

# AGENDA

## MEETING NO. 9

June 6, 2024

P.O. BOX 820  
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**VISION**

“A World of Opportunities  
Within Our Region”

**MISSION**

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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****AGENDA****Thursday, June 6, 2024****First Nations Acknowledgement**

<b><u>PAGE NO.</u></b>	<b><u>CALL TO ORDER</u></b>	<b><u>ACTION</u></b>
	<b><u>AGENDA – June 6, 2024</u></b>	<b>Approve</b>
	<b><u>SUPPLEMENTARY AGENDA</u></b>	<b>Receive</b>
	<b><u>MINUTES</u></b>	
<b>6-24</b>	<b>Board Meeting Minutes – May 23, 2024</b>	<b>Approve</b>
	<b><u>DELEGATION</u></b>	
	<b><u>MINISTRY OF AGRICULTURE AND FOOD</u></b> Gregory Bartle, Land Use Planner John Stevenson, Regional Agrologist Re: B.C. Land Use Planning for Agriculture for Local Government Elected Officials	
	<b><u>ELECTORAL AREA PLANNING</u></b>	<b><u>ACTION</u></b>
	<b><u>Land Referral</u></b>	
<b>25-27</b>	<b>Cameron Kral, Planning Technician Crown Land Application Referral No. 7410339 Electoral Area D (Fraser Lake Rural) and Electoral Area F (Vanderhoof Rural)</b>	<b>Recommendation</b>
	<b><u>ADMINISTRATION REPORTS</u></b>	
<b>28</b>	<b>Cheryl Anderson, Director of Corporate Services – Reconsideration of Motion <u>2024 -7-8</u> -Purchase of a New Compact Excavator</b>	<b>Recommendation</b>

Meeting No. 9  
June 6, 2024

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
29-34	Cheryl Anderson, Director of Corporate Services – Union of BC Municipalities – Minister Meetings/Ministry Staff Meetings/Resolutions	Recommendation
35-55	Cheryl Anderson, Director of Corporate Services – RDBN Procedure Bylaw No. 2042 and Electronic Meeting Policy	Recommendation
56-59	Cheryl Anderson, Director of Corporate Services – Smithers Rural Recreation and Culture Service Area Boundary Amendment Bylaw No. 2051, 2024	Recommendation
60-62	Cameron Hart, Economic Development Assistant – Business Façade Improvement Application – Pitka Bay Resort	Recommendation
<u>ADMINISTRATION CORRESPONDENCE</u>		
63	Minister of Emergency Management and Climate Readiness – Response to RDBN Letter Concerning the Delivery of Search and Rescue Services in British Columbia	Receive
64-67	Minister of Housing – Response – Secondary Suite Incentive Program and Joint Letter from North Coast, Comox Valley, Central Coast Regional District and RDBN	Receive
<u>SUPPLEMENTARY AGENDA</u>		
<u>NEW BUSINESS</u>		

**IN-CAMERA MOTION**

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

- Labour Relations
- First Nations - MOU

**ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 8****Thursday, May 23, 2024**

**PRESENT:**

Chair	Mark Parker
Directors	Gladys Atrill Shane Brienen – left at 11:30 a.m., returned at 11:38 a.m., left at 11:55 a.m., returned at 12:57 p.m. Leroy Dekens Martin Elphee Judy Greenaway – via Zoom – left at 12:42, returned at 12:43 p.m. Clint Lambert – arrived at 10:04 a.m. Linda McGuire Kevin Moutray Chris Newell Michael Riis-Christianson Stoney Stoltenberg Sarrah Storey Henry Wiebe
Director Absent	Shirley Moon, Electoral Area F (Vanderhoof Rural)
Alternate Director	Alex Kulchar, Electoral Area F (Vanderhoof Rural)
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services John Illes, Chief Financial Officer Jordan Illes, FireSmart Summer Student – left at 10:02 a.m. Alex Eriksen, Director of Environmental Services – arrived at 11:22 a.m., left at 11:24 a.m. Jason Llewellyn, Director of Planning – via Zoom – left at 11:55 a.m. Wendy Wainwright, Deputy Director of Corporate Services
Others	Ruby Sarkar, Deputy Director, Compliance and Enforcement, Management Plans, Environmental Assessment Office– via Zoom – left at 10:48 a.m. Kelly Wintemute, Executive Project Director, Environmental Assessment Office– via Zoom – arrived at 10:04 a.m., – left at 10:48 a.m. Darren Beaupre, Director, LNG Decarbonization and CCUS, Clean Energy and Major Projects Office, Ministry of Energy, Mines and Low Carbon Innovation– via Zoom– left at 10:48 a.m.

Others (cont'd)

Ron Burlison, Director, Land Use, Planning and Regional Impacts Branch, Ministry of Municipal Affairs– via Zoom– left at 10:48 a.m.

Hardy Friedrich, Manager, Major Projects, BC Energy Regulator– via Zoom– left at 10:48 a.m.

Garth Thoroughgood, Vice President, Indigenous Relations & Community, BC Energy Regulator – via Zoom– left at 10:48 a.m.

Media

Jeremy Hull, LD News – via Zoom

**CALL TO ORDER**

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

**FIRST NATIONS ACKNOWLEDGEMENT**

**AGENDA &**

**SUPPLEMENTARY AGENDA**

Moved by Director Stoltenberg

Seconded by Director McGuire

2024-8-1

“That the Board Meeting Agenda and Supplementary Agenda of May 23, 2024 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Board Meeting Minutes  
-May 9, 2024

Moved by Director Stoltenberg

Seconded by Director Elphee

2024-8-2

“That the Board Meeting Minutes of May 9, 2024 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Transit Committee  
Meeting Minutes – May 9, 2024

Moved by Director Atrill

Seconded by Director Stoltenberg

2024-8-3

“That the Regional Transit Committee Meeting Minutes of May 9, 2024 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rural/Agriculture Committee  
Meeting Minutes – May 9, 2024

Moved by Director Stoltenberg

Seconded by Director Elphee

2024-8-4

“That the Rural/Agriculture Committee Meeting Minutes of May 9, 2024 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Staff Introduction** Cheryl Anderson, Director of Corporate Services introduced Jordan Illes, FireSmart Summer Student.

## **DELEGATION**

### **PIPELINE CONSTRUCTION – ENVIRONMENTAL ASSESSMENT OFFICE, MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION, MINISTRY OF MUNICIPAL AFFAIRS AND BC ENERGY REGULATOR**

Chair Parker welcomed Ruby Sarkar, Deputy Director, Compliance and Enforcement, Management Plans and Kelly Wintemute, Executive Project Director, Environmental Assessment Office, Darren Beaupre, Director, LNG Decarbonization and CCUS, Clean Energy and Major Projects Office, Ministry of Energy, Mines and Low Carbon Innovation Ron Burlson, Director, Land Use, Planning and Regional Impacts Branch, Ministry of Municipal Affairs, Hardy Friedrich, Manager, Major Projects and Garth Thoroughgood, Vice President, Indigenous Relations & Community, BC Energy Regulator.

The following was discussed:

- Lessons learned from the construction of TC Energy's Coastal GasLink Pipeline Project within the RDBN
  - o Varies by community depending on where the community is located in relation to the construction and if work is complete
  - o No formal lessons learned engagement process as of yet
    - Coastal GasLink considering process
  - o Socio-economic Effects Management Plan (SEEMP) guidance documents 10 years old
  - o Internal government collaboration and a number of ministries involved in the SEEMP process which guides how it operates
    - Refining the process and ongoing elements of Coastal GasLink (CGL)
  - o Update of the *Environmental Assessment Act* since the Coastal GasLink Environmental Assessment (EA) process
    - New standard for engagement and consultation with local governments
    - Review of the Act underway
      - Substantial engagement and feedback
      - Use lessons learned for future projects going forward
      - Updating community and health guidelines
- RDBN Involvement with Implementation of the SEEMP
  - o Challenges for local government to raise awareness of topics of value to the region and concerns or issues
    - Deferred to the Environmental Assessment Certificate
    - Lack of fulsome discussion and engagement
    - Regulator issues permits and has indicated the Regional District's concerns are not applicable to the permitting process
    - How can the RDBN through the EA certificate and permitting process have the ability to provide comments?



### **DELEGATION (CONT'D)**

- Ms. Sarkar indicated the need for a more fulsome response and the issue is not isolated to the RDBN
  - Recent EA certificates include wording in the Management Plan that consultation is considered when reviewing Management Plans
    - Working and educating new EA certificate holders to request consultation and comments at the beginning stages of a Plan
- Challenges addressing issues and concerns with the Prime Contractors during the construction phase of the project
  - Changes of Prime Contractors during the construction phase also creates challenges
- How the RDBN can work with industry and the province to better support the pipeline process, mitigate negative impacts associated with pipeline construction and optimize community benefits associated with future pipeline construction projects
  - Opportunities to update the SEEMP guidelines
    - Need to include engagement/consultation with communities
  - Issues and concerns need to be addressed at the beginning stages of the Environmental Assessment process
    - Work camps, waste and social issues
    - RDBN facilitated a public meeting and strongly encouraged Coastal GasLink to attend to address the publics concerns
  - Mr. Burleson commented that the Ministry of Municipal Affairs held periodic engagement sessions with local government staff and First Nations every 6 months throughout the process but due to capacity over the past year that engagement has not taken place
    - Open to a more regularly scheduled engagement by the province and interested in how that can be improved for future pipeline projects
  - RDBN was and continues to be interested in engagement and consultation during the entire Coastal GasLink Pipeline Project
  - Short time frame provided to local governments to provide comments regarding applications to amend Environmental Assessment Certificates and referrals
- Meaningful engagement throughout a project from beginning to end would be beneficial for local governments and the residents in the region
- Traffic issues during construction phase challenging
  - Area Director not included in consultation
  - Ministry of Municipal Affairs endeavored to validate concerns and raise specifically with Coastal GasLink the need for better coordination and manage the impact to communities
  - Existing Forest Service Roads used through different organizations for permitting
- Working through lessons learned
- Coastal GasLink support in the Fraser Lake area

### **DELEGATION (CONT'D)**

- Long-term social impacts of pipeline construction in a region
  - o Responsibility of the province to understand impacts
    - Wet'suwet'en Hereditary Chiefs and Elected Officials
      - Consultation and coordination required well in advance as well as being actively involved through the process
      - Province directs responsibility to the proponent
        - o What is the process when components of the social consultation is ineffective
      - Local governments left to repair relationships
  - o Concerns regarding the social and economic issues associated with pipeline development
- Request that lessons learned be brought forward to the Board
- Province review of areas it can improve and mindful there is interest for more engagement and to find solutions and pathways moving forward
- Past function of the LNG Secretariat
  - o Provided a solution to address the complexity of the development and construction of the pipeline process and the number of agencies and regulators involved in the process
    - Implementation of a similar function in the future
  - o Mr. Beaupre noted that is an element of lessons learned
    - Providing one location where local governments access the information and contacts they need to gather information
    - Provides ease and access in the engagement of pipeline development
- Proactive engagement and look ahead to determine unintended consequences
- Positive economic development from pipeline development
- Robust consultation and engagement and working together in the future.

