

AGENDA

MEETING NO. 13

December 14, 2023

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**“We Will Foster Social,
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REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, December 14, 2023

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA - December 14, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
8-25	Board Meeting Minutes - November 23, 2023	Approve
	<u>DELEGATION</u>	
	<u>SCHOOL DISTRICT 91 NECHAKO LAKES</u> Karla Mitchell, Superintendent Re: Update	
	<u>ELECTORAL AREA PLANNING</u>	
	<u>Bylaw for 1st and 2nd Reading</u>	
26-38	Cameron Kral, Planning Technician Rezoning Application RZ A-04-23 1 st and 2 nd Reading Report Bylaw No. 2023 Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>Temporary Use Permit</u>	
39-47	Danielle Patterson, Senior Planner Temporary Use Permit B-01-23 Electoral Area B (Burns Lake Rural)	Recommendation

Meeting No. 13
December 14, 2023

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u>	<u>ACTION</u>
	<u>Land Referrals</u>	
48-51	Cameron Kral, Planning Technician Land Referral No. 6409451 Electoral Area B (Burns Lake Rural)	Recommendation
	<u>Pipeline Referrals</u>	
52-61	Cameron Kral, Planning Technician Coastal GasLink Clear Creek Compressor Station Electoral Area F (Vanderhoof Rural)	Recommendation
62-70	Cameron Kral, Planning Technician Coastal GasLink Segundo Lake Compressor Station Electoral Area E (Francios/Ootsa Lake Rural)	Recommendation
	<u>PARKS AND TRAILS</u>	
71-73	Maria Sandberg, Planning and Parks Coordinator- Cycle 16 trail Phase 3 - Crown Land Application Electoral Area A (Smithers/Telkwa Rural)	Recommendation
	<u>ENVIRONMENTAL SERVICES</u>	
74-75	Alex Eriksen, Director of Environmental Services - Knockholt Landfill Hours of Operation - Update	Recommendation
76-85	Curtis Helgesen, CAO, Alex Eriksen, Director of Environmental Services & Janette Derksen, Waste Diversion Supervisor -Metal Reuse Pilot 2024	Recommendation

Meeting No. 13
December 14, 2023

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
86	Cheryl Anderson, Director of Corporate Services – Electoral Area Directors (EAD) Forum – January 30-31, 2024 and Local Government Leadership Academy (LGLA) Forum – January 31-February 2, 2024 in Richmond, BC.	Recommendation
87-92	Cheryl Anderson, Director of Corporate Services – Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw	Recommendation
93-97	John Illes, Chief Financial Officer – 2023 Budget Amendment	Recommendation
98-99	John Illes, Chief Financial Officer – Budget Process 2024	Recommendation
100	Nellie Davis, Manager of Regional Economic Development -Canada Community – Building Fund BC – Area D (Fraser Lake Rural) Nechako Environment & Water Stewardship Society -Fort Fraser Boat Launch Project	Recommendation
101-102	Shari Janzen, Economic Development Assistant -Northern Development Initiative Trust Application Local Government Internship Program	Recommendation
103	Shari Janzen, Economic Development Assistant -Northern Development Initiative Trust Application Northern Community Transportation Booster	Recommendation
104	Shari Janzen, Economic Development Assistant -Letter of Support Request – Morice Mountain Nordic Ski Club	Recommendation
105	Shari Janzen, Economic Development Assistant -Letter of Support Request – District of Vanderhoof	Recommendation

Meeting No. 13
December 14, 2023

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
106-118	Deborah Jones-Middleton, Director of Protective Services and Christopher Walker, Emergency Program Coordinator – Royal Assent given to the <i>Emergency and Disaster Management Act</i>	Recommendation
119-128	Deborah Jones-Middleton, Director of Protective Services and Christopher Walker, Emergency Program Coordinator – <i>Emergency and Disaster Management Act</i> Regulations Submission	Recommendation
129-131	Cheryl Anderson, Director of Corporate Services – RDBN Committee Appointments 2024	Ratify
132	Cheryl Anderson, Director of Corporate Services – RDBN Appointments 2024	Ratify
133	Wendy Wainwright, Deputy Director of Corporate Services – Items to be Brought Forward to the Public Agenda from the November 23, 2023 In-Camera Meeting	Receive
<u>ADMINISTRATION CORRESPONDENCE</u>		
134-136	Ministry of Municipal Affairs - UBCM Follow-up	Receive
137	Kevin Falcon, Leader of the Official Opposition, BC United	Receive
138	Union of B.C. Municipalities – Canada Community – Building Fund: Second Community Works Fund Payment for 2023/2024	Receive

Meeting No. 13
December 14, 2023

SUPPLEMENTARY AGENDA

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

RECEIPT OF VERBAL REPORTS

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 12****Thursday, November 23, 2023**

PRESENT:	Chair	Mark Parker
	Directors	Gladys Atrill Shane Brienen Martin Elphee Leroy Dekens Judy Greenaway Clint Lambert Linda McGuire Shirley Moon Kevin Moutray Chris Newell – via Zoom – left at 10:56 a.m., returned at 12:04 p.m., left at 12:13 p.m. Michael Riis-Christianson Sarraah Storey – via Zoom – arrived at 1:23 p.m. Stoney Stoltenberg Henry Wiebe
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services Nellie Davis, Manager of Regional Economic Development Janette Derksen, Waste Diversion Supervisor – arrived at 10:54 a.m., left at 11:45 a.m. Alex Eriksen, Director of Environmental Services – arrived at 10:54 a.m., left at 11:45 a.m. Deborah Jones-Middleton, Director of Protective Services – arrived at 10:05 a.m., left at 10:10 a.m., returned at 12:02 p.m., left at 1:11 p.m. Jason Llewellyn, Director of Planning – via Zoom – left at 1:12 p.m. Wendy Wainwright, Deputy Director of Corporate Services
	Others	Dan Buffet, Chief Executive Officer, Habitat Conservation Trust Foundation – via Zoom – left at 10:33 a.m. Danielle De Kay, Advisor, Communities & Social Performance, Rio Tinto – via Zoom – left at 10:49 a.m. Steve Kozuki, Executive Director, Forest Enhancement Society of BC – via Zoom – left at 10:33 a.m. Aleece Laird, Amplify Consulting Inc. – via Zoom – left at 10:33 a.m.
	Media	Saddman Zaman, LD News
	<u>CALL TO ORDER</u>	Curtis Helgesen, CAO called the meeting to order at 10:00 a.m.

ELECTION OF CHAIRPERSON

Chairperson

CAO Helgesen called for nominations for the position of Chairperson of the Regional District of Bulkley-Nechako for the year 2023/2024.

Moved by Director Stoltenberg
Seconded by Director McGuire

2023-12-1

"That Director Parker be nominated for the position of Chairperson of the Regional District of Bulkley-Nechako for 2023/2024."

CAO Helgesen called for nominations for Chairperson a second time.

CAO Helgesen called for nominations for Chairperson a third time.

There being no further nominations CAO Helgesen declared Director Parker Chairperson for the Regional District of Bulkley-Nechako for the year 2023/2024 by acclamation.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTION OF VICE-CHAIRPERSON

Vice – Chairperson

CAO Helgesen called for nominations for the position of Vice-Chairperson of the Regional District of Bulkley-Nechako for the year 2023/2024.

Moved by Director McGuire
Seconded by Director Greenaway

2023-12-2

"That Director Brienien be nominated for the position of Vice-Chairperson of the Regional District of Bulkley-Nechako for 2023/2024."

CAO Helgesen called for nominations for Vice-Chairperson a second time.

CAO Helgesen called for nominations for Vice-Chairperson a third time.

There being no further nominations CAO Helgesen declared Director Brienien Vice-Chairperson for the Regional District of Bulkley-Nechako for the year 2023/2024 by acclamation.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chairperson Parker assumed the Chair.

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA

Moved by Director Lambert
 Seconded by Director Dekens

2023-12-3

"That the Board Meeting Agenda of November 23, 2023 be approved as amended to receive the Metal Salvage Pilot 2024 memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
October 26, 2023

Moved by Director Stoltenberg
 Seconded by Director McGuire

2023-12-4

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting
Minutes – November 9, 2023

Moved by Director Lambert
 Seconded by Director Riis-Christianson

2023-12-5

"That the Board receive the following Committee Meeting Minutes:

- Committee of the Whole Meeting Minutes
 - November 9, 2023
- Connectivity Committee Meeting Minutes
 - November 9, 2023
- Rural/Agriculture Meeting Minutes
 - November 9, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATIONS

FOREST ENHANCEMENT SOCIETY OF BC (FESBC) and HABITAT CONSERVATION TRUST FOUNDATION (HCTF) – Steve Kozuki, Executive Director, FESBC and Dan Buffet, Chief Executive Officer, HCTF Re: Partnership and Projects Update

Chair Parker welcomed Steve Kozuki, Executive Director, Forest Enhancement Society of BC and Dan Buffet, Chief Executive Officer, Habitat Conservation Trust Foundation.

Messrs. Kozuki and Buffet provided a PowerPoint presentation.

DELEGATIONS

FOREST ENHANCEMENT SOCIETY OF BC (FESBC) and HABITAT CONSERVATION TRUST FOUNDATION (HCTF) (CONT'D)

Habitat Conservation Trust Foundation and Forest Enhancement Society of BC

- Who we Are
- FESBC & HCTF Partnership
- HCTF Background
- HCTF Projects & Education
- FESBC Funding & Priorities
- FESBC Projects.

The following was discussed:

- Progress reducing habitat loss
 - o More organizations working together
 - o Funding working with First Nations
 - o Holistic landscape level approach
 - o Optimistic
- Slash piles/burning
 - o Smoke concerns
 - o FESBC funds moving fibre to manufacture and not burn piles, avoiding greenhouse gas emissions
 - o Pellet Plant in Smithers when being proposed indicated it would be reducing the amount of slash burning by using the fibre – not the current status
 - Utilizing green wood rather than using fibre from slash piles
- Habitat loss due to diminishing mature stands throughout the province
- Threadbare patchwork quilt
- Rebuilding the landscape and habitat
- How is information shared?
 - o Utilizing reports, studies and research in conversations with Ministry staff and building knowledge base to develop projects with partners
- FESBC and HCTF working to make forests healthy for forest economic dependent communities.

Chair Parker thanked Messrs. Kozuki and Buffet for attending the meeting.

RIO TINTO – Danielle De Kay, Advisor, Communities & Social Performance Re: Update

Chair Parker welcomed Danielle De Kay, Advisor, Communities and Social Performance, Rio Tinto.

Ms. De Kay provided a PowerPoint Presentation.

- Full operating capacity since 2018
- Dam Safety
 - o Nechako Reservoir Dams
- 2023 Field Activities for Dam Safety Review
- 2024 Activities for Dam Safety

DELEGATIONS (CONT'D)

RIO TINTO – Danielle De Kay, Advisor, Communities & Social Performance Re: Update (Cont'd)

- Provincial Advisories – Drought
- Watershed Roadshow: Recap
- Community Investment: 2023 Contributions
- Social Investment for Impact: Looking Ahead into 2024.

The following was discussed:

- Dam structure failure detection systems
 - o Water sensor system
 - o Information sent to local dam monitoring location and Rio Tinto in Kitimat
 - o Ms. De Kay will follow-up with information
- Including contact information in Rio Tinto Emergency Response Plan
- Construction of dams today vs. when they were built in the early 50's
- Drought impacts on Rio Tinto water flows on the Nechako reservoir
- Water Engagement Initiative (WEI)
- BC Hydro paralleling transmission lines to the west coast
 - o Will there be opportunities to use the power during drought conditions?
 - Ms. De Kay will follow-up with additional information
- Currently experiencing adverse drought conditions of level 4 and 5 compared to a level 3 drought identified by Rio Tinto.

Chair Parker thanked Ms. De Kay for attending the meeting.

ELECTORAL AREA PLANNING

Bylaw for 1st and 2nd Reading

OCP Amendment & Rezoning Application RZ E-01-22, 1st & 2nd Reading Report Bylaw Nos. 2021 & 2022 -Electoral Area E (Francois/Ootsa Lake Rural) Moved by Director Lambert
 Seconded by Director Riis-Christianson

2023-12-6

1. "That the Board consider and approve the consultation identified in the 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 this 23rd day of November, 2023 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 this 23rd day of November, 2023 and subsequently be taken to Public Hearing.

Bylaw for 1st and 2nd Reading (Cont'd)

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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw for 3rd Reading and Adoption

OCP Amendment RDBN-02-22 Moved by Director Stoltenberg

3rd Reading and Adoption Seconded by Director Riis-Christianson

Report, Bylaw Nos. 2000, 2001,

2002 & 2003 – Electoral Areas

A, B, E, D, G

2023-12-7

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 this 23rd day of November, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Lambert requested clarification regarding Directors input into the parkland dedication process. Staff confirmed that Directors, at a minimum, will be able to review and comment on parkland dedication proposals at the time of the Advisory Planning Commission referral and review process, and at the time the Board considers and makes a decision on parkland dedication requirements.

Bylaw for 3rd Reading and Adoption (Cont'd)

Rezoning Application
RZ B-01-23, 3rd Reading and
Adoption for Rezoning Bylaw
No. 2019 – Electoral Area B
(Burns Lake Rural)

Moved by Director Riis-Christianson
Seconded by Director Wiebe

2023-12-8

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 this 23rd day of November, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw for Adoption

Rezoning Application
RZ A-02-23 – Adoption for
Rezoning Bylaw No. 2020
– Electoral Area A (Smithers Rural)

Moved by Director Stoltenberg
Seconded by Director Atrill

2023-12-9

"That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2020, 2023 be adopted this 23rd day of November, 2023."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Other

Bill 35, 2023: *Short Term*
Rentals Accommodations Act

Moved by Director Dekens
Seconded by Director Lambert

2023-12-10

"That the Board receive the Director of Planning's Bill 35, 2023: *Short Term Rentals Accommodations Act* memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Concerns about future impacts of regulations
- Housing impacts to economic development
- Working with the Province to ensure regulations meet the needs of the area
- Tools to address the lack of short term rentals
- Housing needs for foreign workers
- Challenges of owning a rental property.

Other (Cont'd)

Bill 44, 2023: Housing Statutes (Residential Development) Amendment Act Moved by Director Lambert
Seconded by Director Greenaway

2023-12-11

"That the Board receive the Director of Planning's Bill 44, 2023: *Housing Statutes (Residential Development) Amendment Act* memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was brought forward:

- Bill 44 will prohibit local governments from holding public hearings for rezonings for housing projects that are consistent with an OCP (Official Community Plan)
- Formal public engagement during the rezoning process is restricted
- Informal engagement processes
- Updating Zoning Bylaws and OCPs
- Staffing capacity and workload.

DEVELOPMENT SERVICES

Mine Referrals

Mine Referral No. 161384335 – Electoral Area A (Smithers/Telkwa Rural) Moved by Director Stoltenberg
Seconded by Director Dekens

2023-12-12

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Notice of Work Referral No. 162215666-001 – Electoral Area B (Burns Lake Rural) Moved by Director Riis-Christianson
Seconded by Director Stoltenberg

2023-12-13

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Pipeline Referrals (Cont'd)

Coastal GasLink Compressor
 Stations Notification No.
 CGP-012694 (Parrot Lakes)

Moved by Director Lambert
 Seconded by Director Wiebe

2023-12-14

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the tour of the Compressor Stations. The following was noted:

- State of the art facility
- Low noise levels of the compressors
- Compound is 50-60 acres with large buildings to house the compressors
- Building of compressors increases capacity of pipeline without having to build additional pipelines
- Knowledgeable and competent staff
- First Nations consultation and engagement.

ENVIRONMENTAL SERVICES

Metal Salvage Pilot 2024

Moved by Director Lambert
 Seconded by Director Greenaway

2023-12-15

"That the Board receive the Chief Administrative Officer's, Director of Environmental Services' and Waste Diversion Supervisor's Metal Salvage Pilot 2024 memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Budget considerations to implement 2024 Metal Salvage Pilot
- Conducting the Pilot Project at an RDBN facility with scales to weigh in/out
- Process to bring Motion forward to the Board
- Bringing forward information at the December Board meeting at the request of the Chair
- Options for the one-year pilot to be included without budget implications.

ADMINISTRATION REPORTS

Committee Meeting
 Recommendations
 November 9, 2023

Moved by Director Lambert
 Seconded by Director Dekens

2023-12-16

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

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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN 2024 Meeting Schedule

Moved by Director Stoltenberg
 Seconded by Director Elphee

2023-12-17

"That the Board approve the 2024 RDBN meeting schedule."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

General Passenger Vehicle
 Updated Summary

Moved by Director Stoltenberg
 Seconded by Director Atrill

2023-12-18

"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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Growing Community Fund

The following was discussed:

- Allocation of some of the funds from Waste Management to Emergency Services
- Province's intent for funding:
 - Housing
 - Regional focus
 - Rural assets
 - Funds to be allocated by December 31, 2023
- Utilizing funds for Fire Sprinkler Trailers for the four RDBN rural volunteer fire departments
- 2023 Wildfire Task Force (Provincial)
 - Working on the topic of liability
 - Province indicated want for local societies to have the ability to action wildfires
 - Corrina Leween, Chief, Cheslatta Carrier Nation is a member of the Task Force
- Utilizing waste management funding for commercial composters
- Environmental Services budget is a region wide service
- Landfills and Transfer Stations revenue vs. operational costs
 - Residential property taxes
 - Upcoming implementation of user pay system
 - Landfill closure costs
- Emergency Management and Parks and Trails Services will determine projects through capital planning
 - Rural Directors can determine funding.
- Discussion continued further in Minutes.

Pipeline Referrals

Coastal GasLink Compressor Stations Notification No. CGP-012694 (Titanium Creek)

Moved by Director Newell
 Seconded by Director McGuire

2023-12-19

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for lunch at 12:13 p.m.

Reconvened at 12:55 p.m.

ADMINISTRATION REPORTS (CONT'D)

Growing Community Fund Discussion (Cont'd)

- Fund to be allocated by December 31, 2023 and be utilized by 2025
- Allocate funds to reserves and invested until utilized
- Determine a solution concerning liability for wildfire firefighting trailers and allocation of funding
- Chair Parker gave his consent to move funding from Fort Fraser Water & Sewer to Emergency Management Equipment & Facilities for a total of \$302,162
- Future Board decisions to reallocate the funds to other parameters within the GCF grant program may be brought forward to the Province for consideration
- Regional Housing Initiative.

Growing Community Fund

Moved by Director Riis-Christianson
 Seconded by Director Elphee

2023-12-20

"That the Board allocate the remaining \$1,364,000 of the Growing Communities Fund as per Table 1 as amended reallocating funds from Fort Fraser Water & Sewer in the amount of \$17,162 to Emergency Management Equipment & Facilities for a total of \$302,162 as outlined below:

Regional Wide Focus

- Regional Housing Initiative (already allocated)
 - \$400,000
- Solid Waste Mgmt. Infrastructure
 - \$776, 838

Subtotal \$1,176,838

Rural Focus

- Emergency Mgmt. Equipment & Facilities - \$302,162
- Parks and Trails Infrastructure & Amenities - \$285,000

Subtotal \$587,162

GMF Grant Total \$1,764,000."

Opposed: Clint Lambert

CARRIED

(All/Directors/Majority)

ADMINISTRATION REPORTS (CONT'D)

Bulkley-Nechako Joint
Accessibility Advisory
Committee – Terms of
Reference Change

Moved by Director Dekens
Seconded by Director McGuire

2023-12-21

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Volunteer Firefighter & Search
and Rescue Tax Credit

Moved by Director Dekens
Seconded by Director Elphee

2023-12-22

“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).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Ministry of Housing - New
Legislation to Support Local
Government Housing Initiatives

Moved by Director Brienens
Seconded by Director Greenaway

2023-12-23

“That the Board receive the Administration Correspondence from the Ministry of Housing regarding New Legislation to Support Local Government Housing Initiatives.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Environment and
Climate Change Strategy
-Follow-up UBCM Meeting

Moved by Director Wiebe
Seconded by Director Atrill

2023-12-24

“That the Board receive the Administration Correspondence from the Ministry of Environment and Climate Change Strategy regarding Follow-up from UBCM Meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Finance
-Follow-up UBCM Meeting

Moved by Director Brienens
Seconded by Director Stoltenberg

2023-12-25

“That the Board receive the Administration Correspondence from the Ministry of Finance regarding Follow-up from UBCM Meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

Ministry of Post-Secondary
Education and Future Skills
-Follow-up UBCM Meeting

Moved by Director Stoltenberg
Seconded by Director Dekens

2023-12-26

"That the Board receive the Administration Correspondence from the Ministry of Post-Secondary Education and Future Skills regarding Follow-up from UBCM Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Emergency
Management and Climate
Change -Follow-up UBCM Meeting

Moved by Director Stoltenberg
Seconded by Director Atrill

2023-12-27

"That the Board receive the Administration Correspondence from the Ministry of Emergency Management and Climate Readiness regarding Follow-up from UBCM Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Public Safety Canada
Response to January 4, 2023
RDBN Letter – Proposed
Amendments to Bill C-21

Moved by Director Stoltenberg
Seconded by Director Dekens

2023-12-28

"That the Board receive the Administration Correspondence from the Public Safety Canada regarding Response to January 4, 2023 RDBN Letter – Proposed Amendments to Bill C-21."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Town of Smithers-Update

Director Atrill announced the Town of Smithers Christmas in the Valley will be held November 24th and 25th.

