

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEETING NO. 13**

**Thursday, September 12, 2024**

**PRESENT:** Chair Mark Parker

Directors Gladys Atrill – via Zoom - arrived at 10:37 a.m.  
Shane Brienen  
Leroy Dekens  
Martin Elphee  
Judy Greenaway  
Clint Lambert – arrived at 10:33 a.m.  
Linda McGuire  
Shirley Moon  
Kevin Moutray  
Chris Newell – arrived at 10:51 a.m.  
Michael Riis-Christianson  
Stoney Stoltenberg  
Sarrah Storey – via Zoom - arrived at 10:34 a.m.  
Henry Wiebe

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
John Illes, Chief Financial Officer  
Jason Blackwell, Regional Fire Chief – arrived at 10:46 a.m.,  
left at 1:16 p.m.  
Nellie Davis, Manager of Regional Economic Development  
-arrived at 10:41 a.m., left at 1:17 p.m.  
Alex Eriksen, Director of Environmental Services arrived at  
10:56 a.m., left at 12:05 p.m.  
Jason Llewellyn, Director of Planning – left at 11:35 a.m.  
Wendy Wainwright, Deputy Director of Corporate Services  
Scott Zayac, Director of Protective Services arrived at 10:41  
a.m.

Others Rob Ringma, Senior Manager, Government Relations, BC  
Transit – via Zoom - arrived at 10:31 a.m., left at 11:35 a.m.  
Elise Wren, Government Relations Manager, BC Transit – via  
Zoom – arrived at 10:32 a.m., left at 11:35 a.m.

**CALL TO ORDER** Chair Parker called the meeting to order at 10:30 a.m.

**FIRST NATIONS ACKNOWLEDGEMENT**

**AGENDA &  
SUPPLEMENTARY AGENDA**

Moved by Director Stoltenberg  
Seconded by Director Elphee

2024-13-1

"That the Board Meeting Agenda of September 12, 2024 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Board Meeting Minutes  
-August 15, 2024

Moved by Director Moon  
Seconded by Director Elphee

2024-13-2

"That the Board Meeting Minutes of August 15, 2024 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING**

**Bylaws for 1<sup>st</sup> and 2<sup>nd</sup> Reading**

RDBN 01-24 Bill 44 Zoning  
Bylaw Text Amendments  
Small Scale Multi-Unit Housing  
Zoning Bylaw Amendments (Part 2)

Moved by Director Stoltenberg  
Seconded by Director Riis-Christianson

2024-13-3

1. "That the Board approve the consultation identified in the consultation checklist.
2. That the following bylaws be given first and second reading and taken to Public Hearing:
  - a. That Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 2043, 2024 be given first and second reading this 12<sup>th</sup> day of September, 2024 and be taken to Public Hearing.
  - b. That Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 2044, 2024 be given first and second reading this 12<sup>th</sup> day of September, 2024 and be taken to Public Hearing.
  - c. That Fort St. James Rural Official Community Plan Amendment Bylaw No. 2045, 2024 be given first and second reading this 12<sup>th</sup> day of September, 2024 and be taken to Public Hearing.

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

**Bylaws for 1<sup>st</sup> and 2<sup>nd</sup> Reading (Cont'd)**

d. That Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Amendment Bylaw No. 2046, 2024 be given first and second reading this 12<sup>th</sup> day of September, 2024 and be taken to Public Hearing.

e. That Vanderhoof Rural Official Community Plan Amendment Bylaw No. 2047, 2024 be given first and second reading this 12<sup>th</sup> day of September, 2024 and be taken to Public Hearing.

f. That Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 2048, 2024 be given first and second reading this 12<sup>th</sup> day of September 2024 and be taken to Public Hearing; and

g. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2040, 2024 be given first and second reading this 12<sup>th</sup> day of September 2024 and be taken to Public Hearing.