Chair Parker thanked Messrs. Sarkar, Beaupre, Burleson, Friedrich, Thoroughgood and Ms. Wintemute for attending the meeting.

### **ELECTORAL AREA PLANNING**

#### **Bylaw for Adoption**

Rezoning Application  
RZ RDBN 01-24 – Adoption  
of Bylaw

Moved by Director Stoltenberg  
 Seconded by Director Dekens

2024-8-5

"That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2039, 2024 be adopted this 23<sup>rd</sup> day of May, 2024."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (CONT'D)**

**Bylaw for Adoption (Cont'd)**

Rezoning Application RDBN Moved by Director Stoltenberg  
02-21 Adoption of Bylaw Seconded by Director McGuire  
No. 2033 and Bylaw No. 2035

- 2024-8-6
1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2033, 2024 be adopted this 23<sup>rd</sup> day of May 2024.
  2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2035, 2024 be adopted this 23<sup>rd</sup> day of May, 2024."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Development Variance Permit**

Development Variance Permit Moved by Director Stoltenberg  
Application No. A-02-24 Seconded by Director Dekens

- 2024-8-7
1. That the Board approve Development Variance Permit A-02-24 for the property located at 3279 Banff Avenue to vary the following sections of Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020:
    - Section 9.0.5.1a) by reducing the minimum setback of a Structure from a Front Parcel Line from 7.5 metres to 4.4 metres for the proposed Single Family Dwelling addition.
    - Section 9.0.5.1c) by reducing the minimum setback of a Structure from any Parcel Line which abuts a Highway from 4.5 metres to 1.7 metres for the existing Single Family Dwelling.
    - Section 9.0.5.1a) by reducing the minimum setback of a Structure from a Front Parcel Line from 7.5 metres to 0.8 metres for the existing garage; and
    - Section 9.0.5.1c) by reducing the minimum setback of a Structure from any Parcel Line which abuts a Highway from 4.5 metres to 1.3 metres for the existing garage.
  2. That the Board direct staff to issue Development Variance Permit A-02-24 once:
    - a copy of an approved setback permit from the Ministry of Transportation and Infrastructure for the existing Single Family Dwelling and garage is received; and
    - the existing pole shed is either relocated or removed (with a building permit) from the applicable setback area."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**ALR Applications**

ALR Non-Farm Use  
Application 1271  
- Electoral Area A  
(Smithers/Telkwa Rural)

Moved by Director Stoltenberg  
 Seconded by Director Atrill

2024-8-8

"That Agricultural Land Commission Application 1271 be recommended to the Agricultural Land Commission for approval."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Land Referral**

Crown Land Application  
Referral No. 7409123  
- Electoral Area D  
(Fraser Lake Rural)

Moved by Director Storey  
 Seconded by Director Riis-Christianson

2024-8-9

"That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7409123."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the application to investigate the suitability of the east route and west route for construction of a transmission line to connect the Nithi Mountain Wind Project to the electrical grid. Chair Parker and Director Storey mentioned meeting with the applicant to discuss an update.

**Environmental Assessment**

Coastal GasLink Pipeline  
 Electrification Optionality  
 Amendment

Moved by Director Riis-Christianson  
 Seconded by Director Lambert

2024-8-10

“That the Board direct staff to submit the comment that the RDBN has no objection to the installation of electric-powered compressor units in place of natural gas-powered units for the Coastal Gaslink Pipeline provided that the Socio-economic Effects Management Plan is amended to require consultation with stakeholders, including local governments, during the planning and development of transmission lines and associated infrastructure required to supply power to compressor stations; however, the Regional District has concerns regarding the allocation of power and the decision to exclude the transmission lines from the Environmental Assessment Process and would like those issues addressed as part of the SEEMP review process.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Information not currently available regarding the amount of power required to utilize electric-powered compressor units in place of natural gas-powered units
- Environmental Assessment process regarding new transmission lines
  - Unique application with transmission lines being exempt from the Environmental Assessment process and being determined by the regulatory authority
- Providing comment outlining concerns regarding the allocation of available power to utilize electric powered compressor units and exclusion of the transmission lines from the EA process and that the issues be addressed as part of the SEEMP review.
- UBCM Minister Meeting/Resolution
  - More cohesive Environmental Assessment process.

## **SUPPLEMENTARY AGENDA**

### **ELECTORAL AREA PLANNING**

#### **Land Referral**

Crown Land Application  
Referral No. 6409476  
Electorat Area G (Houston/  
Granisle Rural)

Moved by Director Newell  
 Seconded by Director McGuire

2024-8-11

"That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 6409476."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ENVIRONMENTAL SERVICES**

Purchase of a New Ford F550

Moved by Director Atrill  
 Seconded by Director Moutray

2024-8-12

"That the Board approve the purchase of a new Ford F550 flat-deck pickup from Hoskins Ford for a total of \$115,700 including PST."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ADMINISTRATION REPORTS**

Committee Meeting  
Recommendation  
-May 9, 2024

Moved by Director Stoltenberg  
 Seconded by Director Elphee

2024-8-13

"That the Board approve Committee Meeting Recommendation 1 as written:

#### **Rural/Agriculture Committee – May 9, 2024**

##### **Recommendation 1:**

##### **Re: Ministry of Agriculture and Food Follow-up Letter**

"That the Board approve the follow-up letter to the Ministry of Agriculture and Food."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**Union of BC Municipalities-Minister Meetings/Ministry Staff Meetings/Resolutions

## Minister Meeting Requests – Deadline for submission June 21, 2024

- Meeting Ministers related to RDBN resolutions brought forward at the NCLGA Conference in Smithers May 13-16
- Prioritize 3-5 key issues to Ministers/Ministry staff
- Minister of Energy, Mines and Low Carbon Innovation
  - o Environmental Assessment Process
- Minister of Forests.

Due to it being an election year request meetings with Ministry staff. The deadline for meeting request is August 21, 2024. Using Signal App or WhatsApp while attending the UBCM Convention to track resolutions sessions and scheduling meetings with Ministers once the election is complete was discussed.

## Resolutions – Deadline for submission to UBCM by June 15, 2024

- NCLGA Resolutions
  - o Submit NCLGA defeated RDBN resolution “Vaccine Mandate for Healthcare Workers” to UBCM
- Cohesive Environmental Assessment Process – e.g. transmission lines
- Expanding the size of Community Forests
  - o Raise concerns regarding impacts to communities with the lack of access to the land base and fibre
  - o Highlight BC Timber Sales
  - o 2023 RDBN UBCM Resolution – 2023 Wildfire Season – Economic Impacts to the Forestry Sector – Request for Inventory
  - o District of Fort St. James NCLGA Resolution: Review of Timber Allocation to Mitigate Economic Impact on Local Communities
- Changes to appurtenancy
  - o Return fibre to communities when mills close
  - o Ensure fibre remains in the community
- Provincial Government committing funds to data research
  - o Adequate data is required for good decision making:
    - Aquifers, lakes, rivers, streams and timber.

Smithers Rural Fire Protection Moved by Director Stoltenberg

Service Area Boundary Seconded by Director Atrill

Amendment Bylaw No. 2049,

2024

2024-8-14

“That Smithers Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2049, 2024 be given first, second, and third reading this 23<sup>rd</sup> day of May, 2024.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Lunch at 11:55**

**Reconvened at 12:39 p.m.**

**ADMINISTRATION REPORTS (CONT'D)**

RDBN Procedure Bylaw No. 2042, 2024 and Electronic Meeting Policy

Moved by Director Dekens  
 Seconded by Director Moutray

2024-8-15

"That Regional District of Bulkley-Nechako Procedure Bylaw No. 2042, 2024 be given first, second, and third reading this 23<sup>rd</sup> day of May, 2024.

Further, that the Board adopt the Electronic Meeting Policy."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Remuneration Bylaw Amendment

Moved by Director Atrill  
 Seconded by Director Lambert

2024-8-16

"That Regional District of Bulkley-Nechako Directors' Remuneration and Expenses Bylaw Amendment No. 2050, 2024 be given first, second, and third reading this 23<sup>rd</sup> day of May, 2024."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Funded Organization Expectation of Accountability Policy

Moved by Director Stoltenberg  
 Seconded by Director Wiebe

2024-8-17

"That the Board approve the new Funded Organization Expectation of Accountability Policy."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Statement of Financial Information (SOFI)

Moved by Director Atrill  
 Seconded by Director McGuire

2024-8-18

"That the Board of Directors approve the 2023 Statement of Financial Information.

That the Chair and Chief Financial Officer be authorized to sign the SOFI report approving the statements and schedule of financial information."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



**ADMINISTRATION REPORTS (CONT'D)**

Director Riis-Christianson removed himself from the meeting at 11:51 pm due to a conflict of interest regarding Local Service Area Contract – Lakes District Museum due to being employed by the Lakes District Museum.

Local Service Area Contract      Moved by Director Dekens  
-Lakes District Museum      Seconded by Director Stoltenberg

2024-8-19      “That the Board authorize the Chair and CAO to enter into the Local Service Area Contract with the Lakes District Museum Society.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

Director Riis-Christianson returned to the meeting at 12:55 p.m.