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

Director Lambert indicated he has been working with Chinook Emergency Response Society and other groups to preplan for potential wildfires in 2024.

District of Fort St. James
-Update

Director Elphee provided the following update:

- Completed its sewer and water system upgrades
- Started upgrades to the Stones Bay Road water system
- Moonlight Madness and Santa Claus Parade will take place November 24, 2023.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Electoral Area F (Vanderhoof Rural) – Update Director Moon noted the following:

- Approximately 30,000 head of cattle through the Vanderhoof Auction Barn the past weekend
- Concerns remain about enough feed for the animals that have been kept
- Christmas Celebrations in Vanderhoof will take place December 2nd.

Village of Telkwa – Update Director Dekens provided the following update:

- Completing summer waterline project
- A 12-unit Senior Housing is being proposed for Tower Street
- Hired a new Public Works Officer
- New subdivision to potentially move forward in 2024
- Craft Fair – December 12th.

Electoral Area E (Burns Lake Rural) – Update Director Riis-Christianson mentioned the following:

- Participated in the Regional Connectivity Knowledge Network Meetings
 - o Educating communities and local governments regarding connectivity and connectivity technologies
 - o Moving into role of advocacy with UBCM
- Met with Rachel Greenspan, Executive Director, Network BC and Jeanne Holliss, Executive Director, Connected Communities
 - o Discussed the lack of information coming forward regarding grant funded approved projects
 - o Inflation impacts to funding for projects due to approval process being 9 to 12 months
 - o Ms. Greenspan and Ms. Holliss indicated willingness to visit the RDBN.

Village of Granisle – Update Director McGuire provided the following update:

- Annual Lions Club Light-up the Park and Volunteer Fire Department Barbeque
- Cram the Cruiser event December 2nd for its Christmas Hamper Program
- November 9th provincial announcement – More Ambulance Services to Rural communities
 - Four new members to be added
 - 4 and 4 schedule
 - in spring of 2024
- Pacific Northern Gas – Propane
 - Advocated with PNG for two years with the BC Utilities Commission and will receive a 45% reduction as of January 1, 2024
- Attended Lakes District Maintenance Stakeholder Meeting.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Electoral Area A (Smithers/Telkwa Rural) – Update Director Stoltenberg mentioned he had the opportunity to meet the new Village of Telkwa Fire Chief.

District of Vanderhoof-Update Director Moutray announced that the Merry Madness Event will take place December 2nd from 10 am to 10 pm.

Village of Burns Lake – Update Director Wiebe provided the following update:

- The Foundry has started earth works for its building
- Burns Lake Fire Hall Improvement Project construction is moving forward with expected completion May 2024
- Centennial Christmas Parade and Village Light-Up will take place November 14th
- A tubing hill located at the Village of Burns Lake Property on Gowan Road will be opening to the public.

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

- As NCLGA 1st Vice President attended meetings with Minister Kang regarding foreign workers and Minister Beare regarding connectivity
- Attended the Vanderhoof Primary Care Facility announcement with Minister Dix on November 13th
- November 18th attended the ceremony for the removal of the old hospital in Vanderhoof
- November 17th attended the NCLGA webinar: Ethical Space: A Framework for Indigenous Relations
- Fort St. James Toy and Food Drive 2023 is taking place
- Preparing an Extreme Weather Facility for the community of Fort St. James.

District of Houston – Update Director Brienien mentioned the following:

- Canfor contractors are moving through the process of adjusting to the mill closure
- Houston Finning is closing its equipment, parts sales and service building after 52 years in the community
 - o Employees are given the option to stay with Finning and become mobile technicians or other positions
- Christmas Light-up and Parade will be December 17th.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Chair Parker – Update

Chair Parker provided the following update:

- Fraser Lake Craft Fair will take place November 25th
- Gillian Muir, Dean, Western College of Veterinary Medicine (WCVI) from the University of Saskatchewan was in the region for three days
 - o Met with Chair Parker and Lara Beckett, Chair, RDFFG and Veterinarians from Vanderhoof
 - o Ms. Muir provided a presentation to students and members of the 4H Clubs in Vanderhoof
 - o Ms. Muir met with UNBC
 - o WCVI program is at capacity at University of Saskatchewan
 - Only school in Canada that provides accreditation to foreign workers
 - Receive 400-500 applicants and move forward approximately 80 applicants
- Attended the Nechako Watershed Roundtable Meeting
 - o Discussed wildfires and RDBN best practices
 - First Nations collaboration
 - Policy Liaison
- 2023 Wildfire Task Force (Provincial)
 - o Working with Director Lambert
- Attended the Fraser Lake Remembrance Day ceremonies
 - o Number of participants declining
 - o Importance of paying tribute.

Receipt of Verbal Reports

Moved by Director Dekens
 Seconded by Director Lambert

2023-12-29

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Drought Conditions

Director Moutray spoke of inviting a delegation from the Ministry of Water, Land and Resource Stewardship to attend a future meeting to discuss location and monitoring of test wells, water licensing, water storage and agricultural water usage. Director Atrill mentioned that communication from the Province would be helpful to share with residents. Chair Parker will forward information to the Board regarding test wells in the region.

Director Storey noted that UBCM is also working on the issue.

IN-CAMERA MOTION

Moved by Director Dekens
 Seconded by Director Stoltenberg

2023-12-30

"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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**ADJOURNMENT**

Moved by Director Lambert
 Seconded by Director Brienens

2023-12-31

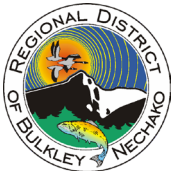
"That the meeting be adjourned at 1:50 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

 Mark Parker, Chair

 Wendy Wainwright, Deputy Director of Corporate Services



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: December 14, 2023
Subject: **Rezoning Application RZ A-04-23**
First and Second Reading for Rezoning Bylaw No. 2023, 2023

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

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

EXECUTIVE SUMMARY

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

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

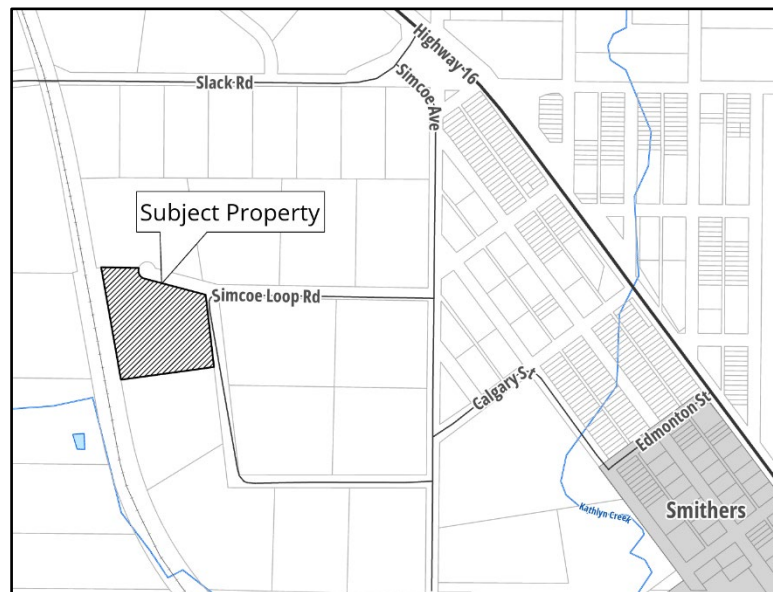
APPLICATION SUMMARY

Name of agent/owner:	Madeline Koppers
Electoral area:	Electoral Area A (Smithers/Telkwa Rural)
Subject property:	4594 Simcoe Loop Road, legally described as Lot 9, Section 2, Township 1A, Range 5, Coast District, Plan 7255 (PID: 009-463-968)
Property size:	2.29 ha (5.65 ac)
OCP designation:	Rural Residential (RR) Designation in Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014
Zoning:	Small Holdings (H1) Zone in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020
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:	500 m west of the Town of Smithers.

Proposed rezoning

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

The subject property contains an existing 159 m² (1,708 ft²) single family dwelling that is used as the applicant's primary residence. The applicant wishes to construct a second two-bedroom single family dwelling about 800 ft² in size for use as a long-term rental and eventually to house their aging parents.



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.

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:

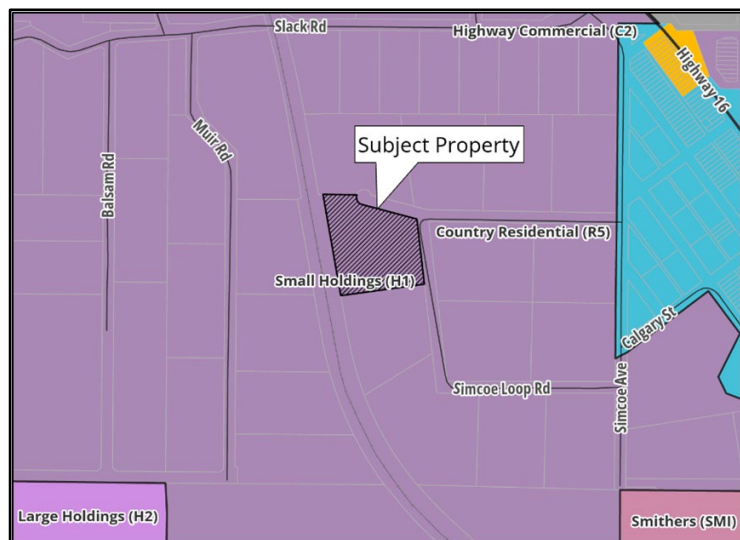
- (a) The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.*
- (b) It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*
- (c) The development 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 an Initial Site Investigation Report (see Attachments) stating that the subject property can support on-site septic for the proposed second dwelling with a type 1 or type 2 raised sand mound and pump system. 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 for 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 on the subject property, 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 adjacent to the Town of Smithers. It is surrounded by similar sized properties (± 2.3 ha) in the H1 Zone.

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. 2023, 2023 receive first and second readings.

REFERRAL RESPONSES

The **Electoral Area A Advisory Planning Commission** (APC) minutes will be included in the supplemental agenda.

No response was received from the **Town of Smithers** at the time of writing this report. Any response will be included in the supplemental agenda.

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

The Ministry sees little-to-no impact to our infrastructure.

Pursuant to section 52(3)(a) of the Transportation Act, the Ministry of Transportation and Infrastructure is prepared to endorse the Bylaw after its third reading subject to the following:

As the parcel is located on a MoTI secondary road, a residential access permit is not required. Should access be required for any reason other than residential use, the land owner is required to obtain an access permit from the Ministry.

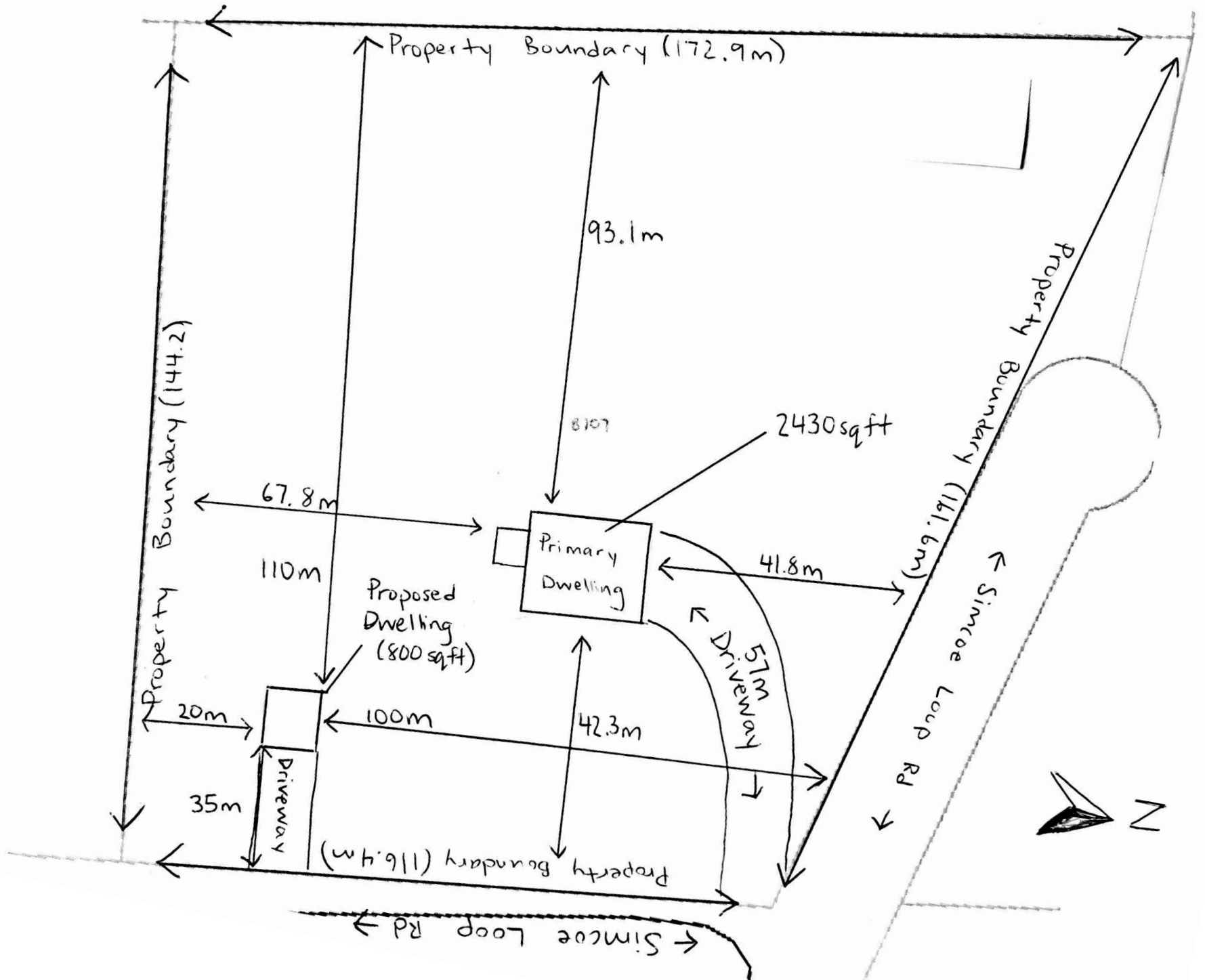
ATTACHMENTS:

- Applicant Letter
- Site Plan
- ROWP Letter
- Proposed Bylaw No. 2023, 2023

4. Reason for Application

We're hoping to build a secondary dwelling that can serve as a long-term rental and when needed, provide housing for our aging parents. Smithers is facing a rental shortage and with the rising costs of living, a rental will not only help with the lack of supply but also help balance our living costs.

The structure would be a two-bedroom rancher that is wheelchair friendly and approximately 800 sqft in size. It would be similar in design to our primary residence and will blend in well within the natural surroundings of the site. Proposed location of the building is in the south-east corner of our property, approximately 110m from the railway. We intend to plant mature trees surrounding the secondary dwelling, as well as, between the two dwellings to add a layer of privacy.



Initial site investigation report for rezoning application

Date: October 5 2023

Legal Description: LOT 9, PLAN PRP7255, SECTION 2, TOWNSHIP 1A, RANGE 5, COAST RANGES LAND DISTRICT

Street Address: 4594 Simcoe Loop Rd, Smithers, BC V0J2N2

Property Owner(s): Thomas Pellow and Madelaine Koppers

Summary of Inspection: Due to obvious mottling seen in the test pits, (which is a sign of a seasonal high water table) and weak structured clay loams, a raised sand mound (type 1 or type 2) would be required for the proposed two bedroom dwelling on this site. With the site being relatively flat, a pump system is required to lift effluent to the raised mound.

Site Information:

Total parcel size: 5.65 Acres (2.26 Ha)

Water: A drilled well located 12 meters east of the existing dwelling

Site/Soil Evaluation: Soil test pits reveal a thick organic layer then a variety of loams, sandy loams and clay loams and seems of sands. Obvious deposits of iron (also known as mottling) were discovered through out the test pits. Percolation tests were conducted which revealed rates of 10-15 minutes per inch.

Topography: The land is relatively flat and open. There are no water courses on the property.

Vegetation and wildlife: The property consists of mainly grass and pasture with a ring of poplar trees surrounding it.

Extended site proposal: Owner has intentions to add a two bedroom dwelling on this property.

Declaration: These notes are from inspection carried out on October 4 2023 to confirm property improvements and conditions. These records and specifications are consistent with standard of practice with regard to the Sewerage System Regulation and the Sewerage System Standard Practice Manual of the BC Ministry of Health. I have conducted a site evaluation and exercised due diligence.

Sam Larson
Registered Onsite Wastewater Practitioner #0875
778-210-1323
sxa.larson@gmail.com



Soil Profile Description

Test Pit #

1 Client: Tom Pellows

Date: October 4 2023

Depth	Texture	C.F.	Structure Type	Structure Grade	Structure Size	Consistency	Colour	Mottles Quantity	Mottles Size	Mottles Contrast	Roots Quantity	Roots Size
0-8"			ORGANIC	LAYER		LOOSE	BLACK	NIL	NIL	NIL	3	F
8-28"	SCL	0%	SBK		1 F	MOD	GREY	FEW	SMALL	D	NIL	NIL
28-58"	CL	0%	MA		0 F	MOD	GREY	FEW	SMALL	F	NIL	NIL

Test Pit #

2

Depth	Texture	C.F.	Structure Type	Structure Grade	Structure Size	Consistency	Colour	Mottles Quantity	Mottles Size	Mottles Contrast	Roots Quantity	Roots Size
0-10"			ORGANIC	LAYER		LOOSE	BLACK	NIL	NIL	NIL	3	F
10-30"	SCL	0%	SBK		1 F	MOD	BROWN	F	SMALL	D	NIL	NIL
30-60"	CL	0%	MA		0 F	MOD	GREY	F	SMALL	D	NIL	NIL



Percolation Test:

Site: TOM PELLOWS

Date: OCTOBER 4 2023

Perc Test 1

Cumulative Minutes	Recorded Descending Measurement	Clock Time
5		10:44 AM
10		
15	1 INCH	
20		
25		
30	1 INCH	
35		
40		
45	1 INCH	
50		
55		

Perc Test 2

Cumulative Minutes	Recorded Descending Measurement	Clock Time
5		10:48 AM
10	1 INCH	
15		
20	1 INCH	
25		
30	1 INCH	
35		
40		
45	1 INCH	
50		
55		

Perc Test 3

Cumulative Minutes	Recorded Descending Measurement	Clock Time
5		10:52
10		
15	1 INCH	
20		
25		
30	1 INCH	
35		
40		
45	1 INCH	
50		
55		

Perc Test 4

Cumulative Minutes	Recorded Descending Measurement	Clock Time
5		10:56
10	1 INCH	
15		
20	1 INCH	
25		
30	1 INCH	
35		
40	1 INCH	
45		
50	1 INCH	
55		





REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2023

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 9, Section 2, Township 1A, Range 5, Coast District, Plan 7255, 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. 2023, 2023".

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

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

PUBLIC HEARING HELD this _____ day of _____, 2023.

