

AGENDA

MEETING NO. 2

February 13, 2025

**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”

2022-2026 Strategic Plan

1. Relationships with First Nations
2. Advocacy with the Province
3. Housing Supply
4. Community and Economic Sustainability

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****AGENDA****Thursday, February 13, 2025**

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>First Nations Acknowledgement</u>	
	<u>AGENDA - February 13, 2025</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
7-22	Board Meeting Minutes - January 23, 2025	Approve
	<u>DELEGATIONS</u>	
	<u>CONSERVATION OFFICER SERVICE</u>	
	Sergeant Stuart Bates, Nechako Lakes Zone	
	Sergeant Matthew Corbett, Atlin-Cassiar-Stikine (Smithers)	
	Re: Illegal Dumping	
	<u>NORTHERN BC TOURISM ASSOCIATION (NBCTA)</u>	
	Clint Fraser, Chief Executive Officer	
	Re: NBCTA Update	
	<u>DEVELOPMENT SERVICES</u>	
	<u>Municipal Referral</u>	
23-25	Cameron Kral, Planner Village of Telkwa Subdivision Referral (Aldermere Estates)	Recommendation

Meeting No. 2
February 13, 2025

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES (CONT'D)</u>	<u>ACTION</u>
	<u>Mine Referral</u>	
26-28	Rowan Nagel, GIS Technician Notice of Work No. 1300428 Electoral Area C (Fort St. James Rural)	Recommendation
	<u>Other</u>	
29-39	Cameron Kral, Planner Prince Rupert Gas Transmission Project Eastern Route Alternative Amendment	Receive
	<u>ADMINISTRATION REPORTS</u>	
40-42	Wendy Wainwright, Deputy Director of Corporate Services - 2025 Local Government Leadership Academy (LGLA) - Leadership Forum - March 12-14, 2025 - Richmond, BC	Recommendation
43	Cheryl Anderson, Director of Corporate Services - Keeping it Rural Conference -June 10-12, 2025 - Kelowna, BC	Recommendation
44	Cheryl Anderson, Director of Corporate Services - North Central Local Government Association AGM and Convention - May 12-15, 2025 - Prince Rupert, BC	Recommendation
45	Cheryl Anderson, Director of Corporate Services - NCLGA Resolutions	Direction/Receive
46	Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant to Village of Burns Lake - Healthcare Recruitment Coordinator	Recommendation
47-57	Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Spirit North	Recommendation

Meeting No. 2
February 13, 2025

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
58	Nellie Davis, Manager of Strategic Initiatives and Rural Services - Letter of Support for Village of Granisle's Application to SPARC BC	Recommendation
59-71	John Illes, Chief Financial Officer – Local Service Area Contract – Houston-Smithers Rebroadcasting Society	Recommendation
72-73	John Illes, Chief Financial Officer – Consumer Price Index	Receive
74-76	John Illes, Chief Financial Officer – Building Inspection	Recommendation
77-109	John Illes, Chief Financial Officer – 2025 Budget	Recommendation
110-112	Megan D'Arcy, Regional Agriculture Coordinator - Regional Agriculture Support System Change Project – Final Report	Receive
<u>ADMINISTRATION CORRESPONDENCE</u>		
113-116	BC Parks – Notification of Administrative Change to Dead Man's Island Park	Receive
117	Ministry of Forests – Follow-up RDBN Board Visit	Receive
118	Ministry of Post-Secondary Education and Future Skills – 2024 UBCM Follow-up	Receive
119-121	Regional District Central Kootenay -Cooperative Community Wildfire Response Program	Receive

SUPPLEMENTARY AGENDA

NEW BUSINESS

Meeting No. 2
February 13, 2025

IN-CAMERA MOTION

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

- **Labour Relations**
- **Property Easement**
- **RBA**

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 1****Thursday, January 23, 2025**

PRESENT: Chair Mark Parker

Directors Gladys Atrill
 Shane Brienen – left at 11:35 a.m., returned after lunch at 12:48 p.m.
 Leroy Dekens
 Martin Elphee
 Judy Greenaway
 Clint Lambert
 Linda McGuire
 Shirley Moon – via Zoom
 Kevin Moutray
 Chris Newell
 Michael Riis-Christianson
 Stoney Stoltenberg
 Sarrah Storey
 Henry Wiebe – left at 2:02 p.m.

Staff Curtis Helgesen, Chief Administrative Officer
 Cheryl Anderson, Director of Corporate Services
 Jason Blackwell, Regional Fire Chief – arrived at 12:48 p.m., left at 2:15 p.m.
 Nellie Davis, Manager of Strategic Initiatives and Rural Services – via Zoom/In-person
 Alex Eriksen, Director of Environmental Services – arrived at 11:49 a.m., left at 1:08 p.m., returned at 1:10 p.m., left at 2:37 p.m., returned at 2:40 p.m.
 John Illes, Chief Financial Officer
 Jason Llewellyn, Director of Planning
 Wendy Wainwright, Deputy Director of Corporate Services
 Scott Zayac, Director of Protective Services – arrived at 12:48 p.m.

Other Amy Wengelin & guest, Telkwa- via Zoom – left at 11:48 a.m.

CALL TO ORDER

Chair Parker called the meeting to order at 11:37 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

**AGENDA &
 SUPPLEMENTARY AGENDA**

Moved by Director Stoltenberg
 Seconded by Director Dekens

2025-1-1

"That the Board Meeting Agenda of January 23, 2025 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
 -December 23, 2024

Moved by Director Greenaway
 Seconded by Director McGuire

2025-1-2

"That the Board Meeting Minutes of December 23, 2024 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting Minutes

Moved by Director Riis-Christianson
 Seconded by Director Greenaway

2025-1-3

"That the Board receive the following Committee Meeting Minutes:

- Bulkley Nechako Joint Accessibility Committee Meeting Minutes – March 15, 2024
- Committee of the Whole Meeting Minutes – January 9, 2025
- Rural Services Committee Meeting Minutes – January 9, 2025."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING

Bylaw for Adoption

OCP Amendment and
 Rezoning Application
 RDBN-01-24 Adoption for
 Bylaw Nos. 2040, 2043, 2044,
 2046, 2047, and 2048

Moved by Director Stoltenberg

Seconded by Director Elphee

2025-1-4

"1. That Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 2043, 2024 be adopted this 23rd day of January, 2025.

2. That Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 2044, 2024 be adopted this 23rd day of January, 2025.

3. That Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Amendment Bylaw No. 2046, 2024 be adopted this 23rd day of January, 2025.

4. That Vanderhoof Rural Official Community Plan Amendment Bylaw No. 2047, 2024 be adopted this 23rd day of January, 2025.

5. That Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 2048, 2024 be adopted this 23rd day of January, 2025.

6. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2040, 2024 be adopted this 23rd day of January, 2025."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Temporary Use Permit

Temporary Use Permit
 A-01-21 – Renewal Request
 Electoral Area A (Smithers/
 Telkwa Rural)

Moved by Director Dekens

Seconded by Director Stoltenberg

2025-1-5

"That the Board approve the renewal of Temporary Use Permit A-01-21 as amended for a raw pet food and prepackaged meat business at 2220 Aveling Coalmine Road as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Other

Advisory Planning Commission Members

Moved by Director Newell
 Seconded by Director Elphee

2025-1-6

1. "That the Board remove Dalphena Snively from the APC for Electoral Area C.

2. That the Board remove Russ Skillen and Elizabeth Palmer and appoint Jake Hiebert and Carol Imus for the APC for Electoral Area E.

3. That the Board remove Elijah Newell from the APC for Electoral Area G."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

ALR Application

ALR Subdivision Application 1274 – Electoral Area A (Smithers/Telkwa Rural)

Moved by Director Stoltenberg
 Seconded by Director Atrill

2025-1-7

"That Agricultural Land Reserve Subdivision Application No. 1274 be recommended to the Agricultural Land Commission for approval."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Pipeline Referral

CGL Integrated Vegetation Management Plan Letter

Moved by Director Storey
 Seconded by Director Dekens

2025-1-8

"That the Board receive the Planner's Coastal GasLink Integrated Vegetation Management Plan (IVMP) Letter."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (CONT'D)

Land Referral

Crown Land Application
Referral No. 6409522
Electoral Area B (Burns Lake
Rural)

Moved by Director Riis-Christianson

Seconded by Director Wiebe

2025-1-9

"That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 6409522."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding

- Bird migration information during the Environmental Assessment (EA) Process
- An inventory of wind and wind patterns at specific sites
- Recent wind farm projects exempted from the EA Process.

Other

Antimony Forest Service Road
Access Update - Electoral
Area C (Fort St. James Rural)

Moved by Director Greenaway

Seconded by Director Elphee

2025-1-10

"That the Board receive the Director of Planning's Antimony Forest Service Road Access Update memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Committee Meeting
Recommendations
-January 9, 2025

Moved by Director McGuire

Seconded by Director Elphee

2025-1-11

"That the Board approve recommendations 1 through 5 as written:

Committee of the Whole Meeting – January 9, 2025

Recommendation 1:

Re: Travel Authorization (RBA)

"That the Board authorize the reimbursement of expenses in the amount of \$2,860 for Director Atrill's attendance at the celebration of life for past Premier Horgan."

ADMINISTRATION REPORTS (CONT'D)

Recommendation 2:

**Re: Local Service Area Contract – Burns Lake and District
Rebroadcasting**

“That the Board authorize the Chair and CAO to enter into the Local Service Area Contract with the Burns Lake and District Rebroadcasting Society.”

Recommendation 3:

**Re: 2025 Completed Assessment Roll and Requisition
Impacts**

“That staff bring back a budget that captures the non-market changes from the 2024 Completed Assessment and that, in addition, provides an inflation allowance of 3.0%.”

Rural Services Committee – January 9, 2025

Recommendation 4:

**Re: Letter to Minister Farnworth – Infrastructure
Improvements to 700 Rd. in Electoral Areas B and E of the
RDBN**

“That the Board approve sending the January 9, 2025 letter to the Honourable Mike Farnworth, Minister of Transportation and Transit regarding Request to Support Legacy Infrastructure Replacement.”

Recommendation 5:

Re: Grant in Aid Policy Update

“That the Committee recommend that the Board approve the changes to the Grant in Aid policy to reflect changes in the program administration as amended as follows:

Procedure 1 as follows:

The Board delegates the authority to approve grant in aid applications of \$5,000 or less to the Chief Administrative Officer or designate in consultation with the Electoral Area Director.

Applications in excess of \$5,000 will be referred to the Board.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Council of Forest Industries Moved by Director Stoltenberg
Convention – April 2-4, 2025 Seconded by Director Storey
Prince George, BC

2025-1-12 “That the Board authorize attendance of Rural Directors wishing to attend the Council of Forest Industries Convention April 2-4, 2025 in Prince George, B.C.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Smithers Rural Fire Protection Moved by Director Stoltenberg
Service Area Boundary Seconded by Director Atrill
Amendment Bylaw No. 2068

2025-1-13 “That Smithers Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2068, 2025 be given first, second, and third reading this 23rd day of January, 2025.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Smithers Rural Recreation Moved by Director Stoltenberg
and Culture Service Area Seconded by Director Atrill
Boundary Amendment
Bylaw No. 2069

2025-1-14 “That Smithers Rural Recreation and Culture Service Area Boundary Amendment Bylaw No. 2069, 2025 be given first, second, and third reading this 23rd day of January, 2025.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Burns Lake and Area Victims’ Moved by Director Lambert
Services Service Establishment Seconded by Director Riis-Christianson
Amendment Bylaw 2059

2025-1-15 “That the Burns Lake and Area Victims’ Services Service Amendment Bylaw No. 2059, 2025 be given first, second and third reading this 23rd day of January 2025.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Canada Community Building Moved by Director Greenaway
Fund Electoral Area (Fort St. James Rural) – Capital
Contribution to Seniors Helping
Seniors Transit Service

2025-1-16

1) "That the Board authorize contributing up to \$100,000 of Electoral Area C (Fort St. James Rural) Canada Community-Building Fund BC allocation monies to a Transportation Infrastructure project in Fort St. James, and

(participants/weighted/majority)

2) That the Board authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fire Safety Act Designation

Moved by Director Riis-Christianson
 Seconded by Director Stoltenberg

2025-1-17

"That the Board approve the Regional District of Bulkley-Nechako's Fire Inspector and Fire Investigator Designation document as required under the *Fire Safety Act*."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed:

- Fraser Lake Volunteer Fire Department service area
- Provincial downloading
- Past Board advocacy regarding *Fire Safety Act* changes
- UBCM's continued advocacy.

Break for lunch at 12:03 p.m.

Reconvened at 12:48 p.m.

ADMINISTRATION REPORTS (CONT'D)

Community Wildfire
 Resiliency Plan 2024

Moved by Director Greenaway
 Seconded by Director Stoltenberg

2025-1-18

"That the Board receive the Regional Fire Chiefs Community Wildfire Resiliency Plan 2024 memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Jason Blackwell, Regional Fire Chief commented that staff are reviewing and prioritizing recommendations from the Community Wildfire Resiliency Plan 2024. The Following was discussed:

- Action 44
 - o Bringing forward identified priority treatment areas in Electoral Areas to staff to follow up with appropriate agencies
 - o Crown Land Wildfire Risk Reduction (WRR) Plans completed through BC Wildfire
- Action 17
 - o Local government partnerships to hire FireSmart educator positions
 - o CWR Plan required to access provincial funding for FireSmart Coordinator
 - o Staff will provide additional information to the Director McGuire
- Action 6
 - o Agriculture community wildfire preparedness
 - Education, training and equipment
 - Permitting process if requirements are fulfilled
 - Additional conversations beyond the CWRP
- First Nations input and consultation
 - o First Nations, municipalities have their own Plans
 - o Identifying further information within the RDBN CWRP regarding other plans in the region
- RDBN CWRP working document
 - o At the time it was drafted only on another plan in the Province
- Continue discussion regarding implementation in the future.

ADMINISTRATION REPORTS (CONT'D)

2025 Minor Service Budgets Moved by Director Stoltenberg
 Seconded by Director Riis-Christianson

2025-1-19 "That the Board receive the Chief Financial Officer's 2025
 Minor Service Budgets memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

The following was discussed:

- Regional Transit funding options
 - o Grant funding and funding agreement opportunities
 - o Utilizing reserve funds for 2025/2026
 - o Awaiting a decision from the Province regarding their agreement due to expire in March 2025
- Recreation Master Plan costs
- Member municipality requisitions
 - o Staff will bring forward at the February meeting.

2025 Draft Capital Budget Moved by Director Brienens
 Seconded by Director Atrill

2025-1-20 "That the Board receive the Chief Financial Officer's 2025
 Draft Capital Budget memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding:

- Review of Environmental Services capital projects
 Northwest Revenue Sharing Agreement (RBA)
 - o Capital infrastructure and service sustainability
- Landfill closure liability
- Prioritizing Environmental Services capital projects
- Future industrial project development in the region and ensuring the Regional District has the tools and infrastructure to address future development
- Area C and G Park and Trails Projects
- Staff are sending invitations to each recreation service participant to discuss Park and Trails budgets
- Staff will bring forward a more detailed 2025/2026 reporting.

ADMINISTRATION REPORTS (CONT'D)

Departmental Quarterly
 Reports – 4th Quarter

Moved by Director Dekens
 Seconded by Director McGuire

2025-1-21

“That the Board receive the Director of Corporate Services’
 Departmental Quarterly Reports – 4th Quarter
 memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Items to be brought forward
 to the public agenda from
 Special (In-Camera) Meeting

Moved by Director McGuire
 Seconded by Director Brienens

2025-1-22

“That the Board receive the Deputy Director of Corporate
 Services Items to be brought forward to the public agenda
 from Special (In-Camera) Meeting memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Northern Development
 Initiative Trust – 2025 Business
 Façade Improvement Program

Moved by Director Dekens
 Seconded by Director Lambert

2025-1-23

“That the Board receive the correspondence from Northern
 Development Initiative Trust regarding 2025 Business Façade
 Improvement Program 9370-50.”

ENVIRONMENTAL SERVICES

Pre-approval – Purchase of a
 New Mid-sized Excavator

Moved by Director Elphee
 Seconded by Director Atrill

2025-1-24

“That the Board approve the purchase of a 2025 John Deere
 210P excavator including an optional HEPA cab filter from
 Brandt Tractor Ltd. for a total of \$383,095 plus applicable
 taxes.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

- BC Natural Resources Forum Jan 14-16, 2025, Prince George Board members attending the BC Natural Resources Forum January 14-16, 2025 in Prince George provided highlights:
- Great opportunity for advocacy and to meet with Ministers in attendance
 - Great event for northern B.C.
 - Overview of a number of major projects potentially coming to northern B.C.
 - Announcement by Rio Tinto, Cheslatta Carrier Nation and Stellat'en First Nation regarding the future plans for the Nechako reservoir
 - Request Ministers spend additional time in the north when attending the BCNRF in the future
 - Good networking event with approximately 1700 people in attendance
 - Chair Parker provided feedback regarding the additional cost for dinner with the Premier.
- NCLGA Strategic Meeting Director Storey mentioned that while attending the BC Natural Resources Forum she also attended an NCLGA Strategic Meeting.
- Meeting with Rogers Director Riis-Christianson, Chair Parker and Nellie Davis, Manager of Strategic Initiatives and Rural Services attended a virtual meeting with Rogers to discuss broadband partnerships and mobile construction. Information was exchanged for future collaboration.
- Village of Telkwa – Update Director Dekens mentioned that the Village of Telkwa is working on Phase two of its Water Well System in order to have the ability to produce 30% more water. The municipality is also participating in budget meetings for 2025/2026.
- Electoral Area F (Vanderhoof Rural) – Update Director Moon provided the following update:
- Expressed appreciation to the District of Vanderhoof for its Town Hall meeting.
 - Encouraged Municipal Directors to invite their Rural Directors and/or RDBN Chair when having meetings to advocate for their area.
 - Director Moon's farm has had its first delivery of poplar grindings for bedding. She noted they will be using them for outside bedding.
 - RDBN Agriculture Water Assessment & Community Irrigation Study for the Vanderhoof Area RFQ is now closed.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

District of Fort St. James -Update

Director Elphee reported the following:

- Curling rink is now operational after the boiler stopped working in spring 2024
- Meetings with the Honourable Ravi Parmar, Minister of Forests and the Honourable Brittny Anderson, Minister of State for Local Governments and Rural Communities
- District of Vanderhoof Councillor Brian Frenkel has stepped down from the Nechako Watershed Council and Director Elphee and District of Fort St. James Councillor Boschman will attend
- New Fort St. James Hospital is now open.

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

Director Lambert commented:

- Along with Director Riis-Christianson they have worked with Rio Tinto to develop another park area on the Southside of Francois Lake
- House fire on the Southside
 - o Neighbourhood came together very quickly to provide assistance.

Town of Smithers – Update

Director Atrill provided the following update:

- Meeting with social service agencies in Smithers regarding the homelessness/tent camp
- Attended the NCLGA AGM Planning Committee
 - o AGM and Conference will be held in Prince Rupert for 2025
- Smithers Exploration Group is hosting Rock Talk February 18-20, 2025
- Everyone is part of the team to support B.C. moving forward concerning the tariff announcements from the U.S.

District of Houston – Update

Director Brien spoke of:

- Being half-way through the current local government election term
- Visits to the area by provincial Ministers and continuing to encourage the Province to have Ministers come to northern B.C.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Electoral Area C (Fort St. James) Director Greenaway remarked on the following:

Rural) – Update

- Thanked Director Elphee and the District of Fort St. James Council for including her in the meetings with Ministers Parmar and Anderson
- Attended a meeting with the Northern Medical Programs Trust and topics of interest were:
 - o Funding to build a research facility at UNBC
 - o Received invitation to attend a meeting in Vanderhoof
- Attended a UBCM ad hoc meeting regarding legislative reform with Don Lidstone, K.C. Lidstone and Company
 - o A follow-up meeting is being planned for February 28th
 - o Director Greenaway will provide additional information as it becomes available.

Electoral Area G (Houston/Granisle Rural) – Update

Director Newell spoke of meeting with Ministers at the BC Natural Resources Forum and at the RDBN. He noted that it is helpful to build relationships with Ministers moving forward.

District of Vanderhoof
-Update

Director Moutray noted the following

- Met with Minister Parmar, Ministry of Forests
 - o In the past spoke of BC Timber Sales and local government experience
 - o Minister Parmar announced a review of BC Timber Sales and Brian Frenkel, Councillor, District of Vanderhoof was appointed to the review panel
- Held a Town Hall Meeting
 - o Minister Parmar, Ministry of Forests was also in attendance
- Met with Premier Eby, the Honourable Randene Neill, Minister of Water, Land and Resource Stewardship while at the BC Natural Resources Forum
- Met the Honourable Brittny Anderson, Minister of State for Local Government and Rural Communities.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

- Village of Granisle – Update Director McGuire provided an update:
- Attended a meeting with Minister Anderson in Houston
 - Contractors have started the interior construction of the Senior Housing project in the community
 - Will be travelling to the NCLGA AGM and Conference in Prince Rupert with Via Rail
 - Village of Granisle budget and planning process are underway
 - RCMP staffing challenges in Granisle due to shortages in Houston
 - o Director McGuire will follow up with Director Brienens to discuss further.
- Chair Parker – Electoral Area D (Fraser Lake Rural) – Update Chair Parker spoke of the following:
- Meeting with Minister Anderson at the RDBN January 17, 2025
 - o Provided an RDBN Overview PowerPoint presentation
 - o Discussed the benefits of having direct contact with Deputy Ministers and Ministers to reach out in emergency events and to have dialogue throughout the year
 - Support provided to return to the Northern Development Initiative Trust Regional Advisory Committee
 - o NDI is currently hiring for the CEO position
 - Fraser-Fort George 9-1-1 to Answer 9-1-1 Calls News Release has been issued
 - Participating in EDMA Regulation meetings
 - o Also meeting with other Regional Districts regarding EDMA Regulations.
- Receipt of Verbal Reports Moved by Director Greenaway
 Seconded by Director Stoltenberg
- 2025-1-25 “That the Board receive the various Directors verbal reports.”
- (All/Directors/Majority) **CARRIED UNANIMOUSLY**

IN-CAMERA MOTION

Moved by Director Brien
 Seconded by Director Newell

2025-1-26

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

- Labour Relations
- Knockholt Landfill
- Enforcement Action
- Pipeline Electrification Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**ADJOURNMENT**

Moved by Director Lambert
 Seconded by Director Greenaway

2025-1-27

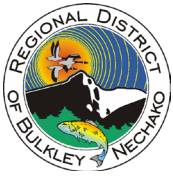
"That the meeting be adjourned at 3:06 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

 Mark Parker, Chair

 Wendy Wainwright, Deputy Director of Corporate Services



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planner
Date: February 13, 2025
Subject: Village of Telkwa Subdivision Referral (Aldermere Estates)

RECOMMENDATION: (all/directors/majority)

That staff inform the Village of Telkwa that the Regional District of Bulkley-Nechako has no concerns with the proposed Aldermere Estates Subdivision and recommend that the Village review the document titled "Subdivision Near Agriculture: A Guide for Planners and Approving Officers in BC" as part of their subdivision approval process.

BACKGROUND

The Village of Telkwa has received a subdivision application for Phase 1 and Phase 2 of the Aldermere Estates Subdivision. Phase 1 and Phase 2 propose to subdivide a 22.27 ha (55.01 ac) parcel into 26 parcels between 840 m² and 1700 m² (see Attachments). The subject property is located at 5760 Trail Avenue.



The Village is asking the RDBN to “consider this subdivision and the impacts it may have on the properties within the Regional District”.