2023 Emergency Operations      Moved by Director Dekens  
Deficit      Seconded by Director Newell

2024-8-20      “That the Board receive the Chief Financial Officer’s 2023 Emergency Operations Deficit memorandum.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

Grant in Aid for Area C      Moved by Director Greenaway  
(Fort St. James Rural) Fort St.      Seconded by Director Elphee  
James Minor Hockey – Fort  
Forum Concession Renovation

2024-8-21      “That the Board approve allocating \$5,000 in Electoral Area C (Fort St. James Rural) Grant in Aid monies to the Fort St. James Minor Hockey Association for a renovation project at the Fort Forum Arena Concession.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

### **ADMINISTRATION CORRESPONDENCE**

RDBN Letter to Ministry of Water, Land and Resource Stewardship – Wildlife Habitat Area Proposal for Southern Mountain Caribou (WHA 6-291) in the Nadina Natural Resource District Moved by Director Lambert  
 Seconded by Director Stoltenberg

2024-8-22

“That the Board ratify the letter to the Ministry of Water, Land and Resource Stewardship regarding Wildlife Habitat Area Proposal for Southern Mountain Caribou (WHA 6-291) in the Nadina Natural Resource District.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Minister of Forests Response Letter regarding Old Growth Deferral Overlapping Agricultural Land Reserve and RDBN Letter Moved by Director Lambert  
 Seconded by Director Storey

2024-8-23

“That the Board receive the correspondence from Minister of Forests providing a response regarding Old Growth Deferral Overlapping Agricultural Land Reserve and the RDBN Letter.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Lambert and staff to contact Ministry of Agriculture and Food to determine examples in the Province where old growth deferral areas overlap the agriculture land reserve to provide the information when meeting with the Minister of Forests.

BC Vegetable Marketing Commission – The Commission’s Role in Northern BC Temporary Re-Introduction of “Regulated Area” Restriction Moved by Director Dekens  
 Seconded by Director Wiebe

2024-8-24

“That the Board receive the correspondence from the BC Vegetable Marketing Commission regarding the Commission’s Role in Northern BC Temporary Re-Introduction of “Regulated Area” Restriction.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ADMINISTRATION CORRESPONDENCE (CONT'D)**

Comox Valley Regional District Moved by Director Stoltenberg  
-Funding and Supports for      Seconded by Director Dekens  
Emergency Response, Planning  
and Mitigation

2024-8-25

"That the Board receive the correspondence from the Comox Valley Regional District regarding Funding and Supports for Emergency response, Planning and Mitigation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **VERBAL REPORTS AND COMMITTEE CHAIR REPORTS**

Village of Granisle – Update

Director McGuire provided the following update:

- UBCM meeting requests
  - Requested a meeting with BC Emergency Health Services regarding BC Ambulance.
    - Willing to share any Regional District concerns if required
- Fulton River Fisheries Bridge Replacement
  - Detour starting July 3, 2024 for an 18 month construction period
  - Lakes District Maintenance responsible for 1.5 km detour
  - Concerns regarding the 8% grade of the detour
- Bulkley Nechako Joint Accessibility Advisory Committee Plan completion – Thank you to RDBN staff and BNJAAC Chair Greenaway for their work in developing the Plan
- met with Northen Health while attending the NCLGA in Smithers May 13-16<sup>th</sup>
- thank you to the District of Houston and Mayor Brienens for expanding the Aging Seniors Aquafit Program to accommodate 10 participants from the Village of Granisle. They will be taking the Community Bus to attend the program.

Electoral Area A (Smithers/  
 Telkwa Rural) – Update

Director Stoltenberg noted that there are several emergency wildfire response groups working towards becoming societies. A meeting was held at the Round Lake Hall May 22<sup>nd</sup> with good attendance.

**VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)**

District of Vanderhoof  
-Update

Director Moutray reported that the District of Vanderhoof's new public works building is now open. The District is also starting its summer paving projects and has a number of exciting projects taking place in the community.

Electoral Area G (Houston/  
Granisle Rural) – Update

Director Newell mentioned he attended Minerals North in Kitimat May 8-10<sup>th</sup> and it was very beneficial to understand proposed opportunities in the region.

Director Newell commented that the Buck Flats Community Society is being reinstated and will be moving towards work on emergency wildfire response.

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

- Men's Shed group has registered as a society and has started in Burns Lake
- new Fire Hall is nearing completion and will be opening in early July
- intersection improvement project at Highway 16 and Richmond Loop will begin in June with completion in September
- Village of Burns Lake received an Active Transportation Grant to improve Government Street from the Co-op Gas Station and the Village of Burns Lake Office
- utilizing grant funding to complete a replacement signage project at the Industrial Site and way finding signs throughout the community.

District of Houston – Update

Director Brienens noted the following:

- attended Minerals North in Kitimat May 8-10<sup>th</sup>
- Canfor announcement to suspend the rebuild of its Houston sawmill
- attended NCLGA in Smithers May 13-16<sup>th</sup>
  - Great event, tours were well done and good attendance.

### **VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)**

#### Town of Smithers – Update

Director Atrill spoke of the following:

- Town of Smithers co-hosting NCLGA in Smithers May 13-16<sup>th</sup>
  - expressed appreciation to everyone that was able to attend
  - approximate registration numbers
  - Thank you to the District of Chetwynd for their gift of a chainsaw carving to the Town of Smithers
  - Thank you to the Town of Smithers, District of Houston, RDBN and NCLGA staff, NCLGA Planning Committee members and Elected Officials towards creating a successful event
- a 12- year-old Smithers girl received the Fire Chiefs Commendation for alerting her family in a house fire
- new Afro-Caribbean Store that has opened in downtown smithers
- invited to participate on the Federal Standing Committee on Transportation regarding small and medium airports.

#### Electoral Area E (Francois/Ootsa Lake Rural)

Director Lambert noted the following:

- met with the Southside BC Ambulance Chief regarding the new classification by the province and expressed interest in joining the Village of Granisle if they meet with BC Ambulance at UBCM in September
  - Residents are calling the Ambulance for non-emergency transportation
  - ask of Northern Health to have the option of transporting patients to the Southside Health and Wellness Centre
- Omineca Princess Ferry will be dismantled June 6<sup>th</sup>
- Chinook Emergency Response Society held three Wildfire Preparedness days
  - Trout Creek
  - Grassy Plains
  - Francois Lake
  - Rose Lake Hall will be held May 25<sup>th</sup>.

#### District of Fort St. James -Update

Director Elphee provided the following update:

- Utilizing main carriers for flights to UBCM
- Community Preparedness Week meeting
- Hosted two Town Hall meetings
- Thanked the organizers of NCLGA.

### **VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)**

Electoral Area F (Vanderhoof Rural) – Update Alternate Director Kulchar invited the Board to attend a Community Information Session in Vanderhoof May 28<sup>th</sup> at 7pm regarding an individual's experience in Trail B.C. with utility companies placing transmission lines through his property.

Alt. Director Kulchar announced that the Nechako Valley Exhibition is in the planning process for their event taking place August 16-18<sup>th</sup>.

Village of Telkwa – Update Director Dekens spoke of the following:

- thanked the organizers of NCLGA in Smithers
- attended Minerals North in Kitimat May 8-10<sup>th</sup>
- Village of Telkwa Volunteer Fire Department was deployed to Fort Nelson to assist with wildfires
- Whistle Grove subdivision storm sewer system
- conducting well water study to assist in moving forward development of the subdivision.

Electoral Area B (Burns Lake Rural) – Update Director Riis-Christianson commented that the Food Cycler Pilot Project with the Village of Burns Lake and a portion of Electoral Area E (Francois/Ootsa Lake Rural) now has a waiting list for additional units.

Town of Fraser Lake – Update Director Storey provided the following update:

- met with BC Hydro regarding work camps for upcoming transmission line construction in the community
- met with Northern Health regarding retention and attraction of healthcare workers and to advocate for education changes for training healthcare professionals. Those discussions are taking place with Northern Medical Programs Trust as well
- attended a meeting regarding the BC Centre of Excellence to be built in Prince George
  - Help children 0-19 years to have welcoming space to provide holistic and seamless wrap around supports and services
  - Transportation options for families and children was also discussed
  - Premier Eby has requested feedback and comments by the end of June, 2024
  - Important initiative

**VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)**

- met with CNC, along with Chair Parker and Director Moutray to discuss the mill closure in Fraser Lake and how the CNC could support regarding education and retraining opportunities
- working to complete thinning and ecosystem restoration with support from Stelat'en First Nation.

Chair Parker – Update

Chair Parker noted the following:

- impacts of the construction of transmission lines in the region
- visited and toured Clearview Landfill
- attended NCLGA in Smithers – thank you to the organizers and Town of Smithers
  - Moderated a Panel regarding Emergency Management
- Fort Fraser Volunteer Fire Department received its package for its new bay
- Wildfire Preparedness event at Glennanen.

Receipt of Verbal Reports

Moved by Director Storey  
 Seconded by Director Dekens

2024-8-26

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Service Borrowing

Director Lambert spoke to service borrowing and long-term planning regarding future services and provincial funding for the Northwest B.C. Resource Benefits Alliance.

**IN-CAMERA MOTION**

Moved by Director Stoltenberg  
 Seconded by Director Brien

2024-8-27

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

- Labour Relations
- Legal Matters
- Connectivity.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Riis-Christianson  
Seconded by Director Newell

2024-8-28

"That the meeting be adjourned at 1:42 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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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:** June 6, 2024  
**Subject:** **Crown Land Application Referral No. 7410339**

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### RECOMMENDATION:

(all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Referral No. 7410339.