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

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

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

Corporate Administrator

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

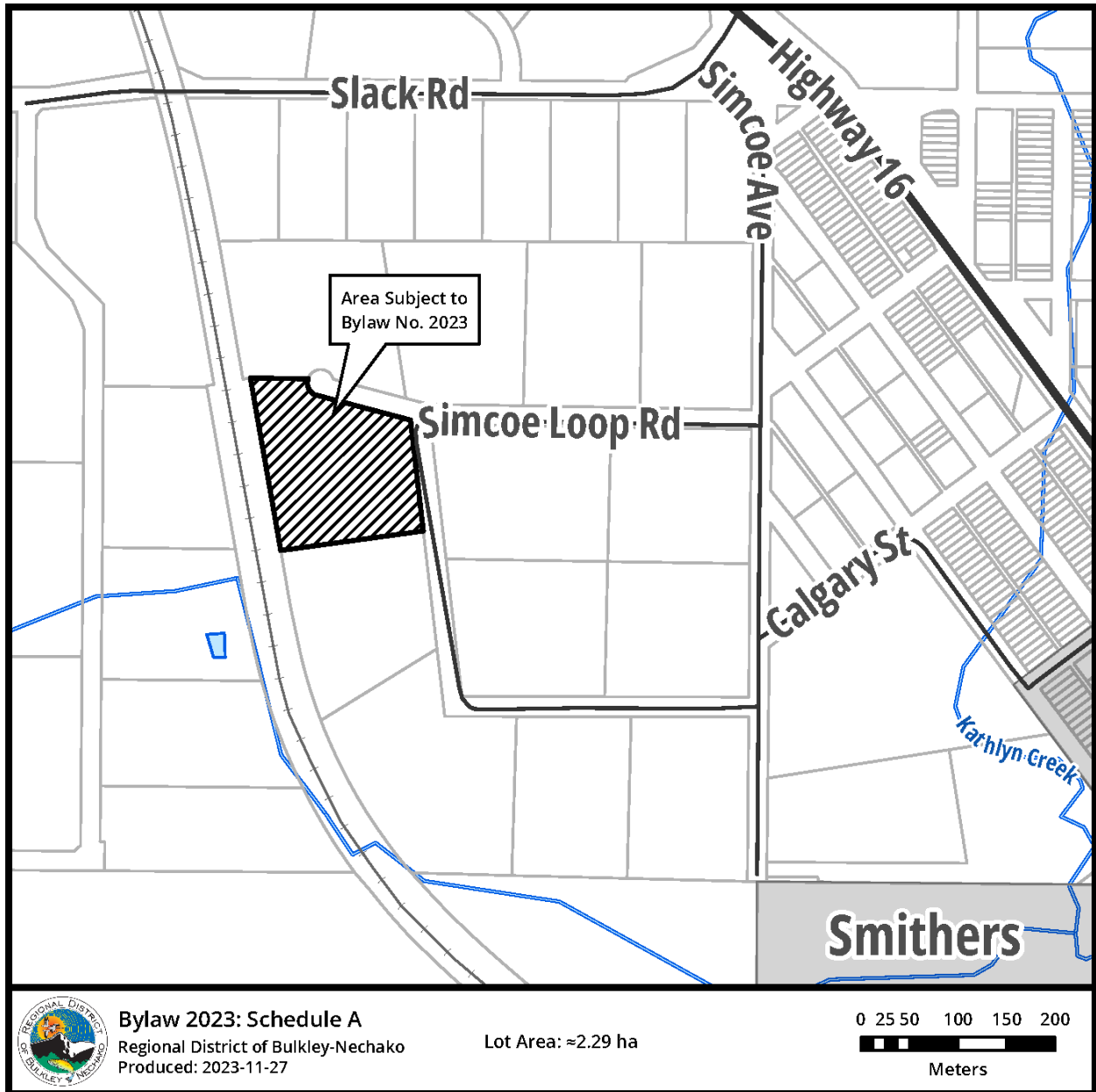
for Minister of Transportation & Infrastructure

ADOPTED this _____ day of _____, 2023.

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2023



Lot 9, Section 2, Township 1A, Range 5, Coast District, Plan 7255, 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. 2023, 2023.

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson, Senior Planner
Date: December 14, 2023
Subject: **Temporary Use Permit (TUP) B-01-23**

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

1. That the Board approve the issuance of TUP B-01-23 to allow a short-term accommodation at 1675 Gowan Road.
2. That the Board direct staff to issue the TUP when staff have received confirmation smoke detectors have been installed as required under the B.C. Building Code.

EXECUTIVE SUMMARY

The proposed TUP would allow the operation of a short-term accommodation for thirty consecutive days or less for a maximum of eight persons (up to twelve persons with conditions) for a period of three years in accordance with the terms outlined in the TUP. Comments received from referrals and in response to the public notice will be presented to the Board in the supplemental agenda for consideration.

Planning Department staff recommend that TUP B-01-23 be approved.

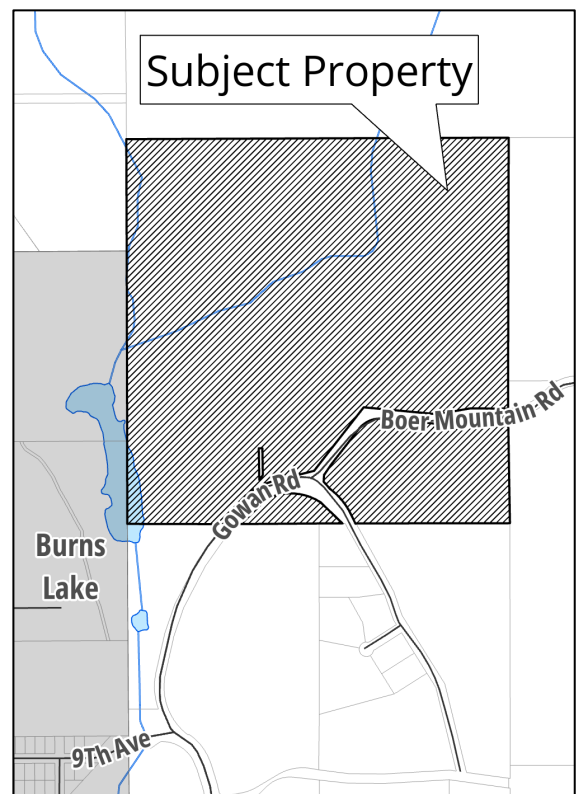
APPLICATION SUMMARY

Name of Owner	Village of Burns Lake / Amy Wainwright, Plan North
Electoral Area:	B (Burns Lake Rural)
Subject Property:	1675 Gowan Road, legally described as District Lot 2503, Range 5, Coast District, Except Plans 3750, PRP41383, and PRP42499 (PID 008-395-772)
OCP Designation:	Resource (RE) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan, Bylaw No. 1785, 2017 (the OCP)
Zoning:	Large Holdings Zone (H2) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
ALR Status:	Not located within the ALR
Existing Land Use:	Unoccupied residence
Location:	1675 Gowan Road, abutting the Village of Burns Lake and Woyenne 27 Reserve. Part of the Rod Reid Trail passes through the subject property.
Fire Protection Area:	Burns Lake Fire Protection
Building Inspection:	Within Building Inspection
Property Size & TUP Area:	Both 62.73 ha (155.0 ac)
Proposal:	

The applicant is requesting a three-year Temporary Use Permit (TUP) to allow short-term accommodation on the subject property in the single family dwelling.

The Village of Burns Lake wants to operate the short-term rental as a provisional economic development initiative until more concrete plans for the property are developed. The maximum number of occupants proposed is twelve persons with double occupancy in each bedroom, and double occupancy on two double sofa beds in common living areas. The applicant anticipates advertising weekly stays but has not finalized those details.

The lands are zoned Large Holdings Zone (H2), which does not permit the operation of short-term accommodation; therefore, a TUP is required. The applicant stated the Village of Burns Lake may also use the property for park uses, which are permitted in all zones.



DISCUSSION

The subject property is owned by the Village of Burns Lake. The Rod Reid Trail passes through the southwest corner of the property and is registered on title as a Statutory Right of Way with the Village of Burns Lake. The property has a barn, a decommissioned tennis court, and an approximately 225 m² (2,430 ft²) house with four-bedrooms, three bathrooms, and a basement.

Temporary Use Permits Explained

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

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

- “(a) the proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area;*
- (b) the environment would not be negatively affected by the proposed temporary use;*
- (c) the proposed temporary use will not have adverse effects on neighbouring land uses or property owners;*
- (d) the applicant has provided, for consideration as part of the application process, a decommissioning and reclamation plan, if the temporary use requires a significant amount of capital investment in a particular location, or otherwise results in the need for site reclamation.*
- (e) the need for security in the form of an irrevocable letter of credit with an automatic extension clause has been considered to ensure that required decommissioning and reclamation is completed.*
- (f) the proposed temporary use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).”*

Planning Department Comments

As there is an existing four-bedroom single family dwelling on this acreage, permitting eight to twelve persons to stay overnight is not anticipated to create adverse traffic impacts or adverse impact to the ungulate winter range on the subject property. No significant capital investment is proposed by the applicant and land reclamation would not be required when the TUP term ends. The closest residence to this single family dwelling is nearly 400 metres away. The five parking spaces provided are considered adequate for the proposed use.

The RDBN has no property or building permit records for the subject property. The subject property is missing some of the required smoke detectors for the number of occupants

proposed by the applicant. Additionally, the property owner is working to obtain information on the capacity of the sewerage system to see if it can accommodate more than eight persons (based on two persons per bedroom) to a maximum of twelve persons. Given this, staff propose conditions in the TUP related to smoke detector installations and confirmation of sewerage system capacity to allow more than an eight-person occupancy, to a maximum of twelve persons.

Staff note the TUP, as presented restricts short-term accommodation to thirty consecutive days or less. This is because more than thirty days would be considered a longer-term rental, which is already a permitted use on the subject property.

Given the proposed conditions of the TUP; the siting of the house on the property; and the property's proximity to both recreational assets and large rural properties; planning staff do not anticipate adverse effects to the neighbourhood or the environment from the proposed TUP. Planning Department staff recommend TUP B-01-23 be approved.

REFFERALS

RDBN building inspection viewed the interior of the residence. A summary of building inspection comments are as follows.

- The house is missing some required smoke detectors.
- There is appropriate egress for the sofa beds in the living room and the basement.
- Recommended the property owner look at having the sewerage system pumped.
- Without details on the sewerage system, an eight person occupy is appropriate in a four-bedroom house. If the septic system can service more, based on egress in common areas, a twelve-person occupancy would be acceptable.

The APC and Lake Babine Nation referral comments were not received at the time of the writing of this report. Any additional referral response received will be presented in the supplemental agenda for consideration.

PUBLIC NOTICE

Notice of this application was published in the December 6, 2023, issue of the Lakes District News newspaper informing the public of the time and location of the Board's consideration of the application, and their ability to provide input to the Board in writing. Property owners and tenants within 100 metres of the subject property were sent a similar notice and the applicant posted a sign next to the driveway on the subject property. Comments received in response to the public notice will be presented to the Board in the supplemental agenda for consideration.

ATTACHMENTS

- Site visit photos
- TUP B-01-23 Permit

Attachment: Site Visit Photos

Photo #1: single family dwelling with yard

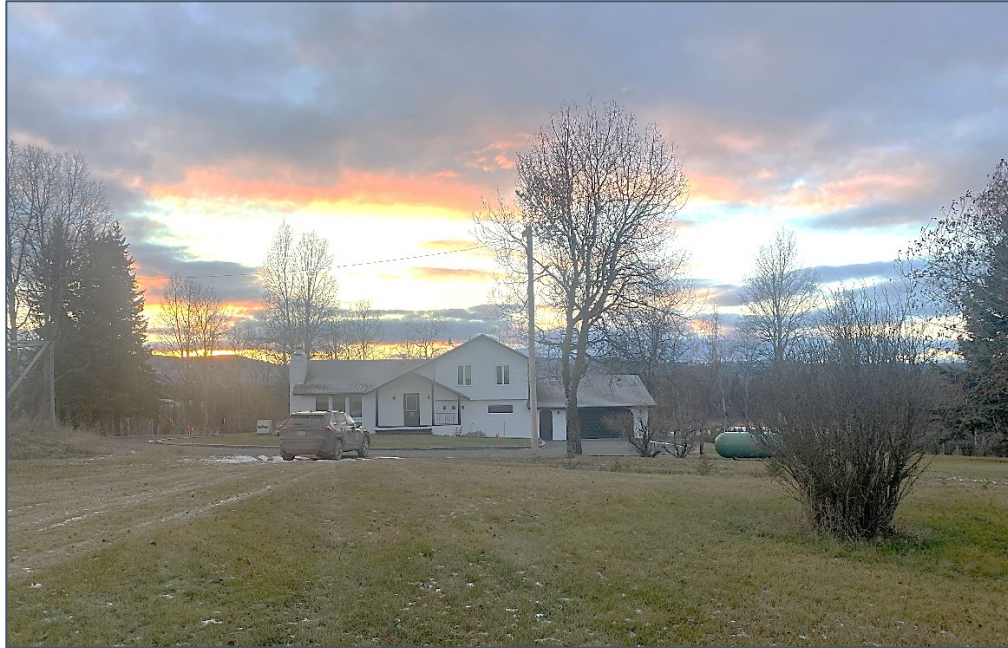


Photo #2: single family dwelling close-up



Photo #3: view of driveway



Photo #4: first parking area



Photo #5: second parking area



Photo #6: decommissioned tennis court



Photo #7: empty barn





**REGIONAL DISTRICT OF BULKLEY-NECHAKO
TEMPORARY USE PERMIT NO. B-01-23**

ISSUED TO: The Village of Burns Lake
 PO Box 570
 Burns Lake, BC V0J 1E0

WITH RESPECT TO THE FOLLOWING LANDS:

1675 Gowan Road, legally described as District Lot 2503, Range 5, Coast District, Except Plans 3750, PRP41383, and PRP42499 (PID 008-395-772).

1. This Temporary Use Permit authorizes the following temporary use:

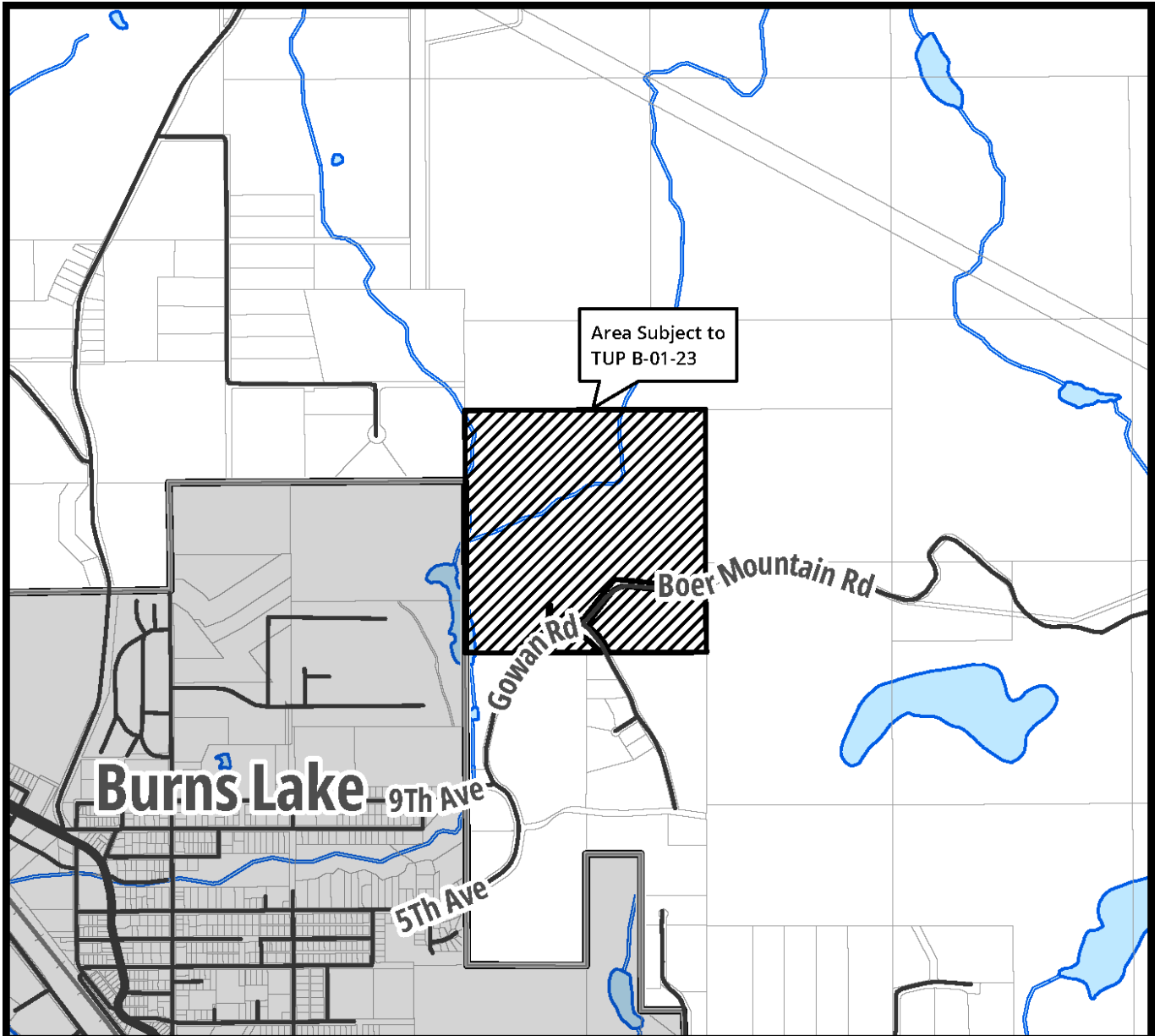
The rental of the house at 1675 Gowan Road to members of the public for short-term accommodation for a period of time of thirty (30) consecutive days or less.
2. The temporary use identified in Section 1 may occur only in substantial accordance with the terms and provisions of this Permit and the plans and specifications attached hereto as Schedule A.
3. The Permit holder shall, as a condition of this Permit, ensure the following:
 - a. The house shall have a maximum occupancy of eight (8) persons.
 - b. Notwithstanding 3.a, the maximum occupancy may be increased to a maximum of twelve (12) persons with the submission of a Northern Health permit or report from a qualified professional confirming the sewerage system has the capacity for the additional occupants.
 - c. The house shall only be advertised and rented in its entirety. No individual room rentals shall be permitted.
 - d. Smoke detectors shall be installed as required under the B.C. Building Code.
4. This Permit authorizes the temporary use identified in Section 1 of this Permit to occur only for a term of three years from the date of issuance of this Permit. If a term or provision of this Permit or Regional District of Bulkley-Nechako regulation is contravened or not met, or if the Applicant or property owner suffers or permits any act or thing to be done in contravention of or in violation of any term or provision of this Permit, or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing prescribed or imposed or required by this Permit the Applicant and / or property owner are in default of this Permit, and the Permit shall be void and of no use or effect.

5. This Permit is not a building permit, nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this Permit.

AUTHORIZING RESOLUTION passed by the Regional Board on the _____ day of _____, 2023.

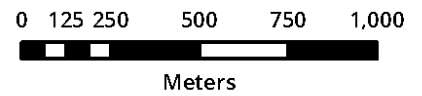
PERMIT ISSUED on the ___ day of _____, 20____.

Corporate Administrator



TUP B-01-23: Schedule A
Regional District of Bulkley-Nechako
Produced: 2023-11-29

Lot Area: ≈62.73 ha





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: December 14, 2023
Subject: **Crown Land Application No. 6409451**

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

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 6409451.

BACKGROUND

The RDBN has received a request to provide comment on an application for a Licence of Occupation over a gravel road on Crown Land. The purpose of the application is to provide tenure to the applicant so that they can maintain the road as needed.

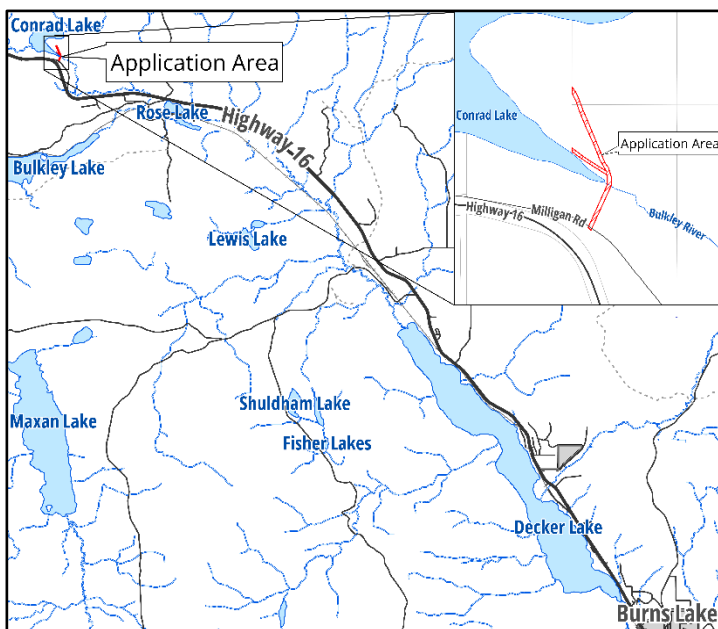
The application area covers 0.82 ha of gravel road that provides private access to the applicant's waterfront property on Conrad Lake.

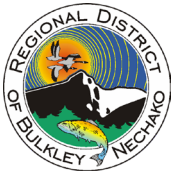
Staff note the proximity of the road to Conrad Lake and the Bulkley River. The Province is responsible for considering the road's proximity to Conrad Lake and the Bulkley River as part of the Crown land application review process.

A description of the proposed work is included in the attached Management Plan.