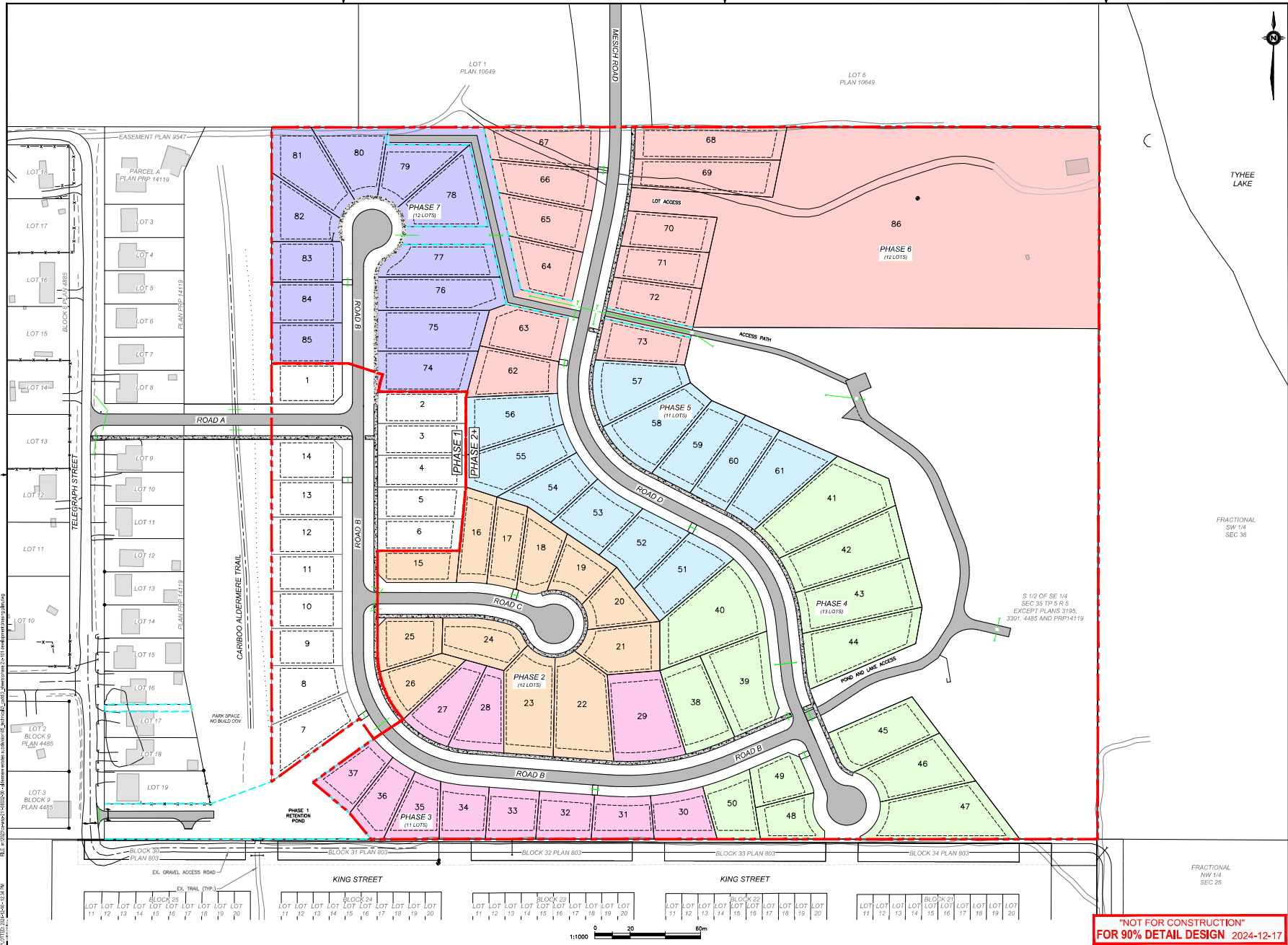
Staff Comment

The proposed subdivision is adjacent to lands within the RDBN to the east and north. To the east there are two parcels of undeveloped Crown Land within the ALR and zoned Agricultural (Ag1). To the north is an undeveloped private parcel zoned Small Holdings (H1). This parcel is part of a small rural subdivision of five parcels (four in the ALR) along Mesich Road and currently contains three residences.

Planning Department staff have no concerns regarding the proposed subdivision. However, it is recommended that the Village be asked to review the document titled “Subdivision Near Agriculture: A Guide for Planners and Approving Officers in BC” to allow the Village to ensure the subdivision approval process considers best practices regarding subdivision near agricultural land.

ATTACHMENTS

Village of Telkwa referred Phased Development Plan



REVISION	DATE	DESCRIPTION	BY
B	2024-12-17	ISSUED FOR REVIEW - 60% DESIGN	FB
A	2023-06-26	ISSUED FOR 50% DETAILED DESIGN	AP

REV	DATE	DESCRIPTION	BY

LEGEND
 TITLE: CIVIL
 PROJECT: ALDERMERE ESTATES SUBDIVISION PHASE 2+
 CLIENT: LVN CONTRACTING LTD.
 DRAWING NUMBER: C-101
 SCALE: 1:11000
 DATE: 2024-07-15
 DRAWN BY: FB
 CHECKED BY: FB
 APPROVED BY: FB
 PROJECT (INTERNAL): ALL
 IF THESE BAR IS NOT 25mm LONG, ADJUST YOUR PRINTING SCALE.
 25mm
 FRACTIONAL SW 1/4 SEC 36
 FRACTIONAL NW 1/4 SEC 25
 S 1/2 OF SE 1/4 SEC 35 TP 5 R 5 EXCEPT PLANS 3195, 3301, 4485 AND PRP14119

**"NOT FOR CONSTRUCTION"
FOR 90% DETAIL DESIGN 2024-12-17**

DRAWING NUMBER: C-101	REV: B
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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Rowan Nagel, GIS/Planning Technician
Date: Feb 13, 2025
Subject: Notice of Work Referral No. 1300428

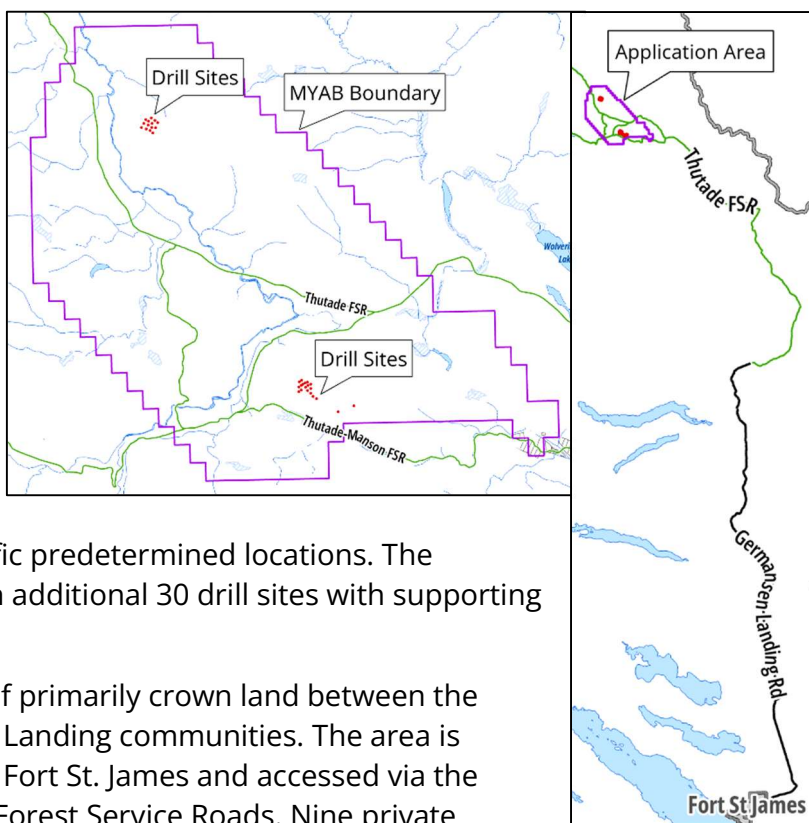
RECOMMENDATION: (all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments for Notice of Work Referral No. 1300428.

BACKGROUND

The Thompson Creek Metals Company (TCMC) (DBA Centerra Gold) has submitted a five-year Notice of Work (NoW) application under the *Mines Act* for 50 diamond drill holes. It amends an existing permit (MX-100000125) to a multi-year-area-based (MYAB) permit. This differs from a site-specific authorization by allowing the applicant to perform activities over a general area, rather than specific predetermined locations. The amendment also establishes an additional 30 drill sites with supporting trails and survey lines.

The permit covers 8729.35 ha of primarily crown land between the Manson Creek and Germansen Landing communities. The area is approximately 130 km north of Fort St. James and accessed via the Thutade and Thutade-Manson Forest Service Roads. Nine private properties and five dwellings are included in the permit boundary. The nearest dwelling is more than four km from the nearest drilling area. A small section of the MYAB is designated Industrial under the Omineca Settlement Corridor OCP, but is over two km away from the nearest drill site (See Comments).



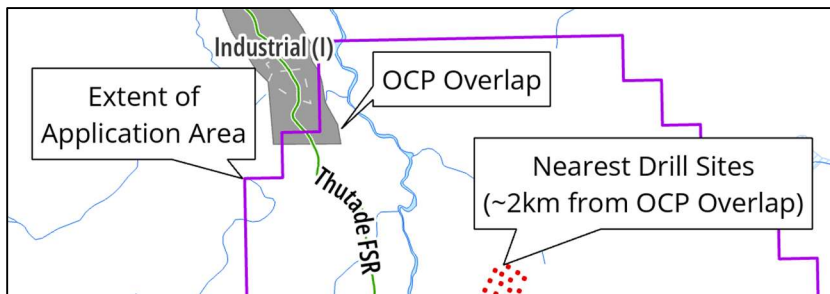
In the first year, TCMC intends to drill 33 holes between 200 – 300 m in depth, and establish 3.5 km of roads. No new stream crossings are needed, but culverts may be reinstalled on existing logging roads where required. The total disturbed area over five years is expected to be 4.18 ha, with 13 m³ of merchantable timber being removed. Once work is completed, all sites and trails will be remediated by decompacting the ground, recontouring it to match the natural slope, then replacing topsoil before scattering debris and vegetation.

ATTACHMENTS:

- Comment Sheet



Electoral Area:	Electoral Area C (Fort St James Rural)
Applicant:	Thompson Creek Metals Company (DBA Centerra Gold)
Existing Land Use:	Unsurveyed Crown Land
Zoning:	Not Zoned
OCP Designation:	Yes. Portion designated Industrial (I) under the Omineca Settlement Corridor OCP, 2003. Remainder Not Designated.
Proposed Use Comply with Zoning:	N/A
Agricultural Land Reserve:	No
Access:	Thutade FSR, Thutade-Manson FSR
Building Inspection:	No
Fire Protection:	No
Other comments:	Extent of OCP Overlap shown below:





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planner
Date: February 13, 2025
Subject: **Prince Rupert Gas Transmission Project Eastern Route Alternative Amendment**

RECOMMENDATION: (all/directors/majority)

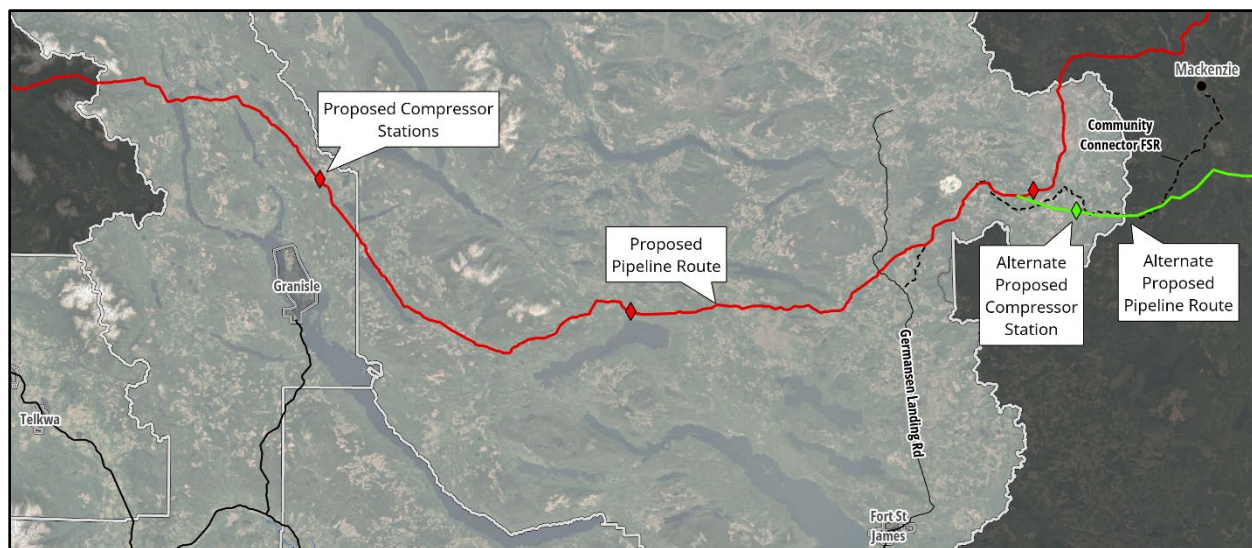
Receive.

BACKGROUND

The Prince Rupert Gas Transmission Project (PRGT Project) is a liquid natural gas pipeline extending 900 km from Hudson's Hope in northeast B.C to Prince Rupert on the west coast. Environmental Assessment approval for the project was issued in 2014 and a five-year extension to start construction was granted in 2019.

In 2013 the RDBN was invited to participate in the Environmental Assessment review process for the PRGT Project. The decision was made not to participate in the review process. However, the attached letter dated October 14th, 2014 was provided to the Environmental Assessment Office (EAO) and the proponent.

In June 2024, the PRGT Project was acquired by the Nisga'a First Nation and Western LNG. The RDBN sent the attached letter dated July 2, 2024 congratulating the Nisga'a First Nation and Western LNG on their ownership of the PRGT Project. The Board's 2014 letter was included.



In August 2024, the PRGT Project applied to the EAO for an Eastern Route Alternative Amendment to EAC #14-06. This alternative route was in response to concerns raised by First Nations and was originally proposed in 2015 as a potential option. The alternative route follows the Highway 97 corridor from Tudyah Lake in the Regional District of Fraser-Fort George, before proceeding west to rejoin the pipeline corridor near Philip Lakes in Electoral Area C (Fort St. James Rural).

On February 3, 2025, the Regional District received the attached letter from Prince Rupert Gas Transmission Ltd (PRGT Ltd.). This letter includes an update on the PRGT Project and an offer to engage with the RDBN on the project. PRGT Ltd. has indicated that it is open to making a presentation (delegation) to the Board in the coming months if there is Board interest.

ATTACHMENTS:

- RDBN letter dated July 2, 2024 letter to the Nisga'a First Nation and Western LNG
- PRGT Notification Letter dated February 3, 2025



July 2, 2024

Nisga'a Lisims Nation and Western LNG
c/o Rebecca Scott
Via email: rscott@ksilisimlng.com

Dear Rebecca Scott

RDBN Comments

The Regional District of Bulkley-Nechako (RDBN) is pleased to offer our congratulations to the new ownership of the Prince Rupert Gas Transmission Project. The RDBN looks forward to working with both partners on moving this project forward to the benefit of the region.

Please see the attached correspondence from the RDBN in response to the most recent permit extension referral for the Middle River Compressor Station. This correspondence outlines the RDBN's key issues relating to the project.

Sincerely,

Jason Llewellyn
Director of Planning

cc: Lauralee Schoenenberger, Project Coordinator, Roy Northern Land and Environmental
Lauralee.schoenenberger@roynorthern.com

Sandra Webster, Environmental and Regulatory Affairs, Prince Rupert Gas Transmission
Project, swebster@westenlng.com

Attached: Letter dated March 5, 2024 from the RDBN



March 5, 2024

Candace Mackenzie
Land Representative
Prince Rupert Gas Transmission
Limited Partnership
Via email: candace_mackenzie@tcenergy.com

**Regional District of Bulkley-Nechako Comments: Prince Rupert Gas Transmission Project
Permit Extension Notifications**

Thank you for the notification letters regarding the permit extension applications for the proposed Middle River compressor station site and sections 2, 2A, 3, and 4 of the proposed pipeline to be submitted to the BC Energy Regulator in 2024.

Please find attached the letter from October 14, 2014 that remains valid and contains the Regional District of Bulkley-Nechako's comments in regards to the Prince Rupert Gas Transmission Project permit extension applications.

Sincerely,

Danielle Patterson
Senior Planner

Enclosed: October 14, 2014 referral response letter



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

REGIONAL DISTRICT
OF BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

October 14, 2014

Sacha Plotnikow, Project Manager
Roy Northern Land and Environmental
sacha@roynorthernbc.com

Keri Bruce, Land Representative
Prince Rupert Gas Transmission Limited Partnership
keri-lynn_bruce@transcanada.com

Sent by e-mail

Re: Notification / Invitation to Consult Regarding the Prince Rupert Gas Transmission Project

This letter is provided by the Board of the Regional District of Bulkley-Nechako regarding your Notification / Invitation to Consult with the Regional District (your documents PRGT004776-TC-LA-CC-0424. The Regional District of Bulkley-Nechako would like to accept TransCanada's invitation to consult with respect to the pipeline project and associated facilities.

The Regional District has a number of issues relating to the proposed pipeline that we are eager to address further with TransCanada and the Oil and Gas Commission (OGC). TransCanada is aware of the pipeline related issue through our dealings on the Coastal GasLine Pipeline project. And we are concerned that further delay in addressing the issues, and waiting for the construction contractors and worker camp operators to address the issues with the Regional District may have unnecessary negative implications to all parties. Therefore, we would like the issues to be addressed at this time.

The RDBN's issues relate to the following:

The Location and Size of Worker Camps and other Pipeline Facilities

Issues associated with the location of worker camps and other facilities associated with pipeline construction such as emergency response, waste disposal, traffic management, local employment and local business opportunities, etc. have not been adequately addressed. We note that the location of all facilities should be discussed with the Regional District so that any Regional District issues related to specific locations can be raised.

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - OOTSA LAKE/FRANCOIS LAKE
B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339

Further information relating to the location of proposed pipeline facilities in the Regional District are discussed in the attached brochure.

Solid and Liquid Waste Disposal

The RDBN requires information regarding the pipeline's solid waste disposal needs to allow the RDBN to identify any potential impacts on our infrastructure, and determine our ability to accommodate the waste. For example the following information is required.

- How much solid waste (in tonnes) is proposed to be disposed of at each RDBN landfill?
- How much of that waste is industrial waste and hazardous waste?
- Over what time period is the waste proposed to be disposed?
- What waste reduction activities will be conducted to minimize waste generated (recycling, composting, etc.)

There is no certainty that the RDBN will be able to accommodate certain solid waste from pipeline construction and worker camps at our landfills. There needs to be discussions relating to the capacity of our facilities, our operational limitations, and our long term costs well in advance of any request to utilize RDBN facilities.

The RDBN's ability to accept liquid waste at our facilities is very limited. The most practical solution may be the disposal of liquid waste at municipal facilities; however, the capacity of municipal facilities to accommodate the waste from all of the potential pipeline projects is likely not known. It may be in the best interest of TransCanada Pipelines Ltd. to begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It may also be an option to develop a regional facility. This may be an opportunity for the region to obtain upgrades to infrastructure for the benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN's Environmental Services Department is open to facilitating the necessary discussions between the municipalities and the pipelines.

TransCanada has indicated that their preference, with regard to the Coastal GasLink Pipeline, is to allow the construction contractors and worker camp operators to sort out the manner in which solid and liquid waste is disposed once the contracts have been awarded. The Regional District is concerned that this process will result in the inability of the Regional District to plan for notable increases in landfill utilization, and missed opportunity for improvements to municipal infrastructure and revenue generation.

The RDBN has requested that waste management plans for construction sites and construction camps be developed and be preceded by an evaluation of the capacity of local facilities to accommodate waste, including an assessment of the opportunity for infrastructure upgrades to accommodate liquid waste. The RDBN also requested an evaluation of the capacity of local facilities to provide potable water to the work camps and an assessment of the opportunity for infrastructure upgrades necessary to provide potable water. Representatives from TransCanada have indicated that this evaluation work will begin in the fall of 2014;

however, we are not aware that this work has begun. This same request applies to the Prince Rupert Gas Transmission Project.

Invasive Plant Control

The proposed Prince Rupert Gas Transmission Project right of way can be expected to facilitate the spread of invasive plants. The RDBN requests that TransCanada develop and commit to implementing an invasive plant management plan within the right of way which is reviewed by the RDBN, and commit to provide annual funding to the NWIPC to support their weed control efforts in the RDBN.

Fire Protection and Emergency Response

The RDBN requests that TransCanada consult with the RDBN regarding fire protection and emergency response, and develop an emergency management plan that includes communications protocols and evacuation plans for camps and workers.

TransCanada has indicated that their preference, with regard to the Coastal GasLink Pipeline, is to allow the construction contractors and worker camp operators to develop the emergency management plans once the contractors are hired. The Regional District is concerned that this process will result in the inability of the RDBN to ensure that the plans are adequate and will result in inconsistent plans and protocols between camps, and pipeline contractors. Of particular concerns are the communications protocols and emergency evacuation components of the plan.

Log and Wood Fibre Utilization

The cutting of trees and the long term loss of forested lands associated with the proposed pipeline represents a negative impact to the long term sustainability of the regions forest industries. To minimize this loss it is important that all useable logs cut from the pipeline right of way be utilized. It is expected that the logs that can be economically harvested and transported to an end user would be sold. The RDBN has expressed concern that where the cost of harvesting and transportation are too high the logs will not be utilized in support of the forest products industries. The RDBN would like TransCanada Pipelines Ltd. to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically transported to market.

Employee Training and Apprenticeships

The RDBN requests that TransCanada Pipelines Ltd. identify the specific actions that will be taken to ensure local employment is maximized, and that apprenticeship positions for local employees are provided. The RDBN would also like to be included in the process to plan for worker training and utilization.

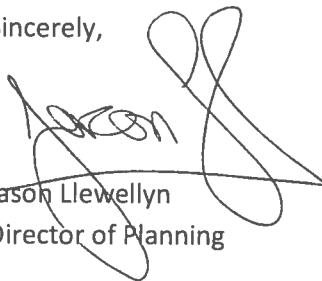
Use of Local Business

The RDBN encourages TransCanada to do all that is possible to scale the size of contracts related to pipeline construction and operation in a manner which allows local business to take advantage of the opportunity offered by the pipeline. Early communication with local business regarding the opportunities that will be available has also been identified as important to ensure that these opportunities are taken advantage of by local entrepreneurs. The specific actions that TransCanada is committing to undertake to maximize the involvement of local business in the pipeline construction, and maintenance, process needs to be further discussed and confirmed with the RDBN.

The Regional District remains concerned that very few contracts associated with pipeline construction will go to local business given the scale of the contracts and a lack of knowledge of the procurement process. There is opportunity for local businesses to expand or be created as a result of pipeline construction; however, the extent of the local opportunity is entirely dependent on the business practices of TransCanada Pipelines Ltd. We would like to understand the specific steps that TransCanada Pipelines Ltd. is planning to take to take maximize local opportunity.

The Regional District of Bulkley-Nechako looks forward to addressing these issues with TransCanada and the OGC as part of the OGC permitting process.

Sincerely,



Jason Llewellyn
Director of Planning

cc: Peter Wijtkamp, Manager, Special Projects, OGC (Peter.Wijtkamp@bcogc.ca)

Prince Rupert Gas Transmission Ltd.
c/o Industry Relations Office
101-4441 Lakelse Avenue, Suite 1A
Terrace, B.C.
V8G 1P1

February 3, 2025

Sent VIA E-mail

Curtis Helgensen
Chief Administrative Officer
Regional District of Bulkley Nechako

Re: Notification Regarding the Prince Rupert Gas Transmission Eastern Route Alternative Amendment (Amendment #7)

Dear Curtis,

Prince Rupert Gas Transmission Ltd. (PRGT) is writing to provide you information of proposed changes to the eastern portion of the Prince Rupert Gas Transmission Project (the Project).

The Project is an approved natural gas pipeline designed to deliver natural gas from northeast BC to the northwest coast of the province. PRGT as the proponent has completed a multi-year environmental assessment process, culminating in the receipt of an environmental assessment certificate (EAC) in 2014 and subsequent EAC extension in 2019, as well as *Energy Resource Activities Act* Section 25 Permits. In 2024 PRGT initiated construction on the Project within pipeline permit Section 5B and has requested a Substantial Start Determination from the Environmental Assessment Office anticipated in Q2 of 2025.

