. I regret that I missed the opportunity to engage with local governments while I was in New York for Climate Week. The opportunities to engage with counterparts from other jurisdictions in North America and elsewhere in the world provide significant opportunities to align our climate actions as well as explore emerging clean energy and technology economic opportunities that benefit the province and communities throughout B.C. As I know you appreciate, the causes of climate change and actions required to address it are many and complex. Efforts to reduce global greenhouse gas emissions require collective action that is best approached at multiple levels, and I know this issue underpins many of the topics raised at UBCM this year.

As you know, the annual UBCM Convention offers an important opportunity for local governments to have conversations and outline priorities with the provincial government. These meetings help to inform ministries on issues that matter most to British Columbians, and I value these opportunities. I hope you continue to engage with my ministry and our government on issues that matter to you and your community so we can continue to move forward with our goals of building a strong, sustainable, innovative economy, a cleaner environment and healthy communities that work for everyone.

In the meeting, I understand you spoke about the Environmental Assessment process for industry. Katherine St. James, Project Assessment Director, will reach out to the Regional District of Bulkley-Nechako to exchange contact information. I am pleased this work is underway.

Thank you again for taking the time to meet with Parliamentary Secretary Singh. I look forward to continuing to work closely with you in the future.

Sincerely,

George Heyman
Minister

cc: Elenore Arend, Associate Deputy Minister and Chief Executive Assessment Officer,
Environmental Assessment Office
Katherine St. James, Project Assessment Director, Environmental Assessment Office



October 30, 2023

503733

Curtis Helgesen, Chief Administrative Officer
Regional District of Bulkey-Nechako
curtis.helgesen@rdbn.bc.ca

Dear Curtis Helgesen:

It was a pleasure to speak with you during the 2023 Union of BC Municipalities (UBCM) Convention. I appreciated the opportunity to learn more about the challenges and opportunities in your community.

During the meeting, we discussed your interest in the renewal of the Memorandum of Understanding (MOU), and that the Stuart Nechako Regional Hospital District enter into a similar MOU to receive Grant in Lieu of Taxes from Rio Tinto.

As mentioned, the Ministry of Finance is aware that the MOU ends later this year and that a renewal will need to be negotiated if it is to occur. The Ministry of Municipal Affairs would be the contact point for this, as they administered the existing MOU.

In regard to your request that the Stuart Nechako Regional Hospital District receive a Grant in Lieu from Rio Tinto, this is not being considered. BC Hydro does not pay Grants in Lieu in other districts with hydro generating facilities, nor is there an expectation that Rio Tinto should.

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Thank you for meeting with me at this year's convention. I appreciated the opportunity to connect with you directly and to discuss issues that impact the Regional District of Bulkey-Nechako.

Sincerely,

A handwritten signature in black ink, reading "Katrine Conroy". The signature is written in a cursive, flowing style.

Katrine Conroy
Minister

cc: Honourable Anne Kang, Minister of Municipal Affairs



November 2, 2023
Our Ref. 130857

Margo Wagner
Chair
Regional District of Cariboo, Regional District of Fraser-Fort George, and
Regional District of Bulkley-Nechako
Suite D, 180 North Third Ave
Williams Lake, BC V2G 2A4

Email Address: mwagner@cariboord.ca

Dear Margo Wagner:

Thank you and your delegation for taking the time to meet with me at the Union of British Columbia Municipalities Annual Convention.

Since I became Minister of Post-Secondary Education and Future Skills, I have appreciated the opportunity to meet with representatives of communities from across BC to hear about issues that are important to their region and to have a chance to share information about the StrongerBC: Future Ready Action Plan.

I am grateful to hear about how the districts are working together on solutions to attract needed skilled professionals to the region. I understand from Ministry staff that regional district officials are in contact with the Dean of the Western College of Veterinary Medicine who is traveling to the region in the coming weeks. I also understand the northern working group, with representatives from several regional districts, is connecting with the College of Veterinarians of British Columbia about international assessments in BC, and with Dean Muir about the role that the Western College of Veterinary Medicine plays in hosting clinical proficiency examinations.

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- 2 -

I hope you and other members of your delegation enjoyed a successful Convention, and I look forward to continuing working together in the year ahead.