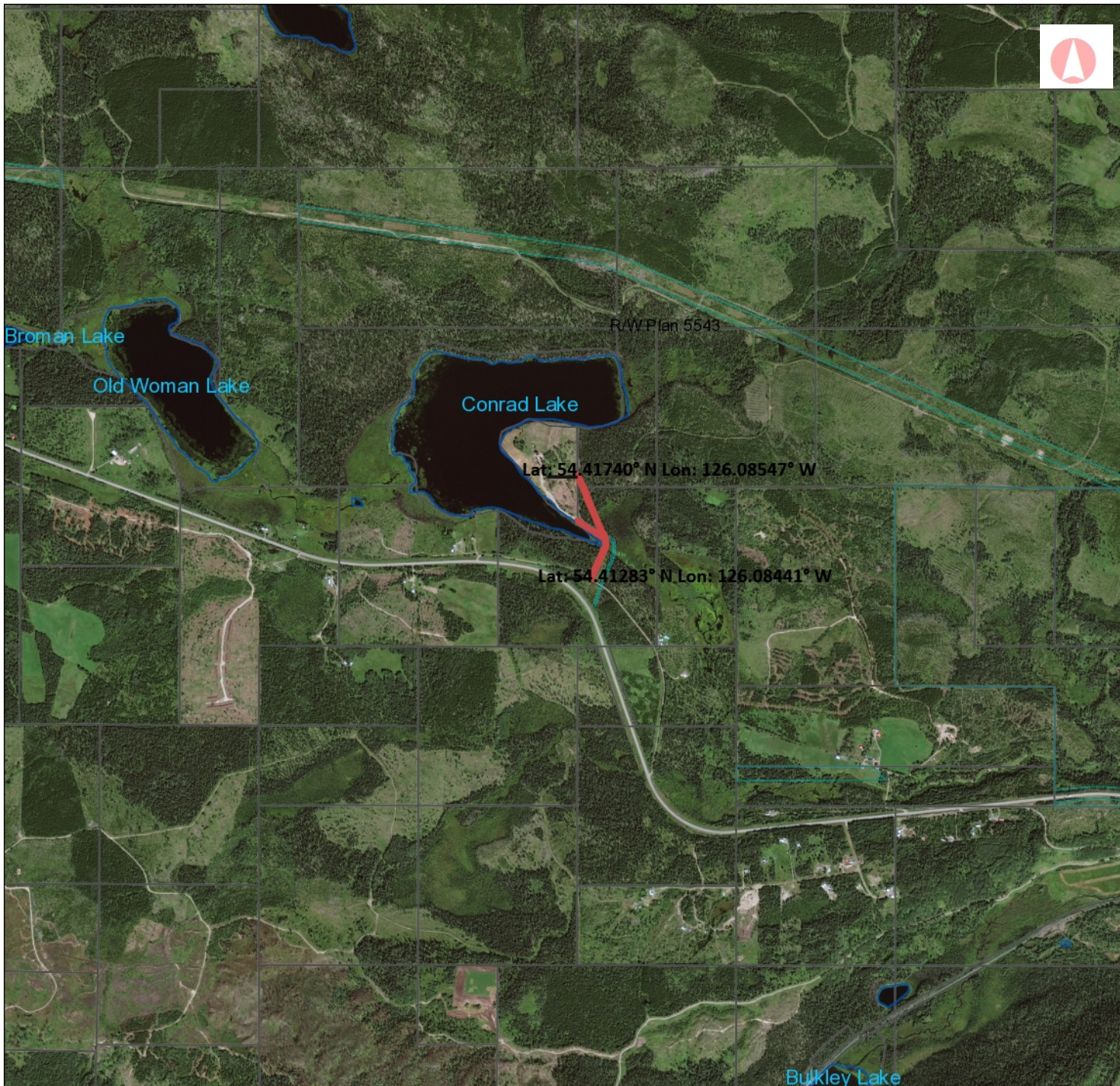
ATTACHMENTS

- Comment Sheet
- Applicant Maps
- Management Plan ([Link](#))





Electoral Area:	B (Burns Lake Rural)
Applicants:	Brian and Maria McLean
Existing Land Uses:	Forested Crown Land
Zoning:	
District Lot 3523:	Recreation Zone (P2)
District Lot 3523A:	Large Holdings Zone (H2)
OCP Designation:	
District Lot 3523:	Parks and Recreation (P)
District Lot 3523A:	Resource (RE)
Proposed Use Comply with Zoning:	Yes
If not, why?	Not applicable
Agricultural Land Reserve:	Not within the ALR
Access:	Milligan Road, off Highway 16
Building Inspection:	Not within Building Inspection Area
Fire Protection:	Not within a Fire Protection Area
Other comments:	None



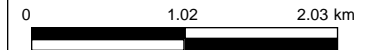
Application #100426892

Legend

Geographic Names Points -

FEATURE_TYPE

- Abandoned Locality
- ✚ Airfield
- ✈ Airport
- ◆ Anchorage
- Canadian Forces Base
- City
- Community
- ✚ Cone
- ✚ Crag
- ✚ Crags
- Dam
- ✚ Dome



1: 50,000

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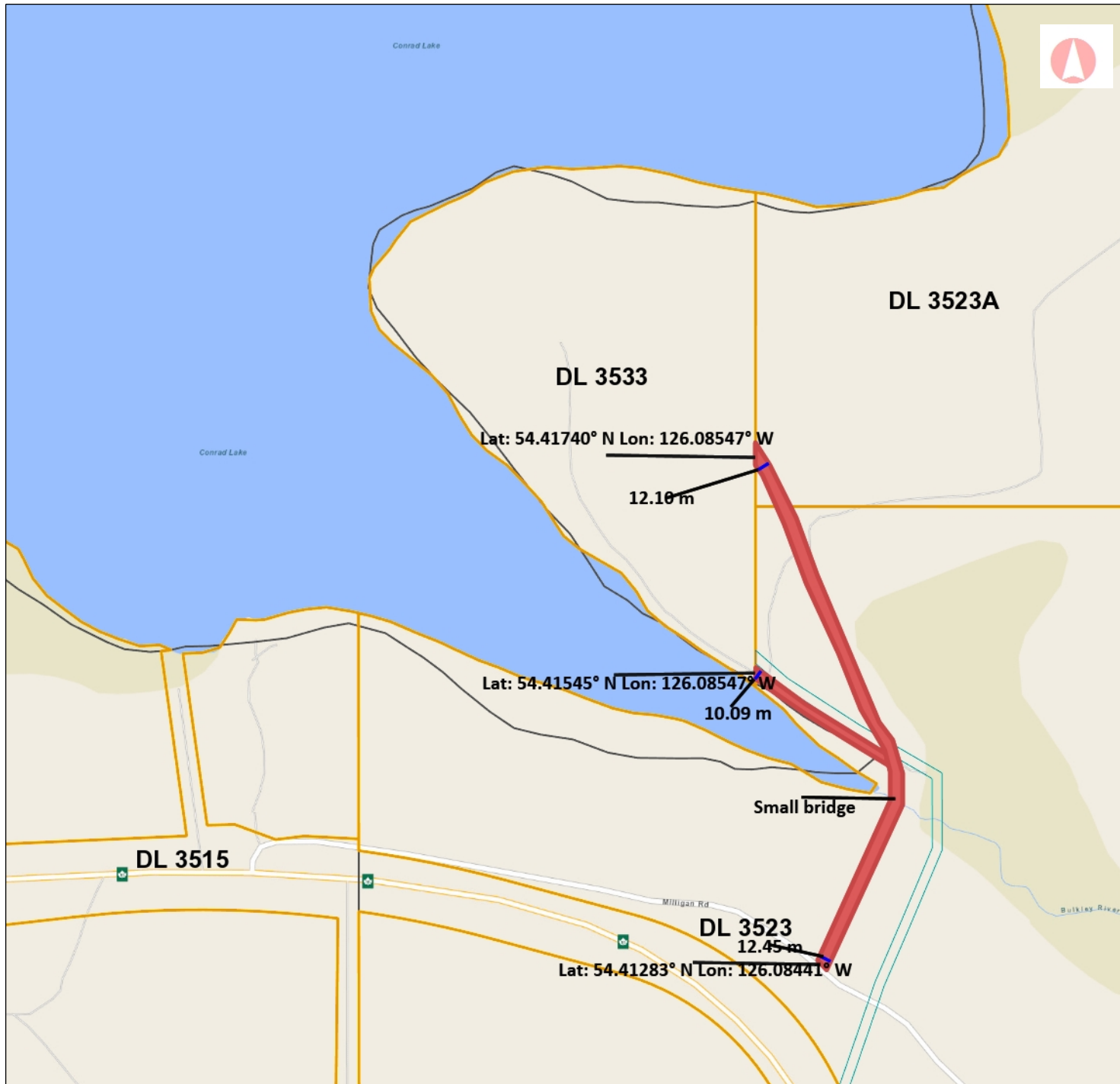
CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generalized and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Datum: NAD83

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

Key Map of British Columbia

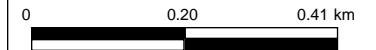




Application #100426892

Legend

- Tenures - Tantalus - Outline
- PMBC Parcel Cadastre - Ou
- Land Act Survey Parcels - T
- Tenure Applications - Tantal
- Land Act Surveyed Rights o Tantalus - Outlined
- Land Act Survey Parcels - T Descriptions
- Land Act Surveyed Rights o Tantalus - Legal Descriptions



1: 10,000

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Datum: NAD83
 Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

Key Map of British Columbia





Regional District of Bulkley-Nechako Board of Directors

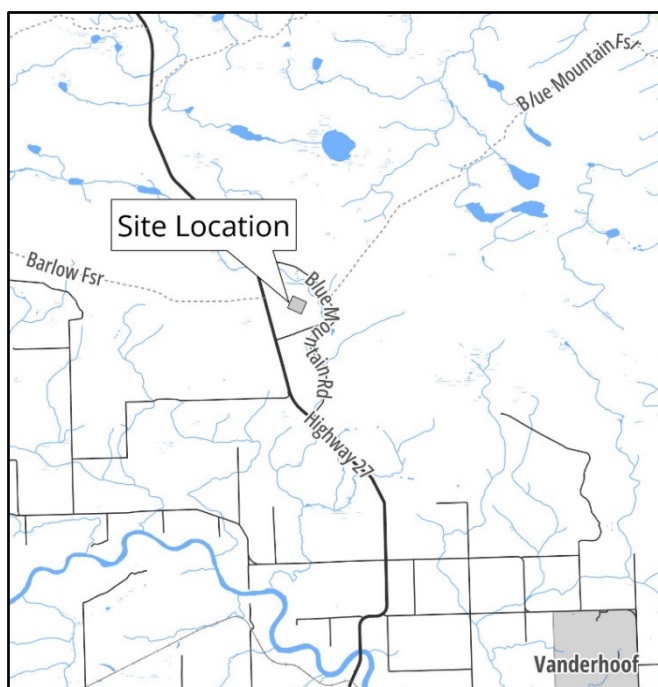
To: Chair and Committee
From: Cameron Kral, Planning Technician
Date: December 14, 2023
Subject: **Coastal GasLink Clear Creek Compressor Station Notification**

RECOMMENDATION: (all/directors/majority)

That the attached comment sheet be provided to the British Columbia Energy Regulator and Coastal GasLink as the Regional District's comments regarding the proposed Clear Creek Compressor Station.

BACKGROUND

At the September 7, 2023 Rural/Agricultural Committee Meeting, the Committee considered the August 18, 2023 notification letter provided by Coastal GasLink Ltd. (CGL) regarding the proposed Clear Creek Compressor Station. At this meeting, the Committee directed staff to write a letter to the British Columbia Energy Regulator (BCER) and CGL indicating that additional information was necessary to consider the notification, and requesting that the BCER not issue any permits to construct and operate the compressor station until the RDBN Board has had an opportunity to review and comment on the requested information. This letter, sent on September 8, 2023 (attached), also noted that RDBN zoning does not allow the proposed use.



CGL sent a response on November 8, 2023 (attached) to the RDBN's request for more information. CGL was a delegation to the Board's October 26, 2023 meeting and arranged a site visit for Board members to a similar compressor station.

DISCUSSION

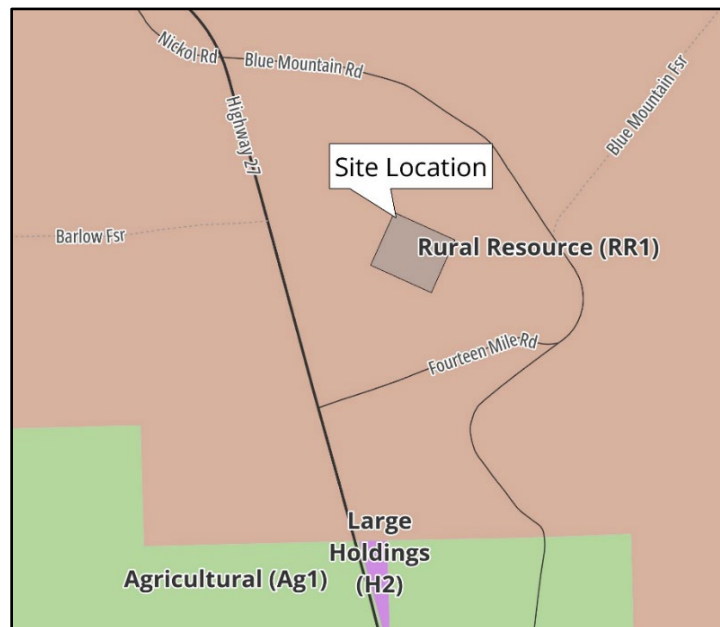
The August 18, 2023 notification letter from CGL states that they intend to apply to the BCER for permits to construct and operate the Clear Creek Compressor Station shown on the adjacent location maps. The proposed compressor station consists of three 30 MW turbine driven compressor units, electrical and control buildings, and boiler and air compressor buildings. The purpose of the compressor stations is to increase the capacity of natural gas through the CGL pipeline as part of Phase 2 of the CGL Pipeline Project.

CGL anticipates the compressor station 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.

The proposed Clear Creek Compressor Station is located approximately 12 km northwest of the District of Vanderhoof along Highway 27. The proposal has a 16.7 ha footprint on Crown land which has already been cleared and is currently used as a stockpile and laydown yard.

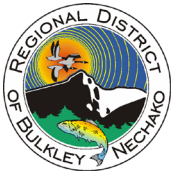
There are 15 known dwellings within 3 km of the proposed site. The nearest dwelling is about 1 km away; three dwellings are about 1.5 km; two dwellings are about 2 km; five dwellings are about 2.5 km; and four dwellings are about 3 km. The proposed Compressor Station location is zoned Rural Resource (RR1) and a compressor station is not a permitted use in this zone. The Board must agree to rezone the land for the facility to be permitted pursuant to the RDBN's Zoning Bylaw.

Staff recommend that the attached letter be sent to the BCER and CGL. This letter notes that the facility is not permitted pursuant to the RDBN's Zoning Bylaw.



ATTACHMENTS:

- Comment Sheet
- [Link to August 18, 2023 Coastal GasLink notification letter](#)
- September 8, 2023 RDBN referral response letter
- November 8, 2023 CGL Response letter
- [Link to Coastal GasLink Phase 2 Fact Sheet](#)
- [Link to BC Energy Regulator Consultation and Notification brochure](#)

**Comment Sheet on Coastal GasLink Clear Creek Compressor Station**

Electoral Area:	Electoral Area F (Vanderhoof Rural)
Referral Agency:	BC Energy Regulator and Coastal GasLink Pipeline Ltd.
Existing Land Use:	Stockpile site and laydown yard
Zoning:	Rural Resource (RR1)
OCP Designation:	Resource (RE)
Proposed Use Comply with Zoning:	No
Agricultural Land Reserve:	Not within the ALR.
Access:	Highway 27
Building Inspection:	Yes
Fire Protection:	No

COMMENTS:

The proposed site of the Clear Creek Compressor Station is zoned Rural Resource (RR1) and a compressor station is not a permitted use in this zone. The RDBN Board must agree to rezone the land for the proposed facility to be permitted pursuant to the RDBN's Zoning Bylaw. This requires CGL to apply to the RDBN to amend the Zoning Bylaw.

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>



September 8, 2023

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

RE: RDBN Comment Regarding the Clear Creek Compressor Station

At its September 7, 2023 meeting the Board of the Regional District of Bulkley-Nechako considered the notification provided by Coastal Gaslink regarding their proposed Clear Creek Compressor Stations. This letter is the RDBN Board's response to this notification.

Additional information is required for the Board to provide meaningful comment regarding the proposed facilities in response to the notification. The Board requests that detailed and specific information be provided regarding the proposed facility, its construction and operation, and the mitigation measures to be used to address any anticipated adverse impacts (noise, vibration, dust, etc.).

Please note that the proposed location of the Clear Creek Compressor Station is zoned Rural Resource (RR1) pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020."

The proposed compressor station is not a permitted use in this zone. Therefore, the Board must agree to rezone the land for the facility to be permitted pursuant to the RDBN's Zoning Bylaw. This requires CGL to make application to the RDBN to amend the Zoning Bylaw. The information requested above will also be required should CGL make a rezoning application to the RDBN.

The RDBN Board requests that the BC Energy Regulator not issue any permits to construct or operate the Clear Creek Compressor Station without the RDBN first approving the land use through the rezoning process.

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 during the Environmental Assessment Certificate process. Coastal Gaslink 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 4 compressor stations with minimal information provided and a requirement for a formal response within 30 days.

Sincerely,

A handwritten signature in black ink, appearing to be 'Mark Parker', with a stylized flourish at the end.

Mark Parker
Board Chair

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

November 8, 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 – Clear Creek Compressor Station

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 Clear Creek Compressor Station, 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 station.

Proposed Compressor Stations:

Construction of the proposed facility would commence following receipt of appropriate regulatory approvals and a positive final investment decision. The proposed Clear Creek Compressor Station would consist of three gas turbine driven compressor units and associated equipment. Each compressor unit would consist of a compressor paired with an enclosed turbine driver installed within a dedicated compressor building. The compressor packages would each have a power rating of approximately 30 MW. In addition to the compressor units, the facility may include the following key systems and components, required to support safe and efficient operations:

- 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

The proposed Clear Creek Compressor Station will be designed to accommodate a potential future conversion from natural gas driven compressor units to electrically driven compressor units. Limited pre-build infrastructure (e.g. pilings, supports) would be planned and installed during the initial construction phase to support future conversion. Additional equipment required to support potential conversion would be installed within the same footprint of the current proposed facility. Equipment selection for electric drive components has yet to occur and would be selected based on consideration for modern technology at the time a decision is made to proceed with the conversion to electric drives.

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 this location to support our workforce during construction of the compressor station. 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 appreciated the opportunity to present to the RDBN Board on October 26, 2023, and further discuss the information as it relates to this proposed facility and the proposed Phase 2 project in its entirety. In addition, on October 27, 2023, we were able to take three RDBN Area Directors for a helicopter tour from Burns Lake to our Wilde Lake Compressor Station facility located at KM 0 on the pipeline route. This tour provided the area directors with an opportunity to see and hear an operating facility firsthand. Our team looks forward to continuing this conversation with the RDBN staff and elected officials as time progresses.

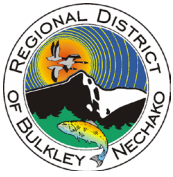
Should you have any questions, please contact Natasha Westover by e-mail at natasha_westover@tcenergy.com.

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, WrittenSubmissions@bc-er.ca



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: December 14, 2023
Subject: **Coastal GasLink Segundo Lake Compressor Station Notification**

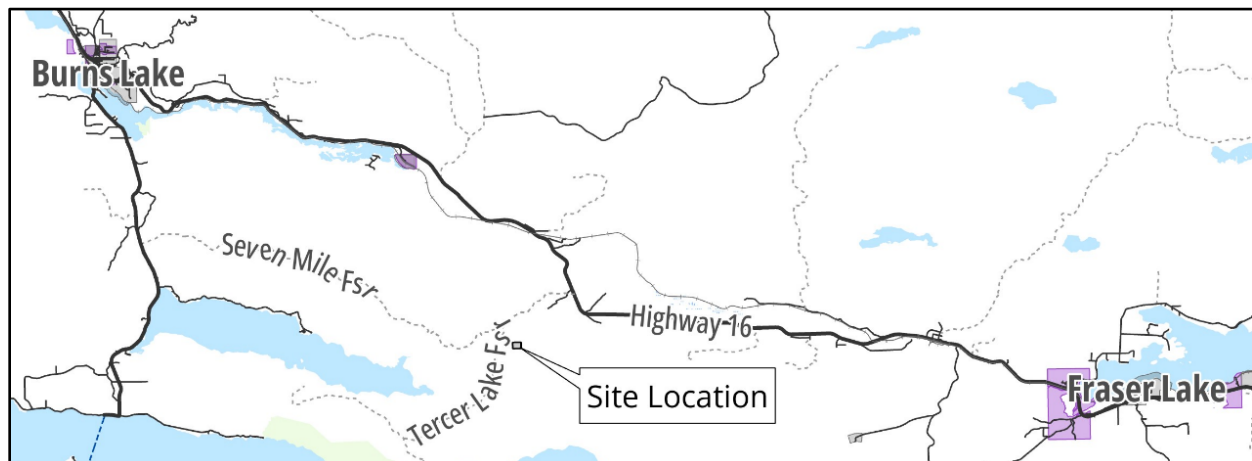
RECOMMENDATION: **(all/directors/majority)**

That the attached comment sheet be provided to the British Columbia Energy Regulator and Coastal GasLink as the Regional District's comments regarding the proposed Segundo Lake Compressor Station.

BACKGROUND

At the September 7, 2023 Rural/Agricultural Committee Meeting, the Committee considered the August 18, 2023 notification letters provided by Coastal GasLink Ltd. (CGL) regarding the proposed Segundo Lake Compressor Station. At this meeting, the Committee directed staff to write a letter to the British Columbia Energy Regulator (BCER) and CGL indicating that additional information was necessary to consider the notification, and requesting that the BCER not issue any permits to construct and operate the compressor station until the RDBN Board has had the opportunity to review and comment on the requested information. This letter was sent on September 8, 2023 (attached).