PRGT is committed to consulting with Indigenous groups, and this consultation process has resulted in the identification of the Eastern Route Alternative to address feedback received from Treaty 8 First Nations following project approval in 2014. The proposed alternative route will start at a potential initiation point approximately 37 km west of Chetwynd and join the original approved Project right-of-way at KP 230. The Eastern Route Alternative has been aligned adjacent to existing corridors and developments for over 80% of the route. The alternative will include a new Compressor Station, which will be an alternative compressor station to the Johnson Creek Compressor Station on the original permitted route. A meter station will be co-located with the alternative compressor station. The alternative compressor station will be designed for both electric and natural gas fired compressors. The supply of electricity will be provided by a third party as a separate scope.

The original permitted route and the Eastern Route Alternative are identified on the attached map. To progress with this route alternative, PRGT is required to seek provincial approval through the Eastern Route Alternative Amendment to the Project's approved EAC (#E14-06), followed by permitting through the British Columbia Energy Regulator (BCER). PRGT applied to the province for this Amendment on August 23, 2024, and is available on the EAO's [EPIC website](#).

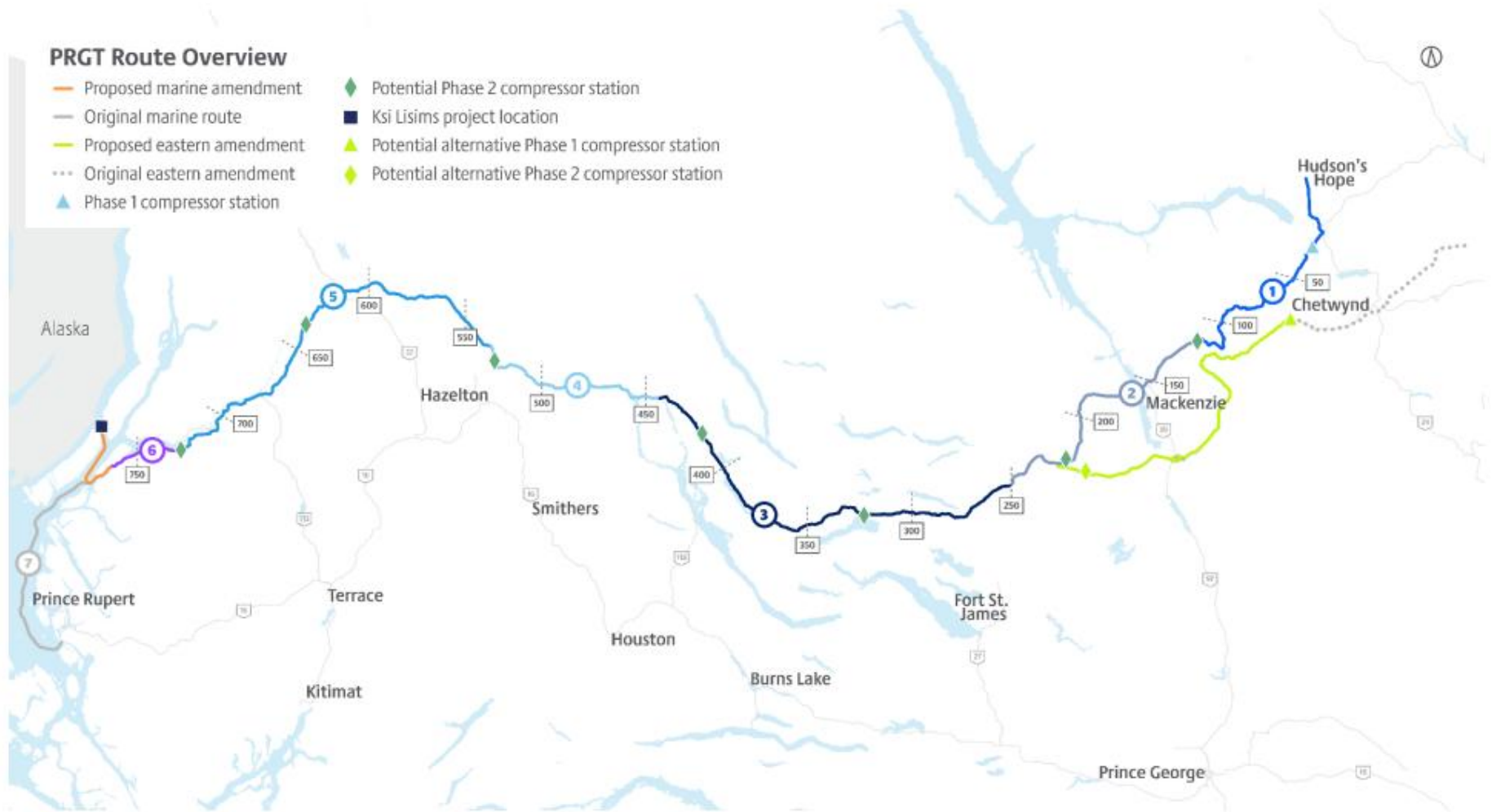
PRGT is writing to you to provide notice that your community may be potentially impacted given the location of the pipeline corridor that PRGT is evaluating for the Eastern Route Alternative. If you wish, we would be pleased to present you with additional information, discuss potential Project-related impacts to your community, and seek your feedback on the Amendment application for incorporation into construction planning and execution (including development of site-specific mitigation measures).

For further information or questions about the Amendment, please contact me directly.

Sincerely,



Rebecca Scott
Senior Director, Communications and Community Engagement
Western LNG
rscott@westernlng.com





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Wendy Wainwright, Deputy Director of Corporate Services
Date: February 13, 2025
Subject: **2025 Local Government Leadership Academy (LGLA) – Leadership Forum
– March 12-14, 2025 – Richmond, BC**

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

That the Board authorize attendance of Rural Directors wishing to attend the 2025 Local Government Leadership Academy (LGLA) Forum March 12-14, 2025 in Richmond, B.C.

BACKGROUND

The LGLA 2025 Leadership Forum is taking place in Richmond, BC from March 12-14, 2025.

Registration is \$495 and all associated costs will come from each director's rural legislative budget.

To note, there is an RDBN Meeting day scheduled for March 13, 2025.

ATTACHMENTS

2025 LGLA Forum Preliminary Program



2025 LGLA LEADERSHIP FORUM – PRELIMINARY PROGRAM
Effective Engagement for Inclusive and Transparent Governance

Radisson Vancouver Airport Hotel
 March 12-14, 2025

Wednesday, March 12

1:30 pm -2:00 pm	President Ballroom	Opening Ceremony Welcoming remarks from Councillor Laurey-Anne Roodenburg, President, LGLA, Councillor Trish Mandewo, President, UBCM, and other special guests.
2:00 pm-3:30 pm	President Ballroom	Engaging with the Province - Observations from the Balcony
3:30 pm-3:45 pm	Prefunction Ballroom	Refreshment Break Sponsored by Municipal Insurance Association of BC
3:45 pm-5:00 pm	President Ballroom	Align, Prioritize Communicate - How Coordinated Planning and Budgeting Realizes Community Vision
5:00 pm-6:30 pm	Prefunction Ballroom	Networking Reception Sponsored by Destination BC

Thursday, March 13

7:30 am-8:30 am	Prefunction Ballroom	Breakfast Sponsored by Young Anderson Barristers and Solicitors
8:30 am-9:45 am	President Ballroom	Building Trust Around the Table
9:45 am -10:00 am	Prefunction Ballroom	Refreshment Break Sponsored by Municipal Finance Authority of BC
10:00 am-11:15 am	President Ballroom	Empowering Your CAO: <i>Key Strategies for Effective Leadership in Local Government</i>
11:15 am-12:15 pm	President Ballroom	Effective Community Engagement and Visioning
12:15 pm-1:30 pm	Prefunction Ballroom	Lunch Sponsored by Fortis BC
1:30 pm-2:45 pm	President Ballroom	Engagement with First Nations
2:30 pm-2:45 pm	Prefunction Ballroom	Break
2:45 pm-4:00 pm	President Ballroom	Community Engagement and Revising Your OCP
4:00 pm-5:00 pm	President Ballroom	Signals in the Noise
5:00 pm		End of Day 2 – Dinner on Own



2025 LGLA LEADERSHIP FORUM – PRELIMINARY PROGRAM
Effective Engagement for Inclusive and Transparent Governance

Radisson Vancouver Airport Hotel
 March 12-14, 2025

Friday, March 14

7:30 am -8:30 am	Prefunction Ballroom	Breakfast Sponsored by BC Assessment
8:30 am -9:45 am	President Ballroom	Consultation and Cooperation Under EDMA
9:45 am -10:00 am	Prefunction Ballroom	Refreshment Break Sponsored by Lidstone & Company Law Corporation
10:00 am -11:30 am	President Ballroom	Beyond the Term: <i>Local Leaders Reflect</i>
11:30 am -12:00 pm		Closing

The Local Government Leadership Academy gratefully acknowledges the support of the following
Sponsors and Partner Organizations:

Municipal Finance Authority of BC - *Founding Partner*
 Municipal Insurance Association of BC - *Founding Partner*
 UBCM - *Founding Partner*
 The Ministry of Housing and Municipal Affairs - *Founding Partner*
 BC Assessment - *Founding Partner*
 Local Government Management Association - *Founding Partner*
 Destination BC
 FortisBC
 Young Anderson Barristers and Solicitors
 Lidstone & Company Law Corporation



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: February 13, 2025
Subject: **Keeping It Rural Conference – June 10-12, 2025 – Kelowna, BC**

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

That the Board authorize attendance of Rural Directors wishing to attend the Keeping it Rural Conference from June 10-12, 2025 in Kelowna, B.C.

BACKGROUND

The Keeping it Rural Conference is taking place in Kelowna from June 10-12, 2025. The conference program is not yet available.

Registration is \$500 and all associated costs will come from each director's rural legislative budget.

ATTACHMENT:

None.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: February 13, 2025
Subject: **North Central Local Government Association AGM and Convention -
May 12-15, 2025 - Prince Rupert, BC**

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

That the Board authorize attendance of Rural Directors wishing to attend the NCLGA AGM and Convention May 12-15, 2025 in Prince Rupert, B.C.

BACKGROUND

The NCLGA AGM and Convention is taking place in Prince Rupert from May 12-15, 2025. Registration information is not yet available.

All associated costs will come from each director's rural legislative budget. The Chair's costs will come from general government.

ATTACHMENTS

None.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: February 13, 2024
Subject: **NCLGA Resolutions**

RECOMMENDATION: (all/directors/majority)
Direction/Receive.

BACKGROUND

The deadline for submission of resolutions to NCLGA is Friday, March 14, 2025.

At this time, staff is requesting that the Board identify any resolutions it wishes to submit to NCLGA by February 18th. Resolutions will be drafted and included on the February 27th Board agenda for the Board's consideration.

ATTACHMENTS

None.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Strategic Initiatives and Rural Services
Date: February 13, 2025
Subject: **Grant to Village of Burns Lake – Healthcare Recruitment Coordinator**

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

That the Board approve a grant of \$15,000 to the Village of Burns Lake from the Electoral Area E (Francois/Ootsa Lake Rural) Economic Development Service.

BACKGROUND

The Village of Burns Lake developed a Joint Recruitment and Retention of Medical Professionals Committee in 2024 to which the Directors for Electoral Areas B (Burns Lake Rural) and E (Francois/Ootsa Lake Rural) were appointed.

The Committee prioritized the hiring of a medical recruitment champion for the area, interviews for which are currently underway. This grant will support the contract position.

Area B (Burns Lake Rural) made a contribution of \$15,000 towards this project as part of the 2024 Budget process through the Area B Economic Development Service.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Strategic Initiatives and Rural Services
Date: February 13, 2025
Subject: **Grant in Aid – Spirit North**

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

That the Board approve a grant of \$15,000 to Spirit North, split between Electoral Areas B (Burns Lake Rural), D (Fraser Lake Rural), and E (Francois/Ootsa Lake Rural) from Regional Grant in Aid.

BACKGROUND

Please see the attached application for further detail.

Directors are supportive of a \$5,000 contribution from their Electoral Area.

The Regional Grant in Aid balances tracked for the Electoral Areas included in the application are:

Area B (Burns Lake Rural)	\$77,048
Area D (Fraser Lake Rural)	\$72,576
Area E (Francois/Ootsa Lake Rural)	\$68,286

Nellie Davis

From: website@rdbn.bc.ca
Sent: January 22, 2025 8:22 PM
To: Nellie Davis
Subject: Website Form Submission – Online Grant in Aid Application Form

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

There has been a submission of the form Online Grant in Aid Application Form through your concrete5 website.

Organization Legal Name:
 Spirit North

Contact Email Address:
 sarah.smith@spiritnorthxc.ca

Contact Phone Number:
 416-888-7996

Organization Mailing Address:
 202-1205 Bow Valley Trail, Canmore, AB T1W 1P5

Project or purpose for which you require assistance:

Spirit North requires a new snowmobile for the Burns Lake, Frasier Lake, Ootsa and Granisle areas to replace the old one which is no longer functioning and is in a state of disrepair. This resource is critical to ensuring Spirit North can deliver outdoor, land-based Sport for Development programs to Indigenous children and youth in the Bulkley-Nechako region during the long winter months. Spirit North's Community Program Leader has built snow groomers that attach behind the snowmobile and together they are instrumental in preparing the land, turning school playgrounds into terrain parks and the forest trails into engaging ski adventures for the children and youth.

Amount of Grant Requested:
 15000

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

Yes

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

Spirit North is dedicated to improving the health and well-being of Indigenous youth through the transformative power of sport and play across British Columbia, Alberta, Manitoba, Saskatchewan, Ontario and the Northwest Territories. Programs provide year round in-class and after-school land-based sport and activity programs that integrate cultural knowledge, language and traditions, while addressing common barriers to participation such as geographical isolation, socio-economic limitations, access to equipment, and coaching/leadership capacity.

Season and skill appropriate sports and activities include but are not limited to: cross-country skiing, lacrosse, mountain biking, paddling, canoeing, orienteering, rock-climbing, archery, plant identification, harvesting and preparing specialty foods, and traditional Indigenous games. Co-creation of these programs with members of the

community is a cornerstone of Spirit North's delivery model and is instrumental in increasing social inclusion. The process results in a deeper understanding of culture, demonstrates respect for a community's way of knowing, and ultimately provides for programs that are shaped and informed by the strengths, beliefs, and values of each community. Our co-creation process is based on two premises: (1) That the knowledge of a community is essential to tackling the challenges faced by that community; and, (2) that no effective solution to a complex problem is possible without bringing many voices and perspectives into the discussion.

We increase local capacity through training, certification and employment of local youth and community members, assistance with equipment ownership, and support with trail building. These investments in community have long-reaching effects such as increased family engagement, shifting attitudes toward health, sport and activity programming, and improving educational outcomes and the physical and mental health of participants.

While our programs are offered across five provinces and the Northwest Territories, the focus of this request for support is concentrated on our programming in Burns Lake, Fraser Lake, Ootsa Lake and Granisle, British Columbia, where we offer programs to approximately 600+ children and youth annually. Demand for Spirit North's programming here exceeds capacity as there are no other organizations doing what we do in these regions.

Is your organization voluntary and non-profit?:

Yes

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

No remuneration paid to the officers of the Board of Directors. We are a national registered non-profit charitable organization with volunteers as well as paid full-time and part-time employees.

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

Spirit North has been in operation for 8 years since 2017 and currently has 40 active volunteers.

Assistance is being requested for::

Capital project and/or equipment

Other Purpose:

Please describe the project/event for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required.:

During the winter season, one of our Community Program Leaders dedicates a good portion of their week to hauling a snowmobile and snow groomer to each school and community we serve in the Bulkley-Nechako region and grooming multi-use trails and play areas for the children to enjoy. He turns playgrounds and soccer fields into fun terrain parks and grooms alluring forest trails the community can access all winter long. He transports both the snowmobile and groomer on a personally-owned utility trailer five days per week from November to April.

As we are at the height of the ski season and well into winter, a new snowmobile is sorely needed to plow through 50 kms per week for the kids we serve at the schools and Indigenous communities in the Bulkley-Nechako region.

Eleanor Giesbrecht, Principal of Decker Lake Elementary School in Wet'sewet'en Territory states:

"When the surface is packed and groomed, our children have a greater opportunity of accessing the play area as well as the trails for skiing. It is easier for children to ski to and from the field area and all practice surfaces when it

is packed. Kids are more active when the snow is packed because they can run and play games easily. Many choose not to participate when the snow is difficult to get through.”

Similarly, Dave Brown, a well-respected teacher at Fraser Lake Elementary-Secondary School, explains: “Our longest season is winter when Chris dependably arrives with a snowmobile and track setter in tow to make sure that trails are ready for our students to get outside and have fun. He continues, “normally our students spend a lot of time indoors but when Chris arrives, they excitedly get ready to put on the equipment that he provides and get out to have fun, be active, and learn new skills.”

Describe how this proposal will benefit the community.:

Over 600+ children and youth residing in the Bulkley-Nechako region as well as their families and community members will benefit from our project annually. Our winter sports and activities such as cross-country skiing and snowshoeing heavily rely on properly maintained outdoor trails and the appropriate machinery and equipment that can pave the way for outdoor, land-based learning experiences. A new snowmobile for our communities is far more than a motorized vehicle designed for winter travel and recreation on snow. It is symbolic of inspiring our students to get outdoors, become active, and engage in physical activities. Students build confidence as they navigate the trails and learn new skills. Participating in outdoor activities promotes critical thinking, problem-solving, and resilience. The purchase of a new snowmobile is vital in ensuring our trails remain accessible and create environments and opportunities where students can experience positive social interaction, connect with the land, and develop friendships that enhance social skills and emotional well-being.

Sport and physical activity are universally recognized as powerful agents for developing individuals and society, yet, for many Indigenous children and youth, participation is far from their minds and well out of reach. The winter sports and activities we teach and promote are designed to improve physical health indicators such as endurance, balance and gross motor skills; mental health outcomes such as resilience, confidence and joy; and, provide opportunities for activity that would not otherwise exist. We undergo a rigorous evaluation and impact reporting process annually using key metrics to measure the physical health, mental health, and academic indicators of Spirit North participants. The following data is just a small sample of our findings last year and illustrates the benefits and importance of our work:

89% of participants reach or exceed the recommended daily amount (60 min) of physical activity by participating in Spirit North programs; 96% of educators noted improvement in students' joy; 96% of educators noted improvement in their students' willingness to try new things; 100% of community members noted their child's participation in Spirit North programs encouraged other family members to be active.

One teacher from the Burns Lake area remarks: “My students have increased their stamina and endurance while taking part in physical activities. Previously, a number of students would require rest breaks or would sit out of some activities. I have noticed an overall increase in their participation rates for physical outdoor activities.”

Spirit North’s ability to maintain valuable outdoor winter programs for children and youth, particularly in the more remote regions of British Columbia, is dependent on the availability of essential resources. Without a snowmobile to pull the snow groomer in the Bulkley-Nechako region, students would face a considerable gap in their school week and community recreational options.

Have you applied for a grant/funding from other source(s)?:

Yes - please provide information below

Name of Grant or Funding Agency:

Peter Cundill Foundation (To support operations)

Amount applied for:
75000

Status of application:
Approved

Name of Grant or Funding Agency:
Anonymous Donor (To support operations)

Amount applied for:
56773

Status of application:
Approved

Name of Grant or Funding Agency:

Amount applied for:

Status of application:

Has the organization received assistance (grant in aid/waiving of fees, etc.), from the Regional District of Bulkley-Nechako in previous years?:
No

If yes, please provide the year, the amount, and the purpose for the assistance.:

Does your Organization: (Please check all that apply):
Provide an opportunity for individuals to make direct contributions?

Contact Name:
Sarah Smith

Attach supporting financial information, ie: budget/financial report. Ensure all information is clearly itemized, including: total cost of project, grants/funding from other sources, funding contributed by applicant, total expenses for the fiscal year.:
8731,8732,8733,8734,8730,8735

Contact Name:
Sharon deBoer-Fyie

Contact Phone Number:
403-852-6638

Contact Email Address:
Sharon.deBoer@spiritnorthxc.ca



Decker Lake Elementary School

6710 Decker Lake Frontage Rd, Burns Lake, B.C. V0J 1E1

Phone: 250-698-7301



January 6, 2025

Regional District of Bulkley Nechako

Box 820

Burns Lake, BC V0J 1E0

Attn: Directors Riis-Christianson, Clint Lambert

Dear Directors,

I am writing this letter of support for Spirit North in their quest to fundraise for the purchase of a new snowmobile.

Spirit North visits our school once a week throughout the year and provides land-based educational learning for all our children. Our children enjoy the opportunities they receive from Spirit North and their commitment to our school community.

In the winter months our children learn how to cross-country ski and snowshoe on our beautiful property. Spirit North grooms our trail system and our field areas using a snowmobile. Their current machine has become unreliable and needs replacing.

I believe that the purchase of a new machine will benefit the programs Spirit North offers and allow our children to continue to access our land and trails throughout the winter.

Thank you for your consideration.

Sincerely,

Eleanor Giesbrecht

Principal



FRASER LAKE
ELEMENTARY-SECONDARY SCHOOL

Bag 1002, Fraser Lake, B.C. V0J 1S0
Telephone (250) 699-6233 • Fax (250) 699-7753

January 14, 2025

Dear Regional District of the Bulkley Nechako,

My name is Dave Brown, and I am a teacher at Fraser Lake Elementary Secondary School writing to request support that would help continue the important work that Chris Paulson does for us via Spirit North. Depending on the season, he makes sure that he brings appropriate equipment that is most suitable to provide appropriate outdoor learning experiences. Our longest season is winter when Chris dependably arrives with a snowmobile and track setter in tow to make sure that trails are ready for our students to get outside and have fun. Normally our students spend a lot of time indoors but when Chris arrives, they excitedly get ready to put on the equipment that he provides and get out to have fun, be active and learn new skills. Having the right snowmobile is critical for us to enjoy this activity.

Every week, Chris dedicates his time to encouraging our students to have fun, embrace the great outdoors and engage in physical activities. His commitment goes beyond mere participation; he embodies support and enthusiasm, inspiring our students to take part in our weekly adventures. The anticipation that builds among our students as they look forward to these outings is a testament to the positive environment he fosters.

The recreational benefits of the ski trails set at our school and within our community are substantial. Not only do these trails provide opportunities for physical exercise, which is crucial for our students' health, but they also serve as a platform for positive social interaction, and for developing an appreciation for nature. As students and community members connect with each other and the land through these activities, they develop friendships that enhance their social skills and emotional well-being.

The developmental benefits seen by my students are also significant. Engaging in outdoor activities promotes critical thinking, problem-solving, and resilience. It is especially rewarding to observe how Chris has mentored students, helping them build confidence as they navigate the trails and learn new skills. The joy and sense of accomplishment our students experience contribute positively to their mental health, reducing stress and enhancing overall happiness.

However, our ability to maintain these valuable programs is dependent on the availability of essential resources. Without a snowmobile to pull the track setter, we would face a considerable gap in our school week and community recreational options. This equipment is crucial for ensuring that the trails remain accessible and well-maintained, allowing us to continue providing these enriching experiences for our students.

In conclusion, Spirit North is making significant and invaluable contributions to our community and our students at Fraser Lake Elementary Secondary School. This program led by Chris Paulson's enthusiasm, support, and dedication have greatly enhanced the recreational opportunities available to our students and community. I strongly urge you to support the purchase of a snowmobile to sustain these vital programs. By doing so, you will be investing in the future of our students and the health of our community.

Sincerely,

Dave Brown
FLESS Teacher



Grassy Plains School

School District No. 91 (Nechako Lakes)

34310 Keefe's Landing Rd, Burns Lake, BC V0J 1E4

Phone: (250)694-3396 Fax: (250)694-3689

December 10, 2024

Regional District of Bulkley Nechako
Box 820
Burns Lake, BC V0J 1E0
Attn: Directors Riis-Christianson, Clint Lambert

Dear Directors,

I am writing this letter of support for Spirit North in their efforts to fundraise for the purchase of a snowmobile. I believe the purchase of a new snowmobile will enhance the outdoor education program at our school and allow the employees of Spirit North to continue to maintain the trails owned by the Southside Recreation Society. These trails are used by the school on a regular basis.