Sincerely,



Honourable Selina Robinson
Minister

Attachments (3)

pc: Nicola Lemmer, Assistant Deputy Minister
Ministry of Post-Secondary Education and Future Skills
PSFS.ADMPost-SecondaryPolicyandPrgms@gov.bc.ca

Lara Becket, Chair
Regional District of Fraser-Fort George
LBeckett@rdffg.bc.ca

Jim Martin, Chief Administrative Officer
Regional District of Fraser-Fort George
JMartin@rdffg.bc.ca

Mark Parker, Chair
Regional District of Bulkley-Nechako
Mark.Parker@rdbn.bc.ca

Curtis Helgesen, CAO
Regional District of Bulkley-Nechako
Curtis.Helgesen@rdbn.bc.ca



POST-SECONDARY EDUCATION AND FUTURE SKILLS

BUILDING A STRONG AND RESILIENT WORKFORCE

FALL 2023

Building a brighter future with more opportunities, so everyone in B.C. can thrive, is at the heart of every action our government takes.

We need to make sure people are ready to seize opportunities and build a good life in British Columbia, and employers are able find the people who drive our economy forward and deliver the services we all rely on.

This spring, we introduced the StrongerBC: Future Ready Action Plan. It's an ambitious \$480 million plan to equip people to succeed in our changing economy and close the skills gap employers are facing.

On top of this, Budget 2023 funds more beds for students, doubles student loan maximums, and expands training for health care workers.

These investments will give people the skills they need to thrive in our growing economy and build a strong and resilient workforce that is ready for any challenge.



HONOURABLE SELINA ROBINSON
MINISTER OF POST-SECONDARY EDUCATION AND FUTURE SKILLS

Key Accomplishments

- » **StrongerBC: Future Ready Action Plan:** Released this spring, the StrongerBC: Future Ready Action Plan is a cross-government plan that is working to make education and training more accessible, affordable, responsive, and relevant to help prepare the people of B.C. for the jobs of today and tomorrow.
- » **Health Career Education:** Government provides more than \$200 million annually for health education programs at public post-secondary institutions throughout B.C. Key investments include expanded doctor, nursing, and allied health seats across the province, and opening a new medical school on Simon Fraser University's Surrey campus.
- » **Building more student housing:** Government is taking action and addressing housing challenges by building thousands of new student beds throughout B.C. Students need access to affordable on-campus housing so they can focus on their studies instead of their finances and reduce the demand for in-community housing by students. As of August 2023, 7,766 new student housing beds are open or being built. Through the Homes for People action plan, we now have an elevated goal - to build 12,000 new student beds throughout the province.
- » **Creating more tech spaces:** As part of the StrongerBC: Future Ready Action Plan, the government is investing \$74.7 million over three years to create 3,000 new tech-relevant spaces so more people can train for good jobs, as well as the clean, innovative economy of the future. This is on top of the 2,900 student spaces created over the past six years, for a total of nearly 6,000 new tech-relevant spaces in B.C. since 2017.
- » **Provincial Tuition Waiver program:** Since the Provincial Tuition Waiver program was launched in September 2017, eligible youth have had access to post-secondary education programs at B.C.'s 25 public post-secondary institutions, the Native Education College, and 10 union trades training institutions – all tuition-free. The program has benefitted approximately 2,300 learners to date, and participation is expected to continue to increase as the StrongerBC: Future Ready Action Plan expanded the program to all former youth in care, regardless of age, effective fall 2023.

Workforce Readiness

- » **StrongerBC: Future Ready Action Plan:** This bold, transformative plan will accelerate talent development and skills training across the province – investing \$480 million over three years to support people and businesses across all sectors of the economy.
- » **Future skills grant:** The new grant will increase access to skills training by reducing financial barriers to British Columbians seeking new skills by providing them with up to \$3,500 to cover the costs of tuition for eligible short-term skills training. These training opportunities will give people the new skills they need to succeed in their existing professions or a new profession. There are over 400 training opportunities available through B.C.'s public post-secondary institutions.
- » **Health Career Education:** Government is training more health care professionals so all British Columbians can access the care they need.
 - » **New nursing seats:** In 2022, our government announced 602 new nursing seats at colleges and universities around B.C. – adding to the approximate 2,000 existing nursing seats in the province.
 - » **More allied health seats:** In July 2022, our government announced 322 new allied health seats in targeted areas. Expanded programs range from medical laboratory technology to pharmacy technician to social work.
 - » **More medical seats:** Training new family doctors in B.C. is a priority for this government. That is why in fall 2022, government announced 40 new undergraduate medical education seats along with 88 new residency seats at the University of British Columbia's faculty of medicine, which will be phased in throughout the province beginning in 2023.
 - » **New medical school in B.C.:** The Ministry is also working in close partnership with the Ministry of Health to launch a new medical school at Simon Fraser University in Surrey as part of our expansion of the health sector workforce.

