



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL/AGRICULTURE COMMITTEE
AGENDA
Thursday, January 11, 2024**

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>AGENDA, January 11, 2024</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
2-7	Rural/Agriculture Committee Meeting Minutes - November 9, 2023	Approve
	<u>DEVELOPMENT SERVICES</u>	
	<u>Referrals</u>	
8-10	Danielle Patterson, Senior Planner Crown Land Application Referral No. 7410321 Electoral Area D (Fraser Lake Rural)	Recommendation
	<u>RURAL REPORT</u>	
11-19	Nellie Davis, Manager of Regional Economic Development – Grant in Aid Policy Review	Discussion
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

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

PRESENT: Chair Clint Lambert

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

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

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

CALL TO ORDER

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

AGENDAMoved by Director Stoltenberg
Seconded by Director Newell**RDC.2023-6-1**

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

(All/Directors/Majority)

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

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Food and Agriculture Plan -Implementation Update

Moved by Director Stoltenberg
 Seconded by Director Newell

RDC.2023-6-3

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

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

Northwest Invasive Plant Council Update Fall 2023

Moved by Director Parker
 Seconded by Director Newell

RDC.2023-6-4

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

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

REPORTS (CONT'D)

Ministry of Agriculture and Food Regional Engagement Program

Moved by Director Greenaway
 Seconded by Director Stoltenberg

RDC.2023-6-5

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding:

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

Veterinary Drug and Medicated Feed Regulation

Moved by Director Stoltenberg
 Seconded by Director Riis-Christianson

RDC.2023-6-6

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

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

Water Restrictions for Agriculture Operations

Moved by Director Stoltenberg
 Seconded by Director Greenaway

RDC.2023-6-7

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

Municipal Agriculture Disaster Declaration

Moved by Director Stoltenberg
 Seconded by Director Greenaway

RDC.2023-6-8

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

REPORTS (CONT'D)

The following was discussed:

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

Invitation to Minister Cullen to Attend a Future Meeting

Moved by Director Stoltenberg
 Seconded by Director Moon

RDC.2023-6-9

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Municipal Agriculture Disaster Declaration

Moved by Director Stoltenberg
 Seconded by Director Parker

RDC.2023-6-10

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The Committee spoke of the following:

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

CORRESPONDENCE

Federal-Provincial Support Helping Disaster-Affected Farmers

Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

RDC.2023-6-11

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

DISCUSSION ITEM

Volunteer of the Year

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

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

ADJOURNMENT

Moved by Director Greenaway
Seconded by Director Newell

RDC.2023-6-10

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Clint Lambert, Chair

Wendy Wainwright, Deputy Director
of Corporate Services



Regional District of Bulkley-Nechako Rural/Agriculture Committee

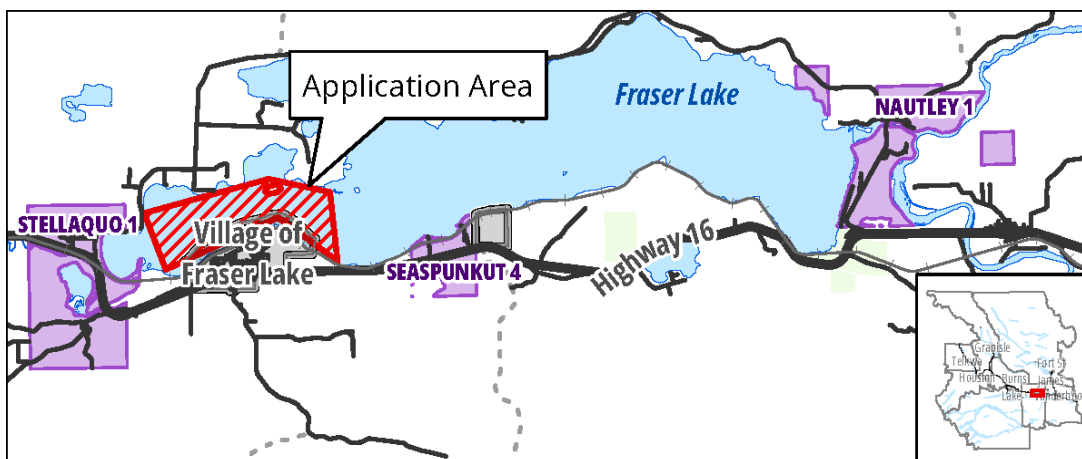
To: Chair and Committee
From: Danielle Patterson, Senior Planner
Date: January 11, 2024
Subject: Crown Land Referral No. 7410321