The snowmobile will play a vital role in grooming the trails utilized by our students for cross-country skiing, snowshoeing, and sledding during the winter months. Outdoor education programs such as the programs provided to Grassy Plains School by Spirit North, are essential in building resilience, fostering problem-solving skills, and cultivating a deep connection to the land. The connection to the land that they develop fosters a sense of stewardship and responsibility towards our environment, instilling values that will last a lifetime.

Supporting Spirit North's initiative to acquire a snowmobile will not only enhance our outdoor education program but also ensure that our students continue to thrive in an enriching and supportive learning environment. I strongly believe that this resource will allow Grassy Plains School and Spirit North to provide even more engaging experiences for our students, helping them grow into thoughtful, resilient, and resourceful individuals.

Thank you for considering this important initiative. I wholeheartedly support Spirit North in their fundraising efforts and believe that the acquisition of a snowmobile will have a lasting positive impact on our students and the community.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Moyah', written in a cursive style.

Ginger Moyah

Principal



LAKE BABINE NATION

January 8, 2025

Regional District of Bulkley Nechako
Box 820 Burns Lake,
BC V0J 1E0

Attn: Directors Riis-Christianson, Clint Lambert

Dear Directors:

Please accept this letter of support for SpiritNorth's efforts to fundraise for the purchase of a new snowmobile that is critically required to maintain several foundational programs for winter sports and fitness programs at LBN Schools, which serves 100 LBN children K-12 in three communities (Woyenne, Tachet and Witat). I know that the program has been using a personal snowmobile from the outset of all winter SpiritNorth developments for over 6 years. This has been a clear indication of the dedication and commitment the SpiritNorth staff have to providing excellence in sports development in our community. The purchase of a new snowmobile will support the continuation of the Winter Sports program at our schools and allow the employees of Spirit North to continue to maintain the trails owned by the Lake Babine Nation at several sites without excessive personal cost.

The LBN trail system was developed by SpiritNorth from the outset over 6 years ago and is used by the school's SpiritNorth Sports program on a regular basis (almost daily in the winter months) for a wide range of sports development activities including walking, cross-country skiing, snowshoeing, fire and camp skills, and forest and land explorations and games. The trails in the winter are a critical support for all our children by making access points to the trails compact and even. This makes using the trails tremendously "kid friendly" and is a critical support for children who have physical exceptionalities and may need to be pulled along trails in toboggans by staff.

A new snowmobile will play an important role in grooming the trails utilized by our students for cross-country skiing, snowshoeing, and sledding during the winter months. It also lays down a more compact trail bed system that transitions to use of these trails in the spring and fall and therefore supports all the dry month sports as well, including walking, running, orienteering, "camping skills" and cross-country biking.



The sports and fitness program provided to Morris Williams Elementary School by SpiritNorth have been essential in building resilience, fostering problem-solving skills, and cultivating a deep connection to the traditional land. Many of our trails now have names in the Carrier Language which students refer to as well. The connection to the land that the trail system develops fosters a skills-based stewardship of the traditional territory and teaches lifelong traditional values. Staff time with children on the land is a critical mental health support strategy as children and adults walking, sporting, talking, and playing together provides time to build healthy and happy relationships. Supporting SpiritNorth's initiative to acquire a new snowmobile will not only enhance our sports education program but also ensure that our students continue to thrive in an enriching and supportive learning environment year-round. I strongly believe that this resource is urgently required to allow Lake Babine Nation schools and SpiritNorth to continue to provide world-class sports, fitness and mental health opportunities for all our children.

Thank you for considering this important initiative. We totally support SpiritNorth in their fundraising efforts and believe that the purchase of a snowmobile will have a lasting positive impact on our students and on all our communities in the Regional District.

Kindly,
Garry Klugie,

A handwritten signature in black ink that reads "G Klugie".

LBN Schools Principal

Morris Williams Elementary (K4-7)

Woyenne Secondary School (8-12)

Ted Williams Memorial Learning Centre (Adult)

Witat Ft. Babine Community School (K4-7)

250-692-2355 (Office)

259-692-9509 (Cell/Text)

lbnschoolsprincipal@lakebabine.com





William Konkin Elementary School

School District #91 (Nechako Lakes)

Box 7000 Burns Lake, B.C. V0J 1E0 Phone: 250-692-3146 Fax: 250-692-3569

Sunday, December 15, 2024

To Whom It May Concern,

I am writing to express my support for Spirit North and their impactful work with the learners and staff of William Konkin Elementary School. We have Spirit North at WKE every Friday and they teach cooperative, respectful physical literacy, outdoor education, and specialized skills such as cross-country skiing and biking to our learners.

Without the visits from Spirit North, many of our students would not have the opportunity to learn these specific sports or other helpful outdoor skills such as shelter building, foraging, and fire-making. Having Spirit North instructors here provides classroom teachers with experts in their field to instruct learners, as well as the provision of a much safer ratio of adults to children when engaging in these activities. Spirit North works hard at promoting equity and inclusion so their activities are accessible to all. They always find ways for every learner to participate and feel good about themselves. We are in a very small community with limited services and Spirit North is something students look forward to each week. This is one of the only times in the week that many of our students are learning on and from the land. Classroom teachers simply do not have time to groom ski trails, maintain a fleet of bikes to ensure that every student has a bike to ride, build a safe wilderness fire and let it burn out, or take shelter building supplies out for their short PHE blocks, then get back inside for the next class. Spirit North makes all these wonderful experiences possible at WKE and several other schools in our area.

Spirit North provides an invaluable opportunity to expose our students to essential life skills and sporting skills that allow them to enjoy the community we live in all year round. They provide students with healthy skills and interests that they can carry with them for the rest of their lives. I support Spirit North wholeheartedly and hope they will be able to continue to do all the good they do in this area and surrounding communities.

Sincerely,

Karie Evans, Principal, William Konkin Elementary School



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Strategic Initiatives and Rural Services
Date: February 13, 2025
Subject: **Letter of Support for Village of Granisle's Application to SPARC BC**

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

That the Board approve a Letter of Support to the Village of Granisle on behalf of the Bulkley-Nechako Joint Accessibility Advisory Committee.

BACKGROUND

As per the Bulkley-Nechako Joint Accessibility Advisory Committee (BNJAAC) Terms of Reference, Partner organizations can request letters of support from the BNJAAC through a request to the RDBN Board.

The Village of Granisle requests a letter of support for their application to SPARC-BC for a project to improve access to the Village of Granisle Canada Post Office. A letter from the Regional Accessibility Committee is required to submit the application.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: February 13, 2025
Subject: **Local Service Area Contract – Houston-Smithers Rebroadcasting Society**

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

That the Board authorize the Chair and CAO to enter into the Local Service Area Contract with the Houston-Smithers Rebroadcasting Society.

BACKGROUND

Recommendations from the Municipal Insurance Association suggest that the Regional District should move forward with a signed local service area contract with each organization that receives yearly funding.

This is the fourth contract to be brought forward to the Board and are the agreements with the Houston-Smithers Rebroadcasting Society to operate and manage on-air television in the Smithers and Houston areas.

Additional agreements for each local service provider will be brought forward over the next six months.

Attachment:

Local Service Area Contract – Houston-Smithers Rebroadcasting Society



LOCAL SERVICE AREA CONTRACT

THIS AGREEMENT dated for reference this 9 day of January, 2025

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO

37 Third Avenue, PO Box 820

Burns Lake, BC V0J 1E0

(the "RDBN")

RECEIVED

JAN 17 2025

**REGIONAL DISTRICT OF
BULKLEY-NECHAKO**

PARTY OF THE FIRST PART

AND:

HOUSTON-SMITHERS REBROADCASTING SOCIETY

PO Box 3134

Smithers, BC V0J 2N0

(the "Recipient")

PARTY OF THE SECOND PART

WHEREAS:

- A. The RDBN is a Regional District duly incorporated by Letters Patent under the *Local Government Act*, RSBC 2015, c. 1 and has the power under section 263(1)(c) of that Act to provide assistance for the purpose of benefiting the community or any aspect of the community;
- B. The Recipient is a non-profit Society duly incorporated in the Province of British Columbia in accordance with the *Societies Act*, SBC 2015, c. 18;
- C. The Recipient has submitted an application to the RDBN for a grant of assistance;
- D. The RDBN has approved the application and has authorized the grant of assistance to the Recipient as outlined in Section 3.0 of this Agreement (the "**Funds**"); and
- E. The Recipient has agreed to accept the Funds on the terms and conditions set out herein.

NOW THIS AGREEMENT WITNESSES that in consideration of the Funds, the terms, and conditions hereinafter contained, the sufficiency and receipt of which is hereby acknowledged, the parties covenant and agree each with the other as follows:

1.0 TERM

1.1 The term of this Agreement shall be for a period of five (5) years commencing on **January 1, 2025**, and ending on **December 31, 2029** (the "**Term**") unless otherwise terminated as provided herein.

2.0 RECIPIENT'S OBLIGATIONS

2.1 The Recipient must do the following:

- (a) use the Funds solely and exclusively for the project, event, or service identified in Schedule "A" of this Agreement (the "Services");
- (b) ensure the Services are undertaken in accordance with all statutory and other legal requirements that may apply;
- (c) maintain proper financial records and supporting documentation respecting the Recipient's use of the Funds;
- (d) permit the RDBN, its officers, employees, and its auditors, on reasonable notice, to inspect and take copies of the records referred to in subsection 2.1 (c);
- (e) repay to the RDBN upon written demand any of the Funds not expended by the Recipient in the year in which they are received, if the Recipient possesses more than six months' operating reserves based on its most recent financial statements; and
- (f) seek written approval by the RDBN of any changes to the Services or use of the Funds prior to the changes being made during the Term.

2.2 If the Recipient makes changes to the Services or the use of the Funds without the prior approval of the RDBN pursuant to subsection 2.1(f), the RDBN may, in its sole discretion, withdraw the Funds and immediately terminate the Agreement.

3.0 RDBN'S OBLIGATIONS

3.1 In consideration for providing the Services, the RDBN shall pay to the Recipient during the first year of this Agreement a total of **\$60,000** (the "base amount") in twelve equal monthly instalments paid on or before the last day of every calendar month, until the end of the Term.

3.2 The base amount in Section 3.1 will be maintained for the term of the requirement.

- 3.3 The payment of Funds is subject to the RDBN being satisfied that the Recipient will use the Funds only for the provision of Services as set out in this Agreement and all requirements established herein.
- 3.4 The payment of Funds is subject to the limitations of Bylaw No. 630, as amended from time to time.
- 3.5 No assurance is made to the Recipient that future contributions will be approved by the RDBN Board beyond the Term of this Agreement.
- 3.6 No provision of this Agreement shall be construed as creating a partnership or joint venture relationship, or a principal-agent relationship between the RDBN and the Recipient in relation to the Services, or otherwise. The Recipient does not undertake the Services as a contractor on behalf of the RDBN. Nothing in this Agreement, and no actions taken by the RDBN in implementing or enforcing this Agreement, shall:
- (a) make the RDBN responsible in any way for the management, supervision, operation, or delivery of the Services;
 - (b) give rise to any liability on the part of the RDBN, whether to the Recipient or to any other person, for any losses, damages, costs, or liabilities arising from or related to the Services;
 - (c) be interpreted as giving rise to a duty of care on the part of the RDBN to the Recipient, or to any other person, to investigate or verify whether the Services are being undertaken in accordance with the requirements of this Agreement, or in accordance with any statutory or legal requirements that may apply.

4.0 REPORTING

- 4.1 The Recipient shall present an annual report to the RDBN on or before **August 15** of the year following the year in which the Funds were received. The annual report shall include, at a minimum:
- (a) a summary of operating results showing revenues and expenditures to December 31 of the preceding year; and
 - (b) a brief narrative summarizing the goals, objectives, and results achieved for the year, including the benefits received by the community through the Services, and any challenges, program cancellations, and significant issues addressed; and
 - (c) financial statements prepared by a Certified Professional Accountant (CPA). In addition, the CPA must verify monthly bank reconciliations; the beginning and ending year cash accounts for the organization with their

banking institution, that proper accrual accounting of all prepaid expenses and liabilities was completed; and that all fund accounts listed are externally restricted only; and

- (d) evidence showing that the Society is in good standing with the Province of BC and the Government of Canada.

- 4.2 The Recipient shall provide a copy of its annual *Societies Act* filing with RDBN within 30 days of the Recipient's annual filing deadline.

5.0 TAXES

- 5.1 It is the Recipient's responsibility to determine if it must be registered for GST and/or PST purposes. The amount of funding provided in this Agreement includes any GST and/or PST which may be payable by the RDBN. Any liability for GST and/or PST required in respect of this Agreement will be the responsibility of the Recipient.

6.0 INSURANCE

- 6.1 The Society agrees to obtain Commercial General Liability insurance coverage naming the Regional District as an Additional Named Insured in the amount of \$5,000,000 with respect to third-party liability claims arising from the provision of the Services when the Recipient is operating within the scope of this agreement. The Recipient agrees to carry its own statutory worker's compensation insurance and automobile liability insurance (owned and non-owned), if appropriate.

7.0 INDEMNITY

- 7.1 The Recipient shall indemnify and save harmless the RDBN, its employees, agents, officers, directors, and authorized representatives, and each of them, from and against all losses, claims, liabilities, damages, actions, causes of action, costs, legal fees, fees, fines, charges, and expenses, of any kind that the RDBN may sustain, incur, suffer, be threatened by, be required to pay or be put to at any time, by reason of or arising from acts, errors or omissions in relation to the provision of Services under this Agreement, including breaches of any term of this Agreement, negligent acts or breaches of law, contract or trust, committed by the Recipient or its employees, agents, officers or directors in relation to their use of the Funds.

- 7.2 This section 7.0 shall survive the expiry or sooner termination of this Agreement.

8.0 DIRECTORS

- 8.1 At all times, while this Agreement is in force, a representative of the RDBN nominated by the RDBN board either a RDBN staff member or elected official shall be entitled to attend as an observer all regular meetings of the Recipient's Board of Directors.

9.0 TERMINATION

9.1 The RDBN may terminate this Agreement with thirty days (30) written notice to the Recipient should the Recipient, in the sole discretion of the RDBN,

- (a) fail to perform any of its obligations or covenants hereunder,
- (b) use the Funds for a purpose other than the provision of the Services, or in a manner contrary to the Services, or
- (c) violate any provision of this Agreement,

and such failure, use, or violation continue beyond thirty (30) days from delivery by the RDBN to the Recipient of written notice specifying the failure, use, or violation and requiring remedy thereof.

9.2 The RDBN may terminate this Agreement immediately without notice to the Recipient should the Recipient:

- (a) make an assignment for the benefit of its creditors, be declared bankrupt, or otherwise acknowledge its insolvency;
- (b) dissolve or commence dissolution proceedings;
- (c) amalgamate with another society or person;
- (d) change its purpose as set out in its Constitution; or
- (e) cease, for any reason, to be current in its obligations under the *Societies Act* or fails to maintain the Society in good standing.

9.3 The Recipient may terminate this Agreement upon giving ninety (90) days written notice to RDBN should the Recipient, for any reason, be unable to meet its obligations with respect to the expenditure of the Funds as set forth in this Agreement.

9.4 Upon termination of this Agreement, the RDBN may immediately terminate payment of the Funds before the next instalment, if applicable. The Recipient will provide a full accounting of all portions of the Funds spent and return to the RDBN the unused portion of the Funds.

10.0 COMPLAINTS

10.1 The RDBN and the Recipient agree to forward to each other, in a timely manner, any complaint either organization receives relating to the Recipient's alleged failure to provide Service.

10.2 If the RDBN and/or Recipient receives five (5) or more different complaints relating

to the Recipient's alleged failure to provide the Services during the Term of this Agreement, the RDBN shall, within thirty (30) days of receiving the fifth complaint, provide written notice to the Recipient detailing:

- (a) the Services or portion(s) thereof that the complainant states the Recipient failed to provide; and
 - (b) the date(s) the Services were allegedly not provided.
- 10.3 Upon receiving notice under section 10.1, the Recipient shall have thirty (30) days to provide a written response to the RDBN about the complaints.
- 10.4 If, in consideration of the Recipient's response pursuant to section 10.3, the RDBN determines the complaints are well-founded, the Recipient shall take reasonable steps to address the complaints, which may include:
- (a) identification and notification of the parties that are the subject of the complaints;
 - (b) provision of written warning to the relevant parties; and
 - (c) disciplinary action.
- 10.5 If five (5) or more complaints under section 10.1 are determined to be well-founded, the RDBN may, at its absolute and unfettered discretion:
- (a) reduce or terminate payment of the Funds; and
 - (b) require, on written demand, that the Recipient immediately repay in full to the RDBN the unused portion of the Funds received in that calendar year; and
 - (c) consider such complaints when determining the amount and provision of future Funds to the Recipient.

11.0 DISPUTE RESOLUTION

- 11.1 The parties agree that both during and after the performance of their responsibilities under this Agreement, each of them shall:
- (a) make bona fide efforts to resolve any disputes arising between them by amicable negotiations; and
 - (b) provide frank, candid, and timely disclosure of all relevant facts, information, and documents to facilitate those negotiations.
- 11.2 If a dispute between the parties cannot be settled within sixty (60) days, the parties will refer the matter to the arbitration of a single arbitrator mutually agreed to by

the parties. If the parties cannot agree on an arbitrator, the dispute shall be referred to and finally resolved by arbitration pursuant to the *Commercial Arbitration Act* (B.C.). The cost of arbitration shall be borne equally by the parties.

12.0 NON-DEROGATION

- 12.1 Nothing contained or implied in this Agreement shall prejudice or affect the rights and powers of the RDBN in the exercise of its functions under any public or private statutes, bylaws, orders, and regulations, all of which may be fully and effectively exercised as if this Agreement had not been executed and delivered by the parties, and the interpretation of this Agreement shall be subject to and consistent with statutory restrictions imposed on the RDBN under the *Local Government Act* and *Community Charter*.

13.0 NOTICE

- 13.1 Any notice required to be given under this Agreement shall be in writing and shall be sent to the relevant Party at the relevant address, facsimile number, or e-mail address set out below. Any such Notice may be delivered, including by commercial courier, or sent by registered mail, facsimile transmission, or electronic mail.
- 13.2 For the purpose of providing notice, the Contact Information for the Parties is as follows:

	RDBN	RECIPIENT
NAME	Regional District of Bulkley-Nechako	Houston-Smithers Rebroadcasting Society
ADDRESS	37 Third Avenue, PO Box 820 Burns Lake, BC V0J 1E0 Attention: Chief Financial Officer	PO Box 3134 Smithers, BC V0 J 2N0 Attention: President
FAX	(250) 692-3195	N/A
E-MAIL ADDRESS	info@rdbn.bc.ca	arharris@tvsmithers.com

- 13.3 Subject to sections 13.4 to 13.7, notice shall be deemed to have been given or made at the following times:
- (a) if delivered, on the date the notice is delivered;
 - (b) if sent by registered mail, seventy-two (72) hours following the date the notice is mailed;
 - (c) if sent by facsimile transmission, on the date the notice is sent by facsimile transmission; or
 - (d) if sent by electronic mail, on the date the notice is sent by electronic mail.

- 13.4 If notice is delivered, sent by facsimile transmission, or sent by electronic mail after 4:00 p.m., or if the date of deemed receipt of notice falls upon a day that is not a Business Day, then notice shall be deemed to have been given or made on the next Business Day following.
- 13.5 Any notice sent by electronic mail must show the e-mail address of the sender, the name or e-mail address of the recipient, and the date and time of transmission, must be fully accessible by the recipient, and unless receipt is acknowledged, must be followed within twenty-four (24) hours by a true copy of such notice, including all addressing and transmission details, delivered, or sent by facsimile transmission.
- 13.6 Any notice given by facsimile transmission will only be deemed to be received by the recipient if the sender's facsimile machine generates written confirmation indicating that the facsimile transmission was sent.
- 13.7 If normal mail service, facsimile, or electronic mail is interrupted by strike, slow down, force majeure, or other cause beyond the control of the parties, then notice sent by the impaired means of communication shall not be deemed to be received until actually received, and the Party sending such notice shall utilize any other such services which have not been so interrupted or shall personally deliver such notice in order to ensure prompt receipt thereof.
- 13.8 Each Party shall provide notice to the other Party of any change of address, facsimile number, or e-mail address of such Party within a reasonable time of such change.

14.0 TIME

- 14.1 Time is of the essence in this Agreement.

15.0 BINDING EFFECT

- 15.1 In consideration of receiving the Funds, the Recipient agrees to be bound by the terms and conditions of this Agreement, and if the Recipient represents a group or organization, the Recipient agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement.

16.0 WAIVER

- 16.1 The waiver by a Party of any failure on the part of the other Party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

17.0 FORCE MAJEURE

If and to the extent that a Party's performance of any of its obligations pursuant to this Agreement is prevented, hindered or delayed directly or indirectly by fire, flood, earthquake, elements of nature or acts of God, acts of war, terrorism, riots, civil disorders, rebellions or revolutions, or any other similar cause beyond the reasonable control of such Party (each a "Force Majeure Event"), and such non-performance, hindrance or delay could not have been prevented by reasonable precautions, then the non-performing, hindered or delayed Party shall be excused for such non-performance, hindrance or delay, as applicable, of those obligations affected (the affected "Services") by the Force Majeure Event for as long as the Force Majeure Event continues and, except as otherwise provided in this Section, such Party continues to use its commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay, including through the use of alternate sources, workaround plans or other means. The Party whose performance is prevented, hindered, or delayed by a Force Majeure Event shall promptly notify the other Party of the occurrence of the Force Majeure Event and describe in reasonable detail the nature of the Force Majeure Event. During the Force Majeure Event affecting the Recipient, the RDBN shall continue to pay the base amount to the Recipient for the Services.

18.0 ENTIRE AGREEMENT

- 18.1 This Agreement constitutes the entire agreement between the Parties with respect to the matters herein, and no representations, warranties, or conditions, express or implied, have been made other than those expressed.

19.0 LAW APPLICABLE

- 19.1 This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

20.0 AMENDMENTS

- 20.1 This Agreement may not be modified or amended except by the written agreement of the parties.

21.0 COUNTERPART

- 21.1 This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

REGIONAL DISTRICT OF BULKLEY-NECHAKO by its authorized signatories)
)

Mark Parker, Chair)
)

Curtis Helgesen, CAO)
)

HOUSTON - SMITHERS REBROADCASTING SOCIETY)
by its authorized signatories)
)

Richard Harris, President)
)

X

Norm Flint, Vice-President,)
)

SCHEDULE "A"**Services****Definitions**

1. The following definitions apply in this Schedule "A":
 - a. **"Agreement"** means this Service Agreement;
 - b. **"Hazards"** means anything that presents a risk of personal injury or property damage to users and persons at or within the Premises;
 - c. **"Premises"** means the land and improvements located on any and all provincial leases and licenses of occupation held by the Society;
 - d. **"Term"** means the term of this Agreement as established under section 1.0 of this Agreement.

Description of Services:

1. As a condition of this Agreement, the Houston - Smithers Rebroadcasting Society shall, to the best possible degree,
 - a. **Rebroadcast no less than 2 television channels from Mt. DAVIS and 2 TV channels from TYHEE Lookout and 2 TV channels from HUDSON BAY MOUNTAIN and 2 fm RADIO CHANNELS to Houston and Smithers residents from their current premises and 2 tv channels from topley**
2. The Recipient will render the Services to the RDBN with that degree of care, skill and diligence normally provided by the operators of similar facilities elsewhere in British Columbia.
3. The Recipient will ensure that all its employees, licensees, contractors, and volunteers are appropriately trained and familiar with all rules, regulations, and bylaws applicable to the Premises, and are thoroughly familiar with and able to implement all emergency procedures as required under this Agreement. The Recipient will also ensure that its employees, licensees, contractors, and volunteers abide by the terms of this Agreement. The Recipient will ensure that its employees are qualified and, if applicable, have the certifications required by provincial or federal statute. Further, the Recipient will ensure that its licensees and contractors are registered with WorkSafeBC, and hold the required trade certifications for the project for which they are contracted.