Affordability

- » **BC Access Grant:** The BC Access Grant helps those who need it most – low and middle-income students. As of September 2023, more than 65,000 students have received over \$105 million in funding through the BC Access Grant.
- » **Increasing student financial aid:** Interest-free student loans have saved British Columbians millions of dollars since 2019. Effective August 2023, the government is increasing financial assistance available to students from \$110 to \$220 per week for single students and from \$140 to \$280 per week for students with dependents – the first increase to weekly student loan maximums since 2006.



Trades Training

- » **Skilled Trades Certification:** We are working with SkilledTradesBC to implement Skilled Trades Certification that will support better paying, steadier work to attract more people to the trades, and help employers find the workers they need to build a stronger B.C. Certification is underway for seven electrical and mechanical trades, with three additional automotive trades beginning in 2024.
- » **Trades Education:** SkilledTradesBC manages more than 100 trades programs in B.C., 49 of which are Red Seal programs.
 - » SkilledTradesBC expects to fund about 27,000 apprenticeship and foundation training seats this year at public, non-public, and Indigenous institutions.
- » **SkilledTradesBC pre-apprenticeship trades training:** Since 2019, government has invested \$10 million annually to prepare Indigenous people, women, persons with disabilities, and other equity-seeking groups for jobs and apprenticeships in trades.



STRONGERBC: FUTURE READY ACTION PLAN

TAKING ON THE CHALLENGES OF TODAY

FALL 2023

The StrongerBC: Future Ready Action Plan is a bold, transformative plan that will help thousands of people get the skills they need to succeed and help close the skills gap many employers are facing.

The \$480-million action plan makes education and training more accessible, affordable, responsive and relevant to help prepare British Columbians for the jobs of tomorrow.

The action plan brings together several steps taken by the Province focused on five pillars:

- » *making post-secondary education more affordable, accessible and relevant to British Columbians;*
- » *helping people reskill to find in-demand jobs so more employers facing current and future skills shortages can find the people they need;*
- » *breaking down barriers so everyone can find a job where they can thrive;*
- » *addressing Indigenous Peoples' workforce priorities; and*
- » *ensuring people new to B.C. find a career in the field in which they are trained.*

Every action in the StrongerBC: Future Ready Action Plan is designed to take on the challenges of today, build a better future for people and a stronger, inclusive, and sustainable economy.

Together, we are building a future where people can gain the skills they need to succeed, and employers are able to find the people they need to sustain and grow their enterprises and provide the goods and services that people in British Columbia rely on.



HONOURABLE SELINA ROBINSON
MINISTER OF POST-SECONDARY EDUCATION AND FUTURE SKILLS



People Seeking Post-Secondary Education

- » Increasing Student Financial Aid
- » 3,000 more tech-relevant spaces
- » Expanded rural and remote teacher spaces
- » Doubling veterinary spaces
- » More graduate scholarships and internships
- » Increasing K-12 career life connections and dual credit programs
- » Expanded learning opportunities at work
- » Thousands more on-campus spaces for students
- » Care economy workforce strategy



People looking to reskill for in-demand jobs

- » New future skills grant
- » Rapid Response Training and TradeUpBC
- » Transition training for forest sector workers
- » New skills for new building products – Mass Timber
- » Expanded manufacturing workforce development
- » Digital Skills Bootcamps
- » Tech Talent Accelerator
- » Workplace innovation fund



People facing barriers

- » Tuition waived for former youth in care for all ages
- » Expanded skills training for people with multiple barriers
- » More early childhood educator training spaces
- » Additional work opportunities for youth with developmental disabilities



Indigenous Peoples

- » Review of racism in post-secondary education
- » Support Native Education College
- » Train, recruit and retain more Indigenous teachers
- » Provide ongoing core and capacity funding for First Nations-mandated post-secondary institutes
- » Expand First Nations skills training and education programming
- » Expand support for First Nations language revitalization
- » Guardian and Stewardship Training Initiative
- » Expand Métis skills training and education programming
- » Support establishment of a Métis Post-Secondary and Training Institute
- » Métis language revitalization



People new to B.C.

- » Streamlined Fair Credential Recognition Program
- » Find Your Path Tool (one-stop shop for job seekers)
- » Improving the B.C. Provincial Nominee Program (PNP)



STUDENT HOUSING INVESTMENTS

MINISTRY OF POST-SECONDARY EDUCATION AND FUTURE SKILLS

FALL 2023

Student Housing Investments Provide Homes Throughout the Province

- » Our government is investing in student housing as part of Homes for People, a housing action plan that includes building 12,000 on-campus student housing beds.
- » To date, 7,766 new beds (4,735 Province-funded, 3,031 institution self-funded) are complete or underway, enabling more British Columbians to have affordable housing to pursue post-secondary education and taking pressure off local rental markets. Provincially funded projects include:

INTERIOR:

New student housing already open:

- » 533 beds at Thompson Rivers University in Kamloops. Total project cost is \$38 million (\$25.5 million provincial funding). Completed September 2019.
- » 220 beds at University of British Columbia Okanagan in Kelowna. Total project cost is \$25 million (\$18.7 million provincial funding). Completed September 2020.
- » 100 beds at the College of the Rockies in Cranbrook. Total project cost is \$19 million (\$12.9 million provincial funding). Completed December 2020.