RECOMMENDATION: (all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Referral No. 7410321.

BACKGROUND

Winter Camp Adventures is requesting a 30-year Licence of Occupation – Commercial Recreation (LoO), over a 565.5 ha area of Fraser Lake to operate a self-guided ice fishing hut operation from November 15th to March 15th of each year. The proposed LoO area is directly north of the Village of Fraser Lake and east of the Stellaquo 1 Reserve as shown on the map below.



Each ice fishing hut, proposed for overnight use would contain generators and propane tanks for cooking. Greywater would be collected and hauled to the owner's private property for storage and disposal. Single use biodegradable toilet bags are proposed for each hut. The method of disposal for this waste is not clear. The huts would remain on the ice for the duration of the ice fishing season.

The applicant proposes starting the first year of operations with five ice fishing huts, each with a four-person capacity in three beds. This equates to a maximum of 2,440 guest nights

per year. They propose gradually increasing to 20 huts by year five, for a maximum of 9,760 guest nights per year.

The Management Plan (see [link](#)), states users would drive their vehicles over the ice to the huts or park at the Village of Fraser Lake's boat launch at White Swan Municipal Park.

The applicant has confirmed with planning staff that no formal arrangements have been made to date with the Village of Fraser Lake for parking, boat launch use, or any other municipal services. Planning staff consulted with the Environmental Services Department and the RDBN's landfill facilities do not collect the biodegradable toilet bags proposed by the applicant. The RDBN's Regional Fire Chief confirmed fire response services are not available on the lake surface.

The application provided limited information on the plans for removing garbage, human waste, and grey water as well as the overall proposed business operations. Additionally, the proposed use may result in impacts to lakefront property owners' quality of life, as well as what appears to be outstanding First Nations engagement. Given the location of the proposed LoO area the appearance of limited First Nations consultation, planning staff are bringing the proposal forward as is, for the Committee's consideration.

ATTACHMENTS

- Applicant submission ([link](#))
- Comment sheet



Electoral Area:	Electoral Area D (Fraser Lake Rural)
Applicant:	Winter Camp Adventures
Existing Land Use:	Not applicable (water)
Zoning:	Not applicable (water)
OCP Designation:	Not applicable (water)
Proposed Use Comply with Zoning:	Not applicable
Agricultural Land Reserve:	Not within
Access:	Village of Fraser Lake's White Swan Municipal Campground
Building Inspection:	Not applicable (water)
Fire Protection:	Not applicable (water)
Other comments:	

The Regional District of Bulkley-Nechako (RDBN) has concerns that the proposed use may result in impacts to lakefront property owners' quality of life, as well as what appears to be outstanding First Nations engagement.

The management plan has limited information on proposed liquid and solid waste management, emergency preparedness, and access from White Swan Municipal Park. There is a lack of information on potential mitigation strategies for nuisances that may arise from the self-guided ice fishing huts for other lake users or nearby residents, including overnight noise. Further, the management plan is silent on strategies to prevent ice fishing hut users from accessing the islands that would be surrounded by the proposed Licence of Occupation area.

The RDBN is unable to adequately evaluate the proposed use given these outstanding questions.



Regional District of Bulkley-Nechako Rural/Agriculture Committee

To: Chair and Committee
From: Nellie Davis, Manager of Regional Economic Development
Date: January 11, 2024
Subject: **Grant in Aid Policy Review**

RECOMMENDATION: (all/directors/majority)

Discussion.