CGL sent a response on November 8, 2023 (attached) to the RDBN's request for more information. CGL was a delegation to the Board's October 26, 2023 meeting and arranged a site visit for Board members to a similar compressor station.



DISCUSSION

The August 18, 2023 notification letter from CGL states that they intend to apply to the BCER for permits to construct and operate the Segundo Lake Compressor Station as shown on the adjacent location maps. The proposed Segundo Lake Compressor Station consists of three 30 MW turbine driven compressor units, electrical and control buildings, and boiler and air compressor buildings. The purpose of the compressor stations is to increase the capacity of natural gas through the CGL pipeline as part of Phase 2 of the CGL Pipeline Project.

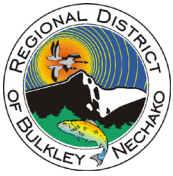


CGL anticipates the compressor station will be constructed over a three-to-five-year period between 2025 and 2030. CGL states that during construction, there will be a requirement for equipment and material stockpile sites and space to house workers.

The proposed Segundo Lake Compressor Station is located off the Tercer Lake Forest Service Road east of Tchesinkut Lake, between the Village of Burns Lake and the Village of Fraser Lake. The proposal has an 18 ha footprint on Crown land which has already been cleared and is currently used as a stockpile and laydown yard. The nearest dwellings is approximately 2.5 km from the proposed site and there are 3 other known dwellings about 3.5 km away.

ATTACHMENTS:

- Comment Sheet
- [Link to August 18, 2023 Coastal GasLink notification letter](#)
- September 8, 2023 RDBN referral response letter
- November 8, 2023 Coastal GasLink response letter
- [Link to Coastal GasLink Phase 2 Fact Sheet](#)
- [Link to BC Energy Regulator Consultation and Notification brochure](#)

**Comment Sheet on Coastal GasLink Segundo Lake
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:	N/A
OCP Designation:	N/A
Proposed Use Comply with Zoning:	N/A
Agricultural Land Reserve:	Not within the ALR.
Access:	Tercer Lake FSR
Building Inspection:	No
Fire Protection:	No

COMMENTS:

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>



September 8, 2023

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

RE: RDBN Comment Regarding the Segundo Lake Compressor Station

At its September 7, 2023 meeting the Board of the Regional District of Bulkley-Nechako considered the notification provided by Coastal Gaslink regarding their proposed Segundo Lake Compressor Stations. This letter is the RDBN Board's response to this notification.

Additional information is required for the Board to provide meaningful comment regarding the proposed facilities in response to the notification. The Board requests that detailed and specific information be provided regarding the proposed facility, its construction and operation, and the mitigation measures to be used to address any anticipated adverse impacts (noise, vibration, dust, etc.).

The RDBN Board requests that the BC Energy Regulator not issue any permits to construct or operate the Segundo Lake Compressor Station without the RDBN first receiving, reviewing, and commenting 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 during the Environmental Assessment Certificate process. Coastal Gaslink 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 4 compressor stations with minimal information provided and a requirement for a formal response within 30 days.

Sincerely,

A handwritten signature in black ink, appearing to be 'Mark Parker', with a long horizontal stroke extending to the right.

Mark Parker
Board Chair

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

November 8, 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 – Segundo Lake Compressor Station

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 Segundo Lake Compressor sStation, 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 station.

Proposed Compressor Station:

Construction of the proposed facility would commence following receipt of appropriate regulatory approvals and a positive final investment decision. The proposed Segundo Lake Compressor Station would consist of two gas turbine driven compressor units and associated equipment. Each compressor unit would consist of a compressor paired with an enclosed turbine driver installed within a dedicated compressor building. The compressor packages would each have a power rating of approximately 30 MW. In addition to the compressor units, the facility may include the following key systems and components, required to support safe and efficient operations:

- 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

The proposed Segundo Lake Compressor Station will be designed to accommodate a potential future conversion from natural gas driven compressor units to electrically driven compressor units. Limited pre-build infrastructure (e.g. pilings, supports) would be planned and installed during the initial construction phase to support future conversion. Additional equipment required to support potential conversion would be installed within the same footprint of the current proposed facility. Equipment selection for electric drive components has yet to occur and would be selected based on consideration for modern technology at the time a decision is made to proceed with the conversion to electric drives.

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 this location to support our workforce during construction of the compressor station. 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 appreciated the opportunity to present to the RDBN Board on October 26, 2023, and further discuss the information as it relates to this proposed facility and the proposed Phase 2 project in its entirety. In addition, on October 27, 2023, we were able to take three RDBN Area Directors for a helicopter tour from Burns Lake to our Wilde Lake Compressor Station facility located at KM 0 on the pipeline route. This tour provided the area directors with an opportunity to see and hear an operating facility firsthand. Our team looks forward to continuing this conversation with the RDBN staff and elected officials as time progresses.

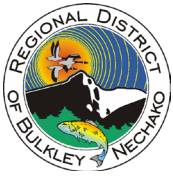
Should you have any questions, please contact Natasha Westover by e-mail at natasha_westover@tcenergy.com.

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, WrittenSubmissions@bc-er.ca



Regional District of Bulkley-Nechako Board of Directors

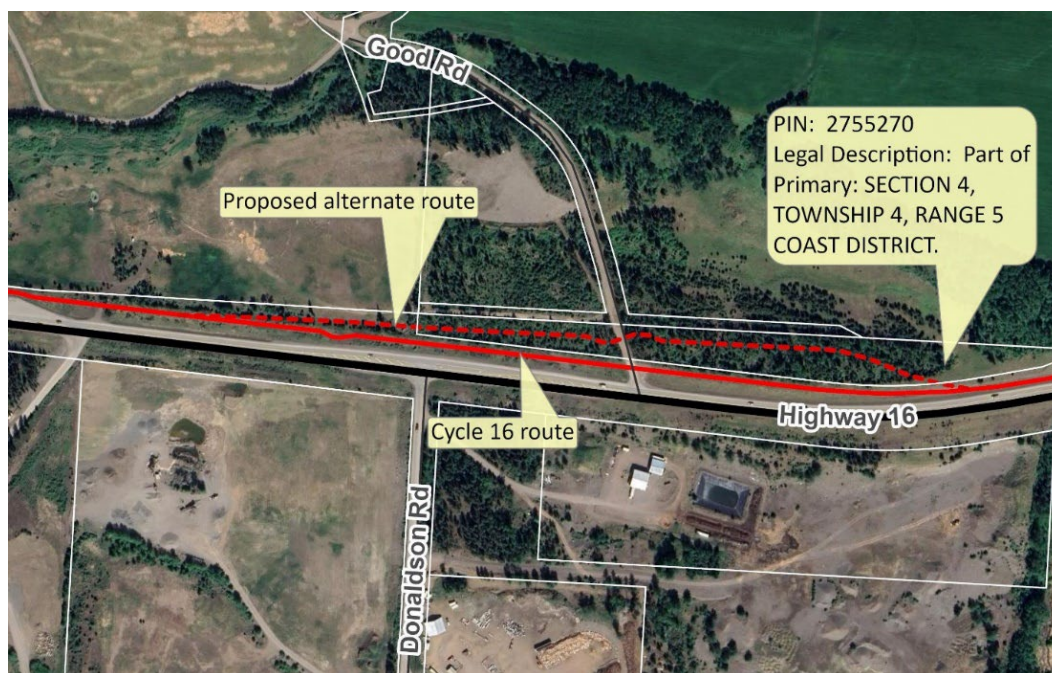
To: Chair and Board
From: Maria Sandberg, Planning and Parks Coordinator
Date: December 14, 2023
Subject: **Cycle 16 Trail Phase 3 – Crown land application**

RECOMMENDATION: (all/directors/majority)

That the Board endorse the submission of Licence of Occupation application to the Province for a portion of Phase 3 of the Cycle 16 Trail proposed to be located on Section 4, Township 4, Range 5 Coast District.

INTRODUCTION

Detailed design drawings (90%) for Phase 3 of the Cycle 16 Trail were provided to the Board at the October 26th Board meeting ([link to design drawings](#)). Drawings C-101 to C-103 include an alternative route over Crown Land. The alternate route requires provincial approval for trail construction on Crown land through an application to FrontCounter BC. This report seeks the Board's approval for the submission of the application.



DISCUSSION

The alternate route is approximately 700 metres long and starts shortly after the beginning of Phase 3 at the pullout north of the highway between Raymond Rd and Donaldson Rd. The alternate route would be further away from the highway and run through a treed area and provide a varied and pleasant riding experience for this trail section.

Staff has confirmed with FrontCounterBC that a Community Institutional - Nominal Rent Tenure Licence of Occupation is the appropriate application. This application is used for community infrastructure and public facilities on Crown land that benefit the public-at-large.

Application requirements include:

- A resolution of the local government endorsing the application
- A Management Plan
- Digital Mapping
- Photographs of the application area

The submission of the application will have implications in terms of additional staff time and will add to the list of key actions which should be completed prior to issuance of the tender for Phase 3 trail construction. FrontCounter staff advised getting the Licence of Occupation application in as soon as possible if construction is planned for next year as the process can be lengthy.

ATTACHMENTS:

- Community/Institutional Application Requirements Checklist
- [Detailed design drawings \(90%\) for Phase 3 of the Cycle 16 Trail - link](#)



Community/Institutional

Application Requirements Checklist

The following requirements are part of the application and must be provided. Incomplete applications will be returned to the applicant.

In addition to the General Application Requirements included on the Application Form, the following items are required for all Community/Institutional applications:

- See the [Natural Resource Online Services website](#) for key requirements and advice on applications.
- You are required to provide at least two (2) [digital maps](#) (spatial data, .pdf, .jpg, or other commonly used format)
 - General Location Map
 - [Site Plan](#) (see link for specific site plan requirements)
- A set of photographs showing the nature of the Crown land in the area, especially the sites proposed for any development.
- A Certificate of Incorporation (if applicable).
- For **local governments or public service agencies**: A resolution of the municipal council, regional board, or band council endorsing the application.
- For **community organizations**: A certified copy of the Constitution and Bylaws indicating your organization has formed a non-profit organization and that the organization is entitled to hold land.
- A copy of the State of Title Certificate of the requested property (if applicable).

AND

- A [Management Plan](#) which includes the project overview, project description and additional information as necessary. Information is provided in the [Management Plan Application Guidance Document](#).
- A **one-page summary** of the Management Plan that explains:
 - The intended use and why it's needed at this time
 - How long the tenure is needed for
 - Why the land already within the applicant's control isn't available
 - Briefly how it meets the Province's six [Standard Selection Criteria](#)
 - How many community members/visitors (approximately) it will serve



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Alex Eriksen, Director of Environmental Services
Date: December 14, 2023
Subject: **Knockholt Landfill Hours of Operation - Update**

RECOMMENDATION: (all/directors/majority)

Receive

BACKGROUND

At the October 26, 2023 Board meeting, staff advised the Board of planned changes to the public hours of the Knockholt Landfill. The hours were being changed from 10am to 6pm, to 9am to 5pm, and the landfill would be closed on the weekends. This change was to be implemented on January 1, 2024. This change would have minimal impact to commercial haulers or RDBN hauling. The new hours that will be implemented, after further analysis of site operations, will be 10am to 4pm Monday to Friday. This will match the hours of the Clearview Landfill.

Landfill staff are tasked with covering the landfill as part of routine operations and this program has recently been improved to better comply with provincial regulation. In November of 2023, new daily cover mats were introduced to reduce the need for cover soil (save airspace). Prioritizing this compliance requires additional focus, and therefore labour to achieve. The month of November was spent trying different strategies to find best practices and labour needs and it has been determined that having adequate time at the beginning and end of the day is the best strategy to meet cover requirements amongst other maintenance tasks.

NEW HOURS OF OPERATION

Currently, the landfill is open from 10am to 6pm. Landfill Staff start their day at 8am and use the 2 hours in the morning for maintenance, special projects and landfill cover. Two hours at the end of the day must be set aside for processing the last load(s) of waste, applying daily cover, maintenance and other end-of-day tasks. This change will not impact RDBN hauling operations and commercial haulers will be minimally impacted.

The operational hours of the Transfer Station and Recycling Depot will remain the same (10am to 6pm) 7 days per week.

The below table shows the change in **public** hours. Notice that these changes will not affect the labour requirements at the site.

Knockholt Landfill New Operating Hours			
	Current Public Hours	New Public Hours	
Day	Landfill, TS and RD	Landfill	TS and RD
Monday	10am-6pm	10am - 4pm	10am - 6pm
Tuesday	10am-6pm	10am - 4pm	10am - 6pm
Wednesday	10am-6pm	10am - 4pm	10am - 6pm
Thursday	10am-6pm	10am - 4pm	10am - 6pm
Friday	10am-6pm	10am - 4pm	10am - 6pm
Saturday	9am-6pm		10am - 6pm
Sunday	9am-6pm		10am - 6pm
Labour (hours)	153	153	

Staff is planning on implementing the new hours on January 1, 2024. This will allow staff ample time to inform the public and commercial haulers through various media and direct messaging. Clear signage will be placed around the site and the attendants will actively inform frequent and infrequent customers.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

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

Date: December 14, 2023

Subject: **Metal Salvage Pilot 2024**

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

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.

SUMMARY

In implementing 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.

Should the Board choose to maintain the ban on salvaging metal at all RDBN Transfer Stations and Landfills, and not proceed with the pilot project, the Board should rescind the following motion:

2023-4-12

“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.”

In evaluating the implementation of a metal salvaging pilot project, and reviewing the current practise of the metal salvage ban, should the Board choose not to implement the pilot project, 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 Board of Directors

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 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 Board of Directors

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](#)



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: December 14, 2023
Subject: **Electoral Area Directors (EAD) Forum – January 30-31, 2024
and Local Government Leadership Academy (LGLA) Forum – January 31-
February 2, 2024 in Richmond, BC.**

RECOMMENDATION: (all/directors/majority)

That the Board authorize attendance of Rural Directors wishing to attend the Electoral Area Directors Forum and/or the LGLA Forum from January 30 to February 2, 2024 in Richmond, B.C.

BACKGROUND

The EAD Forum is taking place in Richmond from January 30-31, 2024. The agenda has not been finalized but the following topics have been identified as forming part of the agenda:

- Connectivity
- Emergency Management Legislation
- Housing Updates including short term rentals
- Fire Safety Act and Office of the Fire Commissioner (OFC) Updates.

The cost of the EAD Forum is \$199 plus tax.

The LGLA Forum immediately follows from January 31-February 2 at the same location. The Annual Forum will focus on strategies to strengthen citizen engagement, foster inclusive decision-making, and build resilient and sustainable local communities.

The cost of the LGLA Forum is \$495 plus tax and the registration deadline is January 26, 2024.

Agendas will be circulated upon receipt.

ATTACHMENTS:

None.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson
Date: December 14, 2023
Subject: **Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw**

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

That Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw No. 2027, 2023 be given first, second, third reading, and adoption this 14th day of December, 2023.

Further, that Bulkley Valley Regional Pool and Racquet Courts User Fee Repeal Bylaw No. 2028, 2023 be given first, second, third reading, and adoption this 14th day of December, 2023.

BACKGROUND

The Bulkley Valley Aquatic Centre Management Society (BVACMS) has reviewed its user fees and is recommending that the fees be increased beginning January 1, 2024.

ATTACHMENTS:

1. Bylaw No. 2027
2. Bylaw No. 2028



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2027

A bylaw to establish user fees for the Bulkley Valley Regional Pool and Public Racquet Courts Service

WHEREAS the Regional District of Bulkley-Nechako operates the Bulkley Valley Regional Pool and Public Racquet Courts Service;

AND WHEREAS the Regional District may, by bylaw, adopted under section 397 of the Local Government Act impose fees or charges for the provision of services or for the use of Regional District Property;

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

1. The rates set out in Schedule "A", attached to and forming part of this bylaw, are applicable for the Bulkley Valley Regional Pool and Public Racquet Courts Service.
2. The "Bulkley Valley Regional Pool and Public Racquet Courts User Fee Bylaw No. 1954, 2021" is hereby repealed.
3. This bylaw may be cited as "Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw No. 2027, 2023."

READ A FIRST TIME this day of , 2023

READ A SECOND TIME this day of , 2023

READ A THIRD TIME this day of , 2023

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2027.

Corporate Administrator

ADOPTED this day of , 2023

Chairperson

Corporate Administrator

Bylaw No. 2027

Schedule "A"