3. That the Public Hearing for Bylaw No. 2043, 2024; Bylaw No. 2044, 2024; Bylaw No. 2045, 2024; Bylaw No. 2046, 2024; Bylaw No. 2047, 2024; Bylaw No. 2048, 2024; and Bylaw No. 2040, 2024 be delegated to the Director for Electoral Area D (Fraser Lake Rural) or the Director for Electoral Area B (Burns Lake Rural)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rezoning Application  
RZ A-02-24, First and Second  
Reading for Rezoning Bylaw  
No. 2061, 2024

Moved by Director Stoltenberg  
Seconded by Director Dekens

2024-13-4

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2061, 2024 be given first and second reading this 12<sup>th</sup> day of September, 2024 and subsequently be taken to Public Hearing.

2. That the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 2061, 2024 be delegated to the Director or Alternate Director for Electoral Area A."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Bylaw for Adoption**

Rezoning Application RDBN  
03-21, Adoption for Bylaw  
Nos. 2037 and 2038

Moved by Director Stoltenberg  
Seconded by Director Elphee

2024-13-5

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2037, 2024 be adopted this 12<sup>th</sup> day of September, 2024.

2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2038, 2024 be adopted this 12<sup>th</sup> day of September, 2024."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Advisory Planning Commission  
Minutes – Aug. 6, 2024  
-Electoral Area A (Smithers/  
Telkwa Rural)

Moved by Director Stoltenberg  
Seconded by Director Dekens

2024-13-6

"That the Board receive the Electoral Area A (Smithers/Telkwa Rural) Advisory Planning Commission Minutes of August 6, 2024."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**Mine Referral**

Notice of Work Referral No.  
No. 173005045 – Electoral  
Area B (Burns Lake Rural)

Moved by Director Riis--Christianson  
Seconded by Director Wiebe

2024-13-7

"That the comment sheet be provided to the Province as the Regional District's comments for Notice of Work Referral No. 173005045."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Other**

Regional Housing Initiative  
Work Plan

Moved by Director Stoltenberg  
Seconded by Director Dekens

2024-13-8

"That the Board receive the Director of Planning's Regional Housing Initiative Work Plan memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



**REGIONAL TRANSIT (CONT'D)**

- Transit Service provides a safe means to travel
- Supporting a regional service and working with other agencies involved in transit services in the region
- March 2025 deadline for the Province to administer a new agreement
- Bylaw process to raise taxation, include interested Electoral Areas and remove Telkwa
- Electoral Areas providing Canada Community Works Fund (Gas Tax) and/or Grant in Aid rather than being included in the Bylaw
  - o Potentially including Electoral Area E and G through grant funding
- Staff will bring forward a report.

**ADMINISTRATION REPORTS**

Bulkley-Nechako Joint

Moved by Director McGuire

Accessibility Advisory

Seconded by Director Greenaway

Committee Terms of Reference

Update

2024-13-10

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding Membership and amending it to include in Section 3. Membership ... The Chair of the Committee shall be RDBN staff appointed by the RDBN Chief Administrative Officer, in consultation with the RDBN Board Chair, prior to each meeting. Staff will continue to provide updates to the Board.

Procurement Request for

Moved by Director McGuire

Proposal

Seconded by Director Riis-Christianson

2024-13-11

"That the Regional District proceed with the Request for Proposals for one Semi-Truck Tractor, one full size excavator, and one landfill compactor."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

The following was discussed:

- Request for Proposal (RFP) Process
- Repairing equipment vs. purchasing new equipment
  - Down time to have equipment repaired
  - Cost efficiencies
  - Staff to review
- Allocating funds prior to adopting 2025 budget
  - Future planning
- Procurement Policy and Asset Management Policy
- Optional equipment for compacting.