BACKGROUND

Attached is the Grant in Aid Policy for review and discussion. The most recent review in December 2019 incorporated the ability to approve grant in aid applications of \$2,500 or less to the Chief Administrative Officer or designate in consultation with the Electoral Area Director. Prior to that change all applications, no matter the amount, required a Board resolution.

Overall, grant in aid spending includes broad eligibility. The restrictions from the *Local Government Act* are outlined in the policy and they include ineligibility of individuals and businesses. Other limitations include the annual spending ceiling of \$0.10 per \$1,000 in assessed value.

Other aspects of the policy and past practice are not prohibited by legislation and the opportunity exists to clarify the Board's direction in several areas. Related sample language from other Regional District's policies are included for consideration.

1) Funding for agencies that are publicly funded, such as education and healthcare institutions.

EG: Electoral Areas' Grant-in-Aid is not intended to replace any financial responsibilities of senior levels of government or other government agencies or affiliates.

EG: Grants will not be awarded to societies for use as scholarships, bursaries, or subsidies, with the exception of the School District XX, under the direct approval of the RD.

EG: Grant allocation to SDXX for bursary funding for each of the XX secondary schools is to be approved each year within the RD budget process. Unclaimed

bursary funding provided to SDXX will be reported to the RD on an annual basis. If amounts remain unclaimed after 2 years, funds will be returned to the RD to be re-allocated as the RD Board sees fit.

EG: Electoral Areas' Grant-in-Aid will not be approved for:

- Personal benefit, individuals, industrial, commercial, business undertakings (proprietor, member or stakeholder), educational institutions hospitals / healthcare

2) Provision of funds for non-profit organization annual operational or core funding, as well as wages.

EG: Electoral Areas' Grant-in-Aid will not be approved for:

- Annual Expenses;
- Remuneration (wages, salaries, other fees);

3) Expectations around recognition of awarded grants.

Recipients must acknowledge the RD as a supporter of the project, program, service or special event in publications or marketing. Projects, programs, services or special events may not be represented as an RD event nor may the society / organization hold itself out as an agent of the RD in anyway.

ATTACHMENTS:

Grant in Aid Policy



**Regional District of Bulkley-Nechako
Grant in Aid Policy and Application**

APPLICATIONS MUST BE SUBMITTED ON THE FORM PROVIDED

SUBMIT APPLICATIONS TO:

**Regional District of Bulkley-Nechako
37-3rd Avenue
Burns Lake, B.C. V0J 1E0**

or via email to: info@rdbn.bc.ca

NOTE TO APPLICANTS:

- Industrial, commercial, individuals, and business undertakings ARE NOT eligible for assistance under this program;
- Please use the attached RDBN Board policies and Application Completion instructions as a guideline and be advised that the Regional Board of the Regional District of Bulkley-Nechako reserves the right to amend the said policies from time to time as it deems appropriate;
- Please make sure that your application is clearly legible and will photocopy with good results.
- Personal information requested on this form is collected under the Freedom of Information and Protection of Privacy Act section 26(c) and will be used for the purpose of processing your application. Any information submitted with the application or provided to the RDBN for consideration and in support of the application may be made available for review by any member of the public. If you have any questions about the collection and use of this information, please contact the RDBN Information and Privacy Coordinator at 1-800-320-3339.
- If you have any questions or require assistance, please contact the Economic Development Department of the Regional District of Bulkley-Nechako at the above address, or:
Phone: (250) 692-3195 or toll free at 1-800-320-3339
Fax: (250) 692-3305 email: economic.development@rdbn.bc.ca

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
ELECTORAL AREA GRANT IN AID ASSISTANCE POLICY**

PURPOSE

To provide grants to community groups, non-profit registered societies, organizations, and Recreation Commissions, for cultural, charitable, sporting, recreational, service activities and special events for the purpose of benefiting the community.

APPLICATION

This policy shall apply to all electoral area Grant In Aid requests being considered for funding from the individual Grant In Aid budgets.