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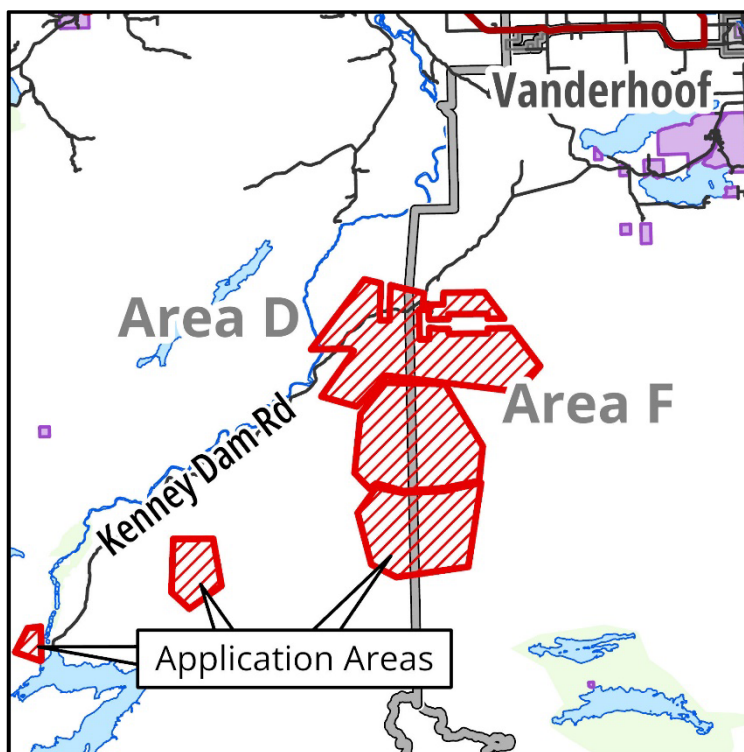
### DISCUSSION

The RDBN has received a referral from the Province regarding an application by Macho Grande Pictures for a temporary Licence of Occupation for commercial filming for up to two years. The purpose of the application is to film the fifth season of the television series "Expedition Bigfoot".

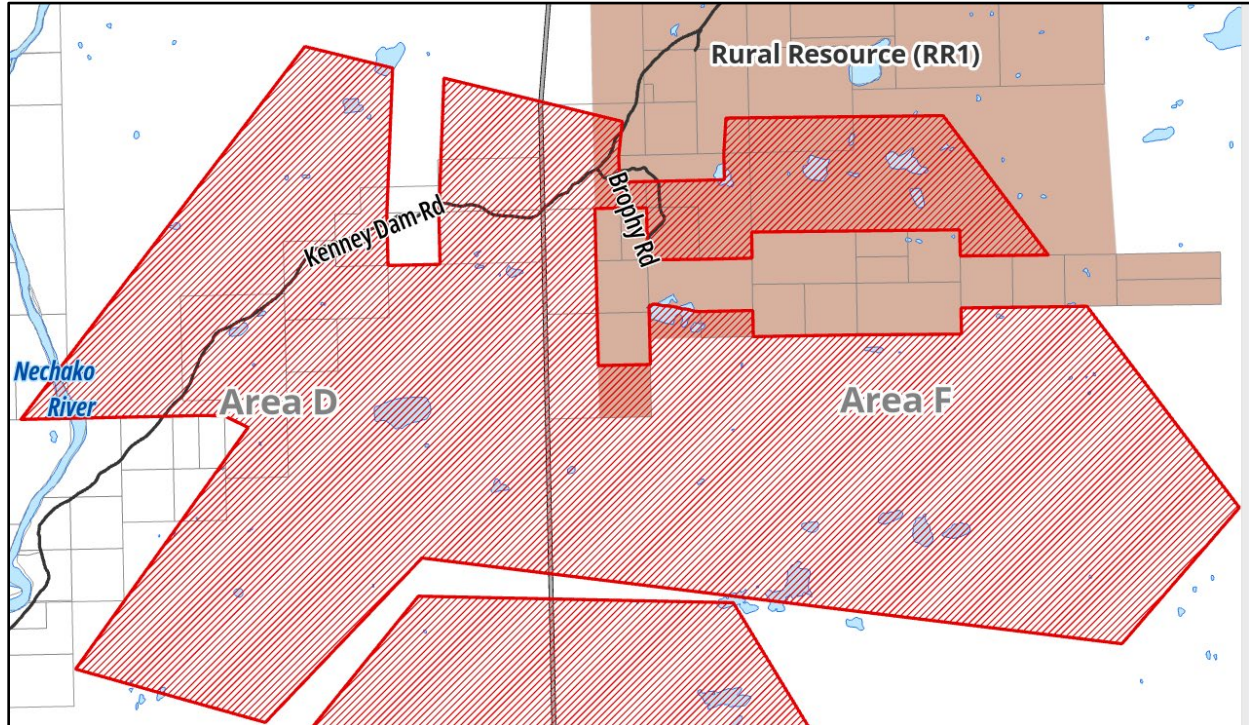
The application area covers 26,209 ha of Crown Land approximately 30 km southwest of the District of Vanderhoof (see location map to the right).

Descriptions of the proposed filming activities, equipment, vehicles, crew size, and timeframe are included in the attached Management Plan. No sets or new improvements, facilities, or infrastructure are proposed. Potential impacts, mitigation measures, and safety measures are also discussed in the Management Plan.

Most of the application area has no Zoning Bylaw or Official Community Plan designation. However, approximately four per cent of the subject lands are zoned Rural Resource (RR1).



While staff do not anticipate the issuance of a Temporary Use Permit from the RDBN being necessary based on the described activities in the RR1 Zone, the applicant is encouraged to contact the RDBN Planning Department in advance to discuss the activities proposed in the RR1 Zone. (see Zoning Map below).



#### ATTACHMENTS

- Comment Sheet
- [Applicant Management Plan](#)
- [Applicant Site Plans](#)



<b>Electoral Areas:</b>	D (Fraser Lake Rural) F (Vanderhoof Rural)
<b>Applicant:</b>	Macho Grande Pictures
<b>Existing Land Use:</b>	N/A
<b>Zoning:</b>	Rural Resource (RR1) None
<b>OCP Designation:</b>	Resource (RE) None
<b>Proposed Use Comply with Zoning:</b>	See comments
<b>Agricultural Land Reserve:</b>	No
<b>Access:</b>	Kenney Dam Road
<b>Building Inspection:</b>	No
<b>Fire Protection:</b>	No
<b>Other comments:</b>	

Most of the application area has no Zoning Bylaw or Official Community Plan designation, but four per cent of the subject lands are zoned Rural Resource (RR1). While staff do not anticipate the issuance of a Temporary Use Permit from the RDBN being necessary based on the described activities, the applicant is encouraged to contact the RDBN Planning Department in advance to discuss the activities proposed in the RR1 Zone.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** June 6, 2024  
**Subject:** **Reconsideration of Motion 2024-7-8 - Purchase of a New Compact Excavator**

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**RECOMMENDATION:** **(all/directors/two-thirds)**

That Motion 2024-7-8 Purchase of a New Compact Excavator be brought forward for reconsideration in accordance with Section 217 of the *Local Government Act* and Section 131 of the *Community Charter*.

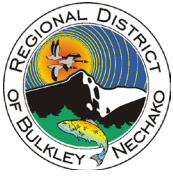
**BACKGROUND**

Under Section 271 of the *Local Government Act* and Section 131 of the *Community Charter*, the Chair may require the council to reconsider and vote again on a matter that was the subject of a vote. The Chair may initiate a reconsideration under these sections at the same meeting as the vote took place or at a meeting following the original vote.

Chair Parker has requested that Motion 2024-7-8 be brought back to the Board for reconsideration. The motion to reconsider must be approved by two-thirds of the Directors present to pass.

**ATTACHMENTS:**

None.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** June 6, 2024  
**Subject:** **Union of BC Municipalities – Minister Meetings/Ministry Staff Meetings/Resolutions**

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

That the Board approve the following resolutions for submission to UBCM:

- Expansion of Community Forests for Increased Access to Fiber
- Provincial Funding for Unbiased Natural Resources Dataset
- Enhancing the Environmental Assessment Process
- Vaccine Mandate for Healthcare Workers

And further,

That the Board request the following Minister Meetings during the UBCM Convention:

- Premier (Provincial Funding for Unbiased Natural Resources Dataset)
- Minister of Health (Vaccine Mandate for Healthcare Workers and Healthcare Worker Shortage Resolutions)
- Minister of Housing and Government House Leader (Housing Support in Northern and Small Communities Resolution)
- Minister of Forests (Industry Shutdown – Timber Rights and Expansion of Community Forests for Increased Access to Fiber Resolutions)
- Minister of Emergency Management and Climate Readiness (Search and Rescue – Capability Approval Process Resolution)
- Minister of Energy, Mines and Low Carbon Innovation (Enhancing the Environmental Assessment Process Resolution).

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### BACKGROUND

At the May 23, 2024 Board meeting, the Board discussed requesting Minister meetings relevant to the RDBN's resolutions that will be submitted on behalf of the North Central Local Government Association, as well as the attached resolutions. The Vaccine Mandate resolution was not approved at the NCLGA AGM and Convention and therefore will not be forwarded to UBCM as an endorsed resolution by NCLGA.

At this time, staff is looking for input on the attached resolutions, as well as any other Minister meetings that the Board wishes to request.

**ATTACHMENTS**

Expansion of Community Forests for Increased Access to Fiber  
Provincial Funding for Unbiased Natural Resources Dataset  
Enhancing the Environmental Assessment Process  
Vaccine Mandate for Healthcare Workers

Expansion of Community Forests for Increased  
Access to Fiber

Regional District of Bulkley-Nechako

Whereas community forests play a vital role in supporting local economies, fostering community resilience, and promoting sustainable forest management practices;

And Whereas mill closures, curtailing operations, and significant job losses have devastated rural communities, resulting in severe economic decline, decreased community stability, and limited opportunities for economic recovery;

And Whereas there is an urgent need to expand the size of community forests and increase access to land and fiber around communities to enhance economic opportunities, promote resilience, and support sustainable development, alongside fostering improved collaboration in FireSmart initiatives and the effective implementation of wildfire mitigation measures;

Therefore be it resolved that UBCM urges the Province of BC to support the expansion of community forests, facilitating increased access to land and fiber resources and streamlining regulatory process to promote sustainable development and economic growth in rural and indigenous communities across British Columbia.

Provincial Funding for Unbiased Natural Resources Dataset      Regional District of Bulkley-Nechako

Whereas accurate understanding and management of British Columbia's natural resources are essential for informed decision-making;

And Whereas there is a need for an updated and unbiased dataset for various aspects of the Province's natural resources for sustainable development and environmental stewardship;

Therefore be it resolved that UBCM requests the Province of BC to allocate funding for the development of an unbiased dataset on the Province's natural resources that is easily accessible by all stakeholders, ensuring transparency, inclusivity, and ongoing maintenance.