Operation and Accessibility

1. The Society will plan to rebroadcast television and radio no less than 350 days per year except with agreement of the Regional District.

2. The Society will notify the Regional District if equipment failure or other events beyond the society's control will prevent rebroadcasting operations for more than 48 hours. The Regional District will make allowances for repairs in section 1 of this section for inclement weather conditions such as snow fall and extreme temperatures.

Cooperation

1. The Recipient shall, from time to time, communicate with the RDBN and the owners of land adjacent to the Premises with respect to matters of mutual interest or benefit, including:
 - a. public access issues;
 - b. nuisance and vandalism;
 - c. security; and
 - d. emergency preparedness.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: February 13, 2025
Subject: **Consumer Price Index**

RECOMMENDATION: (all/directors/weighted)

Receipt

BACKGROUND and SUMMARY

The Regional District utilizes the Consumer Price Index (CPI) for British Columbia for December (December 2023 to December 2024) to adjust directors' remuneration and staff wages each year. CPI was calculated as 2.6%.

Officially this table is cited as:

Statistics Canada. Table 18-10-0004-02 Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit

The directors' remuneration has been adjusted, and directors were paid the new remuneration rate at the end of January. The IBEW Local 213 Collective Agreement 2025 wage schedule outlines a CPI increase or 2% whichever is greater. Finance staff will adjust staff wages to the new rates of pay, including back pay to January 1st, 2025, with a target date of March 21st.

The current draft 2025 budget includes an allowance for this estimate of inflation.

Attachment: CPI Table for British Columbia

Frequency: Monthly

[Help](#)

Table: 18-10-0004-02

[Save my customizations](#)

Release date: 2025-01-21

Geography: Canada, Province or territory, Census subdivision, Census metropolitan area, Census metropolitan area part

▼ Customize table

Geography :

Reference period

 Time :

Didn't find what you're looking for? [View related tables, including other calculations and frequencies](#)

Showing 1 records

Filter

Geography	British Columbia (map)				
Products and product groups ^{3, 4}	December 2023	November 2024	December 2024	November 2024 to December 2024	December 2023 to December 2024
	2002=100			Percentage change	
All-items	152.1	156.3	156.1	-0.1	2.6

How to cite: Statistics Canada. [Table 18-10-0004-02 Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit](#)

DOI: <https://doi.org/10.25318/1810000401-eng>



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: February 13, 2025
Subject: **Building Inspection**

RECOMMENDATION: (all/directors/weighted)

That the Building Inspection budget be included in the 2025 Financial Plan and that the deficit in the building inspection service budget for 2024 be covered by operational reserves.

BACKGROUND and SUMMARY

The Building Inspection budget is attached for reference.

This budget has remained relatively steady between 2024 and 2025. This budget includes the updated municipal sharing of the building inspection costs. The municipal cost sharing amount is based on a five-year average of building permits issued and also a five year average of building permits service costs (actuals). The total number of building permits issued (both municipal and rural) determines the cost assigned to municipalities and to rural service area. The changes for municipalities are outlined below:

	2022	2023	2024	2025
Granisle	16,593	16,568	18,743	14,811
Houston	58,314	58,908	70,287	73,487
Fraser Lake	17,068	19,329	25,512	22,217
Burns lake	43,617	46,482	57,271	60,955
Telkwa	36,980	34,516	36,445	40,447
Fort St. James	27,972	26,232	29,156	31,902
	202,566	204,057	239,439	245,844

The changes for the rural service area is outlined in the requisition amount on the attached budget.

In 2024, there was a financial standard change, and local governments must now defer revenue received where the work to “earn” this revenue was not yet completed by the end of the year. In 2024 the Regional District received \$105,454 in building permit fees. The building inspectors estimate that the inspections for \$58,617 of this amount will be completed in 2025. This leaves \$46,928 of building inspection revenue recognized in 2024. This has resulted in a one-time deficit in the building inspection service budget of \$61,376 at the end of 2024. Financial staff is recommending that this deficit be covered by operational reserves. The other alternate if for a one time tax increase to cover this deficit in 2025. The building inspection department has approximately \$150,000 in operational reserves at the end of 2024 (not including covering this deficit).

If the Board agrees with the recommendation, the municipal cost sharing information will be provided to the partner municipalities.

Attachment: Building Inspection Budget

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
BUILDING INSPECTION 4201**

Five Year Financial Plan:

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
REVENUE:									
400002 Electoral Areas Taxation - Specified Area	214,431	219,500	250,601	250,601	250,512	267,723	277,120	286,704	296,479
450016 Building Permit Fees (Rural)	167,831	100,773	120,000	46,928	110,000	110,000	110,000	110,000	110,000
451001 Cost Sharing by Municipalities	250,544	239,535	237,415	238,604	243,819	243,819	243,819	243,819	243,819
Granisle	14,811								
Houston	73,487								
Fraser Lake	22,217								
Burns lake	60,955								
Telkwa	40,447								
Fort St. James	31,902								
	<u>243,819</u>								
480001 Misc Revenue				530					
499999 Prior Year's Surplus		60,000							
TOTAL REVENUE.....	632,806	619,808	608,016	536,663	604,330	621,542	630,938	640,522	650,298
EXPENDITURE:									
601001 Salaries	339,298	358,242	337,110	340,515	348,834	355,810	362,926	370,185	377,589
601101 Benefits	124,711	102,563	106,234	97,689	111,760	113,995	116,275	118,601	120,973
601901 Safety Program (Boots)	132	237	500	-	500	500	500	500	500
603008 Repairs and Maintenance (vehicles)	6,833	2,504	5,000	9,165	8,000	6,000	6,000	6,000	6,000
604001 Computer Systems	674	7,558	10,000	7,936	10,000	10,000	10,000	10,000	10,000
606003 Advertising			1,000	-	1,000	1,000	1,000	1,000	1,000
607001 Legal		4,537	5,000	1,944	5,000	5,000	5,000	5,000	5,000
607003 Title Searches and Document Filing		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
608002 Liability Insurance - MIA	20,000	20,000	20,000	22,364	22,500	22,500	22,500	22,500	22,500
608003 Vehicle Insurance	2,532	4,231	4,500	2,220	3,000	3,000	3,000	3,000	3,000
609001 Supplies	916	1,145	1,000	844	1,000	1,000	1,000	1,000	1,000
641001 Vehicle Fuel	11,410	8,375	10,000	7,691	7,500	7,500	7,500	7,500	7,500
651010 Administration Fees	28,449	33,205	30,111	30,111	31,736	31,736	31,736	31,736	31,736
651014 Centralized Supplies	37,370	48,024	66,061	66,061	52,001	52,001	52,001	52,001	52,001
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	572,325	592,120	598,016	588,039	604,330	611,542	620,938	630,522	640,298
Revenues minus Expenditures	60,482	27,688	10,000	(51,376)	-	10,000	10,000	10,000	10,000
Transfer from Reserves									
420003 Transfer from Vehicle Reserve		-		-	50,000				-
Transfer to Reserves									
781003 Contribute to Vehicle Reserve		10,000	10,000	10,000	-	10,000	10,000	10,000	10,000
CAPITAL BUDGET									
780001 New Capital Items		49,551			50,000				
490001 Use of Capital Items		5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
780101 Amortization		5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Revenues minus Expenditures and Transfers	60,482	(31,862)	-	(61,376)	-	-	-	-	-



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: February 13, 2025
Subject: **2025 Budget**

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

That Bylaw No. 2070, being a bylaw to adopt the annual budget for 2025, be given first reading this 13th day of February 2025.

BACKGROUND and SUMMARY

Major Services:

The taxation for major services is described in Table 1. The non-market changes (new construction) provide an additional \$222,939 towards the requisition in 2025 without impacting the average property owner (throughout all property classes)

Non-Market Increase for 2025 based on 2024 Requisition:

Region Wide Services	190,403
Regional Rural Services	<u>32,536</u>
Total	\$222,939

The first proposed budgets for the major services are included as an attachment with this memo. Generally, the surplus or deficit from 2024 is added (or subtracted for a deficit) from operational reserves and not brought forward into 2025 thereby helping to maintain a slowly increasing requisition.

This current revision to the major service budgets increases the tax rate per \$1,000 by 0.8% for rural property owners and decreases in the tax rate by 2.4% for municipal property owners. Adjusting for the increase in property values the “average” rural property owner will see a 5.3% increase in the amount of taxes that they have paid compared to the amount that they paid in 2024 and similarly the average municipal taxpayer will see a 1.9% increase. Residential rural property owners should see an increase of 4.5% and municipal residential property owners should see a 1.2% increase.

In addition to the above taxation changes for major services, the change from Electoral Area Grant in Aid to Regional District Grant in Aid, the electoral areas will each see a

decrease in taxation. While this will vary depending on electoral area the average downward pressure for electoral areas is 2.0%.

The Environmental Services taxation amount has now reached its maximum at \$4.375 million. Part of the long-term financial strategy to make this service sustainable is to increase the maximum taxation by bylaw amendment for the 2026 taxation year. The new maximum requisition will be \$5.468 million.

This draft base budget is currently based on a ½ time FTE (full time equivalent) position in agriculture and a full time FTE in protective services (replacing a temporary full time FTE that was grant funded in 2024 and that currently is vacant). Increasing the agriculture staff levels to a full time FTE will increase the entire regional district taxation (budget) by approximately \$60,000. Removing the protective services position will decrease the budget for rural services by \$105,000. Staff will discuss and present further information to the Board prior to 2nd reading of the bylaw. The Board, in past discussions, indicated that funding for agriculture would be through taxation of both municipalities and electoral areas. The split of these costs is at the discretion of the Board.

The base presentation for major services taxes in 2025 includes a proposed change for the requisition for Regional Economic Development. With the economic development changes over the past several years within the region, and a new proactive focus on rural initiatives, a portion of the economic development activities directed towards improving and managing rural services will have the costs attributed to rural taxation, while the portion of economic development used to address agricultural initiatives and general government (regional) economic development will have the costs attributed to general government. Using these principles and management's assessment of predicted staff effort in 2025, approximately 30% of the costs associated with economic development will be charges to both municipalities and electoral areas and the remaining 70% will be charged only to electoral areas.

Minor Services:

The minor service budgets will be brought back for a second round of review at the next budget meeting.

Requisitions:

Requisitions are provided for all jurisdictions. Municipal requisitions may be used as a draft in determining municipal tax rates; however, it is important to note that the final municipal tax requisitions are adjusted every year based on the "final assessments" as compared to the "revised assessments".

The figures for Electoral Areas include an estimate of the requisition on a per \$1,000 of hospital assessments. Electoral Area directors may wish to adjust their requisitions by discussing their “discretionary” budgets with staff.

Capital Budget Update:

Environmental Services capital budget remains unchanged. However minor changes are being proposed to the capital budget for other services. Protective Services is requesting critical capital upgrades for Luck Bay Fire Service and Topley Fire Service. Backup generators are proposed for these two departments with a quote of \$11,000 for Luck Bay and an estimate of \$16,000 for Topley. Funding for these two projects is proposed to come from the Community Works Fund. In addition, development services is contemplating a new plotter. The \$18,000 for this plotter will come from reserves.

No changes are being made for the possibility of new tariffs for capital items or portions of capital items that may be purchased in 2025. The possibility of new tariffs places uncertainty on the capital budget estimates for 2025.

Attachments:

Bylaw 2070 – Five Year Financial Plan 2025-2029

Bylaw 2070 – Year 2025 Bylaw Detail

Requisition Summary**TABLE 1 – Major Services Tax Summary****Major Service Budgets****Capital Plan (updated)**

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2070

**Being a bylaw to adopt the Financial Plan
for the years 2025 to 2029**

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

1. Schedule "A", attached hereto and made part of this bylaw, is the Financial Plan for the Regional District of Bulkley-Nechako for the years 2025 through 2029.
2. This bylaw may be cited as "Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 2070, 2025".

READ A FIRST TIME this ____ day of ____, 2025

READ A SECOND TIME this ____ day of ____, 2025

READ A THIRD TIME this ____ day of _____, 2025

ADOPTED this ____ day of _____, 2025

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 2070 as adopted.

Corporate Administrator

2028	2029	2025	2026	TRANSFERS From/(To)		2029	2025	2026	2027	2028	2029	2025	2026	2027	2028	2029	2025	2026	2027	2028	2029	2025	2026	2027	EXPENDITURES:					2025	2026			
				2027	2028																				Equity NON CASH Transfer	Equity NON CASH Transfer	Equity NON CASH Transfer	Equity NON CASH Transfer	Equity NON CASH Transfer			Total Transfers	Total Transfers	Total Transfers
240,000	240,000	0	0	0	0	0						240,000	290,000	240,000	240,000	240,000																	739,370	790,865
		0	0	0	0	0						0	0	0	0	0																0	0	
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Schedule "A"

2027	2028	2029	2025	2026	2027	2028	2029	2025
Other Expenses	Other Expenses	Other Expenses	Deficit of Prior Year	Deficit of Prior Year	Deficit of Prior Year	Deficit of Prior Year	Deficit of Prior Year	Total Expenditures
758,365	778,953	742,389						739,370
0	0	0						0
0	0	0						0
0	0	0						0
0	0	0						0
0	0	0						0
0	0	0						0
2,396,220	2,447,497	2,453,340						3,164,626
111,052	107,826	116,176						196,222
9,300	9,300	9,300						9,300
0	0	0	0					37,079
20,078	17,737	20,400						19,522
20,787	20,787	20,787	0					53,253
0	0	0						42,895
81,200	81,200	81,200	0					81,200
0	0	0						22,999
0	0	0						125,000
73,069	73,069	71,819						123,069
0	0	0						18,370
								0
366,340	355,469	370,969						430,801
								739,800
476,153	483,049	490,083						462,943
620,938	630,522	640,298						659,830
439,953	423,998	433,750						438,376
24,204	24,596	24,996						23,443
38,920	39,477	40,045						38,017
67,340	68,454	69,590						71,535
6,745,687	6,816,557	6,964,259						11,241,241
35,525	35,525	35,525	0					35,525
9,515	9,515	9,515						9,515
3,183	3,183	3,183						3,583
34,552	34,861	35,179						195,152
50,956	52,093	52,748						219,238
11,500	11,500	11,500	4,237					15,737
6,000	6,000	6,000						27,459
52,271	52,334	52,397	0					80,018
64,802	64,802	64,802	551					660,588
67,453	67,453	67,453						140,364
29,247	29,247	29,247	2,001					630,296
155,655	158,668	151,849	0					153,932
260,192	263,715	267,308	0					195,344
25,978	24,401	24,401	0					24,385
69,738	70,450	71,176	0					74,591
358,200	365,153	372,244						344,702
109,338	120,425	133,546	0					137,585
45,813	46,696	47,597	0					44,097
0	0	0	0					0
597,036	601,261	605,571						619,912
969,940	980,237	990,739						1,889,051
20,500	20,500	20,500						20,500
45,500	45,500	45,500						45,578
86,275	86,275	86,275						94,278
0	0	0	0					0
285,281	293,240	301,438	11,562					270,997
11,715	11,715	11,715	0					11,715
3,674	3,674	3,674	0					3,674
11,500	11,500	11,500	0					11,500
4,690	4,690	4,690	0					4,690
3,785	3,785	3,785	0					3,785
1,200	1,200	1,200	0					1,200
1,830	1,830	1,830	0					1,830
908,358	927,338	946,776	0					1,181,724
568,885	577,743	586,777						551,689
38,063	38,063	38,063						38,063
250,025	254,954	259,982	225					240,679
589,650	589,650	589,650	0					587,300
101,500	101,500	101,500						101,500
458,165	469,802	481,786						565,890
4,250	4,250	4,250	0					4,250
1,750	1,750	1,750	0					1,750
60,900	60,900	60,900	157					61,057
91,350	91,350	91,350	5,775					97,125
165,445	165,445	165,445	1,457					166,902
33,000	33,000	33,000	0					33,000
67,735	67,735	67,735	0					67,735
21,533	21,533	21,533	50					21,533
2,750	2,750	2,750	0					2,750
2,850	2,850	2,850						2,850
189,109	189,110	189,111	55,986					440,107
18,191	18,191	18,191						120,921
101,166	101,166	101,166	3,648					240,483
17,627	17,627	17,627						117,627
62,770	62,770	62,770						119,770
50,900	50,900	50,900						60,900
76,830	76,830	76,830						123,830
51,500	51,500	51,500						101,500
19,616,751	19,838,626	20,097,682	85,651	0	0	0	0	29,760,630

Regional District of Bulkley-Nechako

2025 to 2029 Financial Plan Year One (2025) Summary

Schedule "A"

Bylaw 2070

2024 Financial Plan:

Service	FUNDING						TRANSFERS From/(To)					EXPENDITURES:							
	Prop. Value	Parcel	Fees and	Proceeds of	Other	Total	Transfer to	Transfer from	Surplus of	Equity in	Total	Debt Pmts.	Capital	Amortization	Other	Deficit from	Total		
	Taxes	Taxes	Charges	Borrowing	Revenue	Funding	Reserve	Reserve	Prior Yr.	TCA's	Transfers	Int. & P'pal.	Expenditures	of TCAs	Expenses	Prior Year	Expenditures		
1101 Rural Government Services	375,977				123,393	499,370	(10,000)	250,000	0		240,000						739,370	739,370	
1131 Area "A" Grant in Aid	0					0			0		0						0	0	
1132 Area "B" Grant in Aid	0					0			0		0						0	0	
1133 Area "C" Grant in Aid	0					0			0		0						0	0	
1134 Area "D" Grant in Aid	0				0	0			0		0						0	0	
1135 Area "E" Grant in Aid	0				0	0			0		0						0	0	
1136 Area "F" Grant in Aid	0					0			0		0						0	0	
1137 Area "G" Grant in Aid	0					0			0		0						0	0	
1200 General Government Services	2,446,459				798,505	3,244,963	(400,000)	55,000	119,662	145,000	(80,338)	0	90,000	145,000			2,929,626	3,164,626	
1205 Agriculture	106,222				40,000	146,222		50,000			50,000						196,222	196,222	
1206 Nechako Watershed/Fraser Basin Council	4,670				752	5,422			3,878		3,878						9,300	9,300	
1301 Feasibility Studies	0				0	0			37,079		37,079						37,079	0	37,079
1501 Local Community of Fort Fraser	7,443				5,000	12,443			7,079		7,079						19,522	19,522	
1701 Chinook Community Forest					50,000	50,000			3,253		3,253						53,253	0	53,253
2401 Area "A" Economic Development	0					0			42,895		42,895						42,895		42,895
2402 Area "B" Economic Development	61,819				100	61,919			19,281		19,281						81,200	0	81,200
2403 Area "C" Economic Development						0			22,999		22,999						22,999		22,999
2404 Area "D" Economic Development	34,320				19,764	54,084			70,916		70,916						125,000		125,000
2405 Area "E" Economic Development	52,086				29,995	82,081			40,988		40,988						123,069		123,069
2406 Area "F" Economic Development									18,370		18,370						18,370		18,370
2407 Area "G" Economic Development																			
2500 Regional Economic Development	258,246				122,556	380,801		50,000	0		50,000						430,801		430,801
3101 Member Fiscal Services					739,800	739,800					0	739,800							739,800
4101 Planning	351,430		20,000		91,513	462,943					0						462,943		462,943
4201 Building Inspection	250,512		110,000		243,819	604,330	50,000		0	5,500	55,500		50,000	5,500			604,330		659,830
4301 Development Services	272,682		2,500		65,395	340,576		97,800			97,800		18,000				420,376		438,376
4401 Building Numbering Extended Service	20,314				3,166	23,481	0		(37)		(37)						23,443		23,443
4501 Unightly Premises Regulatory Control	34,822				3,023	37,845			172		172						38,017		38,017
4601 Bylaw Enforcement	0				76,035	76,035	(10,500)		0	6,000	(4,500)		0	6,000			65,535		71,535
5101 Environmental Services	4,373,555				1,803,686	6,177,241		3,194,000	1,000,000	870,000	5,064,000	0	3,465,000	870,000			6,906,241		11,241,241
5901 Invasive Plant Control	30,435				4,818	35,253	0		272		272						35,525	0	35,525
5902 Lake Kathlyn Aquatic Weed Harvesting		8,550	750		0	9,300			215		215						9,515		9,515
5903 Glacier Gulch Water Diversion		3,268	205		0	3,473			110		110						3,583		3,583
6101 Ft. Fraser Sewer System		50,120	31,741		0	81,862	(100)	85,000	14,740	13,650	113,290		140,000	13,650			41,502		195,152
6201 Ft. Fraser Water System		63,234	52,984		0	116,218	(20,150)		28,170	95,000	103,020	0	75,000	95,000			49,238		219,238
6301 Cluculz Lake - Somerset Estates Sewer		14,063			1,674	15,737	0		0		0						11,500	4,237	15,737
6402 Liquid Waste Disposal			6,000			6,000			21,459		21,459						27,459		27,459
7101 Ft. Fraser Fire Protection	64,946				7,500	72,446	(32,000)	7,500	11,072	21,000	7,572	0	7,500	21,000			51,518	0	80,018
7102 Southside Rural Fire Protection	67,668				110,000	177,668	0	447,500	0	35,400	482,900	0	557,500	35,400			67,117	551	660,568
7103 Topley Rural Fire Protection	89,473					89,473	(7,500)	23,500	2,722	32,170	50,892	17,741	23,500	32,170			66,953		140,364
7104 Cluculz Lake Emergency Response	29,296				110,000	139,296	0	451,000	0		451,000		557,500				30,795	2,001	590,296
7201 Burns Lake Rural Fire Protection	153,245				687	153,932			0	40,000	40,000	0		40,000			153,932	0	193,932
7202 Ft.St.James Rural Fire Protection	195,344			0		195,344	0		0		0						195,344	0	195,344
7203 Houston Rural Fire Protection	24,385					24,385			0		0						24,385	0	24,385
7204 Luck Bay Rural fire Protection	61,927				3,665	65,591	(11,000)	11,000	0	9,000	9,000	8,362	0	9,000			57,229	0	74,591
7205 Smithers Rural Fire Protection	324,702					324,702		20,000	0		20,000						344,702		344,702
7206 Telkwa Rural Fire Protection	136,472					136,472	0	1,113	0		1,113	1,113					136,472	0	137,585
7207 Vanderhoof Rural Fire Protection	44,097					44,097	0				0						44,097	0	44,097
7208 Round Lake Fire Protection	0				0	0	0		0	0	0	0	0	0			0	0	0
7501 9-1-1 Service	392,947		107,000		40,465	540,412	75,000		0	4,500	79,500		75,000	4,500			540,412		619,912
7601 Emergency Preparedness Planning	585,892				742,429	1,328,321	0	526,000	0	34,730	560,730		526,000	34,730			1,328,321		1,889,051
7701 Burns Lake & Area Victim Services	17,991				2,072	20,063			437		437						20,500		20,500
7702 Smithers Victim Services	45,000				500	45,500			78		78						45,578		45,578
8101 Lakes District Airport	71,202				23,076	94,278	0		0		0						94,278		94,278