AUTHORITY

Local Government Act Sec. 263(1)(c): The Regional District may provide assistance for the purpose of benefiting the community or any aspect of the community.

Local Government Act Sec. 380(2)(g): A grant may be charged to the electoral area benefiting from the assistance.

PROCEDURE

1. Applications will be referred to the applicable Electoral Area Director to conduct a preliminary review. The RDBN has both statutory and budgetary limitations on Rural Grant in Aid and wishes to ensure that these funds are disbursed as fairly and equitably as possible. The Board delegates the authority to approve grant in aid applications of \$2,500 or less to the Chief Administrative Officer or designate in consultation with the Electoral Area Director. Applications in excess of \$2,500 will be referred to the Board.
 - a) Applications must be submitted on the form provided by the Regional District, with all supporting documentation attached. Applicants must clearly indicate the amount of assistance requested; provide evidence of how the applicant benefits the community generally and how the assistance being requested from the Regional District would benefit the community specifically; and, provide financial information sufficient to identify all other funding sources and to justify the need for financial assistance.
 - b) Applications that are not submitted on the required form will be returned to the applicant.

2. The following factors shall be used in evaluation and prioritizing the Applications for Assistance under Section 263(1)(c) of the Local Government Act.
 - a) Purpose for which the funding is required.
 - b) What funding opportunities have been considered, (ie. fundraising, grants from senior levels of government, etc.).
 - c) Benefits to the community as a whole.
 - d) Amount of grant requested.
 - e) Whether or not the applicant has previously received assistance from the Regional District of Bulkley-Nechako.
 - f) Whether or not there is an opportunity for individuals to make direct contributions.

3. If a grant in aid is approved the following will apply:
 - a) A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
 - b) If the grant exceeds \$1,000, a report must be submitted to the Regional District inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures).

4. The Chief Administrative Officer and/or Electoral Area Director may at the time of grant approval:
 - a) Impose additional requirements to be met by an organization prior to receipt of grant funds;
 - b) Reduce or modify the requirements to be met for an organization prior to receipt of grant funds.

5. Applications for Assistance under Section 263(1)(c) of the Local Government Act will NOT be approved for:
 - a) Purposes identified as potentially exposing the Regional District of Bulkley-Nechako to risk of unacceptable liability;
 - b) Purposes disallowed by the Local Government Act:
Section 273 – As a limitation on section 263(1)(c), a Board must not provide assistance to an industrial, commercial or business undertaking.
 - c) No grants shall be approved for individuals or for privately-owned businesses.

ELECTORAL AREA REQUEST FOR GRANT IN AID APPLICATION FORM

Organization Legal Name: _____

Organization Mailing Address:

Contact Person 1:

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Contact Person 2:

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Application Summary

Project or purpose for which you require assistance:

Amount of Grant Requested \$ _____

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Name (organization signing authority)

(Title)

Applicant Profile

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

2. Which RDBN electoral area(s) receive services or benefits from your organization?

<input type="checkbox"/> Electoral Area A (Smithers/Telkwa Rural)	<input type="checkbox"/> Electoral Area E (Francois/Ootsa Lake Rural)
<input type="checkbox"/> Electoral Area B (Burns Lake Rural)	<input type="checkbox"/> Electoral Area F (Vanderhoof Rural)
<input type="checkbox"/> Electoral Area C (Fort St. James Rural)	<input type="checkbox"/> Electoral Area G (Houston/Granisle Rural)
<input type="checkbox"/> Electoral Area D (Fraser Lake Rural)	

3. Is your organization voluntary and non-profit? YES NO

4. Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

5. Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

If yes, complete the following chart. If not, please comment.

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved	Denied	Pending

3. Have you received assistance (grant in aid/waiving of fees, etc.), from the Regional District of Bulkley-Nechako in previous years?

YES

NO

If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

- a) Offer direct financial assistance to individuals or families? YES NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency? YES NO
- c) Provide an opportunity for individuals to make direct contributions? YES NO
- d) Is your organization part of a provincial or national fundraising campaign? YES NO

Don't forget to attach the required financial report.