Enhancing the Environmental Assessment  
Process

Regional District of Bulkley-Nechako

Whereas the environmental assessment review and permitting process for major projects does not adequately identify, consider and proactively address the cumulative social, economic, and infrastructure impacts of these projects on communities;

And Whereas the environmental assessment process defers consideration of community issues to the management planning and permitting stage where the issues that arise are inadequately addressed in a reactive manner during project implementation;

Therefore be it resolved that UBCM urge the Province to ensure that the EA review process ensures the proactive identification and mitigation of cumulative community impacts in a proactive manner based on an inclusive and collaborative review process with impacted communities.

**Vaccine Mandate for Healthcare Workers      Regional District of Bulkley-Nechako**

**WHEREAS** British Columbia continues to have a healthcare worker shortage from a growing and aging patient population, impacts from the COVID-19 pandemic, and the ongoing need to recruit, retain and train more healthcare workers at a rapidly growing pace to mitigate the healthcare crisis for the Province's population;

**AND WHEREAS** the Province of British Columbia has taken steps to expand the healthcare workforce and increase patient access through its *B.C.'s Health and Human Resources Strategy*;

**THEREFORE BE IT RESOLVED** that the Union of BC Municipalities lobby the provincial government to expand the healthcare workforce by lifting the Covid 19 vaccination requirement and allow for unvaccinated healthcare workers to return to work immediately lessening the strain on the healthcare system and providing better access and healthcare for everyone in the Province.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** June 6, 2024  
**Subject:** **RDBN Procedure Bylaw No. 2042, 2024 and Electronic Meeting Policy**

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

That the Board rescind third reading of Regional District of Bulkley-Nechako Procedure Bylaw No. 2042, 2024 and give third reading as amended this 6<sup>th</sup> day of June, 2024.

**BACKGROUND**

At the May 23, 2024 Board meeting, Regional District of Bulkley-Nechako Procedure Bylaw No. 2042, 2024 was given three readings.

In further review of the bylaw, staff are recommending that Section 14.3 (a) be revised as follows:

Current

14.3 No Director shall:

- (a) speak disrespectfully of Her Majesty the Queen or any of the Royal family, or of the Governor General or a Lieutenant Governor, or persons administering the Government of Canada or of the Government of British Columbia;

Proposed

14.3 No Director shall:

- (a) speak disrespectfully of His/Her Majesty or any of the Royal family, or of the Governor General or a Lieutenant Governor, or persons administering the Government of Canada or of the Government of British Columbia;

**ATTACHMENTS:**

RDBN Procedure Bylaw No. 2042, 2024

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 2042, 2024****A bylaw to regulate the meetings and conduct  
of the Regional Board and Committees**

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**WHEREAS** the Regional District pursuant to Section 225 of the *Local Government Act* must, by bylaw, provide for the procedure to be followed for the conduct of its business and the business of its select and standing committees, and, in particular, must, by bylaw:

- (a) establish the general procedures to be followed by the Board and by Board committees in conducting their business, including the manner by which resolutions may be passed and bylaws adopted;
- (b) provide for advance public notice respecting the time, place and date of Board and Board committee meetings and establish the procedures for giving that notice;
- (c) identify places that are to be public notice posting places for the purposes of the application of section 94 (requirements for public notice) of the *Community Charter* to the Regional District.

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

**PART 1 - GENERAL****1.0 Title**

- 1. This bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Procedure Bylaw No. 2042, 2024."
- 2. The "Regional District of Bulkley-Nechako Procedure Bylaw No. 1944, 2021" is hereby repealed.

## 2.0 Interpretation

**“Board”** means the Board of Directors of the Regional District of Bulkley-Nechako;

**“Chairperson”** means the Chairperson of the Board elected by the Board to fulfil the duties and responsibility of Chair pursuant to the *Local Government Act* and includes the person presiding at a meeting of the Board, or the person appointed as Chair of a Standing or Select Committee of the Board, as the context requires;

**“Vice-Chairperson”** means the person elected by the Board to fulfil the duties and responsibility of Vice-Chairperson pursuant to the *Local Government Act* and includes the person presiding at a meeting of the Board, or a Standing or Select Committee of the Board in the absence of the Chairperson as the context requires;

**“Committee”** means a Standing or Select Committee of the Board;

**“Committee of the Whole”** means a committee of all Board members.

**“Chief Administrative Officer”** means the officer assigned responsibility for chief administration pursuant to the *Local Government Act*.

**“Corporate Administrator”** means the officer assigned responsibility for corporate administration pursuant to the *Local Government Act*;

**“Delegation”** means an individual or an organization addressing the Board, a committee or commission about a specific item on the agenda of a meeting;

**“Director”** means a member of the Board of the Regional District of Bulkley-Nechako, whether as a Municipal Director or an Electoral Area Director pursuant to the *Local Government Act*;

**“Inaugural Meeting”** means the first meeting of the Board that is held after November 1 in any year.

**Electronic Meeting** means a meeting which is conducted by way of electronic or other communication facilities, in accordance with the requirement of section 8.0 of this Bylaw.

**Regular Meeting** means all regularly scheduled meetings for the purpose of transacting the normal business of the Board.

**Special Meeting** means a meeting other than a Regular Meeting called for a specified purpose or purposes.

**Commission Meeting** means a meeting of the Fort Fraser Local Community Commission or Advisory Planning Commissions.

**“Public Notice Posting Place”** means the notice board, whether electronic or not, located in the Regional District of Bulkley-Nechako main office, Burns Lake, British Columbia;

**“Regional District”** means the Regional District of Bulkley-Nechako;

**“Regional District Office”** means the main office of the Regional District located in Burns Lake, British Columbia;

**“RDBN”** means the Regional District of Bulkley-Nechako;

**“RDBN Website”** means the information resource found at an internet address provided by the RDBN.

### **3.0 Election of Chairperson and Vice-Chairperson**

3.1 At the Inaugural Meeting the Board shall elect a Chairperson from among its Directors.

3.2 Following election of a Chairperson, and at the same meeting, the Board shall elect a Vice-Chairperson from among its Directors.

3.3 The Chief Administrative Officer is to preside from the Chair over the

election of the Chair and Vice Chair. The Chief Administrative Officer has all the powers and duties of the Chair under this bylaw and the *Local Government Act* to the extent necessary to conduct the election.

- 3.4 Each candidate for election as Chair or Vice Chair may make a statement of not more than two minutes duration before the election.
- 3.5 The election of the Chair and the Vice Chair must be by a secret ballot of the Directors whose votes are to be recorded on ballot papers prepared and distributed for the purpose by the Chief Administrative Officer.
- 3.6 The winner of an election is to be determined by the Chief Administrative Officer in accordance with the following rules:
  - (a) Where there are two candidates for a position, the candidate who receives the most votes is the winner of the election.
  - (b) Where there are more than two candidates for a position, the candidate who receives more votes than all of the other candidates together is the winner.
  - (c) Subject to rule (d) below, where there are more than two candidates for a position and no candidate receives more votes than all of the other candidates together, the candidate who received the least votes is eliminated and another vote is to be held. Voting is to continue as provided in these rules until one candidate receives more votes than all of the other candidates together.
  - (d) If two candidates are tied for the least number of votes, the Chief Administrative Officer must announce the results of that vote and a second vote must be held. If the second vote results in another tie for the least number of votes, the Chief Administrative Officer must toss a coin and the loser of that toss is eliminated as if he or she alone had received the least number of votes. Voting is then to continue as provided in

these rules.

- 3.7 The Chief Administrative Officer must declare the winner of an election By announcing it to the Board of Directors. The Chief Administrative Officer must record the winner of the election in the minutes for the meeting at which the election is held.
- 3.8 The Chief Administrative Officer must destroy the ballots cast in an election if the Directors unanimously so resolve.
- 3.9 During the absence, illness or other disability of the Chairperson, the Vice-Chairperson has all the authority of the Chairperson and is subject to the same rules as the Chairperson.
- 3.10 If the office of the Chairperson or Vice-Chairperson becomes vacant, the Board shall elect another Chairperson or Vice-Chairperson from among its Directors at the first possible regular meeting of the Board.

## **PART TWO - MEETINGS**

### **4.0 Meetings of the Regional Board and Standing Committees**

- 4.1 Regular Meetings of the Board shall be held at such time and place as the Board shall decide from time to time by resolution.
- 4.2 At the Inaugural Meeting each year, the Board shall set the time, place, and dates of the regular meetings of the Board and its Standing Committees for the coming year.
- 4.3 The Schedule of Regular Meetings of the Board and its Standing Committees must be posted at the Public Notice Posting Place.

### **5.0 Notice of Regular Board Meetings**

- 5.1 At least seventy-two (72) hours before a Regular Board Meeting, the Corporate Administrator must give public notice of the time,



place, and date of the meeting by way of a notice posted at the Public Notice Posting Place.

- 5.2 At least twenty-four (24) hours before a Regular Board Meeting, the Corporate Administrator must give further public notice of the meeting by:
- (a) posting a copy of the agenda at the Public Notice Posting Place and on the RDBN Website; and
  - (b) leaving copies of the agenda at the reception counter at the Regional District office for the purpose of making them available to members of the public.
- 5.3 The Corporate Administrator will issue an electronic copy of the agenda at least four (4) days before the date of the Regular Board Meeting to each director at the electronic address given by the director.

## **6.0 Reports**

- 6.1 A Standing or Select Committee of the Board may report to the Board at any regular meeting or as required by the Board.
- 6.2 Written reports should be prepared and submitted to the Corporate Administrator who shall make copies of each report and attach a copy to the agenda of the forthcoming regular meeting of the Board before the agenda is circulated to the members of the Board.

## **7.0 Notice of Special Board and Committee Meetings**

- 7.1 Except where notice of a Special Meeting is waived by a unanimous vote of all Board members under Section 220(3) of the *Local Government Act*, before a special meeting of the Board, the Corporate Administrator must;
- (a) At least 24 hours before a Special Meeting, give advance

public notice of the time, place, and date of the meeting by posting a notice on the Public Notice Posting Place;

- (b) give notice of the Special Meeting in accordance with section 220(2) of the *Local Government Act*.