New student housing underway:

- » Okanagan College campuses in Vernon (100 beds), Salmon Arm (60 beds) and Kelowna (216 beds). Total project cost is \$72.2 million (\$69.1 million provincial funding).
- » Selkirk College in Castlegar (114 beds) and Nelson (36 beds). Total project cost is \$33.8 million (\$31.7 million provincial funding).
- » 148 beds at Thompson Rivers University in Kamloops. Total project cost is \$19.5 million (\$10.9 million provincial funding).

NORTH:

New student housing already open:

- » 108 beds at Coast Mountain College in Terrace. Total project cost is \$21.6 million (\$20.6 million provincial funding). Opened October 2021.

- » In Prince George, the College of New Caledonia opened 12 beds in September 2021. Total project cost is \$5.3 million, fully funded by the province.

LOWER MAINLAND:

New student housing already open:

- » 386 beds at Simon Fraser University in Burnaby. Total cost is \$111.2 million (\$73 million provincial funding). Completed May 2023.

New student housing underway:

- » 398 beds at University of the Fraser Valley in Abbotsford. Total cost is \$74.7 million (\$63.3 million provincial funding).
- » 362 beds at Capilano University in North Vancouver. Total cost is \$58.2 million (\$41.5 million provincial funding).
- » 470 beds at the British Columbia Institute of Technology in Burnaby. Total cost is \$119.7 million (\$108.5 million provincial funding).
- » 368 beds and an academic space at Douglas College in New Westminster. Total cost is \$292.5 million (government contribution of \$202.3 million; \$74.0 million in provincial funding for the academic part of the project and \$128.3 million for the student housing from the BC Student Housing Program).

VANCOUVER ISLAND:

New student housing already open:

- » The University of Victoria opened its first 398-bed building with dining facilities in September 2022. The second 385-bed building is under construction and expected to open in September 2023, for a total of 783 new beds (621 net new and 162 replacement beds). Total project cost is \$235.9 million (\$127.7 million provincial funding).

New student housing underway:

- » 217 beds at North Island College in Courtenay. Total cost is \$77.2 million (\$75.1 million provincial funding).
- » 266 new student housing beds at Vancouver Island University in Nanaimo. Total cost is \$87.8 million (\$87 million provincial funding).





BRITISH COLUMBIA

November 14th, 2023

Reference: 640138

Mark Parker
Chair
Bulkley Nechako Regional District
Email: mark.parker@rdbn.bc.ca

Lara Beckett
Chair
Fraser-Fort George Regional District
Email: lbeckett@rdffg.bc.ca

Margo Wagner
Chair
Cariboo Regional District
Email: mwagner@cariboord.ca

Dear Chairs Mark Parker, Lara Beckett and Margo Wagner:

I am writing to follow-up on our meeting at this year's Union of BC Municipalities Convention on September 20th, 2023. I'm grateful for the opportunity to hear first-hand from your delegation about your communities' experiences managing the wildfire season, capacity challenges faced by the regional districts, and the new emergency management legislation and regulations.

I am pleased to share that Bill 31, the *Emergency and Disaster Management Act*, received Royal Assent on November 8th, 2023. To view the *Emergency and Disaster Management Act* please visit: <https://www.leg.bc.ca/parliamentary-business/legislation-debates-proceedings/42nd-parliament/4th-session/bills/third-reading/gov31-3>. As part of the phased implementation of the legislation, the Province is developing various regulations that will be introduced following Royal Assent and through 2025. Broad engagement is currently underway on the development of regulations for local authority emergency management and post-emergency financial assistance.

I encourage your regional districts to consider participating in the engagement process as your feedback and insights will help inform the development of the new regulations, much like input from local governments helped shape the draft statute. Please visit our engagement website (<https://engage.gov.bc.ca/emergencymanagementregulations>) to learn more as there are various ways you can participate:

- Provide a written submission by December 31st, 2023.
- Sign-up to join a virtual workshop for local authorities, which will be full-day sessions with a half day dedicated to each regulation.
- Read and respond to blog posts about post-emergency financial assistance (currently known as disaster financial assistance, or DFA), and encourage your constituents to take part.