**Lunch Break at 12:06 p.m.**

**Reconvened at 12:55 p.m.**

Community Works Fund  
Grants for Non-government  
Assets

Moved by Director Riis-Christianson  
Seconded by Director Dekens

2024-13-12

"That the Board receive the Chief Financial Officer's  
Community Works Fund & Grant in Aid memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northern Capital and Planning  
Grant

Moved by Director Stoltenberg  
Seconded by Director Elphee

2024-13-13

"That the Board receive the Chief Financial Officer's Northern  
Capital and Planning Grant memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Water Tender Procurement

Moved by Director Moon  
Seconded by Director Stoltenberg

2024-13-14

1) "That the Board direct award the purchase of two water  
tenders to Fort Garry Fire Trucks due to urgent need and  
asset availability.

2) That the Board authorize contributing \$217,838 in  
Resource Benefits Alliance funding to the purchase of two  
water tenders.

3) That the Board authorize contributing \$302,162 in Growing  
Communities funding to the purchase of two water tenders.

**ADMINISTRATION REPORTS (CONT'D)**

4) That the Board authorize contributing up to \$520,000 in Canada Community Building Fund BC monies (\$260,000 each from Areas E and F) to a Fire Hall Infrastructure project and further,

(participants/weighted/majority)

5) That the Board authorize the withdrawal of up to \$520,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the certification of fire apparatus for Volunteer Fire Departments and advocacy regarding insurance company requirements for certification and recertification of fire apparatus.

Underground Water Storage

Moved by Director Riis-Christianson  
Seconded by Director Stoltenberg

2024-13-15

1) "That the Board approve contributing \$239,000 from the Northern Capital and Planning Grant Reserve allocated for Protective Services to underground water storage projects.

2) That the Board authorize contributing up to \$286,000 in Canada Community Building Fund BC monies (\$80,000 from Area A, \$91,000 from Area B, and \$115,000 from Area C) to Resilience Infrastructure projects and further,

(participants/weighted/majority)

3) That the Board authorize the withdrawal of up to \$286,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Town of Smithers - Housing Accelerator Fund Letter of Support

Moved by Director Stoltenberg  
Seconded by Director Dekens

2024-13-16

"That the Board provide a letter to the Town of Smithers to support its application to the Canadian Mortgage and Housing Corporation's Housing Accelerator Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

BC Crop and Livestock  
Reporter Program

Moved by Director Lambert  
Seconded by Director Moon

2024-13-17

"That the Board receive the Regional Agriculture  
Coordinator's BC Crop and Livestock Reporter Program  
memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

UBCM Seeks Member  
Feedback on Protocol with  
First Nations Leadership  
Council

Moved by Director Dekens  
Seconded by Director Lambert

2024-13-18

"That the Board receive the First Nations Liaison's UBCM  
Seeks Member Feedback on Protocol with First Nations  
Leadership Council memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **NEW BUSINESS**

Agriculture Sector – Shavings  
Shortage

Director Moon noted that she attended a meeting with the  
District of Vanderhoof and the Honourable Andrew Mercier,  
Minister of State for Sustainable Forestry Innovation and  
discussed the issue of wood shavings supply due to the  
recent closure announcement of Canfor's Plateau Sawmill in  
Vanderhoof. Minister Mercier suggested the Regional District  
provide a letter bringing forward its concerns regarding the  
availability of wood shavings for the agriculture sector with  
the sawmill closure.

Letter to the Minister of  
Agriculture – Shavings  
Shortage

Moved by Director Moon  
Seconded by Director Moutray

2024-13-19

"That the Board write a letter to the Province regarding the  
shortage of wood shavings supply and the immediate need  
due to the recent closure announcement of Canfor's Plateau  
Sawmill in Vanderhoof."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Impact of Sawmill  
Closure and Support  
Local Business

Director Moon spoke of the impacts of sawmill closures to  
communities within the Regional District and the importance  
of everyone shopping locally to support and help stabilize  
communities.

**IN-CAMERA MOTION**

Moved by Director Stoltenberg  
Seconded by Director Newell

2024-13-20

"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
- MOU."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Newell  
Seconded by Director Greenaway

2024-13-21

"That the meeting be adjourned at 1:27 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