- 7.2 In an emergency, notice of a Special Meeting may be given, in accordance with section 220(4) of the *Local Government Act*.
- 7.3 Section 7.1 does not apply where the Directors have been given notice under Section 7.2.

## **8.0 Electronic Meetings**

- 8.1 Provided the conditions set out in the *Regional Districts Electronic Meetings Regulation, B.C. Reg.271/2005* and section 221 of the *Local Government Act* are met, a Regular meeting, Special meeting, Committee Meeting, Commission meeting, or any other meeting of the Regional District Board may be conducted by means of visual and/or audio electronic or other communication facilities if the Board requires it.
- 8.2 Meetings called under Section 8.1 will be at the call of the Board/Committee/Commission Chair.
- 8.3 Provided the conditions set out in the *Regional Districts Electronic Meetings Regulation, B.C. Reg.271/2005* are met, a Director who is unable to attend a Board, Committee, Special, or In-Camera meeting other than a meeting convened under Section 8.1, may participate in a meeting, by means of visual and/or audio electronic or other communication facilities, if the Director is unable to attend in person because of:
  - (a) Physical incapacity due to injury or illness;
  - (b) Inclement weather;

- (c) Physical absence from the Regional District boundaries while acting in the capacity as a Director on Regional District of Bulkley-Nechako matters;
- (d) Extraordinary circumstances which, in the view of the Chair, renders attendance in person by the Director impractical;

provided that a Director who participates in accordance with section 8.3 obtains authorization by the Chair in advance of the meeting.

- 8.4 No more than four Directors at one time may participate at a meeting under section 8.3 unless otherwise authorized by the Chair. This ensures that a quorum remains present in the event that communication is lost with those attending electronically.
- 8.5 Any Director participating at a meeting in accordance with section 8.3 must be in receipt of the agenda and any applicable staff reports as have been provided to Directors not participating electronically before the Board meeting.
- 8.6 Notice of a special Board meeting required under section 7 and conducted under section 8.1 must contain information of the way in which the meeting is to be conducted and the place where the public may attend to hear, or watch and hear, the proceedings of the meeting that are open to the public.
- 8.7 A Director participating electronically by audio means only must indicate his or her vote verbally.
- 8.8 A Director participating in a meeting electronically is deemed to be present in the meeting as though they are physically present.
- 8.9 A Director must provide 24 hours' notice to the Chair and the Chief Administrative Officer or Corporate Officer of their intent to participate electronically unless it is not practicable to do so.

## **9.0 Notice of Committee Meetings**

9.1 In this section:

“Standing Committee” means a Committee of the Board which is not a Standing Committee of the Whole.

9.2 At least seventy-two (72) hours before a regular meeting of a Standing Committee of the Whole, the Corporate Administrator must give public notice of the time, place, and date of the meeting by way of a notice posted at the Public Notice Posting Place.

9.3 At least twenty-four (24) hours before a regular meeting of a Standing Committee of the Whole, the Corporate Administrator must give further public notice of the meeting by:

- (a) posting a copy of the agenda at the Public Notice Posting Place; and
- (b) leaving copies of the agenda at the reception counter at the Regional District Office for the purpose of making them available to members of the public.

9.4 At least twenty-four (24) hours before a regular meeting of a Standing Committee of the Whole, the Corporate Administrator must deliver a copy of the agenda to each member of the Committee at the place to which the Committee member has directed notices be sent.

9.5 At least twenty-four (24) hours before:

- (a) a special meeting of a Standing Committee of the Whole; or
- (b) a meeting of a Standing Committee;

the Corporate Administrator must give advance public notice of the time, place, and date of the meeting by way of a notice posted at the Public Notice Posting Place.

## **10.0 Attendance of Public at Meetings**

- 10.1 Except where the provisions of Section 90 of the *Community Charter* apply all the Regional Board meetings must be open to the public.
- 10.2 Where the Board wishes to close a meeting or part of a meeting to the public, it may do so by first adopting a resolution in a public meeting in accordance with Section 92 of the *Community Charter*.
- 10.3 This section applies to meetings of bodies referred to in Section 93 of the *Community Charter*, including, without limitation:
- (a) Select or Standing Committees of the Board;
  - (b) the Board of Variance;
  - (c) the Parcel Tax Review Panel;
  - (d) the Advisory Planning Commissions;
  - (e) other Committees and Commissions established by the Board;
  - (f) Committee of the Whole.
- 10.4 Despite Section 10.1, the Chairperson may expel or exclude from a Board meeting or meeting of a body referred to in Section 10.3, a person in accordance with Section 133 of the *Community Charter*.

## **11.0 Minutes of Meetings**

- 11.1 Minutes of Board meetings must be kept in accordance with Section 223 (1) of the *Local Government Act*. For the purposes of Section 223(1)(b) of the *Local Government Act*, the designated officer is the Corporate Administrator.
- 11.2 Minutes of Committee meetings referred to in Section 10.3 must be kept in accordance with Section 223(2) of the *Local Government Act*.
- 11.3 Section 11.2 applies to meetings of:

- (a) Select or Standing Committees of the Board; and
- (b) Any other Committee composed solely of Board members acting as Board members.

## **12.0 Closed Meetings**

- 12.1 A meeting of the Board may be closed to the public in accordance with Section 90 of the *Community Charter*.
- 12.2 It shall be the responsibility of the Chairperson, Chief Administrative Officer, and the Corporate Administrator, individually or collectively, to recommend to the Board that it consider certain matters at a closed meeting (with the public and/or certain members of the staff excluded), and to prepare an agenda designating the topics to be so discussed.

## **PART 3 - PROCEDURES**

### **13.0 Opening Procedures**

- 13.1 As soon as a quorum is present, following the stated time of the meeting, the Chairperson shall take the Chair and call the Directors to order.
- 13.2 If the Chairperson does not attend the meeting within fifteen (15) minutes after the time appointed, the Vice-Chairperson shall take the Chair and call the Directors to order. If the Vice-Chairperson is also absent, the Chief Administrative Officer or the Corporate Administrator shall take the Chair and call the Directors to order. If a quorum is present, the Directors shall elect an Acting Chairperson who shall preside during the meeting until the arrival of the Chairperson or Vice-Chairperson. The person appointed as Acting Chairperson has all the authority and is subject to the same rules as the Chairperson.
- 13.3 If no quorum is present within thirty (30) minutes after the appointed time of the meeting, the Chief Administrative Officer or Corporate

Administrator shall record in the minute book the names of the Directors present and the meeting shall be adjourned.

- 13.4 Quorum is the majority of the members of the Board or a majority of the members of a Committee.
- 13.5 Immediately after the Chairperson has taken his/her seat and has called the meeting to order, the minutes of the preceding meeting shall be read by the Chief Administrative Officer or Corporate Administrator in order to correct mistakes. The reading of the minutes shall be dispensed with if each member has been sent a copy of the minutes at least seventy-two (72) hours before the meeting at which they are to be considered.

#### **14.0 Rules of Conduct and Debate**

- 14.1 Every Director shall address the Chairperson before speaking to any question or motion.
- 14.2 Directors shall address the Chairperson as "Mr. Chair" or "Madam Chair" or "Mr. Chairperson" or "Madam Chairperson" and shall refer to each other as "Director \_\_\_\_\_".
- 14.3 No Director shall:
- (a) speak disrespectfully of His/Her Majesty ~~the Queen~~ or any of the Royal Family, or of the Governor General or a Lieutenant Governor, or persons administering the Government of Canada or of the Government of British Columbia;
  - (b) use offensive words in or against the Board, a Director or a Regional District staff member;
  - (c) speak to or raise matters that are not germane to the question being debated;
  - (d) disobey the rules of the Board on questions of order or practice,

or upon the interpretation of the rules of the Board.

- 14.4 If a Director takes an action prohibited in section 14.3, that Director may be ordered by a majority vote of the Directors present to leave his or her seat for that meeting. If a Director refuses to leave his or her seat, that Director may on the order of the Chairperson be removed from the meeting by a Peace Officer.
- 14.5 The Board may permit a Director who has been ordered to leave his or her seat to take his/her seat again, if that Director apologizes.
- 14.6 After a question is finally put to the Chairperson, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Chairperson as to whether the question has been finally put shall be conclusive.
- 14.7 If the Chairperson desires to leave the chair for the purpose of taking part in the debate or otherwise, the Chairperson shall call on the Vice-Chairperson or if the Vice-Chairperson is absent, one of the Directors shall be called to take the chair until resumed by the Chairperson.
- 14.8 When any order, resolution, or question is lost by reason of the Board or any Committee thereof breaking up for want of a quorum, the order, resolution, or question so lost shall be the first item of business to be proceeded with and disposed of at the next meeting of the Board or Committee.

## **15.0 Points of Order**

- 15.1 The Chairperson, or the Director presiding at the meeting of the Board, shall preserve order and decide all points of order which may arise, subject to an appeal by the other Directors of the Board then present.
- 15.2 If an appeal is made by a Director of the Board from the decision of the Chairperson, the question "Shall the Chairperson be sustained?"



shall immediately be put by the Chairperson and decided without debate. The Chairperson shall be governed by the majority of the Directors of the Board then present, other than the Chairperson. In the event of the votes being equal, the question shall pass in the affirmative.

- 15.3 If the Chairperson refuses to put the question "Shall the Chairperson be sustained?", the Board shall forthwith appoint the Vice-Chairperson, or if absent, one of the Directors to preside temporarily in lieu of such Chairperson, as the case may be, and the Vice-Chairperson or Director of the Regional Board so temporarily appointed shall proceed in accordance with Subsection 15.2. In the event of the votes being equal, the question shall pass in the affirmative.
- 15.4 Any resolution or motion carried under the circumstances mentioned in Subsection 15.3 is as effectual and binding as if carried under the presidency of the Chairperson.

## **16.0 Motions**

- 16.1 Motions other than routine motions shall be put in writing and seconded before being debated or put from the Chairperson.
- 16.2 A motion that has been seconded must be read by the Chairperson, Chief Administrative Officer, or Corporate Administrator before debate at the request of any Director.
- 16.3 Amendments to a motion shall be decided upon before the main question is put to a vote. Only one amendment shall be allowed to an amendment.
- 16.4 A motion to commit the subject matter to a Committee, until it is decided, shall preclude all amendment of the main question.
- 16.5 A motion to adjourn the Board or to adjourn the debate shall always be in order, but if such motion is defeated, no similar motion to the same effect shall be made until some intermediate business or matter

has been disposed of.