Page 1 of 2

While I encourage you to review both papers posted to the engagement website, I'd like to specifically highlight page 12 of the engagement paper for local authority regulations (<https://engage.gov.bc.ca/app/uploads/sites/863/2023/09/B.C.s-Modernized-Emergency-Management-Legislation-Regulations-for-Local-Authorities.pdf>), which includes a question on regional district planning requirements. Your input on this question is key to ensuring our government can make regulations that recognize the unique features and capacity challenges faced by regional districts.

In addition to the above-mentioned engagement opportunities, we are also continuing to work with the UBCM Community Safety Committee, and directly with local authorities, on the development of the new regulations as well as implementation of the proposed legislation. Questions about the proposed legislation or regulations can be directed to the Ministry of Emergency Management and Climate Readiness (EMCR) policy and legislation team at modernizeEM@gov.bc.ca.

Further to the above collaboration with UBCM, I would draw your attention to the Province-UBCM joint working group on Local Government Finance. Established under the 2022 Memorandum of Understanding, this group is actively reviewing recommendations on the local government finance system. Of note is Recommendation #9: *Work with the Province on the development of a local government funding and support framework to address new and ongoing emergency management costs*. While this work is not complete, ministry staff will continue collaborating with the working group on this recommendation.

Again, thank you and your delegation for taking the time to meet.

Sincerely,



Bowinn Ma
Minister of Emergency Management
and Climate Readiness

CC: Shane Brienens, Vice Chair, Bulkley Nechako Regional District
Curtis Helgesen, CAO, Bulkley Nechako Regional District
Art Kaehn, Vice Chair, Fraser-Fort George Regional District
Jim Martin, CAO, Fraser-Fort George Regional District
Murray Daley, CAO, Cariboo Regional District
John Massier, Electoral Area Director, Cariboo Regional District
Grant Holly, Executive Lead, Policy, Legislation and Engagement, EMCR



Mark Parker
Chair
Regional District of Bulkley-Nechako Board of Directors
37 3rd Avenue
P.O. Box 820
Burns Lake, British Columbia VOJ 1E0

Dear Mark Parker:

Thank you for your correspondence of January 4, 2023, in which you express your concerns regarding proposed amendments to Bill C-21. Please accept my sincerest apologies for the delayed response.

The Government is taking a comprehensive approach to strengthen firearms control and tackle firearm-related violence. That is why it has worked hard to develop an approach that prioritizes public safety, reduces access to dangerous firearms, supports effective police work and community programming, and treats everyone in a fair and reasonable manner.

As part of this comprehensive approach, on May 30, 2022, the Government introduced Bill C-21, which represents the most significant change to gun control legislation in more than 40 years. The objective and spirit of Bill C-21 is to enhance public safety through targeted firearms control and since its introduction, the Government of Canada has made clear commitments to take further action to protect Canadians and communities from gun violence. When the Bill was tabled, the Government underlined its intention to continue working to ensure a comprehensive ban of assault-style firearms.

The amendments referred to in your letter are no longer part of the Bill. Instead, Bill C-21 now includes a new prospective technical definition of a prohibited firearm that contains characteristics of an assault-style firearm. As this is a forward-looking definition, it would not apply to firearms currently on the market.

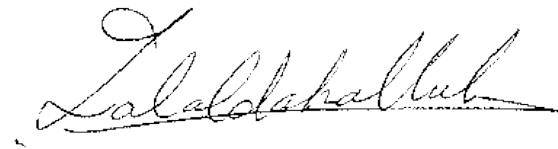
The proposed changes will not prohibit all semi-automatic rifles and shotguns that can be used for hunting and recreational purposes. The proposed changes target firearms that are not suitable for civilian use as they have the capability of sustaining rapid fire. These proposed measures are in line with the recent report of Mass Casualty Commission recommending greater controls on firearms, parts and cartridge magazines, as well as clarity of firearms classification in Canada.

Bill C-21 passed third reading by the House of Commons on May 18, 2023, and was referred to the Senate, where it completed second reading and has been referred to the Standing Senate Committee on National Security, Defence and Veterans Affairs (SECD) for further study which began on October 23, 2023.

With these initiatives, the Government is taking concrete steps to make Canada less vulnerable to firearms violence while being fair to responsible firearms owners and businesses.

Thank you again for taking the time to write.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Talal Dakalbab', written in a cursive style. The signature is positioned above the typed name and title.

Talal Dakalbab
Senior Assistant Deputy Minister
Crime Prevention Branch
Public Safety Canada