BULKLEY VALLEY REGIONAL POOL & RECREATION CENTRE - Fees and charges

ADMISSIONS - effective January 1, 2024	2021	2024 -3%	MEMBERSHIPS - January 1, 2024	2021	2024	PROGRAMS - Effective January 1, 2024	2021	2024
Caregiver	free	free	10 Pass Pool and Fitness - Child	\$ 31.50	\$ 32.40	Lifesaving/ First Aid Programs	\$ 74 approx.5% or as needed.	
Pool & Fitness - Infant Drop-in	free	free	10 Pass Pool and Fitness - Youth	\$ 41.40	\$ 42.75	Red Cross Babysitters Course	\$ 79.00	\$ 82.95
Pool & Fitness - Child Drop-in	\$ 3.50	\$ 3.60	10 Pass Pool and Fitness - Adult	\$ 60.30	\$ 62.10	Bronze Star	\$ 105.85	\$ 111.15
Pool & Fitness - Youth Drop-in	\$ 4.60	\$ 4.75	10 Pass Pool and Fitness - Senior	\$ 41.40	\$ 42.75	Bronze Medallion	\$ 235.80	\$ 247.60
Pool & Fitness - Adult Drop-in	\$ 6.70	\$ 6.90	10 Pass Pool and Fitness - Family	\$ 123.30	\$ 126.90	Bronze Cross	\$ 199.00	\$ 199.00
Pool & Fitness - Senior Drop-in	\$ 4.60	\$ 4.75	1 Month Pool and Fitness - Child	\$ 42.00	\$ 43.20	Emergency First Aid & CPR-A	\$ 118.00	\$ 125.50
Pool & Fitness - Family Drop-in	\$ 13.70	\$ 14.10	1 Month Pool and Fitness - Youth	\$ 55.20	\$ 57.00	CPR-C	\$ 99.25	\$ 104.20
Full Facility (Wall/Court/Pool) - Child Drop-in	\$ 4.00	\$ 4.10	1 Month Pool and Fitness - Adult	\$ 80.40	\$ 82.80	CPR-C Recertification	\$ 55.30	\$ 69.30
Full Facility (Wall/Court/Pool) - Youth Drop-in	\$ 5.10	\$ 5.25	1 Month Pool and Fitness - Senior	\$ 55.20	\$ 57.00	Standard First Aid & CPR C & AED (SFA)	\$ 268.00	\$ 281.40
Full Facility (Wall/Court/Pool) - Adult Drop-in	\$ 8.60	\$ 8.85	1 Month Pool and Fitness - Family	\$ 164.40	\$ 169.20	Standard First Aid Recertification	\$ 118.00	\$ 120.00
Full Facility (Wall/Court/Pool) - Senior Drop-in	\$ 6.15	\$ 6.35	3 Month Pool and Fitness - Child	\$ 94.50	\$ 97.20	National Lifeguard	\$ 504.75	\$ 542.50
Full Facility (Wall/Court/Pool) - Family Drop-in	\$ 16.60	\$ 17.10	3 Month Pool and Fitness - Youth	\$ 124.20	\$ 128.25	National Lifeguard Recert	\$ 125.00	\$ 130.40
Wallyball Court Rental *not include swimming	\$ 18.65	\$ 19.20	3 Month Pool and Fitness - Adult	\$ 180.90	\$ 186.30	Lifesaving Swim for Life*New format	\$ 500.00	\$ 572.50
Shower	\$ 3.90	\$ 4.00	3 Month Pool and Fitness - Senior	\$ 124.40	\$ 128.25	Lifesaving Instructor - add on	new	\$ 325.50
Special Event - Pool	\$ 5.00	\$ 5.00	3 Month Pool and Fitness - Family	\$ 369.90	\$ 380.70	Swim for Life/Lifesaving Recert	\$ 112.50	\$ 95.00
Special Event - Wall	\$ 5.00	\$ 5.00	6 Month Pool and Fitness - Child	\$ 163.80	\$ 168.50	Climbing Programs		
Toonie Swim	\$ 2.00	\$ 2.00	6 Month Pool and Fitness - Youth	\$ 215.25	\$ 222.30	Monkey Climb - drop-in	\$ 10.50	\$ 11.05
Twilight Swim/ Parent Day time/Parent Lessons	\$ 4.25	\$ 4.50	6 Month Pool and Fitness - Adult	\$ 313.55	\$ 322.90	Adult Climb Time - drop-in	\$ 13.10	\$ 18.00
Group Swim Adult	\$ 4.90	\$ 5.05	6 Month Pool and Fitness - Senior	\$ 215.25	\$ 222.30	Family Climb- drop-in	\$ 22.00	\$ 23.10
Group Swim Youth	\$ 4.00	\$ 4.10	6 Month Pool and Fitness - Family	\$ 641.15	\$ 659.90	Vertical Climbing Club (10)	\$ 136.00	\$ 142.00
Group Swim Child	\$ 2.95	\$ 3.05	1 Year Pool and Fitness - Child	\$ 252.00	\$ 259.20	Little Rockers (10)	\$ 56.05	\$ 58.85
Group Swim with Walleyball/Climb booking	\$ 2.95	\$ 3.05	1 Year Pool and Fitness - Youth	\$ 313.20	\$ 342.00	Little Rocker (1)	\$ 6.00	\$ 7.00
			1 Year Pool and Fitness - Adult	\$ 482.40	\$ 496.80	Little Rocker (1)- 2nd child	\$ 3.50	\$ 4.00
FACILITY RENTAL	2021 (4%)	5%	1 Year Pool and Fitness - Senior	\$ 316.80	\$ 342.00	Super Kids Climbing Club (10)	\$ 83.50	\$ 88.10
Private Pool Rental (up 29 ppl)	\$103.30	\$ 108.47	1 Year Pool and Fitness - Family	\$ 946.80	\$ 1,015.20	NID Grip & Swim - Day Camps (1)	\$ 45.00	\$ 48.00
Private Pool Rental (30- 74 ppl)	\$141.00	\$ 148.05	10 Pass Full Facility - Child	\$ 34.65	\$ 36.90	Introduction to Climbing (Belay)	\$ 58.15	\$ 65.00
Private Pool Rental (75-125 ppl)	\$201.00	\$ 211.05	10 Pass Full Facility - Youth	\$ 44.10	\$ 47.25	Belay Refresher (1)	\$ 15.75	\$ 16.55
Court Additional hour or with Climb	\$ 10.45	\$ 10.97	10 Pass Full Facility - Adult	\$ 74.25	\$ 79.65	Climbing Special event registered	\$ 10.00	\$ 12.00
Group Climb 1.5 hour (up 6 ppl)	\$ 65.52	\$ 68.80	10 Pass Full Facility - Senior	\$ 53.10	\$ 57.15	Court Programs		
Group Climb 1.5 hour (7-12 ppl)	\$ 114.50	\$ 120.23	10 Pass Full Facility - Family	\$ 153.00	\$ 153.90	Junior Squash (10)	\$ 68.25	\$ 71.60
Group Climb 1.5 hour (13- 18 ppl)	\$ 171.70	\$ 180.29	1 Month Full Facility - Child	\$ 46.20	\$ 49.20	Intro to Squash (4)	\$ 68.25	\$ 72.50
Group Climb 1.5 hour (19- 25 ppl)	\$ 205.10	\$ 215.36	1 Month Full Facility - Youth	\$ 58.80	\$ 63.00	Swimming Lessons* based on 10 sessions		
Little Rocker set up with climb (1 belayer)	\$ 38.22	\$ 40.13	1 Month Full Facility - Adult	\$ 99.00	\$ 106.20	P&T + Preschool 1-5 (30 min)	\$ 72.75	\$ 80.20
Little Rocker set up with climb (2 belayer)	\$ 21.84	\$ 22.93	1 Month Full Facility - Senior	\$ 70.80	\$ 76.20	Preschool School Group (30 min)	\$ 60.10	\$ 60.10
Lane rental (Swim club)/ hour	\$ 10.59	\$ 11.12	1 Month Full Facility - Family	\$ 204.00	\$ 205.20	Swimmer 1 & 2 (30 min)	\$ 61.60	\$ 70.00
Lane rental Adult (swim Club)/ hour	\$ 17.74	\$ 18.63	3 Month Full Facility - Child	\$ 103.95	\$ 110.70	Swimmer 3-6 (45 min)	\$ 78.50	\$ 87.80
Pool rental (Swim club)/ hour	\$ 75.95	\$ 79.75	3 Month Full Facility - Youth	\$ 132.30	\$ 141.75	Swimmer 7-9 /Patrol (60 min)	\$ 84.50	\$ 107.15
Lane Rental (private) (\$25/hr for 2+people)/ hour	\$ 16.38	\$ 17.20	3 Month Full Facility - Adult	\$ 222.75	\$ 238.95	School Group Lessons (30 min)	\$ 50.45	\$ 60.50
Court Rental (non-prime time, non profit)	\$ 18.67	\$ 19.60	3 Month Full Facility - Senior	\$ 159.30	\$ 171.45	Junior Lifeguard Club/ Mermaid school	\$ 92.65	\$ 107.15
			3 Month Full Facility - Family	\$ 459.00	\$ 461.70	Private Lessons (1)	\$ 28.90	\$ 30.35
			6 Month Full Facility - Child	\$ 180.18	\$ 191.90	Private Lessons set (10)	\$ 218.50	\$ 230.00
			6 Month Full Facility - Youth	\$ 229.32	\$ 245.70	Tri-It Triathlon Training (6-8 yrs)	\$ 91.75	\$ 100.00
			6 Month Full Facility - Adult	\$ 386.10	\$ 414.20	Adult and Fitness		
			6 Month Full Facility - Senior	\$ 276.12	\$ 297.20	Adult/Teen Swimmer 1 & 2 (45min)	\$ 111.50	\$ 101.00
			6 Month Full Facility - Family	\$ 795.60	\$ 800.30	Stroke Development -Adult/Teen (45min)	\$ 111.50	\$ 101.10
			1 Year Full Facility - Child	\$ 277.20	\$ 295.20	Fitness Studio Orientation	\$ 33.60	\$ 36.00
			1 Year Full Facility - Youth	\$ 352.80	\$ 378.00	Fitness Group training (10)	\$ 299.75	\$ 135.00
			1 Year Full Facility - Adult	\$ 594.00	\$ 637.20	Drop-in Group Fitness		\$ 16.00
			1 Year Full Facility - Senior	\$ 424.80	\$ 457.20	Personal Training (3)	\$ 140.50	\$ 145.00
			1 Year Full Facility - Family	\$ 1,195.20	\$ 1,231.20	Tri-It Triathlon Training (15+)	\$ 119.25	\$ 125.25
						Postnatal Aquafit	\$ 83.50	\$ 90.00
						Kayak Rolling (4)	\$ 65.70	\$ 70.00
						Kayaking Drop-in	\$ 16.50	\$ 20.00

Legend:
 Existing fee- no change
 Increase Admissions or Program fee
 New fee or missing from bylaw program structure evaluated, cost change



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2028

A bylaw to repeal Bulkley Valley Regional Pool and Public Racquet Courts User Fee Bylaw No. 1954, 2021

WHEREAS Bulkley Valley Regional Pool and Public Racquet Courts User Fee Bylaw No. 1954, 2021 established fees and charges for the provision of services for the Bulkley Valley Regional Pool and Racquet Courts;

AND WHEREAS the Regional District has established Bulkley Valley Regional Pool and Public Racquet Courts User Fee Bylaw No. 2027, 2023

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

1. This bylaw may be cited as "Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw No. 2028, 2023."
2. Bylaw No. 1954 cited as Bulkley Valley Regional Pool and Public Racquet Courts User Fee Bylaw No. 1954, 2021 and all bylaws enacted in amendment thereto are hereby repealed.

READ A FIRST TIME this day of , 2023

READ A SECOND TIME this day of , 2023

READ A THIRD TIME this day of , 2023

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2028.

Corporate Administrator

ADOPTED this day of , 2023

Chairperson

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: December 14, 2023
Subject: **2023 Budget Amendment**

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

That Regional District of Bulkley-Nechako Five Year Financial Plan Amendment Bylaw No. 2024, 2023" be given first, second, third reading, and adoption this 14th day of December, 2023.

BACKGROUND

A budget amendment must be completed in certain circumstances including when the total cost of capital items for a Regional District service is over the approved budget amount. This is the case for five services in the 2024 budget year. All proposed changes are highlighted in yellow.

Environmental Services

An additional Skidsteer was purchased for \$110,000 after a donation of \$70,000 was received from Coastal Gaslink (CG). The additional funds were offset by higher than expected metal salvage revenue.

Fort Fraser Sewer

The final cost of the sewer lagoon refurbishment was \$210,000. The increase of \$55,000 was offset by an increased withdrawal from reserves.

Fort Fraser Water

Originally there were no capital projects planned in 2023. Various small capital repairs were completed in 2023. This increase of \$25,000 is offset by a decrease in the repair and maintenance budget.

Telkwa Fire

An additional grant of \$14,200 will be paid to the municipality for capital equipment. This amount will be offset by a withdrawal from capital reserves.

Bulkley Valley Parks and Trails

The Highway 16 Trail project (Phase 1) is now complete with a capital cost of \$340,000. The additional capital costs of \$84,372 were offset by an increase in the withdrawals from the Gas Tax reserve.

Attachment: Original 2023 Five Year Financial Plan Bylaw 1994, 2023 Appendix A
Amended 2023 Five Year Financial Plan Bylaw 2024, 2023

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2024

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

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

1. Schedule "A", attached hereto and made part of this bylaw, is the amended schedule "A" for Bylaw No. 1994 for the Regional District of Bulkley-Nechako for the years 2023 through 2027.
2. This bylaw may be cited as "Regional District of Bulkley-Nechako Five Year Financial Plan Amendment Bylaw No. 2024, 2023".

READ A FIRST TIME this ____th day of ____, 2023

READ A SECOND TIME this ____th day of ____, 2023

READ A THIRD TIME this ____th day of ____, 2023

ADOPTED this ____th day of ____, 2023

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 2024 as adopted.

Corporate Administrator



98

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: December 14, 2023
Subject: **Budget Process 2024**

RECOMMENDATION: (all/directors/weighted)

Receipt

BACKGROUND

The budget process for staff is well underway in preparation for the first budget meeting in January. Budget meetings will continue into March of 2024.

Committee Meeting January 11, 2024

Minor service budgets will be brought forward to the Rural/Agricultural Committee or the Board including such budgets as rural fire department budgets, street lighting budgets, libraries, and cemeteries. An analysis on the impact of BC Assessments 2024 Completed Roll, including non-market changes will be presented.

Board Meeting January 25, 2024

The first draft of all the major service budgets will be brought forward including draft requisition totals for each municipality. The inflation figures (CPI) will be brought forward and its implications discussed.

Committee and Board Meeting of February 8 and 22, 2024

The budget will receive one reading at each of these meetings.

Committee Meeting of March 7, 2024

Revisions to the budget will be presented based on updated budget information from the municipalities for items such as recreation, culture, and fire service provision. Updates to the major service budgets will be presented based on direction of the Board in February.

Board Meeting of March 21, 2024

Third reading and Adoption of the budget bylaw is required.

Discussion

While the budget for 2024 is expected to be very similar to 2023, two factors will need to be considered by the Board in January that may have an impact on taxation or operations.

The first is the Consumer Price Index for B. C. which is currently sitting at 3.7%. Regional District salaries and wages and Board remuneration are tied to this amount creating a pressure estimated at 3% on the overall budget at this time. In addition, some fees and charges (revenue), including Fort Fraser Water and Sewer are tied to this rate.

The second factor is the change in assessments. Overall residential properties have remained flat in the preview assessments for 2024. Unlike in previous years, the preview roll does not show a large increase in non-market assessments. This means that any changes in requisition must be absorbed by current taxpayers.

A full report on these two factors will be brought forward in January after final details become available.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: December 14, 2023
Subject: **Canada Community-Building Fund BC – Area D (Fraser Lake Rural)
Nechako Environment & Water Stewardship Society – Fort Fraser Boat
Launch Project**

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

- 1) That the Board authorize contributing up to \$15,000 of Electoral Area D (Fraser Lake Rural) allocation monies to the Nechako Environment & Water Stewardship Society for a Recreation Infrastructure project at the Fort Fraser Boat Launch, and further,

(participants/weighted/majority)

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

BACKGROUND

The boat launch at the Fort Fraser bridge has a silty clay texture which, when wet, can be slippery and rutting is common. Sediment can wash down into the Nechako River in heavy rains and when boats and trailers leave the water.

This project plans to harden the driving surface, prevent further erosion and reduce sediment inputs into the river when boat trailers are exiting the river. The material used to harden this boat launch will be a combination of small angular rock (if needed), river cobble and clean gravels, placed in the launch area where vehicles and boats currently back down into to launch area. Work will be conducted at low river levels and works will be conducted in the dry.

The available Canada Community Building Fund allocation in Area D is \$265,205. Director Mark Parker is supportive of the request.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Shari Janzen, Economic Development Assistant
Date: December 14, 2023
Subject: **Northern Development Initiative Trust Application
Local Government Internship Program**

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

That the Board supports the application to Northern Development Initiative Trust for a grant of up to \$50,000 to host an intern under the Local Government Internship Program.

And, that the Regional District of Bulkley-Nechako commits to providing sufficient financial and staffing resources, along with training and professional development opportunities while hosting the intern.

BACKGROUND

Staff has prepared an application to Northern Development's Local Government Internship Program for the 2024/25 internship session. The Internship Program assists with the hiring of a university graduate from May 2024 through to April 2025.

The application requests an intern to support the work of several departments. Proposed work may include:

- Procurement
- Official Community Plan Planning and Support
- Emergency Management Courses
- Organizing/supporting Inter-Departmental Emergency Planning Committee and Workplan
- Non-Market Housing Research support
- Development of municipal housing strategies
- Emergency Management Bylaws
- Emergency Preparedness Public Education

A total of \$50,000 in grant funding is available from Northern Development:

- Up to \$35,000 towards the intern salary
- A \$5,000 allowance to support registration and travel costs related to training and professional development
- Up to \$10,000 may be provided as a housing allowance.

The cost to the RDBN to have an intern in-house for 12 months will be approximately

\$25,300. These costs may help reduce project budgets as the intern can complete tasks that would otherwise be outsourced to a consultant.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Shari Janzen, Economic Development Assistant
Date: December 14, 2023
Subject: **Northern Development Initiative Trust Application**
Northern Community Transportation Booster

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

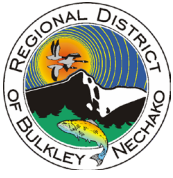
That the Board supports the application to Northern Development Initiative Trust for a grant of up to \$25,000 to the Northern Community Transportation Booster Program.

BACKGROUND

Staff is preparing an application to Northern Development's Northern Community Transportation Booster Program.

The objective of the program is to fund initiatives that support passenger transportation planning capacity within Northern B.C. The creation of the program was guided by findings from the Northern Inter-Community Transportation Study, which outlined the need for more planning surrounding passenger transportation across communities in Northern B.C.

The application request will be for funding to support the administrative costs associated with the alternative approval process and amendments of the applicable Transit Service bylaws.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Shari Janzen, Economic Development Assistant
Date: December 14, 2023
Subject: **Letter of Support Request – Morice Mountain Nordic Ski Club**

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

That the Board provide a Letter of Support to the Morice Mountain Nordic Ski Club for its Rural Economic Development Infrastructure Program application for the Morice Mountain Ski Trail Upgrade Project.

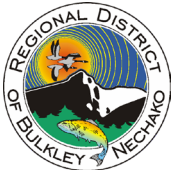
BACKGROUND

The Morice Mountain Nordic Ski Club has applied to the Rural Economic Development Infrastructure Program for its Morice Mountain Ski Trail Upgrade Project and have requested a letter of support to follow up their application.

The Morice Mountain Nordic Ski Club is a non-profit society that has managed 40 kms of trails at Morice Mountain south of Houston for 35 years. The society is committed to providing enhanced recreation opportunities in the Houston area and recognizes that quality trails are important in attraction and retention and supporting the local economy.

The Morice Mountain Ski Trail Upgrade Project includes the following:

- Improving drainage on ski and snowshoe trails with new culverts and ditching.
- Rebuilding the boardwalk and viewing platform on Old Pines Nature Trail.
- Upgrading some of the trails with solar lights.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Shari Janzen, Economic Development Assistant
Date: December 14, 2023
Subject: **Letter of Support Request – District of Vanderhoof**

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

That the Board provide a Letter of Support to the District of Vanderhoof for its British Columbia Air Access Program application for continued improvements to the Vanderhoof Airport.

BACKGROUND

The District of Vanderhoof is applying to the British Columbia Air Access Program for funding to support the next stage of airport improvements at the Vanderhoof Airport and have requested a letter of support.

The District of Vanderhoof finalized its Vanderhoof Airport Development Plan in 2018. Since then, the district has successfully completed several infrastructure improvements outlined in the plan. This includes the taxiway A and B and apron improvement projects.

The next phase of improvements will include the turn pads on Runway 07-25. Currently, there are no turn pads at either end of the runway. The addition of runway turn pads at each end will ease aircraft turnarounds on the runway as identified in the plan.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Deborah Jones-Middleton, Director of Protective Services
Christopher Walker, Emergency Program Coordinator

Date: December 14, 2023

Subject: **Royal Assent given to the *Emergency and Disaster Management Act***

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

That the Board submit a letter to the Premier and Minister of Emergency Management & Climate Readiness requesting the creation of a regional district working group to co-develop regulations under the Emergency & Disaster Management Act as they pertain to regional districts.

Further that the Board call on the Province to provide a “What We Heard Report” following consultation on the Regulation Discussion Papers to demonstrate that the Province is hearing the concerns of regional districts.

BACKGROUND

In 2015 the Provincial Government of the day started a review of the *Emergency Program Act (EPA)*. On November 8, 2023, the *Emergency and Disaster Management Act (EDMA)* received Royal Assent.

EDMA repealed the EPA. The purposes of EDMA are to:

- Account for all four phases of emergency management, which include mitigation, preparation, response, and recovery.
- Streamline and clarify the powers and duties of the minister, provincial emergency management organization, ministries, public sector agencies and local authorities.
- Facilitate agreements, consultation, and cooperation with Indigenous peoples with respect to emergency management.
- Clarify the roles of critical infrastructure owners.
- Incorporate into legislation lessons learned in recent years in responding to floods, wildfires, and the COVID-19 pandemic.
- Modernize and improve consistency of language in the legislation.

EDMA will come into force once regulations have been finalized. There will be a piecemeal approach to the development of regulations, including opportunities for local authorities to provide feedback. The two regulations that are currently presented for feedback and comments are provided under a separate report for the Boards’ consideration.

For further background information on the process that has taken place to get to this point, please see the links under the heading 'Attachments'.

Implications of EDMA on the Regional District of Bulkley-Nechako's Emergency Management Organizations Responsibilities

EDMA will increase the responsibility of the Regional District in several key areas:

Consultation, Collaboration, and Cooperation

EDMA introduces new legal requirements for consultation and cooperation with Indigenous Governing Bodies (IGB). The Act aims to promote cultural safety in emergency management practices and recognizes the right of self-government of Indigenous Peoples.

Under this consultation, collaboration, and cooperation the Regional District will be required to:

- Incorporate traditional Indigenous knowledge into risk assessments.
- Consult on all aspects of emergency planning.
- Consult on the use of certain powers when declaring a State of Local Emergency and declaring a Recovery Period.
- Local authorities are expected to consult with every IGB that acts on behalf of Indigenous Peoples who's traditional or treaty territory overlaps with the Regional Districts jurisdiction.

The Act states that no action can be taken, (including during response) until consultation is complete, unless it is in the opinion of the head of the local authority that it would not be practicable to obtain consent due to:

- The imminent risk of loss of life.
- The risk of injury to individuals or animals.
- The risk of significant loss or damage to property (Section 120).

Consultation, collaboration, and cooperation, with IGB's is important and this is already underway in the RDBN. The new *Act* now puts legal requirements in for all four phases. The challenge lies in knowing who to consult when multiple IGB's have disputed claims on overlapping traditional territories. This could consume a lot of time, especially during emergencies when critical actions take priority.

It is hoped that the regulations will help to clarify and set out practical expectations. The establishment of a working group with regional districts following the model of the Ministry of Public Safety and Solicitor General for the Fire Safety Act. The Fire Safety Working Group enabled UBCM and regional districts to work with the Office of the Fire Commissioner and the Province of British Columbia to navigate practical considerations of new legislation and related regulations.

It would also be beneficial to call on the Province to provide a "What We Heard Report" following consultation on the Regulation Discussion Papers to demonstrate that the Province is hearing the concerns of regional districts.

Risk Assessments

New requirements for risk assessment include the identification of risks and the undertaking of mitigation actions for identified risks. *EDMA* requires local authorities to identify all reasonably foreseeable hazards and to assess the risk posed by each hazard, as well as the potential impacts in the event of an emergency. The RDBN has completed a Hazard Risk and Vulnerability Analysis (HRVA) and is developing mitigation actions for those of higher risk to the RDBN.

It is unclear if the RDBN will be required to have a role in hazard identification and mitigation on crown land.

Business Continuity Plans

Local authorities and Critical Infrastructure owners are now required to have a Business Continuity Plan (BCP) that informs how essential services will be provided during an emergency. This is a new requirement not previously part of *EPA*. The RDBN has a draft BCP that will have to be completed to meet the new requirements. This requirement will impact the RDBN's ability to apply for funding once the deadline is established by regulations. Not having a BCP is an offence under the *EDMA*.

Evacuation Supports

EDMA expands the requirements for evacuation supports for vulnerable populations and animals (pets and livestock) in evacuation planning and evacuee support services. This raises expectations and requirements that may be difficult to meet within current evacuee support service programs.