### **17.0 Voting of Questions**

- 17.1 Voting on questions, resolutions, and bylaws must be in accordance with Sections 206 to 214 of the *Local Government Act*.
- 17.2 Section 17.1 applies to the meetings of a Committee.
- 17.3 Any Director who is present at the meeting but who declines to vote on a question for any reason shall be deemed to have voted in the affirmative and that Director's vote or votes shall be counted accordingly.
- 17.4 In all cases where the votes of the Directors then present, including the vote of the Chairperson or other person presiding, are tied, the question shall be defeated and it shall be the duty of the presiding Director to so declare.
- 17.5 As soon as the Chairperson has announced the results of the vote on a question, any Director who voted in opposition may request the Chairperson to have that Director's name so recorded in the minutes.
- 17.6 When a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately only upon the request of any Director to do so.
- 17.7 After a bylaw, resolution, or proceeding of the Board is adopted, the Chairperson may return it for reconsideration in accordance with Section 217 of the *Local Government Act*.
- 17.8 The Board shall not reconsider any question more than once.
- 17.9 The motion to reconsider requires two-thirds of the votes cast of the Directors present to pass.

17.10 The Board shall not reconsider any question that

- (a) has been acted upon by any officer or employee of the Regional District.
- (b) received the assent or approval of the electors and was subsequently adopted by the Board; or
- (c) has been reconsidered under Section 217 of the *Local Government Act* or Section 17.7 of this Bylaw.

17.11 After a question has been reconsidered, it shall not be reintroduced for a period of six months except by unanimous consent of all Directors.

17.12 For the purpose of this section, a question has been acted upon if

- a) in the case of a contract, a bylaw or resolution authorizing the Board to enter into the contract has been communicated to another party to the agreement;
- b) an approval or consent of the Board has been communicated to a public authority and the public authority has relied upon the approval or consent to issue a permit, approval, or license or to enter into an agreement with a third party; or
- c) in any other case, a decision of the Board on this question has been communicated to a third party in circumstances in which it is reasonable to believe that the third party or another person has, in reliance upon the communication, incurred a liability or altered his or her legal position;

17.13 This section shall not be interpreted as fettering or impairing any legislative power, duty or function of the Board.

## **PART 4 - BYLAWS**

### **18.0 Bylaws**

- 18.1 A bylaw may be given up to 3 readings at one meeting of the Board.
- 18.2 The Board may reconsider any clause or section of a bylaw following first, second and/or third reading, but before adoption.
- 18.3 Despite Section 135 (3) (*at least one day between third reading and adoption*) of the *Community Charter*, a bylaw that does not require approval, consent or assent under this or any other Act before it is adopted may be adopted at the same meeting at which it passes third reading if the motion for adoption receives at least 2/3 of the votes cast.
- 18.4 If a bylaw requires statutory approval, the approval must be obtained after the bylaw has been given third reading and before the bylaw is adopted.
- 18.5 Once adopted, a bylaw must be signed by the Chairperson at the Board meeting at which it was adopted and be signed by the officer assigned responsibility under Section 236 of the *Local Government Act*.

### **19.0 Standing and Select Committees**

- 19.1 The Chairperson may establish standing committees in accordance with Section 218(2) of the *Local Government Act*. The proceedings of all such Committees shall be subject to the approval of the Board.
- 19.2 The Board may from time to time appoint a select committee in accordance with Section 218(1) of the *Local Government Act*.
- 19.3 Any Director of the Board may be appointed to a standing or select committee whether or not that director is present at the meeting where the appointment is made.
- 19.4 Any Director may attend a meeting of any Committee. A Director who

has not been appointed to a Committee and attends a meeting of that Committee may not vote, but may be allowed to take part in any discussion or debate by permission of a majority of the votes of the members of that Committee then present.

- 19.5 The Chairperson is an ex-officio member of all Board Committees. The Chairperson shall have the right to vote, but shall not be included in the quorum.
- 19.6 The general duties of all the standing committees of the Board shall be as follows:
- a) To consider and report to the Board from time to time, or whenever desired by the Board and as often as the interest of the Regional District may require, on all matters referred to them by the Chairperson or the Board or coming within their purview, and to recommend such action by the Board in relation thereto as they, the Committee, deem necessary or expedient.
  - b) To carry out the instructions of the Board expressed by resolution in regard to any matter referred by the Board to any committee for immediate action thereupon, but in such cases the instructions of the Board shall be specific and the Committee shall report its action in detail at the next regular or other meeting of the Board, or as specified in the instructions of the Board.
- 19.7 In the transaction of business, all Standing and Select Committees shall adhere as far as possible to the rules governing proceedings in meetings of the Board.
- 19.8 Of the number of Directors appointed to compose any standing or select committee, a majority of the Directors having among them a majority of the votes shall be a quorum competent to transact business.
- 19.9 On completion of its assignment and submission of its report to the

Board, a Select Committee shall be automatically dissolved.

## **PART 6 - AGENDAS**

### **20.0 Delegations**

- 20.1 Individuals or groups wishing to appear before the Board may do so only if they have first notified the Chairperson, Chief Administrative Officer, or Corporate Administrator in writing before the agenda has been prepared and circulated to the Board, except on extraordinary occasions declared as such by the Chairperson.
- 20.2 Every delegation shall be allowed a reasonable time at the discretion of the Chairperson to present its petition or submission, at the meeting. The Board may dispose of the petition or submission at the meeting, refer the subject matter to a Committee or take such other action as is deemed expedient.

### **21.0 Rules of Order**

- 21.1 In all unprovided cases in the proceedings of the Board or of its Committee(s), the most current edition of Robert's Rules of Order shall be followed to the extent those Rules are applicable in the circumstances and not inconsistent with this Bylaw, the *Community Charter* or the *Local Government Act*.

This Bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Procedure Bylaw No. 2042, 2024."

Certified a true and correct copy of Regional District of Bulkley-Nechako Procedure Bylaw No. 2042, 2024.

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Corporate Administrator

Bylaw No. 2042  
Page 20

READ A FIRST TIME this 23<sup>rd</sup> day of May, 2024.

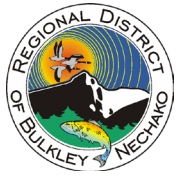
READ A SECOND TIME this 23<sup>rd</sup> day of May , 2024.

READ A THIRD TIME this 23<sup>rd</sup> day of May, 2024.

ADOPTED this     day of                     , 2024

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CORPORATE ADMINISTRATOR



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** June 6, 2024  
**Subject:** **Smithers Rural Recreation and Culture Service Area Boundary  
Amendment Bylaw No. 2051, 2024**

---

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

That Smithers Rural Recreation and Culture Service Area Boundary Amendment Bylaw No. 2051, 2024 be given first, second, and third reading this 6<sup>th</sup> day of June, 2024.

---

**BACKGROUND**

The RDBN and the Town of Smithers have entered into an agreement for Smithers Rural Fire Protection and Recreation and Culture that identifies that the RDBN shall endeavour to take the steps necessary to make the boundaries of the Smithers Recreation and Culture Service Area the same as the boundaries of the Smithers Rural Fire Protection Service Area.

At the May 23, 2024 Board meeting, the Board gave three readings to Smithers Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2049, 2024. The attached Smithers Rural Recreation and Culture Service Area Boundary Amendment Bylaw No. 2051, 2024 aligns with the agreement and includes the two properties to match the boundaries of the two services. The property owners are aware and have consented to the properties being included in the Recreation and Culture service area. The Electoral Area Director is supportive of the request.

**ATTACHMENTS:**

Bylaw 2051



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 2051**

**A bylaw to amend the boundaries of the Smithers  
Rural Recreation and Culture Service Area  
within a portion of Electoral Area "A"**

---

**WHEREAS** the Regional District of Bulkley-Nechako has adopted Smithers Rural Recreation and Culture Service Establishment Bylaw No. 886, 1995 establishing the Smithers Rural Recreation and Culture Service Area in a portion of Electoral Area "A";

**AND WHEREAS** the Regional District has received a request from the owners of two properties to be included in the Smithers Rural Recreation and Culture Service Area;

**AND WHEREAS** the Director of Electoral Area "A" has consented in writing to the adoption of this bylaw in accordance with Section 349 of the *Local Government Act*;

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

1. That the Regional District of Bulkley-Nechako hereby amends the boundaries of the Smithers Rural Recreation and Culture Service Area by including the following properties:

THE SOUTH ½ OF DISTRICT LOT 1190 RANGE 5 COAST DISTRICT

AND

DISTRICT LOT 1192 RANGE 5 COAST DISTRICT EXCEPT PLAN PRP41664

and that the resulting boundaries of the Smithers Rural Recreation and Culture Service area are as shown on Schedule A;

2. This bylaw may be cited as "Smithers Rural Recreation and Culture Service Area Amendment Bylaw No. 2051."

READ A FIRST TIME this      day of                      , 2024

READ A SECOND TIME this      day of                      , 2024

READ A THIRD TIME this      day of                      , 2024

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2051.

\_\_\_\_\_  
Corporate Administrator

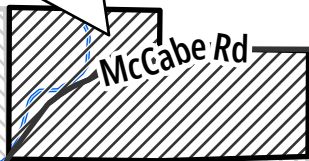
ADOPTED this      day of                      , 2024

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

59

Properties Subject to Bylaw No. 2051



McCabe Rd

Telkwa High Rd

Old Babine Lake Rd

Smithers



**Bylaw 2051: Schedule A**  
Regional District of Bulkley-Nechako  
Produced: 2024-05-27



Smithers Rural Recreation  
& Culture Service Area Bylaw

0 250 500 1,000



Meters



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cameron Hart, Economic Development Assistant  
**Date:** June 6, 2024  
**Subject:** **Business Façade Improvement Application – Pitka Bay Resort**

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

That the Board approve the Business Façade Improvement application from Pitka Bay Resort for \$5,000.