8202 FSJ Seniors Helping Seniors Transportation S	0		0	0	0	0	0	0	0	0	0	0	0	0	0		
8203 Regional Transit Service	100,997	28,000	65,000	193,997	0	77,000	0	77,000			259,435	11,562	270,997				
9101 Decker Lake Street Lighting		9,227	350	9,577			2,138	2,138			11,715	0	11,715				
9102 Endako Street Lighting	2,755		321	3,076			598	598			3,674	0	3,674				
9103 Ft. Fraser Street Lighting	9,458		400	9,858			1,642	1,642			11,500	0	11,500				
9104 Gerow Island Street Lighting	3,901			3,901		0	789	789			4,690	0	4,690				
9106 Colony Point Street Lighting	3,018			3,018			767	767			3,785	0	3,785				
9107 Laidlaw Street Lighting	1,161			1,161			39	39			1,200	0	1,200				
9108 Gowan Loop Street Lighting	1,478		0	1,478			352	352			1,830	0	1,830				
10101 Bulkley Valley Regional Pool and Rec. Centre	1,105,324		17,000	1,122,324	(100,600)	0	0	160,000	59,400		150,000	160,000	871,724	0	1,181,724		
10102 Vanderhoof Pool	551,689			551,689	0		0	0	0		551,689		551,689				
10201 Ft.St.James Arena Grant	38,063			38,063			0	0	0		38,063		38,063				
10202 Burns Lake Arena	238,179		2,500	240,679			0	0	0		240,454	225	240,679				
10301 Smithers Rural Recreation/Culture	587,300			587,300			0	0	0		587,300	0	587,300				
10302 Vanderhoof Recreaton & Culture	101,500			101,500			0	0	0		101,500		101,500				
10303 Lakes District Recreation and Culture	345,807		107,462	453,269	(200)		112,821	112,621			565,890		565,890				
10401 Ft Fraser Cemetary Grant	4,035		100	4,135			115	115			4,250	0	4,250				
10402 Topley Cemetery Grant	1,746			1,746			4	4			1,750	0	1,750				
10501 Smithers, Telkwa, Houston TV Rebroadcast	60,357		700	61,057			0	0	0		60,900	157	61,057				
10502 Fraser Lake and Area TV Rebroadcasting	66,667		30,458	97,125			0	0	0		91,350	5,775	97,125				
10503 Ft. St. James and Area TV Rebroadcasting	163,902		3,000	166,902			0	0	0		165,445	1,457	166,902				
10504 Burns Lake and Area TV Rebroadcasting	24,573		8,063	32,636	0		364	364			33,000	0	33,000				
10602 Fraser Lake Rural Library Grant	41,235		24,146	65,382			2,353	2,353			67,735	0	67,735				
10603 Fort St. James Library	21,483		50	21,533			0	0	0		21,483	50	21,533				
10801 Fort Fraser Community Hall	2,564		93	2,657			93	93			2,750	0	2,750				
10802 Braeside Community Hall	2,850			2,850			0	0	0		2,850		2,850				
10902 Bulkley Valley Trails	221,107	9,000	0	230,107		175,000	0	35,000	210,000		125,000	35,000	224,121	55,986	440,107		
10903 Houston Trails	13,011		50,000	63,011		50,000	7,909	57,909		50,000	70,921		120,921				
10904 Lakes Trails	86,100		26,383	112,483		125,000	0	3,000	128,000		125,000	3,000	108,835	3,648	240,483		
10905 Fort St. James Trails	28,286		50,000	78,286		30,000	9,341	39,341		50,000	67,627		117,627				
10912 Bulkley Valley Recreation	73,976		500	74,476			45,294	45,294			119,770		119,770				
10913 Houston Recreation	8,377		0	8,377			52,523	52,523			60,900		60,900				
10914 Lakes Recreation	43,475		13,572	57,046			66,784	66,784			123,830		123,830				
10915 Fort St. James Recreation	35,924		250	36,174			65,326	65,326			101,500		101,500				
Total for all Departments	14,975,875	148,463	369,251	0	5,662,664	21,156,253	(467,050)	5,726,413	1,835,064	1,509,950	8,604,377	767,017	6,085,000	1,509,950	21,313,012	85,651	29,760,630

**REQUISITION AMOUNTS SUMMARY
ALL SERVICES**

	2025 Requisition Amount	2024 Requisition Invoiced	% Year over Year
Municipalities			
District of Houston	451,612	445,726	1.3%
Town of Smithers	2,212,209	2,027,309	9.1%
Village of Burns Lake	421,753	392,021	7.6%
District of Fort St. James	427,693	427,785	0.0%
Village of Fraser Lake	191,370	183,173	4.5%
Village of Granisle	25,221	25,920	-2.7%
Village of Telkwa	256,564	254,297	0.9%
District of Vanderhoof	755,774	729,107	3.7%
	4,742,196	4,485,338	5.7%
Electoral Areas			
Electoral Area "A"	1,863,950	1,776,000	5.0%
Electoral Area "B"	815,182	818,055	-0.4%
Electoral Area "C"	803,108	787,185	2.0%
Electoral Area "D"	897,752	749,242	19.8%
Electoral Area "E"	1,197,895	1,082,770	10.6%
Electoral Area "F"	1,639,915	1,603,885	2.2%
Electoral Area "G"	682,996	655,922	4.1%
	7,900,798	7,473,059	5.7%
Other Taxes			
Specified Areas	16,114	20,145	-20.0%
Service Areas -Taxation on Land & Improvements	1,761,995	1,753,684	0.5%
Service Areas -Taxation on Improvements Only	304,258	304,838	-0.2%
Defined Areas	250,511	250,601	0.0%
	2,332,878	2,329,268	0.2%
Parcel Taxes			
Parcel	35,108	34,255	2.5%
Frontage	113,355	112,138	1.1%
	148,463	146,394	1.4%
TOTAL REQUISITION	15,124,334	14,434,059	4.8%

District of Houston			2025	2024
Taxation on Land & Improvements:			Requisition	Requisition
Account	Revised 2024 Hospital Converted Total - 100%		Draft	Invoiced
1201	General Government	General Government	128,850	98,283
2500	Regional Economic Development	Bylaw 1652, 2012	5,594	19,502
4301	Development Services	General Government	14,362	15,005
5101	Waste Disposal	Bylaw 1726, 2015	230,345	232,898
10501	Television Rebroadcasting	Bylaw, 630, 1990	6,889	6,990
10913	Regional Recreation	Bylaw 1979, 2022	3,654	21,913
Revised 2024 Hospital Converted Total - 66%				
4101	Planning and Zoning	SLP - No. 1	14,362	14,246
			404,056	408,837
Taxation on Improvements only:				
Revised 2024 Hospital Converted Total - 100%				
7501	9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	22,302	21,446
10903	Regional Parks & Trails	Bylaw 1928, 2021	5,675	0
			27,977	21,446
Taxation on Population				
8203	Regional Public Transit	Bylaw 1790, 2017	19,579	15,443
			19,579	15,443
Total			451,612	445,726
Town of Smithers				
Taxation on Land & Improvements:				
Revised 2024 Hospital Converted Total - 100%				
1201	General Government	General Government	398,713	297,086
2500	Regional Economic Development	Bylaw 1652, 2012	17,312	58,952
4301	Development Services	General Government	44,440	45,357
5101	Waste Disposal	Bylaw 1726, 2015	712,785	703,998
7702	Smithers Victim Services	Bylaw 1776, 2016	22,880	22,472
10101	Bulkley Valley Regional Pool	Bylaw 1350,2005	699,532	667,567
10501	Television Rebroadcasting	Bylaw, 630, 1990	21,318	21,129
10912	Regional Recreation	Bylaw 1976, 2022	40,661	27,791
Revised 2024 Hospital Converted Total - 66%				
4101	Planning and Zoning	SLP - No. 1	44,442	43,064
			2,002,083	1,887,416
Taxation on Improvements only:				
Revised 2024 Hospital Converted Total - 100%				
7501	9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	54,097	50,767
10902	Regional Parks & Trails	Bylaw 1927, 2021	121,531	61,916
			175,628	112,683
Taxation on Population				
8203	Regional Public Transit	Bylaw 1790, 2017	34,498	27,210
			34,498	27,210
Total			2,212,209	2,027,309

Village of Burns Lake			2025	2024
Taxation on Land & Improvements:			Requisition	Requisition
Revised 2024 Hospital Converted Total - 100%			1.41	1.44
			Draft	Invoiced
1201	General Government	General Government	66,347	48,904
1206	Nechako Watershed/Fraser Basin Council	General Government	227	237
2500	Regional Economic Development	Bylaw 1652, 2012	2,881	9,704
4301	Development Services	General Government	7,395	7,466
5101	Waste Disposal	Bylaw 1726, 2015	118,609	115,886
9108	Gowan Loop Street Lighting	Bylaw 1983, 2022	1,478	1,774
10914	Regional Recreation	Bylaw 1977, 2022	7,696	13,096
Revised 2024 Hospital Converted Total - 66%				
4101	Planning and Zoning	SLP - No. 1	7,395	7,089
			212,028	204,156
Taxation on Improvements only:				
Revised 2024 Hospital Converted Total - 100%				
7501	9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	11,268	10,610
7701	Burns Lake & Area Victim Services	Bylaw 1682,2013	10,795	10,672
8101	Lakes District Airport	Bylaw 1751,2015	12,493	9,179
10202	Burns Lake Tom Forsyth Arena Grant	Bylaw 1609,2012	83,757	79,079
10303	Lakes District Arts & Culture	Bylaw 1831,2018	61,216	60,547
10504	Burns Lake & Area TV Rebroadcast	Bylaw 982,1997	4,312	3,924
10904	Regional Parks & Trails	Bylaw 1929, 2021	15,242	5,460
			199,083	179,471
Taxation on Population				
8203	Regional Public Transit	Bylaw 1790, 2017	10,642	8,394
			10,642	8,394
Total			421,753	392,021
District of Fort St. James			2025	2024
Taxation on Land & Improvements:			Requisition	Requisition
Revised 2024 Hospital Converted Total - 100%			Draft	Invoiced
1201	General Government	General Government	95,238	71,117
1206	Nechako Watershed/Fraser Basin Council	General Government	325	345
2500	Regional Economic Development	Bylaw 1652, 2012	4,135	14,112
4301	Development Services	General Government	10,615	10,858
5101	Waste Disposal	Bylaw 1726, 2015	170,257	168,524
8202	Fort St. James Seniors Helping Seniors	Bylaw 1750,2016	0	22,954
10503	Television Rebroadcasting	Bylaw 1765,2016	94,291	94,260
10915	Regional Recreation	Bylaw 1978, 2022	12,575	17,346
Revised 2024 Hospital Converted Total - 66%				
4101	Planning and Zoning	SLP - No. 1	10,615	10,309
			398,051	409,825
Taxation on Improvements only:				
Revised 2024 Hospital Converted Total - 100%				
7501	9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	17,963	16,558
10905	Regional Parks & Trails	Bylaw 1930, 2021	9,901	0
			27,864	16,558
Taxation on Population				
8203	Regional Public Transit	Bylaw 1790, 2017	1,778	1,402
			1,778	1,402
Total			427,693	427,785

Village of Fraser Lake		2025	2024
Taxation on Land & Improvements:		Requisition	Requisition
Revised 2024 Hospital Converted Total - 100%		Draft	Invoiced
1201	General Government	52,286	40,028
1206	Nechako Watershed/Fraser Basin Council	179	194
2500	Regional Economic Development	2,270	7,943
4301	Development Services	5,828	6,111
5101	Waste Disposal	93,473	94,852
10502	Television Rebroadcasting	14,820	13,425
Revised 2024 Hospital Converted Total - 66%			
4101	Planning and Zoning	5,828	5,802
		174,684	168,355
Taxation on Improvements only:			
Revised 2024 Hospital Converted Total - 100%			
7501	9-1-1 Emergency Telephone Response	10,496	9,936
		10,496	9,936
Taxation on Population			
8203	Regional Public Transit	6,190	4,882
		6,190	4,882
Total		191,370	183,173
Village of Granisle			
Taxation on Land & Improvements:		2025	2024
Revised 2024 Hospital Converted Total - 100%		Requisition	Requisition
		Draft	Invoiced
1201	General Government	7,635	6,036
2500	Regional Economic Development	331	1,198
4301	Development Services	851	922
5101	Waste Disposal	13,649	14,303
10913	Regional Recreation	217	1,346
Revised 2024 Hospital Converted Total - 66%			
4101	Planning and Zoning	851	875
		23,534	24,680
Taxation on Improvements only:			
Revised 2024 Hospital Converted Total - 100%			
7501	9-1-1 Emergency Telephone Response	919	899
10903	Regional Parks & Trails	336	0
		1,255	899
Taxation on Population			
8203	Regional Public Transit	432	341
		432	341
Total		25,221	25,920

			2025	2024
			Requisition	Requisition
			Draft	Invoiced
Village of Telkwa				
Taxation on Land & Improvements:				
Revised 2024 Hospital Converted Total - 100%				
1201	General Government	General Government	58,795	44,441
2500	Regional Economic Development	Bylaw 1652, 2012	2,553	8,818
4301	Development Services	General Government	6,553	6,785
5101	Waste Disposal	Bylaw 1726, 2015	105,107	105,310
7702	Smithers Victim Services	Bylaw 1776,2016	3,374	3,362
10101	Bulkley Valley Regional Pool	Bylaw 1350,2005	61,892	59,917
10501	Houston/Smithers TV Rebroadcasting	Bylaw 1818,2018	3,143	3,161
Revised 2024 Hospital Converted Total - 66%				
4101	Planning and Zoning	SLP - No. 1	6,553	6,442
			247,970	238,235
Taxation on Improvements only:				
Revised 2024 Hospital Converted Total - 100%				
7501	9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	8,594	8,604
			8,594	8,604
Taxation on Population				
8203	Regional Public Transit	Bylaw 1790, 2017	0	7,458
			0	7,458
Total			256,564	254,297
District of Vanderhoof				
Taxation on Land & Improvements:				
Revised 2024 Hospital Converted Total - 100%				
1201	General Government	General Government	225,759	173,400
1206	Nechako Watershed/Fraser Basin Council	General Government	771	841
2500	Regional Economic Development	Bylaw 1652, 2012	9,802	34,407
4301	Development Services	General Government	25,163	26,474
5101	Waste Disposal	Bylaw 1726, 2015	403,592	410,899
Revised 2024 Hospital Converted Total - 66%				
4101	Planning and Zoning	SLP - No. 1	25,164	25,135
			690,251	671,156
Taxation on Improvements only:				
Revised 2024 Hospital Converted Total - 100%				
7501	9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	37,645	35,962
			37,645	35,962
Taxation on Population				
8203	Regional Public Transit	Bylaw 1790, 2017	27,878	21,989
			27,878	21,989
Total			755,774	729,107

<u>ELECTORAL AREAS</u>		2025 Requisition Draft	2024 Requisition Invoiced
Electoral Area "A"		1.2662	1.2579
Taxation on Land & Improvements:			
1101	Rural Government Services (1101)	86,936	87,822
1131	Area A Grant in Aid (1131)	0	40,000
1201	General Government (1201)	326,687	253,393
2500	Regional Economic Development (2500)	73,897	50,280
4101	Planning and Zoning (4101)	54,622	55,097
4301	Development Services (4301)	36,413	38,687
4401	Building Numbering (4401)	4,697	2,351
4501	Unightly Premises Regulatory Control (4501)	9,376	9,327
5101	Waste Disposal (5101)	584,024	600,457
5901	Weed Control (5901)	7,037	7,142
7601	Emergency Preparedness Planning (7601)	135,475	146,306
7702	Smithers Victim Services	18,747	19,167
10101	Bulkley Valley Regional Pool and Rec Centre (10101)	343,899	341,631
10912	Regional Recreation (10912)	33,316	23,704
		<u>1,715,126</u>	<u>1,675,364</u>
Taxation on Improvements Only:			
2401	Area "A" Economic Development (2401)	0	0
7501	9-1-1 Emergency Telephone. Response (7501)	49,247	47,826
8201	Smithers Para-Transit (8201)	0	0
10902	Regional Parks & Trails (10902)	99,577	52,810
		<u>148,824</u>	<u>100,636</u>
		1,863,950	1,776,000
<u>ELECTORAL AREAS</u>		2025 Requisition Draft	2024 Requisition Invoiced
Electoral Area "B"		1.659	1.779
Taxation on Land & Improvements:			
1101	Rural Government Services (1101)	29,010	28,599
1132	Area B Grant In Aid (1132)	0	14,499
1201	General Government (1201)	109,014	82,517
1206	Nechako Watershed/Fraser Basin Council (1206)	372	400
2500	Regional Economic Development (2500)	24,659	16,374
4101	Planning and Zoning (4101)	18,227	17,942
4301	Development Services (4301)	12,151	12,598
4401	Building Numbering (4401)	1,567	766
4501	Unightly Premises Regulatory Control (4501)	3,128	3,037
5101	Waste Disposal (5101)	194,885	195,538
5901	Weed Control (5901)	2,348	2,326
7601	Emergency Preparedness Planning (7601)	45,207	47,645
10914	Regional Recreation (10914)	12,644	22,097
		<u>453,212</u>	<u>444,338</u>
Taxation on Improvements Only:			
2402	Electoral Area 'B' Economic Development (2402)	61,819	98,566
7501	9-1-1 Service (7501)	17,223	16,538
7701	Burns Lake & Area Victim Services (7701)	3,598	3,557
8101	Lakes District Airport (8101)	19,095	14,307
10202	Burns Lake Tom Forsyth Arena Grant (10202)	128,018	123,259
10303	Lakes District Arts & Culture (10303)	100,584	102,162
10504	Burns Lake & Area TV Rebroadcast (10504)	6,589	6,116
10904	Regional Parks & Trails (10904)	25,044	9,212
		<u>361,970</u>	<u>373,717</u>
		815,182	818,055

ELECTORAL AREAS

	2025	2024
	Requisition	Requisition
	Draft	Invoiced
Electoral Area "C" Complete	1.008	1.033
Taxation on Land & Improvements:		
1101 Rural Government Services (1101)	47,059	47,410
1133 Area C Grant in Aid (1133)	0	35,851
1201 General Government (1201)	176,839	136,794
1206 Nechako Watershed/Fraser Basin Council (1206)	604	664
2500 Regional Economic Development (2500)	40,002	27,144
4101 Planning and Zoning (4101)	29,567	29,743
4301 Development Services (4301)	19,710	20,885
4401 Building Numbering (4401)	2,543	1,269
4501 Unsightly Premises Regulatory Control (4501)	5,075	5,034
5101 Waste Disposal (5101)	316,136	324,156
5901 Weed Control (5901)	3,809	3,856
7601 Emergency Preparedness Planning (7601)	73,334	78,983
10603 Fort Saint James Library (10603)	21,483	17,120
10915 Regional Recreation (10915)	23,350	33,366
	<u>759,511</u>	<u>762,276</u>
Taxation on Improvements Only:		
2403 Area "C" Economic Development (2403)	25,213	24,910
7501 9-1-1 Emergency Telephone. Response (7501)	18,385	0
10905 Regional Parks & Trails (10905)	43,597	24,909
	<u>803,108</u>	<u>787,185</u>
Electoral Area "D" Complete	1.127	1.083
Taxation on Land & Improvements:		
1101 Rural Government Services (1101)	48,679	43,015
1134 Area D Grant in Aid (1134)	0	10,473
1201 General Government (1201)	182,927	124,112
1206 Nechako Watershed/Fraser Basin Council (1206)	625	602
2500 Regional Economic Development (2500)	41,379	24,628
4101 Planning and Zoning (4101)	30,584	26,986
4301 Development Services (4301)	20,389	18,949
4401 Building Numbering (4401)	2,631	1,152
4501 Unsightly Premises Regulatory Control (4501)	5,250	4,567
5101 Waste Disposal (5101)	327,019	294,104
5901 Weed Control (5901)	3,940	3,498
7601 Emergency Preparedness Planning (7601)	75,858	71,661
10502 Television Rebroadcasting (10502)	51,848	41,626
	<u>791,130</u>	<u>665,374</u>
Taxation on Improvements Only:		
2402 Area "D" Economic Development (2404)	34,320	29,527
7501 9-1-1 Emergency Telephone. Response (7501)	31,067	25,093
10602 Fraser Lake Library (10602) 755	41,235	29,248
	<u>106,622</u>	<u>83,868</u>
	<u>897,752</u>	<u>749,242</u>

ELECTORAL AREAS		2025	2024
Electoral Area "E"		Requisition	Requisition
		Draft	Invoiced
		1.333	1.308
	Taxation on Land & Improvements:		
1101	Rural Government Services (1101)	53,071	51,482
1135	Area E Grant in Aid (1135)	0	15,038
1201	General Government Services (1201)	199,428	148,542
1206	Nechako Watershed/Fraser Basin Council (1206)	681	721
2500	Regional Economic Development (2500)	45,111	29,475
4101	Planning and Zoning (4101)	33,343	32,297
4301	Development Services (4301)	22,228	22,679
4401	Building Numbering (4401)	2,867	1,379
5101	Waste Disposal (5101)	356,518	351,995
5901	Weed Control (5901)	4,296	4,187
7601	Emergency Prep Planning (7601)	82,701	85,767
10914	Regional Recreation (10914)	23,133	39,779
		823,377	783,341
	Taxation on Improvements Only:		
2405	Area "E" Economic Development (2405)	52,086	21,571
7501	9-1-1 Emergency Telephone. Response (7501)	35,729	33,026
7701	Burns Lake & Area Victim Services (7701)	3,598	3,557
8101	Lakes District Airport (8101)	39,613	28,570
10303	Lakes District Arts & Culture (10303)	184,006	183,906
10504	Burns Lake & Area TV Rebroadcast (10504)	13,671	12,215
10904	Regional Parks & Trails (10904)	45,815	16,584
		374,518	299,429
		1,197,895	1,082,770
ELECTORAL AREAS			
	Electoral Area "F"	2025	2024
		Requisition	Requisition
		Draft	Invoiced
		1.405	1.451
	Taxation on Land & Improvements:		
1101	Rural Government Services (1101)	68,933	68,745
1136	Area F Grant in Aid (1136)	0	16,000
1201	General Government (1201)	259,035	198,352
1206	Nechako Watershed/Fraser Basin Council (1206)	885	962
2500	Regional Economic Development (2500)	58,595	39,358
4101	Planning and Zoning (4101)	43,309	43,128
4301	Development Services (4301)	28,872	30,283
4401	Building Numbering (4401)	3,725	1,841
4501	Unightly Premises Regulatory Control (4501)	7,434	7,300
5101	Waste Disposal (5101)	463,080	470,027
5901	Weed Control (5901)	5,580	5,591
7601	Emergency Preparedness Planning (7601)	107,420	114,526
		1,046,868	996,114
	Taxation on Improvements Only:		
2406	Area "F" Economic Development (2406)	0	0
7501	9-1-1 Emergency Telephone. Response (7501)	41,358	39,028
10102	Vanderhoof Pool (10102)	551,689	568,743
		593,047	607,771

	2025 Requisition Draft	2024 Requisition Invoiced
Electoral Area "G" Complete	0.954	0.996
Taxation on Land & Improvements:		
1101 Rural Government Services (1101)	42,288	40,957
1137 Area G Grant in Aid (1137)	0	18,385
1201 General Government (1201)	158,907	118,173
2500 Regional Economic Development (2500)	35,946	23,449
4101 Planning and Zoning (4101)	26,568	25,695
4301 Development Services (4301)	17,712	18,042
4401 Building Numbering (4401)	2,285	1,097
4501 Unsightly Premises Regulatory Control (4501)	4,560	4,349
5101 Waste Disposal (5101)	284,081	280,029
5901 Weed Control (5901)	3,424	3,331
7601 Emergency Preparedness Planning (7601)	65,898	68,232
10913 Regional Recreation (10913)	4,506	26,347
	<u>646,174</u>	<u>628,085</u>
Taxation on Improvements Only:		
2407 Area "G" Economic Development (2407)		
7501 9-1-1 Emergency Telephone. Response (7501)	29,823	27,837
10903 Regional Parks & Trails (10901)	6,999	0
	<u>36,822</u>	<u>27,837</u>
	<u>682,996</u>	<u>655,922</u>

MAJOR SERVICE SUMMARY
RDBN - 2025 Budget
Projected Tax Rates for Regional Services
TABLE 1