EDMA Compliance and Enforcement

EDMA includes mandatory compliance and enforcement. Minister's powers now exist to ensure compliance and enforcement and enable new powers for Peace Officers to assist in the enforcement of powers under a SoLE. Penalties issued under *EDMA* for corporation non-compliance may be up to \$1 million. Penalties for staff in corporations who pursue willful non-compliance are up to \$300,000 and imprisonment for up to one year (Section 150).

Terminology Changes

EDMA has changed the definition of 'emergencies' in the scope of the *Act* to now include terrorism, rioting, and security threats. Given that regional districts do not have direct control over policing and law enforcement, it is unclear what role the RDBN might play if we were to declare a State of Local Emergency for these types of emergencies. Despite the word disaster being in the title of the *Act*, *EDMA* has not defined or utilized the term 'disaster' due to the perception that, regardless of the scope and scale of an event, there is no legal difference in how the *Act* applies to emergencies, disasters, catastrophes, etc. The absence of this term may increase challenges in managing public and partner expectations.

State of Local Emergency (SoLE) Powers

The RDBN must ask for permission to get a SoLE extended and use emergency powers. To do this, the RDBN is required to demonstrate clear consultation consent from First Nations. If consultation did not occur, local authorities are required to submit a report defending the reasons why that consultation did not occur or why the local authority did not proceed with the direction given by the First Nation. These consultations during a response could delay response efforts. Staffing for local authorities and IGB's may be limited impacting their ability to actively communicate during a response. Previous RDBN events had varying degrees of communications with IGB's during response ,in some cases no engagement occurred as staff from IGB's were unreachable.

Below is information comparing the repealed *EPA* and *EDMA* as it relates to local government.

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
Part 1 – Interpretations And Principles	
<ul style="list-style-type: none"> ➤ Focused primarily on emergency response. 	<ul style="list-style-type: none"> ➤ Defines and applies: <ul style="list-style-type: none"> ▪ The four phases of emergency management: mitigation, preparation, response, and recovery. ▪ The definition of 'emergency' is broadened to include modern day emergencies such as security threats, diseases, and environmental issues. ▪ Establishes more thorough definitions and wording for emergency management, such as respect for human rights, collaboration, transparency, accountability, with a focus on recognition of Indigenous rights and interests. ▪ Acknowledges the relationship between climate change and disasters.
Part 2 – General Roles	
<ul style="list-style-type: none"> ➤ Did not clarify the roles and responsibilities regulated entities, volunteers, and Indigenous governing bodies. 	<ul style="list-style-type: none"> ➤ Clarifies the roles and responsibilities of various actors in emergency management, such as the minister, the provincial emergency management organization, local authorities, regulated entities, volunteers, and Indigenous governing bodies.
<ul style="list-style-type: none"> ➤ Only allowed the minister to enter into agreements with local authorities or other governments. 	<ul style="list-style-type: none"> ➤ Enables the minister to enter into agreements with both governmental

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
	<p>agencies and persons or entities outside of government organizations.</p> <ul style="list-style-type: none"> ➤ Allows the Lieutenant Governor in Council to temporarily suspend or modify parts of other acts during emergencies and the power to order businesses to close will become available to local authorities. ➤ Gives local authorities and the provincial government the ability to create or join multi-jurisdictional emergency management organizations (MJEMO). <ul style="list-style-type: none"> ▪ MJEMOs are organizations that, under the EDMA, will allow local authorities, First Nations, and the province to work together to complete new requirements (such as EM plans, HRVAs etc.) together. Within an MJEMO, members can provide oversight, leadership, and knowledge to each other. A Local Authority that joins a MJEMO will be required to report to the Provincial Administrator with copies of information and records as required and must comply with any directions. ➤ The minister may now acquire, hold, distribute and dispose of emergency resources as well as order preparations and mitigation measures.
	<ul style="list-style-type: none"> ➤ If Crown land falls within municipal or regional district boundaries, local authorities will be authorized to use powers and will be required to perform their duties under the legislation within these Crown lands.
Part 3 – Agreements With Indigenous Governing Bodies	
<ul style="list-style-type: none"> ➤ Did not have specific provisions regarding Indigenous agreements. 	<ul style="list-style-type: none"> ➤ Recognizes Indigenous peoples as decision makers in emergency management and will ratify the need for coordination agreements and other agreements with Indigenous governing bodies. ➤ Requires local authorities to consider Indigenous knowledge, traditional

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
	territories, and treaty areas in emergency management planning, risk assessments and decision-making.
	➤ Modern Treaty Nations and Nisga'a Nation are included as distinct forms of local authorities where certain rules and obligations will not be applied.
Part 4 – Mitigation And Preparation Phases	
➤ Did not require ministers, public sector agencies or critical infrastructure owners to do emergency planning.	➤ Requires emergency management planning by regulated entities, such as lead ministers, non-lead ministers, public sector agencies, local authorities, and critical infrastructure owners.
➤ Did not identify risk assessment or business continuity plans, however, risk assessments were required under regulation but did not require the same depth of consideration.	➤ Requires risk assessments, emergency plans and business continuity plans to be prepared by all regulated entities. <ul style="list-style-type: none"> ▪ Plans must consider vulnerable peoples, cultural safety, the protection of animals and intersectionality.
Part 5 – Provincial Response And Recovery Phases	
➤ The Lieutenant Governor in Council or the minister can declare a State of Provincial Emergency (SoPE) for up to 14 days and could extend for up to 14 days at a time.	➤ The Lieutenant Governor in Council can declare a SoPE for up to 28 days and can be extended for up to 28 days at a time. ➤ A minister can declare a SoPE for up to 14 days and can be extended for up to 14 days at a time.
➤ Did not provide for the ability to declare a Provincial Recovery Period (PRP).	➤ The Lieutenant Governor in Council can declare a PRP for up to 90 days and can be extended for up to 90 days at a time.
Part 6 – Local Authority Response And Recovery Phases	
➤ A local authority could declare a State of Local Emergency (SoLE) for up to 7 days and could extend the SoLE for up to 7 days at a time.	➤ A local authority can declare a SoLE for up to 14 days and can be extended for up to 14 days at a time.
➤ There were no provisions for providing written documentation regarding consultation with First Nations in the area.	➤ When declaring a SoLE the local authority is required to provide written documentation regarding consultation with the Indigenous Governing Body or other local authority on the powers required in the area unless it is deemed impractical due to the immediate risk to people.

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
➤ Did not provide for the ability to declare a Local Recovery Period.	➤ A local authority can declare a Local Recovery Period (LRP) for up to 90 days and can be extended for up to 90 days at a time.
Local Authority Powers Under EPA	Local Authority Powers Under EDMA
➤ Acquire or use any land or personal property considered necessary to prevent, respond to or alleviate the effects of an emergency or disaster.	➤ Appropriate, use or control the use of any personal property. ➤ Use or control the use of any land.
➤ Authorize or require any person to render assistance of a type that the person is qualified to provide or that otherwise is or may be required to prevent, respond to or alleviate the effects of an emergency or disaster;	➤ Authorize a person to provide a service or give assistance of a type that the person is qualified to provide or give. ➤ Require a person to provide a service or give assistance of a type that the person is qualified to provide or give.
➤ Control or prohibit travel to or from any area of British Columbia.	➤ Control of prohibit one or more of the following: ▪ Travel to or from any area. ▪ Carrying on of a business or a type of business ▪ An event or type of event
➤ Provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain, and coordinate emergency medical, welfare and other essential services in any part of British Columbia;	➤ Identify supplies, equipment or other items, services, property or facilities, or class of any of these, as essential; ➤ For the things identified under paragraph (a) as essential; ▪ Establish or restrain increases in prices or rents for them. ▪ Ration or otherwise provide for their distribution or use. ▪ Provide for their restoration.
➤ Cause the evacuation of persons and the removal of livestock, animals, and personal property from any area of British Columbia that is or may be affected by an emergency or a disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property;	➤ Require a person to evacuate from an area. ➤ Authorize the evacuation of individuals or animals, or both from an area. ➤ Arrange for the adequate care and protection of evacuated individuals or animals, or both. ➤ Arrange for the adequate protection of personal property that has been removed. ➤ Authorize the removal of personal property from the area.

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
➤ Authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program or if otherwise considered by the minister to be necessary to prevent, respond to or alleviate the effects of an emergency or disaster;	➤ Authorize the entry without a warrant into any structure or onto any land by any person for the purpose of taking emergency measures.
➤ Cause the demolition or removal of any trees, structures, or crops if the demolition or removal is considered by the minister to be necessary or appropriate in order to prevent, respond to or alleviate the effects of an emergency or disaster.	➤ Authorize or require the alteration, removal, or demolition of works.
➤ Construct works considered by the minister to be necessary or appropriate to prevent, respond to or alleviate the effects of an emergency or disaster.	➤ The Minister may, by order, do all acts and implement all procedures that the minister is satisfied are necessary to respond to an emergency.
➤ Procure, fix prices for or ration food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources, or equipment within any part of British Columbia for the duration of the state of emergency.	➤ Prohibit or limit seizures of supplies, equipment or other items, services, property or facilities or a class of any of these, that have been deemed essential.
	➤ Prohibit the entry into any structure or onto any land by any person.
	➤ Require the owner of a structure to: <ul style="list-style-type: none"> ▪ Have any damage to the structure assessed. ▪ Give the results of the assessment to local authority or a class of person specified by the local authority.
	➤ Require a person to stop doing an activity, including an activity that a person is licensed, permitted or otherwise authorized to do under an enactment.
	➤ Put limits or conditions on doing an activity, including limited or conditions that have the effect of modifying a license, permit or

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
	other authorization issued under an enactment.
<p>A local authority on the request of, and within the time required by the minister, must submit to the minister:</p> <ul style="list-style-type: none"> ➤ (a) the local emergency plan as prepared under section 6 (2) of the Act and updated under section 2 (3) (a) of this regulation, ➤ (b) the schedule and content of any emergency training or exercise program, and ➤ (c) any other emergency prevention, preparedness, response or recovery information that the minister considers necessary to assist the minister in preparing or establishing procedures required for the prompt and efficient implementation of plans and programs to meet emergencies and disasters. 	<ul style="list-style-type: none"> ➤ Within 120 days of the end of a SoLE or LRP a local authority must submit a report to the provincial administrator. <ul style="list-style-type: none"> ▪ The report must outline the following: <ul style="list-style-type: none"> ✓ The emergency, actions taken, and powers exercised. ➤ If powers were used without consulting Indigenous governing bodies due to imminent risk, the report must include reasons for the decision. ➤ Any other matter as required by the minister.
<ul style="list-style-type: none"> ➤ There was no provision for borrowing money to pay expenses incurred in responding to an emergency with the local authority's jurisdiction. 	<ul style="list-style-type: none"> ➤ A local authority may adopt a bylaw to borrow money to pay expenses incurred in responding to an emergency within the local authority's jurisdiction. ➤ The bylaw must be adopted no later than 60 days after the latest date makes or extends a SoLE or the Lieutenant Governor in Council or the minister makes or extends a SoPE, unless the Provincial Administrator extends the period of or grants an exception to that period.
<ul style="list-style-type: none"> ➤ The Lieutenant Governor in Council may, establish a criterion for the eligibility of a person to receive disaster financial assistance which was determined by regulation. 	<ul style="list-style-type: none"> ➤ The Lieutenant Governor in Council, the minister of the provincial administrator may determine financial assistance be made available to local authorities or residents if they are satisfied that the emergency meets the prescribed criteria under the regulations for financial assistance is available. ➤ A claimant may be eligible for compensation if their primary residence was under an Evacuation Order or under a declared LRP.

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
	<ul style="list-style-type: none"> ➤ A claimant is entitled to claim compensation from the entity exercising its power. ➤ <i>EDMA</i> outlines the amount of compensation will be determined based on revised regulations.
Part 8 - Enforcement And Costs Recovery	
<ul style="list-style-type: none"> ➤ Enforcement was not considered in the <i>EPA</i>. 	<ul style="list-style-type: none"> ➤ A person must comply with <i>EDMA</i> and all Evacuation Orders, LRP, or any other emergency instrument made under the <i>EDMA</i>. ➤ A person may be required to pay costs if: <ul style="list-style-type: none"> ▪ The emergency is threatened or caused in whole or in part by the person's acts or omissions. ▪ The person interferes with or obstructs a person exercising a power, the performance of a duty or the taking of an emergency measure. ▪ The person not providing essential information requested regarding the risk to a person's health, safety, or wellbeing due to a critical incident or emergency. ▪ The Province, local authority or participating authority acting under an emergency measures agreement incurs an expense to mitigate or prepare for or to respond to or recover from the threat caused by the person.
<ul style="list-style-type: none"> ➤ Fines and imprisonment were not considered under the <i>EPA</i>. 	<ul style="list-style-type: none"> ➤ An individual committing an offence can be imprisoned for a term of not more than one year, and/or required to pay a penalty of up to \$100,000. ➤ A corporation committing an offence for a fine of up to \$1,000,000. ➤ An employee, officer, or director of a corporation can be imprisoned for a term of not more than one year, and/or required to pay a penalty of up to \$300,000.

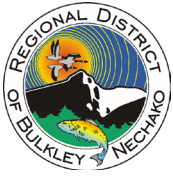
<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
Part 9 - Administrative Matters	
<p>➤ There was no reference to volunteers in the <i>EPA</i>.</p>	<p>➤ A volunteer who is deployed in response to an emergency is considered a “protected employee” and cannot be terminated or change the terms of their employment.</p> <p>➤ An employer can apply to request an employee be released from deployment due if it unduly interferes with the employer’s ability to carry on business or creates undue financial hardship for the employer.</p>
<p>➤ There was no reference regarding requesting, collecting, or sharing personal information under the <i>EPA</i>.</p>	<p>➤ An authorized person may request, collect, and disclose to an authorized person essential personal information received from or about a person needing services.</p> <p>➤ A person who obtains personal information under <i>EDMA</i> must keep the information confidential except where sharing is approved under <i>EDMA</i>.</p>
<p>➤ There was no reference regarding Indigenous knowledge under the <i>EPA</i>.</p>	<p>➤ Indigenous knowledge that is provided in confidence by the Indigenous people in relation to exercising a power or performance of a duty under <i>EDMA</i> may only be used for the purpose the Indigenous knowledge is provided unless:</p> <ul style="list-style-type: none"> ▪ Written consent of the Indigenous governing body is received. ▪ The information is available publicly. ▪ The information is shared with a person exercising a power or the performance of a duty under <i>EDMA</i>. ▪ Shared with legal counsel for the purpose of obtaining a legal opinion. ▪ Required under a court order. ▪ In a prescribed circumstance. <p>➤ If required to share the Indigenous knowledge under a court order or in a prescribed circumstance a person must give written notice of the disclosure requirement to the Indigenous Governing Body.</p>

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
	<ul style="list-style-type: none"> ➤ If a person discloses Indigenous knowledge to a person exercising a power or the performance of a duty under <i>EDMA</i>, notice in writing to the Indigenous Governing Body must be sent as soon as it is practical.
Part 10 – Regulation-Making Powers	
<ul style="list-style-type: none"> ➤ Under the <i>EPA</i> the minister did not have the power to make new regulations Ad Hoc, and neither did the Lieutenant Governor. 	<ul style="list-style-type: none"> ➤ The Lieutenant Governor in Council can establish regulations for emergency management covering: <ul style="list-style-type: none"> ▪ The creation and maintenance of emergency organizations by local authorities. ▪ The development and maintenance of risk assessment and emergency plans, exercises, and training. ▪ Governance of multijurisdictional emergency organizations. ▪ The terms for agreements. ▪ Consultation, engagement, and cooperation with other governing bodies, including Indigenous Governing Bodies. ▪ Conflict resolution, and conditions for local authorities exercising response and recovery powers. ▪ The management, training, and reimbursement of volunteers. ▪ Compensation and financial assistance. ▪ Applications to court. ▪ Cost recovery and administrative penalties. ▪ Making and keeping records. ▪ Making reports. ▪ Information about a person's needing services. ▪ Confidentiality of Indigenous knowledge. ▪ The content manner of giving and deemed receipt of notices to be given, and orders made under <i>EDMA</i>. ▪ Hearings under <i>EDMA</i>. ▪ Delegation of duties, conferring discretion, making different regulation

<i>Emergency Program Act (EPA)</i>	<i>Emergency And Disaster Management Act (EDMA)</i>
	for, establishing, or defining classes of persons, places, or things, modifying a requirement under <i>EDMA</i> or setting terms and conditions on an exemption or modification under <i>EDMA</i> .
Part 11 – Review Of Act	
➤ There was no review requirement under the <i>EPA</i> .	➤ <i>EDMA</i> be reviewed within five years of receiving Royal Assent.
Part 12 – TRANSITIONAL PROVISIONS	
The terms of the <i>EPA</i> will continue in force until regulations have been developed, which will then bring the sections of <i>EDMA</i> that are being addressed by the regulation into force.	

ATTACHMENTS:

- [2016-01-10 Report to the Board re: Emergency Management BC Discussion Paper – Legislative Changes](#)
- [2016-01-28 Letter from the Board to Minister of State re: Emergency Program Act Proposed Changes](#)
- [UBCM 2016 Report to Emergency Management BC](#)
- [2020-01-23 Letter from the Board to Minister re: Modernizing BC’s Emergency Management Legislation.](#)
- [2020-02-18 UBCM Overview of Local Government Feedback re: EPA Modernization](#)



Regional District of Bulkley-Nechako Board of Directors

To: Board of Directors

From: Deborah Jones-Middleton, Director of Protective Services
Christopher Walker, Emergency Program Coordinator

Date: December 14, 2023

Subject: *Emergency and Disaster Management Act* Regulations Submission

RECOMMENDATION: (all/directors/majority)

That the Board submit the comments and concerns regarding the future *Emergency and Disaster Management Act (EDMA)* Regulations to modernizeEM@gov.bc.ca.

Further that the recommendations be shared with member municipalities and First Nations within the geographic area of the Regional District of Bulkley-Nechako and all regional districts in the province.

BACKGROUND

In British Columbia, the previous legislation that governed Emergency Management was the *Emergency Program Act (EPA)*, which was enacted in 1996. On November 8, 2023, the *Emergency and Disaster Management Act (EDMA)* received Royal Assent. *EDMA* aims to modernize and improve the Emergency Management system in BC. To bring *EDMA* into force, the Province of BC (Province) is required to implement regulations on the various components of *EDMA*.

The Province has asked for input from local authorities and First Nations regarding these regulations as they may pose a significant change in the way local authorities engage in emergencies and disasters. Below are both the guiding questions provided by the province and suggested comments to facilitate the input of feedback. Some of the comments are repetitive, however, it is important that the comments highlight the importance of these issues.

Part 1: Regulations for Local Authorities (Section A):

Local authorities will be required to prepare Hazard, Risk, and Vulnerability Analysis (HRVA), Emergency Management Plans, and Business Continuity Plans.

Key Question A1:

How much time does your local authority need to prepare these materials?

Comments:

The ongoing development and reviewing of HRVA's, Emergency Management Plans, and Business Continuity Plans for a regional district requires a considerable amount of time and money. For example the Regional District of Bulkley-Nechako (RDBN) completed a HRVA in 2023 that took 2 years to complete and involved hiring a staff member that

focused on the project. The project invited input from multiple provincial agencies, local industry, and key long-term residents. The cost of this project was approximately \$209,000.

To amend the existing HRVA, Comprehensive Emergency Plan, Operational Response Plans and the development of a Business Continuity Plan will take multiple years with staff that are focused primarily on these projects.

Furthermore, a Business Continuity Plan will require input from Senior Management, which will engage more RDBN personnel outside of the emergency management program.

Key Question A2:

Should there be rules in the regulations for how risk assessments are prepared? If yes, what do you suggest?

Comment:

The implementation of a standardized format for risk assessments, where feasible, would mitigate communication challenges and enhance clarity for all emergency management partners involved in the creation and execution processes.

Flexibility within the program is essential to address diverse risks across various regions of the province, considering distinct risk factors for municipalities, regional districts, and First Nations.

Key Question A3:

Should there be additional matters assessed in relation to hazards?

Comment:

The consideration of community resilience within the requirements for risk assessments would provide valuable insight into the reality of specific community risks and assist in effective resource allocation.

The income, age, ethnicity, mobility, family structure, as well as the extent of local response resources such as Fire Departments, Emergency Support Services Teams, Search & Rescue Teams, RCMP, and Provincial Agencies within an area play a significant factor in risk assessment.

Key Question A4:

Should there be rules in the regulations for how emergency management plans are prepared? If yes, what do you suggest?

Comment:

Clear guidelines outlining the necessary inclusions for Emergency Management Plans and Policy Documents are essential. A distinct separation between the two types of documents and the respective applications should be clearly defined.

The province must ensure that the Provincial ministries of jurisdiction regarding transportation and route access engage in the development of evacuation route planning and commit to providing more than one egress route for any area that has a high likelihood of an event impacting the residents.

Key Question A5:

Should there be additional matters described for the purposes of emergency management plans?

Comment:

Emergency Response Plans should account for the cascading or secondary effects of disasters. For instance, a well-prepared response to a natural disaster might lead to a public health crisis from contaminated water sources. Failure to address these scenarios could result in the omission of secondary disasters from the plan, leaving a community unprepared.