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### **BACKGROUND**

The Business Façade Improvement Program is funded through NDIT and allows local governments to award grant funding for improvements to store fronts. The program provides 50% funding for projects to a maximum of \$5,000.

In 2022, the program was undersubscribed in the RDBN with only one comparatively small application receiving funding. NDIT did not run the program in the Northwest region in 2023 and relaunched the program again in 2024. The RDBN has received \$10,000 for the program in 2024.

Per the program guidelines, funding is awarded to eligible applicants on a first come, first funded basis. This application is the first that the RDBN has received in 2024 and it meets all the guidelines for approval.

The application is available for review upon request.

### **ATTACHMENTS**

Pitka Bay Resort BFIP Application

2024 Business Façade Improvement Program  
Regional District of Bulkley-Nechako  
Project Application

**Applicant Information**

Applicant Name: Jayce Mann  
Business Name: Pitka Bay Resort Ltd.  
Mailing Address: Po Box 1162 Fort St James, BC V0J 1P0  
Phone: (250)996-3532  
Email: pitkabayresortltd@gmail.com  
Building Address: 4605 Pitka Bay Rd Fort St James, BC V0J 1P0

(If different than above)

If you are applying as the tenant of a building, please provide the following information and attach a letter of consent from the building owner stating that you are permitted to make these changes.

Owner Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Project Description**

Describe the proposed project – Please attach any extra sheets, photos, designs, samples, etc.  
Describe the work to be done and materials to be used.

New siding, soffit, and fascia for Pitka Bay  
office building. Quote attached from Pado  
Construction Ltd includes materials and scope  
of work.

Planned Start Date:

Upon Approval

Planned Completion Date:

TBD

Total Project Cost (estimated):

\$37,945,30

Funding Amount Requested:

Maximum Amount

**Applicant Checklist**

- Property taxes paid
- Utility account paid (if applicable)
- Building owner authorization

**Attach to Application**

- Photos of existing conditions (before)
- Contractor's cost estimates
- Drawings/designs
- Signed Terms and Conditions



BRITISH  
COLUMBIA

May 27<sup>th</sup>, 2024

Reference: 641051

Mark Parker  
Chair  
Regional District of Bulkley Nechako  
Email: [cheryl.anderson@rdbn.bc.ca](mailto:cheryl.anderson@rdbn.bc.ca)

Dear Chair Mark Parker:

Thank you for your correspondence received on March 20<sup>th</sup>, 2024, addressed to the Honourable David Eby, Premier, the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship, and myself, concerning the delivery of search and rescue services in British Columbia.

Thank you for acknowledging the important work of the Ministry. Sustainable funding for search and rescue was a significant accomplishment for this Province in 2020 and, and we remain committed to providing funding to each of the 78 Ground Search and Rescue (GSAR) Groups in collaboration with the BC Search and Rescue Association (BCSARA). British Columbia remains the only province or territory that provides volunteer GSAR Groups with annual funding in support of their critical search and rescue work.

I am pleased to confirm that Emergency Management and Climate Readiness (EMCR), in consultation with requesting agencies, Ground Search and Rescue (GSAR) Groups and GSAR volunteers, has approved an amendment to Annex 2.12 that will see Wilderness Canine, Avalanche Canine and Tracking removed as stand-alone capabilities. This means that GSAR groups who wish to add search dogs and tracking to their capabilities may now do so without having to go through an additional provincial approval process. GSAR Groups that possess the Winter Response capability will be able to engage in the development of Avalanche Canines as specified in Annex 2.12; again, without having to go through additional provincial approvals.

We continue to commit to a robust consultative process, working collaboratively with requesting agencies, the BC Search and Rescue Association, and GSAR Groups to ensure their needs and interests are represented and met to support a safe, effective, and efficient GSAR program.

Thank you again for taking the time to write.

Sincerely,

Bowinn Ma  
Minister of Emergency Management  
and Climate Readiness

CC: The Honourable David Eby, Premier  
The Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship

**BRITISH  
COLUMBIA**

VIA EMAIL

Ref. 66831

May 30, 2024

Barry Pages, Chair  
North Coast Regional District  
Email: [ma-director@ncrdbc.com](mailto:ma-director@ncrdbc.com)

Will Cole-Hamilton, Chair  
Comox Valley Regional District  
Email: [wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)

Mark Parker, Chair  
Regional District of Bulkley-Nechako  
Email: [mark.parker@rdbn.bc.ca](mailto:mark.parker@rdbn.bc.ca)

Jayme Kennedy, Chair  
Central Coast Regional District  
Email: [jkennedy@ccrd-bc.ca](mailto:jkennedy@ccrd-bc.ca)

Dear Chair Pages, Chair Cole-Hamilton, Chair Parker, and Chair Kennedy:

Thank you for your correspondence of April 9, 2024, regarding the Secondary Suite Incentive Program (SSIP). I appreciate your continued interest in the program as an opportunity to address critical housing issues in your regions.

After our initial release of the program criteria, we responded to interest from regional districts by expanding eligibility where it was possible, within the existing program structure. BC Housing relies on existing local government building permit and inspection services to ensure that the homes built are legal and safe for tenants and owners living in those homes. Based on the risks where local government building services are not available, we chose to launch the program with more restricted eligibility while continuing to do the needed work to inform future program expansion.

.../2

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**Office of the  
Minister of Housing**

Website:  
[www.gov.bc.ca/housing](http://www.gov.bc.ca/housing)

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

Location:  
Parliament Buildings  
Victoria BC V8V 1X4  
Email: [HOUS.Minister@gov.bc.ca](mailto:HOUS.Minister@gov.bc.ca)



Barry Pages, Chair  
and Co-signers  
Page 2

As part of the application process, homeowners are required to submit a building permit from their local government. An applicant from an incorporated municipality where building services are provided by a regional district would meet the requirements of providing a permit issued by a local government. As you are aware, this is the case in incorporated municipalities in Bulkley-Nechako and others where this authority is delegated to a regional district.

Based on your letter, we learned there are a small number of incorporated municipalities where homeowners cannot obtain building permits or inspections from either local government in their area. This includes Masset, Port Clements, Daajing Giids, Stewart, New Hazelton, and Zeballos. Unfortunately, these homeowners will not be able to meet the requirements of the program. BC Housing has updated their program materials to reflect this.

We are committed to finding ways to continue to expand access to this program so more people can make use of it to address housing needs in their communities and are looking into options to support further expansion. In the meantime, we are also happy to extend eligibility to any regional district or incorporated municipality that makes changes that enable homeowners to access required building services for SSIP. Ministry staff have informed me that this could include a bylaw amendment to enable those outside of regional district building service areas to voluntarily opt-in and receive permits and inspections. We know there are cases where this is not possible, and so we are also looking into other options that would support future SSIP program expansion.

We recognize the benefit of the program for communities across the province. As a pilot, the SSIP will be closely monitored and evaluated to inform changes and improvements over time.

The most updated information about the program is available on BC Housing's website at: [www.bchousing.org/housing-assistance/secondary-suite](http://www.bchousing.org/housing-assistance/secondary-suite)

I trust this information is of assistance. Thank you again for writing.

Sincerely,



Ravi Kahlon  
Minister of Housing



**April 9, 2024**

The Honourable Ravi Kahlon  
 Minister of Housing  
 PO Box 9844 Stn Prov Govt  
 Victoria, B.C. V8W 9T2  
 Email: [HOUS.minister@gov.bc.ca](mailto:HOUS.minister@gov.bc.ca)

**RE: Including All Electoral Areas in Secondary Suite Incentive Program**

Dear Minister Kahlon,

In September 2023, the B.C. government announced that beginning in April 2024, the Province, through BC Housing, will introduce a pilot program, the Secondary Suite Incentive Program (SSIP), as part of its plan to create more affordable housing in the province.

On December 7, 2023, the Board of the NCRD sent you a letter advocating for the inclusion of all electoral areas in the SSIP. The Board received your response dated January 30, 2024, noting the expansion of the SSIP to include 16 regional districts as part of the April 2024 launch of the program. It was stated that these Regional Districts have the necessary building bylaws and building-permit and inspection services across their electoral areas that make them eligible for the SSIP pilot. Can you confirm that all eligible municipalities for the SSIP have the requisite building permitting and inspection services required to undertake this service?

The letter also stated that program adaptations to enable expansion to properties in the remaining regional districts will be explored for future years. Until then, many electoral areas across the province continue to be ineligible for this program. Communities within these electoral areas, many of them in remote parts of the province, are also experiencing severe housing challenges. In fact, the costs to build new housing and to renovate existing housing in more remote areas are typically much higher due to increased transportation and labour costs. The SSIP will be impactful to help develop new housing options in regional districts not covered by the SSIP, as the \$40,000 rebate will account for a greater portion of a home's assessed value, compared to larger centres.

The electoral areas not covered by the SSIP are experiencing severe immediate housing supply needs to house essential workers, including first responders, health care workers, critical infrastructure workers, and teachers. Many remote communities are unable to recruit for these critical positions due to a lack of housing available in their communities; this includes a lack of affordable rental options and a lack of affordable real estate supply. This is contributing to key services being unavailable to residents who live in these communities.

We strongly urge your government to consider expanding this program to include all electoral areas in the province, thereby reducing inequities and barriers to participation.



14, 342 3<sup>rd</sup> Avenue West  
 Prince Rupert BC, V8J 1L5



**P:** 250.624.2002  
**TF:** 888.301.2002



**W:** [www.ncrdbc.com](http://www.ncrdbc.com)  
**F:** 250.627.8493



We look forward to your response on this matter.

If you have any questions, please do not hesitate to contact the office of the NCRD.



**Barry Pages**

*Chair, North Coast  
Regional District*



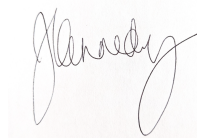
**Will Cole-  
Hamilton**

*Chair, Comox Valley  
Regional District*



**Mark Parker**

*Chair, Regional  
District of Bulkley-  
Nechako*



**Jayme Kennedy**

*Chair, Central Coast  
Regional District*

Cc: *BC Housing*



14, 342 3<sup>rd</sup> Avenue West  
Prince Rupert BC, V8J 1L5



**P:** 250.624.2002  
**TF:** 888.301.2002



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**F:** 250.627.8493