Dept	Service	Tax on a \$100,000 Residential Property								
		Taxation			Rural Taxpayers			Municipal Taxpayers		
		2025 Tax	2024 Tax	Increase (Decrease)	2025	2024	Increase (Decrease)	2025	2024	Increase (Decrease)
Region-Wide Services										
1201	General Government	2,446,459	1,841,178	605,280	22.19	17.95	4.24	22.19	17.95	4.24
				-	-	-	-	-	-	-
2500	Regional Economic Development	106,222	365,339	(259,117)	0.96	3.56	(2.60)	0.96	3.56	(2.60)
4101	Electoral Area Planning	351,430	343,846	7,584	3.71	3.90	(0.19)	2.47	2.60	(0.13)
4301	Development Services	272,682	281,100	(8,418)	2.47	2.74	(0.27)	2.47	2.74	(0.27)
5101	Environmental Services	4,373,555	4,362,973	10,582	39.67	42.65	(2.97)	39.67	42.65	(2.97)
7501	9-1-1 Service	392,947	369,043	23,904	3.56	3.60	(0.03)	3.56	3.60	(0.03)
Total Region-Wide Services		7,943,295	7,575,506	379,815	72.58	74.39	(1.82)	71.34	73.09	(1.75)
Regional Rural Services										
1101	Rural Government	375,977	368,031	7,946	5.91	6.22	(0.31)			
2500	Regional Economic Development	258,246		258,246	4.06		4.06			
5901	Weed Control	30,435	29,932	503	0.48	0.51	(0.03)			
7601	Emergency Preparedness	585,892	613,121	(27,229)	9.20	10.36	(1.16)			
Total Rural-Wide Services		1,250,549	1,011,084	239,466	19.64	17.09	2.55			
TOTAL		9,193,844	8,586,590	619,281	92.22	91.48	0.74	71.34	73.09	(1.75)

Major Services Requisition Change

		Tax Rate \$/\$1000 Assessment	0.922	0.915	0.007	0.713	0.731	(0.018)
		Tax amount increase for a \$250,000 Assessment		\$ 1.84	0.8%		-\$ 4.38	-2.4%
THIS IS THE AVERAGE RD PROPERTY	4.45% MARKET INCREASE	Tax amount increase for a NOW \$261,125 Assessment		\$ 12.08	5.3%		\$ 3.54	1.9%
THIS IS THE AVERAGE RD RESIDENTIAL PROPERTY	3.64% MARKET INCREASE	Tax amount increase for a NOW \$259,100 Assessment		\$ 10.28	4.5%		\$ 2.14	1.2%

	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Transfer from Reserves								
420099 Transfer From Federal Gas Tax Reserve	497,442	600,000	566,687	250,000	250,000	250,000	250,000	250,000
420005 Transfer From Election Reserve	24,538				50,000			
	<u>521,980</u>	<u>600,000</u>	<u>566,687</u>	<u>250,000</u>	<u>300,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Transfer to Reserves								
781004 Contribution to Insurance Reserve		10,000	10,000	10,000	10,000	10,000	10,000	10,000
781005 Contribute to Rural Election Reserve	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	<u>-</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Net Reserves	<u>521,980</u>	<u>590,000</u>	<u>556,687</u>	<u>240,000</u>	<u>290,000</u>	<u>240,000</u>	<u>240,000</u>	<u>240,000</u>
Revenues minus Expenditures and Transfers	<u>9,024</u>	<u>-</u>	<u>71,938</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
GENERAL GOVERNMENT SERVICES 1201**

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
REVENUE:									
400002 Taxation	936,658	985,281	1,841,178	1,841,178	2,446,459	1,449,992	1,697,715	1,848,993	2,054,836
442101 Other Grant Revenue <i>Provincial</i>	64,098	1,782,924	70,000	414,845	70,000				
443006 Northwest Regional Funding				2,126,217	380,000	200,000	200,000	200,000	200,000
443001 Province of B.C. - Admin. Grant	147,374	121,200	115,200	122,200	115,200	115,200	115,200	115,200	115,200
443004 Climate Action Program Grant	112,082	112,082	112,082	328,408			112,082	112,082	112,082
444001 Grant from UBCM				5,000					
445001 NDI Grant	16,122	67,202							
446001 Grants in Lieu of Taxes	10,094	8,625	20,500	12,029	12,000	12,000	12,000	12,000	12,000
446002 Grant in Lieu of Alcan Taxes	112,711	116,454	160,012	168,605	205,405	205,405	205,405	205,405	205,405
460001 Admin. Recovery - SNRHD	15,900	17,799	15,900	23,758	15,900	15,900	15,900	15,900	15,900
480001 Miscellaneous Revenue	4,000	18,290		3,033					
499999 Prior Year's Surplus	134,000	450,000	300,000	300,000	-	500,000	300,000	200,000	
TOTAL REVENUE:	1,553,040	3,679,858	2,634,872	5,345,273	3,244,963	2,498,496	2,658,302	2,709,579	2,715,422
EXPENDITURE:									
600101 Director's Remuneration	290,305	327,056	362,194	338,524	355,343	362,449	369,698	377,092	384,634
15 Directors		168,660							
Chair, Vice Chair & Committee Chairs		30,936							
Travel Time		21,938							
Cheque Signer Fees		3,384							
25 Board Meetings		106,875							
Other Meetings (2)		8,550							
Minister and Deputy Minister Meeting		15,000							
		<u>355,343</u>							
601101 Directors' Medical and Dental Benefits	53,799	58,075	60,000	58,185	60,000	60,000	60,000	60,000	60,000
600197 Director's Accident Insurance			1,400		1,400	1,400	1,400	1,400	1,400
600199 Directors Employment Taxes	12,739	13,327	22,546	15,790	24,718	25,212	25,717	26,231	26,755
600201 Director's Travel	36,171	35,967	93,653	47,908	64,013	65,293	66,599	67,931	69,289
600201 Directors Travel Ministry and Deputy Minister					25,000	25,000	25,000	25,000	25,000
601109 Employer Health Tax	5,739	7,955	7,063	6,408	8,101	7,068	7,209	7,353	7,500
604001 Computer Network	20,191	1,913	2,500	240	2,500	2,000	2,000	25,000	2,000
606001 Communications			7,500		4,375	7,500	7,500	7,500	7,500
607001 Legal Expense (FCM Defense Fund \$500)			500	639	500	500	500	500	500

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
608002 Liability Insurance (MIA \$4K)	8,841	4,000	4,000	5,528	4,000	4,000	4,000	4,000	4,000
608003 Vehicle Insurance		196	3,000	1,074	3,000	3,000	3,000	3,000	3,000
609011 Board meetings - supplies & food	19,448	23,516	25,000	21,468	30,000	30,000	30,000	30,000	30,000
601101 Employee Benefits	1,691								
612100 Regional Grant In Aid	75,000	200,000	38,000	294,201	724,000	724,000	724,000	724,000	724,000
612801 Special Projects		46,464	903,333	841	770,000	50,000	50,000	50,000	50,000
Northwest Resource Benefit Alliance									
All Nations Conference			70,000						
Operational Reserve Contribution			700,000						
Business Continuity Plan and EOC									
			<u>770,000</u>						
Total Legislative Expenses	<u>523,923</u>	<u>718,468</u>	<u>1,530,688</u>	<u>790,806</u>	<u>2,076,949</u>	<u>1,367,422</u>	<u>1,376,623</u>	<u>1,409,007</u>	<u>1,395,579</u>
Administrative Expenses	719,948	822,021	986,184	890,030	1,133,014	1,151,074	1,169,597	1,188,490	1,207,761
Financial Expenses	421,386	(105,555)	0	(57,310)	0	0	(0)	(0)	0
HR Expenses	16,061	(132,746)	-	(35,729)	-	-	-	-	-
Total General Government Expenses	<u>1,681,319</u>	<u>1,302,187</u>	<u>2,516,872</u>	<u>1,587,797</u>	<u>3,209,963</u>	<u>2,518,496</u>	<u>2,546,220</u>	<u>2,597,497</u>	<u>2,603,340</u>
Revenues minus Expenditures	<u>(128,279)</u>	<u>2,377,670</u>	<u>118,000</u>	<u>3,757,476</u>	<u>35,000</u>	<u>(20,000)</u>	<u>112,082</u>	<u>112,082</u>	<u>112,082</u>
RESERVE BUDGET									
Transfer from Reserves									
420001 Transfer from NCPG Reserve		35,701	100,000	45,796					
420003 Transfer from Vehicle Reserve	42,943		82,000			50,000		50,000	
420097 Transfer from Climate Reserve				139,378	55,000	20,000			
Transfer To Reserves									
781097 Climate Reserve Contribution/Growing Communities	92,082	1,764,000		308,408					
781095 Contribution to Northwest Revenue Reserve				2,126,217			112,082	112,082	112,082
Net Reserves	<u>49,139</u>	<u>(1,728,299)</u>	<u>182,000</u>	<u>(2,249,452)</u>	<u>55,000</u>	<u>70,000</u>	<u>(112,082)</u>	<u>(62,082)</u>	<u>(112,082)</u>
CAPITAL BUDGET									
780001 New Capital Items	84,237	205,436	300,000	236,864	90,000	50,000	-	50,000	
490001 Use of Capital Items	80,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000
780101 Amorization	80,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000
	<u>(261,655)</u>	<u>443,935</u>	<u>-</u>	<u>1,271,161</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
ELECTORAL AREA PLANNING 4101**

Five Year Financial Plan:

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Revenue:									
400002 Taxation	309,430	288,694	343,846	343,846	351,430	356,629	364,640	424,736	431,770
420096 Provincial Grant Growing Community	(731)				53,200	53,200	53,200		
446001 Grants in Lieu of Taxes	2,870	2,115	1,500	1,756	1,500	1,500	1,500	1,500	1,500
446002 Grants in Lieu of Alcan Taxes	42,147	38,617	39,325	41,431	36,813	36,813	36,813	36,813	36,813
450017 Application Fees (Zoning, Variance etc)	8,146	13,500	20,000	9,800	20,000	20,000	20,000	20,000	20,000
450002 Sign Rental Revenue	25								
480001 Miscellaneous Revenue	1,740	3,780		3,615					
499999 Prior Year's Surplus									
TOTAL REVENUE.....	363,627	346,706	404,671	400,448	462,943	468,142	476,153	483,049	490,083
EXPENDITURE:									
601001 Salaries	167,619	163,238	189,427	186,230	232,266	236,911	241,649	246,482	251,412
601101 Benefits	72,537	52,222	62,291	53,009	72,374	73,822	75,298	76,804	78,340
604001 Computer Systems	5,949	14,943	12,500	17,489	17,500	17,500	17,500	17,500	17,500
606003 Advertising	5,799	12,698	12,000	5,442	10,000	10,000	10,000	10,000	10,000
607001 Legal	8,315	8,354	10,000	10,028	10,000	10,000	10,000	10,000	10,000
608002 Liability Insurance - MIA	3,000	3,000	3,000	3,008	3,000	3,000	3,000	3,000	3,000
609001 Supplies & Subscriptions	4,006		3,000	4,237	3,000	3,000	3,000	3,000	3,000
605007 Board of Variance - Travel & meals			600	0	600	600	600	600	600
607003 Title Search and Document Filing	1,500	1,500	2,000	1,500	2,000	2,000	2,000	2,000	2,000
609011 Supplies - Meetings	209	4,545	1,750	118	1,750	1,750	1,750	1,750	1,750
612801 Special Projects	457								
651012 Contribution to Bylaw Enforcement	31,725	30,555	36,784	36,784	38,017	37,124	38,920	39,477	40,045
670100 Advisory Planning Commissions			1,000	200	1,000	1,000	1,000	1,000	1,000
651010 Administration Fees	19,515	18,078	20,061	20,061	23,490	23,490	23,490	23,490	23,490
651014 Shared Expenses	27,294	31,474	50,258	50,258	47,945	47,945	47,945	47,945	47,945
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	347,923	340,608	404,671	388,364	462,943	468,142	476,153	483,049	490,083
Revenues minus Expenditures	15,703	6,098	-	12,083	-	-	-	-	-

REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT SERVICES 4301
 PART OF ADMINISTRATION

Five Year Financial Plan:

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Revenue:									
400002 Taxation	327,410	281,989	281,100	281,100	272,682	302,682	312,614	376,459	386,211
442101 Provincial Grant Housing				82,000	40,000				
451001 Cost Sharing by Municipalities	7,240	16,696	0	726	0				0
446001 Grants in Lieu of Taxes	3,815	2,399	2,500	1,837	2,500	2,500	2,500	2,500	2,500
446002 Grant in Lieu of Alcan Taxes	39,397	33,329	24,414	25,742	22,895	42,538	42,538	42,538	42,538
420096 Provincial Grant GCF			133,000		79,800	79,800	79,800		
450017 A.L.R. Fees	2,950	9,000	2,000	3,350	2,000	2,000	2,000	2,000	2,000
450002 Map and Plan Sales	125	759	500	769	500	500	500	500	500
480001 Miscellaneous Revenue		480							
499999 Prior Year's Surplus									
TOTAL REVENUE.....	380,936	344,652	443,514	395,523	420,376	430,020	439,953	423,998	433,750
EXPENDITURE:									
601001 Salaries	183,435	195,157	252,351	209,613	250,760	258,282	266,031	251,536	259,082
601101 Benefits	70,735	68,324	73,605	61,278	70,689	72,809	74,994	73,533	75,739
612805 Consulting Fees									
603005 Repairs for Map Copier			1,000		1,000	1,000	1,000	1,000	1,000
604001 Computer Systems	7,293	14,943	12,500	11,694	12,500	12,500	12,500	12,500	12,500
606003 Advertising			2,000	150	2,000	2,000	2,000	2,000	2,000
607001 Legal			5,000	1,296	5,000	5,000	5,000	5,000	5,000
607003 Title Search and Document Filing			1,000		1,000	1,000	1,000	1,000	1,000
608002 Liability Insurance	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
609001 Supplies	2,028	969	3,250	6,876	3,250	3,250	3,250	3,250	3,250
651010 Administration Service Charge	18,931	16,064	21,162	21,162	20,892	20,892	20,892	20,892	20,892
651014 Shared Costs	32,512	33,822	69,646	69,646	51,286	51,286	51,286	51,286	51,286
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	316,933	331,278	443,514	383,714	420,376	430,020	439,953	423,998	433,750
Revenues minus Expenditures									
420003 Withdrawal from capital reserves					18,000				
780001 Capital Items(Plotter)					18,000				
	64,003	13,373	-	11,809	-	-	-	-	-

REGIONAL DISTRICT OF BULKLEY-NECHAKO ENVIRONMENTAL SERVICES

(5101)

Five Year Financial Plan:

ADMINISTRATION

Bylaw 1909 \$4.375 Million October 2020

\$5.468 Million October 2025

REVENUE:

TAXATION AND RESERVE REVENUE

	2022	2023	2024	2024	2025	2026	2027	2028	2029
	Actual	Actual	Budget	Actual	Budget	Budget	Budget	Budget	Budget
400001 Taxation + Service Agreement	9,398	8,954	9,000	6,066	6,000	6,000	6,000	6,000	6,000
400002 Requisition	3,788,323	4,349,787	4,362,973	4,362,973	4,373,555	5,414,433	5,455,626	5,481,267	5,481,819
420001 Transfer From NCPG Reserve	245,000	114,016	5,000	195,000	225,000				
420095 Northwest Revenue Sharing				759,016	2,245,000	1,000,000	1,000,000	1,000,000	1,000,000
420096 Transfer from Growing Community Fund Reserve			776,838	776,838					
420099 Transfer from Federal Gas Tax	70,000	200,000		115,000	724,000	724,000	724,000	724,000	724,000
445001 Misc Grants	4,348	75,000	250,000		200,000	200,000			
446001 Grants in Lieu of Taxes	43,342	37,993	35,000	28,505	35,000	35,000	35,000	35,000	35,000
446002 Grant in Lieu of Alcan Taxes	432,932	491,760	428,674	451,533	393,686	393,686	393,686	393,686	393,686
RECYCLING AND TIPPING FEE REVENUE (3% per year increase after 2025)									
450003 Metal Recycling	320,188	500,582	200,000	293,154	275,000	275,000	288,750	303,188	318,347
450004 Paint & Solvent Recovery		1,974	2,000	4,838	5,000	5,000	5,000	5,150	5,305
450005 Major Appliance Recovery	41,894	44,015	40,000	40,884	40,000	40,000	40,000	41,200	42,436
450006 Contaminated Soils	105,311	28,951	50,000	31,332	25,000	50,000	50,000	51,500	53,045
450007 Specified Risk Material Waste	571	697	1,000	384	0	-	-	-	-
450008 Construction, Demolition & Landclearing Waste	300,062	240,954	100,000	453,171	250,000	262,500	275,625	289,406	303,877
450009 Battery Recovery	14,653	17,715	15,000	17,286	20,000	20,000	20,000	20,600	21,218
450010 Recycle BC - Top Up Revenue	26,150	23,672	25,000	35,536	30,000	30,000	30,000	30,900	31,827
450011 Camp Waste	644,925	818,554	100,000	406,073	100,000	50,000	25,000	25,750	26,523
450013 Unsegregated Loads	38,042	25,810	10,000	33,854	35,000	35,000	35,000	36,050	37,132
450014 Asbestos	4,337	5,824	5,000	16,402	15,000	15,000	15,000	15,450	15,914
450015 Out of Region Waste				149,492	100,000	100,000	100,000	103,000	106,090
450019 Bulkey Waste				227					
450023 Clean Soil Disposal				4,634					
452001 Recycling Revenue - Houston		992	5,000	6,048	7,000	10,000	10,000	10,300	10,609
452002 Recycling Revenue - Smithers/Telkwa	24,042	33,299	30,000	32,863	40,000	40,000	40,000	41,200	42,436
452003 Recycling Revenue - Vanderhoof	31,153	32,512	30,000	36,700	40,000	40,000	40,000	41,200	42,436
452004 Recycling Revenue - Fort St. James	15,212	22,542	20,000	23,605	25,000	25,000	25,000	25,750	26,523
452005 Recycling Revenue - Burns Lake	23,743	20,353	20,000	26,879	25,000	25,000	25,000	25,750	26,523
452006 Recycling Revenue - Fraser Lake		4,247	5,000	7,187	7,000	7,000	7,000	7,210	7,426
480001 Miscellaneous Revenue	25,452	298,498	75,000	339,763	100,000	100,000	100,000	103,000	106,090
480003 Sale of Capital Asset				47,150	30,000				
499999 Prior Year Surplus	1,500,000	1,400,000	1,400,000	1,270,831	1,000,000				

TOTAL REVENUE:

7,709,078	8,798,701	8,000,486	9,973,222	10,371,241	8,902,619	8,745,687	8,816,557	8,864,259
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
ENVIRONMENTAL SERVICES (5101)**

Five Year Financial Plan:

ADMINISTRATION

Bylaw 1909 \$4.375 Million October 2020
\$5.468 Million October 2025

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
EXPENDITURES: (Salaries and benefits 6% 2024 4% 2025 2% thereafter)									
601001 Salaries	535,871	448,477	520,883	580,158	791,679	815,429	839,892	865,089	891,041
601101 Employee Benefits	248,892	534,826	177,228	145,891	260,283	268,091	276,134	284,418	292,951
601501 Stuff Functions	2,555		3,000	3,590	5,000	5,000	5,000	5,000	5,000
601901 Safety Program (Includes Replay, boot allowance & first ai	21,367	33,800	25,000	69,852	98,000	25,000	25,000	25,000	30,000
603501 Post Closure (old landfills 2024 onwards)			5,000	42	4,000	5,000	5,000	5,000	5,000
604001 Computer Network (Transfer Stations PC's)			2,000	3,529	10,000	4,000	4,000	5,000	5,000
605301 Environmental Monitoring (includes old landfills 2024 onwa	7,828	10,000	10,000	21,558	30,000	30,000	30,000	30,000	30,000
605701 Agriplastic Recycling (2024 onwards)			20,000	1,043	20,000	20,000	20,000		
605720 Ozone Removal Charges (2024 onwards)			20,000	22,244	23,000	20,000	20,000	20,000	20,000
606001 Communications	9,108	10,000	10,000	18,501	20,000	20,000	20,000	20,000	20,000
606003 Advertising	1,572	2,500	2,500	40	2,000	2,000	2,000	2,000	2,000
608001 Property Insurance	50,658	55,000	55,000	53,599	55,000	56,100	57,222	58,366	59,534
608002 Liability Insurance	12,100	12,100	16,820	16,820	16,820	17,156	17,500	17,850	18,207
608003 Vehicle Insurance	29,497	32,000	32,000	35,414	40,000	40,000	40,000	40,000	40,000
608004 Permits & Fees	150	600	600	900	1,000	1,000	1,000	1,000	1,000
609001 Supplies	8,644	1,000	1,000	5,750	5,000	5,000	5,000	5,000	5,000
308008 Vehicle Maintenance and Expense	8,159	20,000	20,000	15,850	17,500	20,000	20,000	25,000	25,000
641001 Vehicle Fuel	22,627	25,000	25,000	25,164	27,500	28,050	28,611	29,183	29,767
651010 Administration Service Charge	326,110	372,215	368,251	368,251	453,818	481,047	500,289	510,295	520,501
651012 Transfer from salaries to Sewer/Water Services	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
651014 Shared Expenses	159,054	188,554	251,858	253,037	251,810	266,919	277,595	283,147	288,810
799999 Prior Year's Deficit									
TOTAL - Administrative Expenses	1,409,196	1,239,380	1,531,140	1,606,232	2,097,410	2,094,792	2,159,243	2,196,348	2,253,810
612801 Special Projects	11,063	15,000	20,000	24,982	70,000	15,000	15,000		
612805 Consulting Fees	14,759	55,000	55,000	39,413	75,000	100,000	50,000	40,000	50,000
612806 Waste Characterization	57,857	65,000	65,000		50,000	10,000			
612807 Engineering		75,000	75,000		50,000	100,000	50,000	40,000	50,000
612808 Solid Waste Advisory	1,182	2,500	2,500		2,500	2,500	2,500	2,500	2,500
Total Special Projects	84,862	212,500	217,500	64,395	247,500	227,500	117,500	82,500	102,500
Total Administrative	1,494,057	1,451,880	1,748,640	1,670,627	2,344,910	2,322,292	2,276,743	2,278,848	2,356,310
Net Admin	6,215,021	6,008,603	6,251,846	8,302,595	8,026,332	6,580,327	6,468,944	6,537,709	6,507,949
Landfilling Sites 5200	878,492	911,936	955,691	1,088,423	1,160,436	1,141,020	1,169,596	1,184,865	1,200,439
Transfer Stations 5300	2,551,402	3,148,666	3,036,154	2,931,580	3,400,895	3,239,307	3,299,348	3,352,844	3,407,510

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
ENVIRONMENTAL SERVICES (5101)**

Five Year Financial Plan:

ADMINISTRATION

Bylaw 1909 \$4.375 Million October 2020	2022	2023	2024	2024	2025	2026	2027	2028	2029
\$5.468 Million October 2025	Actual	Actual	Budget	Actual	Budget	Budget	Budget	Budget	Budget
Closure Cost (until 2023) 5400	20,828	79,000							
Recycling Costs (until 2023) 5500	216,555	230,000							

Surplus	2,547,744	1,639,000	2,260,000	4,282,592	3,465,000	2,200,000	2,000,000	2,000,000	1,900,000
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CAPITAL BUDGET

780001 New Capital Items	1,287,804	1,639,000	2,260,000	2,047,055	3,465,000	2,200,000	2,000,000	2,000,000	1,900,000
490001 Use of Capital Items		870,000	870,000	870,000	870,000	870,000	870,000	870,000	870,000
780101 Amoritization		870,000	870,000	870,000	870,000	870,000	870,000	870,000	870,000

NET BUDGET SUPLUS - (DEFICIT)		-	-	2,235,538	0	0	0	0	0
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
INVASIVE PLANT CONTROL 5901**

Five Year Financial Plan:

By-law No. 1019, 1997 No limitation
All Electoral Areas

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
REVENUE:									
400002 Taxation	4,352	31,002	29,932	29,932	30,435	30,707	30,707	30,707	30,707
400001 Taxation & Service Agreement	39	140	75	71	75	75	75	75	75
420003 Transfer from Vehicle Reserve									
446001 Grant in Lieu of Taxes	3	39							
446002 Grant in Lieu of Alcan Taxes	961	6,546	5,095	5,371	4,743	4,743	4,743	4,743	4,743
499999 Prior Year's Surplus	20,681		423	423	272				
TOTAL REVENUE.....	26,036	37,727	35,525	35,797	35,525	35,525	35,525	35,525	35,525
EXPENDITURE:									
605006 Contribution to NW Invasive Plant Council	27,316	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
651010 Administration Service Charges	500	525	525	525	525	525	525	525	525
799999 Prior Year's Deficit		1,779				-	-	-	-
TOTAL EXPENDITURE.....	27,816	37,304	35,525	35,525	35,525	35,525	35,525	35,525	35,525
Revenues minus Expenditures	(1,779)	423	-	272	-	-	-	-	-