Additional information on mitigation and recovery is essential. The Province must enhance its contributions under these pillars to ensure the emergency plan is fully prepared to lead the organization.

The province should provide support to local authorities regarding the changes in climate to date, and the anticipated changes in climate for the local authorities' areas of responsibility.

Extensive statistics should be made easily accessible to communities and be integrated into the risk assessment/HRVA process. For example, flood plain mapping, drought codes, census statistics, and forest composition information would be invaluable in determining risks.

Key Question A6:

How should the regulations establish a minimum required scope for regional district plans?

Comment:

Setting a minimum requirement of what is needed to constitute an Emergency Plan will ensure that there is base uniformity in plans and allow for improvements.

Key Question A7:

Should there be rules in the regulations for how local authorities consult and coordinate with neighbouring local authorities while preparing, reviewing, or revising a risk assessment or emergency management plan? If yes, what do you suggest?

Comment:

A minimum level for how local authorities consult and coordinate with neighbouring local authorities should be established. There needs to be a maximum time limit on response from the neighbouring local authority. This would help ensure that the planning process is not delayed, or any emergency management related activity are not held up waiting for a response to the consultation. Consultation requirements cannot impact any aspect of response.

Key Question A8:

Should there be rules in the regulations for how local authorities consult and cooperate with Indigenous governing bodies and (if applicable) Modern Treaty Nations in the course

of preparing, reviewing, or revising a risk assessment or emergency management plan? If yes, what do you suggest?

Comments:

Disparities and disagreements on 'best practices' must be addressed, particularly when the best practices of a Regional District differ from those of a First Nations community. A clear strategy should be outlined within the plan/assessment to reconcile these disparities and ensure comprehensive alignment.

Addressing claims of rights on territorial areas within First Nation Territories, even in the absence of designated band lands, requires a clear strategy. The plan should outline a systematic approach to navigate and resolve these claims effectively.

Regional Districts do not possess the capacity to manage the comprehensive scope of this responsibility. The Province needs to be willing to provide significant funds for the hiring of specialized personnel to accommodate First Nation emergency management engagement. It is imperative that the Province, provide direction to regional districts on who to engage for what areas of the regional districts' geographical jurisdiction.

Key Question A9:

Should there be rules in the regulations for how business continuity plans are prepared? If yes, what do you suggest?

Comments:

Municipalities and regional districts have not been required to prepare business continuity plans in the past. To facilitate this requirement, a guidance document and a draft plan would assist in the creation of the business continuity plans.

Key Question A10:

Should there be rules in the regulations to establish a cycle for the regular review and revision of risk assessments, emergency management plans, and business continuity plans? If yes, what would be an appropriate cycle?

Comments:

Once every 5 years is a practical timeframe for reviews and revisions of all emergency management plans and assessments.

Part 1: Regulations for Emergency Management Organizations (Section B):

Key Question B1:

Should there be rules in the regulations for establishing, appointing members to, and maintaining emergency management organizations? If yes, what do you suggest?

Comments:

Rules governing the appointment of members for any emergency management organizations should prioritize inclusivity, striving to include diverse and qualified members with varying perspectives and experiences. This approach ensures a comprehensive and well-rounded decision-making process.

Key Question B2:

What rules should the regulations provide to govern the formation of multijurisdictional emergency management organizations (MJEMO)?

Comments:

Rules need to be set as to what qualifications are needed to govern and work in a MJEMO. The program should be constructed and run by people who are Emergency Managers or have education in the field.

Key Question B3:

Should there be rules in the regulations about the governance and responsibilities of multijurisdictional emergency management organizations (MJEMO)? If yes, what do you suggest?

Comments:

There needs to be rules in place when having a MJEMO to ensure that the changing of priorities from one jurisdiction does not impact the operations of the MJEMO. There needs to be a conflict resolution process in place to ensure that divergent ideals do not influence any aspect of the four phases of emergency management and the responsibilities and priorities of the MJEMO. The MJEMO must function without bias towards any jurisdiction and treat all people, communities, and industries equally.

Key Question B4:

Should there be rules in the regulations to specify the types of records relevant to a local authority's participation in a multijurisdictional emergency management organization that must be given to the provincial administrator? If yes, what do you suggest?

Comments:

Yes, copies of the agreements and responsibilities that outline the governance, funding, and responsibilities of the organization should be sent to the provincial administrator and they should familiarize themselves with it and act as a mediator if conflicts arise or a party is not adhering to the agreements.

Part 2: Reimagining Financial Assistance After Emergencies**Discussion Question 1:**

How do you think financial assistance should support British Columbians?









Comments:

Financial assistance must encompass the costs of mental health support, both during and following a disaster.

Financial assistance should be determined based on the income and capacities of the affected community. Remote rural communities often lack access to affordable insurance and face distinct challenges to rebuild. The rising cost of living and building makes rebuilding or repairing damaged property for people on fixed incomes unbearable.

Discussion Question 2:

What values are most important to you and your community? In addition to the principles outlined below, what are two values that are important to you and your community regarding financial assistance?

Principle	Meaning	Legend
<i>Incentivizing Preparedness</i>	Individuals and communities are encouraged to mitigate risk and reduce vulnerability before a disaster occurs.	
<i>Reducing Future Risk</i>	Recovery increases future risk-resiliency after an emergency. Financial assistance should support applicants' long-term recovery goals while emphasizing the reduction of future risk.	
<i>Flexibility</i>	Streamlined application and assessment processes should support the full range of recovery options, diversity of applicants, and increase access to additional funding sources.	
<i>Cultural Safety</i>	The diverse cultural identities of all individuals, including Indigenous Peoples, are respected, valued, and protected, and power imbalances, biases, racism, and discrimination are considered to help achieve better outcomes.	
<i>Equity</i>	Equity factors, including income and affordability, are considered in the provision of assistance to ensure assistance is fair and appropriate, and supports B.C.'s diverse population.	
<i>Transparency</i>	Decisions and processes should be clear, supportive, and easy to navigate and understand.	
<i>Fairness and Consistency</i>	Applications receive fair and consistent assessments and applicants are confident that the same standards are applied in decision-making.	
<i>Financial Viability</i>	Measures are financially responsible, defensible, and aligned with provincial risk reduction and resiliency goals.	

Comments:

Public education on what is available through the Financial Assistance Guidelines would help residents understand what they are responsible for and how assistance is determined. Public education on the risks and what it means to be resilient would also help residents understand what they can do to be better prepared.

Providing support financially as well as resources to support local authorities and First Nations in the ongoing development of emergency management programs and public education.

Providing improved funding opportunities to residents, especially those on fixed incomes, to make their homes and property more resilient to the impacts of emergencies.

Discussion Question 3:

Out of these principles, what three principles are most important to you and/or your community, and why?

Comments:

The three most important principles listed are Fairness and Consistency, Transparency, and Flexibility.

Applicants for Financial Assistance need to be evaluated and supported consistently across the province. We regularly hear that one EMCR region is getting support for something that was denied in another region.

The decisions that go into the eligibility of an applicant need to be clear. How it is determined that non-government organizations be given funding instead of being provided to the local authority needs to be transparent as well. All funding provided should have reporting rules and the use of funds has to be clear and open while still protecting the privacy of residents.

While consistency is needed in the assistance, there needs to be flexibility in the delivery of said assistance. Residents living in remote rural community's needs are different from those living in urban centres.

Discussion Question 4:

What are the most important factors in determining whether an event should be eligible for financial assistance? How should the size of the event impact eligibility considerations?

Comments:

A 'needs assessment' is required. The magnitude of the event should not be the sole determinant; financial assistance should be based on the impact on the people and the local authorities or First Nations affected. Even a seemingly 'small' loss could be devastating to a remote rural community.

The significant impact of long-term evacuations on First Nations traditions and the resulting mental health challenges stemming from the loss of culture should not be underestimated.

Consideration must be given to the diverse cultures of the area, specifically how they source food, heat their homes, and engage with the land. Many rural residents also rely on the resources provided by the land to sustain themselves and their families. It is important to emphasize the significance of cultural sensitivity in emergency planning.

The regulation must account for long-term financial losses incurred during evacuations that insurance may not cover, such as the disruption of traditional harvesting, hunting seasons, or the inability to collect firewood for winter.

Discussion Question 5:

How should insurance and government financial assistance work together to support recovery?

Comments:

Requiring insurance companies to provide clear information about what the insurance coverage provides in an emergency or disaster event would help people to understand what coverage they have. Many insurance companies provide vague overviews of what insurance covers, unless they read the fine print, leaving people unprepared in the event of loss that isn't covered.

Implementing a discount on insurance for individuals who have taken proactive measures to enhance the resilience in their homes, such as FireSmart, would be a great way of reducing the cost of recovery.

Discussion Question 6:

What barriers have you experienced in accessing and obtaining insurance? How could these barriers potentially be addressed in the new regulation?

Comments:

It is unacceptable that certain community members are unable to secure insurance due to the elevated risk of wildfires, particularly given the increasing inevitability of disasters. Genuine support for communities necessitates collaboration between insurance companies and the government to ensure everyone has the opportunity to obtain affordable insurance. Furthermore, it is imperative to clearly define what is considered "reasonably affordable".

Consideration must be extended to vulnerable members of society, including those on fixed incomes, who may struggle to afford insurance coverage in remote rural areas.

Discussion Question 7:

How would the availability of financial assistance impact your/your community's decision to purchase insurance?

Comments:

Currently due to cost of living many people cannot afford insurance coverage, people on fixed incomes are challenged with deciding between necessities and insurance. Outside of large urban centres there are fewer charitable organizations and there are fewer funding opportunities to support those impacted by disasters.

Discussion Question 8:

What gaps in program eligibility or coverage are you aware of? How could these be addressed in a new regulation?

Comments:

When the cost of insurance is unaffordable residents, should be immediately qualified for financial assistance. Currently the threshold for what is considered affordable is not defined. There should also be a definition of what base coverage is.

The program does not have a needs assessment component, this would make a substantial difference to many residents.

The impacts of all events should be considered not just events that have larger financial impacts.

Discussion Question 9:

What expenses should be considered eligible for financial assistance?

Comments:

Mental health supports, lodging, and long-term support for vulnerable populations should be eligible for financial assistance in all areas of the province.

Discussion Question 10:

What aspects of British Columbians' current living realities are most important when considering what a financial assistance regulation should cover? Are there specific living, ownership, and community relationships that should be considered?

Comments:

To foster resiliency, the province must consider funding not just to rebuild what was lost, but to take action to ensure that vulnerable residents have the means and knowledge to build back stronger, more sustainably, and more resiliently.

People who have owned a home outright for many years but find themselves on a limited income may not be able to afford insurance. A needs assessment and the cost of maintaining insurance coverage would help determine the need for support.

The regulations must also consider what the resident has done to mitigate their property, such as FireSmart initiatives or raising their house out of the way of flooding, to inform decisions on financial assistance.

Discussion Question 11:

How could the private sector funding formula best support applicants with limited financial resources?

Comments:

Insurance in BC should incentivize resiliency activities. The province should collaborate with insurance providers to facilitate cost reductions on insurance for newly resilient homes and structures. Homes that have completed the FireSmart recommendations should receive a reduction in insurance costs.

Discussion Question 12:

How could financial assistance eligibility be improved for First Nations, Métis, and Inuit applicants?

Comments:

Accommodate residency requirements that acknowledge the mobility of Indigenous populations and the non-nuclear family structure. Recognize and address the unique housing challenges faced by Indigenous communities, encompassing issues like overcrowding and the need for costly repairs. Develop tailored financial assistance programs specifically designed to meet the distinct needs of Indigenous communities, including initiatives for language preservation and the transmission of traditional knowledge.

The province must enhance support services for individuals with addictions during evacuations, emergencies, and recovery phases to address their specific needs.

Discussion Question 13:

How could financial assistance processes better promote Indigenous cultural safety?

Comments:

Enforce the requirement for cultural competency training for both provincial and local authority staff.

Ensure access to interpretation services for Indigenous languages is available within the application process and guarantee that all written materials are accessible in Indigenous languages.

A comprehensive strategy outlining measures for safeguarding the privacy of applicants and recipients of financial assistance, particularly concerning the sharing of personal information with other agencies or organizations for verification or coordination purposes is key.

Discussion Question 14:

What are the most important considerations to ensure First Nations Peoples and communities are better supported by B.C.'s financial assistance program?

Comments:

Eligibility for financial assistance cannot have qualifying criteria like 'number of impacted residents.' Decisions on the events that qualify for financial assistance need to be made before the response phase ends to allow for better recovery planning and to ensure support is available quicker during the recovery phase.

Discussion Question 15:

How could building for resilience in recovery be incentivized in the new financial assistance framework?

Comments:

The province must allocate funds for the improvement of structures damaged by a disaster.

The Regional District of Bulkley-Nechako advocates for the possibility of a 'buy out' option to be considered for landowners in flood plains that are impacted year after year.

Discussion Question 16:

How can financial assistance better support reducing risk, incentivize risk-based decision-making, and increase future resilience?

Comments:

There needs to be clear rules around areas that suffer annual events and require rebuilding, rehabilitating, or repairs that provide for managed retreat and buyout options. If we cannot improve the situation that removes the repeating impacts the issue needs to be resolved in a fair way to residents and the local authority.



129

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: December 14, 2023
Subject: **RDBN Committee Appointments 2024**

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

That the Board ratify the Committee Appointments for 2024.

BACKGROUND

Under section 218 of the *Local Government Act*, the Chair has the authority to establish standing committees for matters the chair considers would be dealt better with by committee and may appoint persons to the committees.

In addition, the Board may appoint a select committee to consider or inquire into any matter and report its findings and opinion to the Board.

Currently, the Connectivity Committee and the Regional Solid Waste Advisory Committee are the only two select committees.

The Natural Resources Committee has been eliminated and any topics arising in this regard will be addressed at the Committee of the Whole.

The Accessibility Committee has been added as a result of the *Accessible BC Act* requirement.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
2024 APPOINTMENTS

RDBN BOARD

Chairperson: Mark Parker
 Vice-Chairperson: Shane Brien

REGIONAL SOLID WASTE ADVISORY COMMITTEE

Chairperson: To be elected by the committee
 Rural Directors (2): Judy Greenaway
 Michael Riis-Christianson
 Municipal Directors (2): Gladys Atrill
 Kevin Moutray

RURAL/AGRICULTURE COMMITTEE (Rural Directors)

Chairperson: Clint Lambert

REGIONAL TRANSIT COMMITTEE

Chairperson: Mark Parker
 Vice-Chairperson: Shane Brien

CONNECTIVITY COMMITTEE (Rural Directors)

Chairperson: Michael Riis-Christianson

ACCESSIBILITY COMMITTEE

Chairperson: Judy Greenaway
 Alternate Chair: Stoney Stoltenberg

NORTHWEST BC RESOURCE BENEFITS ALLIANCE

RBA Co-Chairperson: Gladys Atrill
 Alternate: Clint Lambert

NORTHERN BC TOURISM ASSOCIATION

Michael Riis-Christianson

MUNICIPAL FINANCE AUTHORITY

Mark Parker
Clint Lambert, Alternate

MUNICIPAL INSURANCE ASSOCIATION

Michael Riis-Christianson
Judy Greenaway, Alternate

FRASER BASIN COUNCIL

Shirley Moon

NECHAKO WATERSHED ROUNDTABLE

Shirley Moon

PRINCE GEORGE TREATY ADVISORY COMMITTEE

Clint Lambert

NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

Sarrah Storey
Stoney Stoltenberg, Alternate

PARCEL TAX ROLL REVIEW PANEL (5)

Clint Lambert
Shirley Moon
Chris Newell
Mark Parker
Michael Riis-Christianson

NORTHERN DEVELOPMENT INITIATIVE

Prince George RAC:	Mark Parker Judy Greenaway, Alternate
Northwest RAC	Stoney Stoltenberg Clint Lambert, Alternate



132

Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: December 14, 2023
Subject: **RDBN Appointments 2024**

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

That the Board ratify the following appointments for 2024:

Bankers: Bulkley Valley Credit Union

Lawyers: Stewart McDannold Stuart, Victoria, B.C.
Young Anderson, Vancouver, B.C.
Carvello Law Corp., Victoria, B.C.
Alexander Holburn Beaudin + Lang LLP, Vancouver, B.C.

Election Officers: Cheryl Anderson, Chief Election Officer
Wendy Wainwright, Deputy Chief Election Officer

Signing Authority: Any two (2) of:
Chairperson
Vice-Chairperson
Director from Electoral Area B (Burns Lake Rural)
Director from Village of Burns Lake
Chief Administrative Officer
Chief Financial Officer
Director of Corporate Services

Auditors: Beswick Hildebrandt Lund CPA

BACKGROUND

As in previous years, recommendations are made with respect to appointments for Regional District bankers, lawyers, election officers, signatories, and auditors for ratification by the Board.

ATTACHMENTS:

None.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: December 14, 2023
Subject: **Items to be brought forward to the public agenda from the November 23, 2023 In-Camera Meeting**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

At the November 23, 2023 In-Camera meeting, the Board resolved to release the following motions to the public:

RDBN Bereavement Policy

I.C.2023-15-5 "That the Board approve the amended Bereavement Leave Policy."

RDBN Sick & Family Leave Policy

I.C.2023-15-6 "That the Board approve the amended Sick and Family Leave Policy."

Bulkley-Nechako Joint Accessibility Advisory Committee Membership

I.C.2023-15-7 "That the Board approve new members of the Bulkley-Nechako Joint Accessibility Advisory Committee as follows:

- 1) Kathleen Bedard, Granisle
- 2) Patricia Dunkley, Fort St. James.

ATTACHMENTS:

None



November 23, 2023

Ref: 273367

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

Dear Chair Parker and Board Members:

Thank you for sending a delegation to meet with me during this year's Union of BC Municipalities (UBCM) Convention. It was a pleasure to hear from you in my first UBCM Convention experience as Minister of Municipal Affairs.

I was very interested in the issues your delegation brought forward regarding renewal of the Alcan Kemano Memorandum of Understanding (MOU) and grants in lieu of taxes to support the Stuart Nechako Regional Hospital District.

I appreciate your desire to better understand the basis for allocation of the grants in lieu of taxes received under the Alcan-Kemano agreement. We will provide you with a breakdown of land improvements, including property values, during the upcoming negotiations to renew the MOU.

I know that funding for the Stuart Nechako Regional Hospital District is a challenge. As discussed during our meeting, the province does not provide separate grants to regional districts for provincial Crown properties in electoral areas. Instead, when a regional district submits a requisition for funds for rural services, the province finances a portion of the requisition with respect to exempt properties. To discuss grants in lieu for hospital district purposes, I encourage you to contact Grant Guenther, A/Director, Property Tax and Assessment Policy, Ministry of Finance, by email at: Grant.Guenther@gov.bc.ca or by telephone at: 236 478-3337.

.../2

Mark Parker, Chair
and Board Members
Page 2

Thank you again to your delegation for taking the time to meet with me, I look forward to continuing to work with your Board.

Sincerely,



Anne Kang
Minister

Enclosure:

pc: Curtis Helgesen, Chief Administrative Officer, Regional District of Bulkley-Nechako
Grant Guenther, A/Director, Ministry of Finance, Property Tax and Assessment Policy



Bulkley-
Nechako RD



November 22, 2023

Regional District – Bulkley-Nechako
cheryl.anderson@rdbn.bc.ca

Dear Directors:

On behalf of the BC United Official Opposition Caucus, I would like to take this opportunity to thank you for meeting with me at the Union of British Columbia Municipalities (UBCM) Convention in Vancouver in September. My MLA colleagues and I value the opportunity to meet and work with local governments throughout the province so we can better serve our constituents.

The Official Opposition held dozens of meetings with delegates and hosted two standing-room only roundtable discussions on the Impacts of Crime and the Cost of Living. Delegates shared their experiences from their home communities, and I truly believe that by working together, we can get real results for our shared constituents throughout British Columbia.

Given the impact wildfires and drought had on our province this past summer, I share your concerns about the forest and agriculture industries. We must do everything we can to utilize the burnt timber and get a clear understanding of our fibre inventory so our forest sector can be an economic driver for the region.

My colleague, Ian Paton, Shadow Minister for Agriculture, keeps me regularly informed about the veterinarian shortage in our province. Hearing this from your delegation reinforces the need for more trained veterinarians, especially those who deal with livestock. That issue, compounded by the drought, placed many ranchers in difficult positions.

Once again, thank you for taking the time to meet.

Kevin Falcon, MLA Vancouver-Quilchena
Leader of the Official Opposition

November 28, 2023

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

Dear Chair Mark Parker and Board:

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

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

This payment marks the final CWF disbursement of the current 10-year Canada Community-Building Fund agreement. Spanning from 2014 to 2024, this agreement has successfully allocated over \$1.25 billion in CWF funding to local governments in British Columbia. Looking ahead, UBCM anticipates the implementation of a new agreement in April 2024. Information on a renewed program will be communicated in the following months.

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

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

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

Sincerely,



Councillor Trish Mandewo
UBCM President

PC: John Illes, Chief Financial Officer