REGIONAL DISTRICT OF BULKLEY-NECHAKO**9-1-1 Service****7501****Five Year Financial Plan:****Bylaw 1483 No Tax Limitation
Apportioned on Improvements Only**

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
REVENUE:									
Taxation on Improvements Only - All Municipalities and all Electoral Areas									
400002 Taxation	432,574	388,849	370,044	369,043	392,947	447,428	451,571	460,796	465,106
446001 Grants in Lieu of Taxes	5,210	3,337	2,000	2,228	2,000	2,000	2,000	2,000	2,000
446002 Grants in Lieu of Alcan Taxes	44,580	40,254	38,528	40,617	38,465	38,465	38,465	38,465	38,465
444001 Grant from UBCM		22,500	22,500						
450020 Users Fees for Landlines	54,840	80,654	72,000	78,319	72,000	70,000	70,000	65,000	65,000
400001 Indiginous Service Agreements	36,382	35,371	35,000	35,516	35,000	35,000	35,000	35,000	35,000
499999 Surplus from prior year		34,730	22,500	22,500					
TOTAL REVENUE:	573,586	605,695	562,572	548,223	540,412	592,893	597,036	601,261	605,571
EXPENDITURE:									
601001 Salaries	51,346	51,702	86,414	88,205	74,703	97,025	98,966	100,945	102,964
601101 Employee Benefits	12,447	12,804	26,763	23,071	23,952	24,431	24,919	25,418	25,926
603008 Repairs and Maintenance	49,071	40,862	50,000	64,012	65,000	65,000	65,000	65,000	65,000
606001 Communications (includes back up communication)	18,543	41,266	42,000	36,775	42,000	42,000	42,000	42,000	42,000
606008 Public Education	1,267		1,000		1,000	1,000	1,000	1,000	1,000
608002 MIA Liability Insurance	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
609001 Supplies	86		1,000		1,000	1,000	1,000	1,000	1,000
609011 Meeting Expenses	519		500		500	500	500	500	500
612801 Special Projects	15,476		25,000	7,416	10,000				
617501 PSAP E-Comm Costs (starting in Oct 2014)	70,603	76,564	84,000	75,644	84,000	85,680	87,394	89,141	90,924
617502 FOCC Operating Costs	140,248	177,564	185,000	179,814	185,000	223,000	223,000	223,000	223,000
617504 CAD/RMS Licence	1,635	3,335	3,200	3,747	3,200	3,200	3,200	3,200	3,200
679999 Telus Fees		7,674				-	-	-	-
651010 Administration Service Charge	29,010	30,392	30,533	30,533	30,411	30,411	30,411	30,411	30,411
651014 Shared Services	6,557	7,958	23,162	22,160	15,647	15,647	15,647	15,647	15,647
799999 Prior Year's Deficit									
	400,806	454,120	562,572	535,376	540,412	592,893	597,036	601,261	605,571
Revenues minus Expenditures	172,780	151,575	-	-	-	-	-	-	-
420001 Transfer from Capital Reserve					75,000				
781001 Contribution to Capital Reserve									
781003 Contribution to Vehicle Reserve									
490001 Transfer from Equity in Tangible Capital Assets	4,583	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
780101 Amortization Expense	4,583	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
780001 Capital Expenses	64,550	18,190	-	56,760	75,000				
Revenues minus Expenditures less Reserves and Capital	108,230	133,385	-	(43,912)	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
EMERGENCY PREPAREDNESS PLANNING 7601**

Five Year Financial Plan:

BYLAW 1201 ALL ELECTORAL AREAS NO LIMIT
LAND AND IMPROVEMENTS

	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
REVENUE:									
400002 Taxation	385,508	421,381	613,121	613,121	585,892	568,539	578,633	588,930	599,432
420001 Northern Capital and Planning Grant	172,662	382,241	80,000	31,536	240,000				
420099 Transfer from Community Works Fund	8,850		167,000		286,000				
444001 UBCM Grant (25k ESS, 25k EOC)	136,807	70,311	80,000	40,864	80,000	50,000	50,000	50,000	50,000
446001 Grants in Lieu of Taxes	313	750	250	101	250				
446002 Grants in Lieu of Alcan Taxes	89,088	88,964	104,365	110,020	91,307	91,307	91,307	91,307	91,307
480001 Miscellaneous Revenue		5,809	3,000	26,780	56,000				
499999 Prior Year's Surplus	6,700								
TOTAL REVENUE.....	799,927	1,087,485	1,047,736	822,422	1,339,449	709,846	719,940	730,237	740,739
EXPENDITURE:									
601001 Salaries	182,972	225,359	316,780	270,241	370,909	378,328	385,894	393,612	401,484
601101 Benefits	78,258	59,182	89,854	81,564	123,927	126,405	128,933	131,512	134,142
603008 Repairs & Maintenance			5,000	2,341	2,500				
605803 Emergency Management Training	354	1,582	7,000	3,746	7,000	7,000	7,000	7,000	7,000
605810 Emergency Support Services Program	28,196	42,439	55,000	17,891	55,000	55,000	55,000	55,000	55,000
606001 Communications (Sat Phones)	3,584	3,611	4,000	2,624	4,000	4,000	4,000	4,000	4,000
606003 Advertising									
606008 Public Education	1,782		7,500			-	-	-	-
607001 Legal Fees			1,000			-	-	-	-
608002 Liability Insurance	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
608003 Vehicle Insurance	123	250	250	427					
609001 Supplies	3,125	5,384	6,400	4,823	10,000	10,000	10,000	10,000	10,000
609011 Meeting Expense	3,315	2,409	4,000	5,401	7,000	7,000	7,000	7,000	7,000
612801 Special Projects	128,223		258,000	143,985	161,000	50,000	50,000	50,000	50,000
ESS Grant Expenditures		25,000							
EOC Grant Expenditures		25,000							
EOC Culture		30,000							
EDMA Contract		56,000							
Rail Safety									
Engagement Initiatives		25,000							
		<u>161,000</u>							
651010 Administration Service Charges	48,944	75,180	58,872	58,872	63,857	63,857	63,857	63,857	63,857
651012 Share of Salaries to Rural Fire Departments					(75,500)	(75,500)	(75,500)	(75,500)	(75,500)
651014 Shared Services	57,457	58,040	91,160	91,160	79,756	79,756	79,756	79,756	79,756
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	540,333	589,955	908,817	687,073	813,449	709,846	719,940	730,237	740,739
Rural Fire Department Costs		90,295	58,919	34,011					
Revenues minus Expenditures	259,595	407,235	80,000	101,338	526,000	-	-	-	-
Reserve, Capital, and Amorization									
490001 Transfer from Equity in Tangible Capital Assets	34,730	34,730	34,730	34,730	34,730	34,730	34,730	34,730	34,730
780101 Amortization Expense	34,730	34,730	34,730	34,730	34,730	34,730	34,730	34,730	34,730
780001 Capital Expenditures	172,662	384,195	80,000	47,102	526,000	-	-	-	-
Net Cash Balance	86,933	23,039	-	54,236	-	-	-	-	-

CAPITAL PLAN (Updated)

ENVIRONMENTAL SERVICES

			North West	Northern	Growing	Community	Community	Taxation	Reserves
			Revenue	Planning and	Community	Works Fund	Works Fund		
			Sharing	Capital Grant	Fund				
General Enviro	5101	Security Cameras - FLTS, FSJ, VTS						50,000	-
General Enviro	5101	Pick Up to replace P1						90,000	-
Clearview	5201	CLF new water tank	15,000						-
Clearview	5201	Expansion & leachate collection (SUMMED)				500,000		-	-
Clearview	5201	Large Dozer (instead of compactor)	400,000						-
Clearview	5201	Cover mats x 2	20,000						-
Knockholt	5202	Excavator - 20 tonne or greater			405,000		224,000	131,000	-
Knockholt	5202	Water well and pumps etc.	15,000						-
Knockholt	5202	Skidsteer (TS/RD)	110,000						-
Knockholt	5202	New Dump Truck	250,000						-
Knockholt	5202	Cover Mats x 2	20,000						-
Knockholt	5203	New Gate	10,000						-
Burns Lake TS	5301	Rebuild or decommission Septage Beds	25,000						-
Fraser Lake TS	5302	Transtor removal and roof structure	175,000						-
Fraser Lake TS	5303	New gate	10,000						-
Granisle TS	5303	Transtor Replacement Design	10,000						-
Granisle TS	5303	RD Storage	15,000						-
Vanderhoof TS	5304	New re-use shed (seacan) and roof	30,000						-
Southside TS	5305	Transtor Replacement Design	10,000						-
Southside TS	5305	Fence expand	20,000						-
Smithers Telkwa TS	5306	TS Wall repair and reinforcement, tip wall anchor	25,000						-
Smithers Telkwa TS	5306	Plumb new office	15,000						-
Smithers Telkwa TS	5306	Resurface wood and metal area	50,000						-
Smithers Telkwa TS	5306	Road and new bays - aggregate	25,000						-
Smithers Telkwa TS	5306	Re-use shed (seacan and roof)	30,000						-
Hauling	5320	2 trailers - replace haydraulics D24	80,000						-
Field Operations	5600	Skidsteer Knockholt	110,000						-
ENVIRONMENTAL SERVICES - HOUSTON TRANSFER STATION PROJECT									
General Enviro	5101	Houston TS/RD relocation	650,000	475,000	175,000			-	-
Hauling	5320	New Roll-off Truck	300,000	300,000				-	-
Subtotal			3,465,000	2,245,000	225,000	-	724,000	271,000	-

CAPITAL PLAN (updated)

ALL OTHER SERVICES			North West Revenue Sharing	Northern Planning and Capital Grant	Growing Community Fund	Community Works Fund	Taxation	Reserves
General Government	1202 Office Security System Upgrades	35,000	35,000				-	
General Government	1202 HVAC Completion and Wiring Upgrades	55,000					-	55,000
Building Inspection	4201 Passenger Vehicle	50,000					-	50,000
Development Servies	4301 New Plotter	18,000						18,000
Fort Fraser Fire	7101 Fire Cargo Trailer	7,500		7,500				
Southside Fire	7102 Fire Apparatus and Fire Cargo Trailer	557,500	110,000	7,500	152,000	288,000	-	
Topley Fire	7103 Fire Cargo Trailer/Generator	23,500		7,500		16,000		
Cluculz Lake Fire	7104 Fire Apparatus and Fire Cargo Trailer	557,500	110,000	7,500	152,000	288,000	-	
Luck Bay Fire	7205 Generator	11,000				11,000		
Protective Services	7601 Underground Water Storage X 2	526,000		240,000		286,000	-	
Bulkley Valley Pool	10101 General Capital Items (SUMMED)	150,000					150,000	
911 Service	7501 Cluculz Lake Repeater Installation	75,000						75,000
Parks and Trails Area A	10902 Outhouse, Round Lake, Quick Cabin	125,000			125,000			
Parks and Trails Area G	10903 Connector Trail Topley Landing to Granisle	50,000	50,000					
Parks and Trails Area BE	10904 Imeson's Beach and Hospital Point	125,000		125,000				
Parks and Trails Area C	10905 Pinche Bay	50,000	50,000					
Fort Fraser Sewer	6101 Manhole repairs	140,000					140,000	
Fort Fraser Water	6201 SCADA System and Pump Replacement	75,000					75,000	
Subtotal		2,631,000	355,000	395,000	429,000	889,000	365,000	198,000
Grandtotal		6,096,000	2,600,000	620,000	429,000	1,613,000	636,000	198,000



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Megan D'Arcy, Regional Agriculture Coordinator
Date: February 13, 2025
Subject: **Regional Agriculture Support System Change Project – Final Report**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

The RDBN Regional Agriculture Coordinator participated in a three-year project initiated by the Alberni-Clayoquot Regional District (ACRD) meant to address potential system changes to increase regional agriculture support through collaboration and innovative problem solving.

The Regional Agriculture Support System Change project has now been completed. Selected highlights from the final report entitled, [‘Expanding the Influence of Regional Agricultural Support: Final Report for the Alberni-Clayoquot Regional District’s ‘System Change’ Test Project’](#) are listed below.

- The project was intended to test whether a ‘particular approach and set of activities could positively influence BC’s systems of agricultural support to better serve regional producers.’
- From the executive summary – Agriculture is inclusive of marine production, traditional Indigenous food system practices, and other means of food harvest and cultivation.
- ‘Project activities succeed[ed] in: increasing knowledge and tools available to support producers across BC; building relationships between key agents; and changing narratives about regional roles in agri-food planning.’

From the Summary of Key Findings and Impacts

Systemic Impacts include, but are not limited to (as relevant to the RDBN):

- ‘Stronger relationships and avenues for communication and collaboration between regionally driven agri-food organizations from across BC,
- Improvements to extension services for producers across BC,

- A more rounded and inclusive understanding about what contributes to ‘agriculture’ in BC,
- Increased equity and effort to compensate producers for their contributions to meetings and consultation processes, and
- A reduction in silos between the various ministries and organizations who are involved in agri-food issues (i.e., health, social services, environment, water, etc.).’

From Summary of Recommendations (as deemed relevant to the RDBN):

- ‘Local and regional governments consider a ‘*Local Food System Support Framework*’ as an alternative or addition to an Area Agricultural Plan.
- Networks have a clear mandate and purpose, and stick to it (*redundancy in networks reduces efficiency and causes competition for resources*).’

There are more recommendations specific to local and regional governments listed on page 18 of the report.

ATTACHMENTS

Poster with project summary.

Other resources include:

Link to Final Report for the Alberni-Clayoquot Regional District’s ‘System Change’ Test Project (2021-2024) is here: https://www.acrd.bc.ca/dms/documents/planning-and-development/agriculture/2024/systems_change_year_3_final_report.pdf

ACRD Resource Database, completed in year three of the project, can be found here: https://www.acrd.bc.ca/dms/documents/planning-and-development/agriculture/2024/agri-food_database_2024.pdf



An ACRD 'System Change' Project (2018-2024)

EXPANDING THE INFLUENCE OF REGIONAL AGRICULTURAL SUPPORT

Primary funding from Vancouver Foundation



THREE SUGGESTED SHIFTS FOR CONTINUED SYSTEMIC CHANGE



1. EDUCATE INSTEAD OF REGULATE

Systemic change comes from putting energy into education. In changing times, new approaches are needed. Producer and organizational capacity is strained, and a focus on education can help everyone to make better decisions.



2. TURN MEETINGS INTO CELEBRATIONS

Make meetings for engaging, celebratory, and purposeful. Focus on solutions and then action them. Work to understand and attune to the limitations of others. Lift each other up!



3. TURN GRANTS INTO GIFTS

If offering grants, make your expectations achievable and empowering.

- Offer gifts like advice, feedback, knowledge, and education.
- Create programs that don't require producer application or reporting.
- Provide core (not project-based) funding.

Read the full report and see a regional database of online resources at ACRD.bc.ca/agriculture

**FOOD IS FOUNDATIONAL
WE ARE STRONGER
TOGETHER
COLLABORATION IS KEY**

BC AGRICULTURE IS MORE THAN JUST FIELD-GROWN CROPS

*It's the many ways we harvest and
bring food to the table*

- As regional voices grow stronger, BC's diverse geographical regions and producer populations are better represented.
- Agriculture will thrive when power, decision-making, and program development is shared between top-down (government) and bottom-up (producer and community) agents.



More info? Contact Amy Needham, ACRD Sustainability Planner
aneedham@acrd.bc.ca 250.720.2729

File #: 98000-25/0013

February 4, 2025

Attn: Planning Department
 Regional District of Bulkley-Nechako
 37 3rd Avenue, PO Box 820
 Burns Lake, British Columbia V0J 1E0

Sent via email: planning@rdbn.bc.ca

To Whom it May Concern,

Re: Notification of an Administrative Change to Dead Man's Island Park

BC Parks would like to notify the Regional District of Bulkley Nechako of a proposed administrative change for Dead Man's Island Park. The Park is currently designated as a Class C Park and BC Parks would like to convert it to a Class A Park. This administrative change will not affect public use or access to the Park; however, it will result in overall efficiencies for park management.

The following information provides more details about the administrative change:

Purpose of administrative change:	Change from Class C Park (managed by a local Park Board) to Class A Park, to allow for direct management and expenditures by BC Parks.
Provincial Decision Maker & Process:	The decision will be made by the Legislature. After receiving recommendations from BC Parks, the Minister of Environment and Parks will make a decision on whether to support the presentation of the administrative change for consideration at a future session of the Legislature. It is expected this process could be included in the spring 2026 session of the Legislature.
Background:	Dead Man's Island Park is a small, 1-hectare park that was established in 1933 by Order-in-Council. It was reclassified

as a Class C Park in 1940 so it could be managed by a Park Board made up of local residents. The Park is located just outside of the municipal boundaries of the Village of Burns Lake.

Due to ongoing management challenges with Class C parks, BC Parks has a policy to review them over time as described below:

Land currently designated as a Class C Park will be evaluated over time and one or more of the following options may be employed:

- a) Delete all or part of the Class C Park from the Provincial Park system and transfer administrative control to local government or another agency.*
- b) Reclassify all or part of the Class C Park to Class A status.*
- c) Reclassify all or part of the Class C Park to Recreation Area status.*

BC Parks has an interest in keeping the Park within the provincial park system due to its cultural and historical significance (option 'b' above). Correspondence from the Park Board also indicates support of the change to a Class A park.

BC Parks intends to proceed with the administrative process after March 7, 2025 . Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in purple ink that reads "Nancy White".

Nancy White
Planning Section Head
North Coast Skeena Region, BC Parks

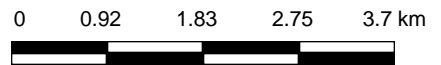
CC: Mark Parminter, Area Supervisor, North Tweedsmuir Management Area, BC Parks


Attachments: Park Map & Shapefiles

GENERAL LOCATION MAP - DEAD MAN'S ISLAND PARK



Scale: 1: 72,224

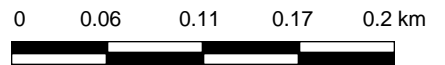



 Park or Protected Area Boundary

PARK MAP - DEAD MAN'S ISLAND PARK



Scale: 1: 4,514



 Park or Protected Area Boundary

Ministry of Environment
BC Parks
North Coast Skeena
July 19, 2024



Reference: 280769

January 22, 2025

VIA EMAIL: cheryl.anderson@rdbn.bc.ca

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

Dear Mark Parker:

Thanks again to you and the Regional District of Bulkley-Nechako (RDBN) board of directors for the invitation to meet during my recent visit to Burns Lake.

I appreciate the engagement and meaningful discussion we had on forestry concerns and priorities for the RDBN. I also appreciate the chance to listen and hear directly from the board about the forestry opportunities that present the greatest promise for the region.

The Ministry of Forests values its relationship with the RDBN, and I am committed to addressing the issues important to your residents. Our forest industry is at a crucial point. The communities and people that depend on it require us to work together to tackle the challenges and meet the opportunities ahead of us.

Again, thank you for meeting with me and for the background information you provided as I begin my work as the Minister of Forests. I look forward to collaborating and building together a bright future for forestry in the Bulkley-Nechako.

Sincerely,

Ravi Parmar
Minister



January 28, 2025
Our Ref. 137521
X-Refs. 137271, 136423

Mark Parker
Chair
Regional District of Bulkley-Nechako
37 3rd Avenue
PO Box 820
Burns Lake, BC V0J 1E0

Email Address: mark.parker@rdbn.bc.ca

Dear Mark Parker:

Thank you for your letter regarding follow-up from the Union of BC Municipalities convention and my recent appointment as Minister of Post-Secondary Education and Future Skills. I apologize for the delayed response.

I am honoured to once again be appointed to this role. I look forward to continual cross-sector engagement to enhance post-secondary education and skills training opportunities in British Columbia to build a strong, sustainable and innovative economy that works for everyone.

Premier David Eby has provided me with a [mandate letter](#) that I am eager to work with you and our other partners on to ensure BC's post-secondary education and skills training needs are met.

I understand that former Deputy Minister Bobbi Plecas confirmed that my Ministry is working closely with the Ministry of Health, as well as with post-secondary institutions, to explore more approaches to healthcare education to address concerns about worker shortages. I appreciate that healthcare worker shortages have a significant impact on the Regional District of Bulkley-Nechako.

Thank you again for writing to me and I look forward to future collaboration.

Sincerely,

A handwritten signature in black ink, appearing to read "Anne Kang".

Honourable Anne Kang
Minister of Post-Secondary Education and Future Skills



January 28, 2025

The Honourable Ravi Parmar
Minister of Forests
Via email: FOR.Minister@gov.bc.ca

Dear Minister Parmar:

RE: Cooperative Community Wildfire Response Program

The Regional District of Central Kootenay (RDCK) wishes to express our concerns regarding the recent changes to the Cooperative Community Wildfire Response (CCWR) program. The revised program represents a substantial shift of responsibilities from the Province to local governments, imposing expectations that are both operationally and structurally misaligned with our emergency management framework.

The RDCK Emergency Management program operates as a regional service, encompassing 9 municipalities and 11 electoral areas, with a small and efficient team. Our mandate spans the four pillars of emergency management: mitigation, preparedness, response, and recovery. Incorporating the CCWR program, as currently outlined, would require significant administrative oversight and operational capacity—neither of which we have the ability to absorb without jeopardizing our existing responsibilities.

The CCWR program, as described in the program materials and emails from the BC Wildfire Service, is limited in scope to support activities such as expediting resources, mopping-up, and patrolling to prevent flare-ups. However, many community members eager to form CCWR groups misunderstand these limitations, believing the program enables direct fire attack. These expectations place local governments in the difficult position of managing and correcting community assumptions, which strains relationships between residents and local authorities. Also, while the CCWR program is presented as "optional," the misalignment between community expectations and the CCWR program will only further strain the relationship between residents and local government when it comes to emergency management and wildfire response.

We are also concerned with how the CCWR program was introduced. The consultation process with emergency management practitioners was very limited, focusing instead on select elected officials. Further complicating matters, communications about the program were directed primarily to FireSmart staff, even though the program's scope does not align with FireSmart principles or practices. These oversights in consultation and communication have created confusion and hindered the effective dissemination of accurate program information.

Funding for the CCWR program through the UBCM Community Resiliency Investment (CRI) grant stream further exacerbates the issue. The blending of FireSmart initiatives with emergency response and wildfire suppression blurs critical distinctions and risks diluting the effectiveness of each program area.

The RDCK also faces challenges related to equity in program delivery. As designed, the CCWR program is intended for areas outside of fire protection zones which constitute only a fraction of our regional district area. This would require the establishment of new service(s) to operate the CCWR program or if adopted by the RDCK without the creation of new service(s) will mean the CCWR program is operating under an existing service with the majority of service participants outside of an area supported by the CCWR program. This creates an imbalance where the majority of participants would be funding a program from which they derive no direct benefit – a clear misalignment with the regional district model under which we operate.

Feedback from the *Argenta Safety and Preparedness Society (ASAP)*, the only 2024 CCWR pilot group in the RDCK, and deployed in 2024 under BCWS, further highlights the challenges with the new model. Key concerns raised include:

- The critical importance of rapid response and local knowledge for effective wildfire mitigation, which is undermined by adding the RDCK as an administrative intermediary.
- The erosion of direct relationships between local CCWR groups and BCWS Zone and Fire Centre staff, which have been instrumental to past successes.
- The operational burden placed on regional districts to manage volunteer brigades, including training, equipment, and oversight, which exceeds the capacity of many local governments.
- The loss of flexibility and efficiency in wildfire response, as demonstrated by the Argenta brigade's ability to act quickly and effectively due to their direct collaboration with BCWS.

The RDCK urges the Province to reconsider the implementation of the CCWR program and how it aligns to jurisdictional responsibilities for wildfire fighting outside fire protection zones, which is under BCWS. This should inform which agency should assume responsibility for direct funding, training, PPE, and ensuring operational readiness of the CCWR groups. The realignment we propose would help address the misalignment of funding mechanisms to better support distinct program objectives and preserve a direct relationships and oversight between BCWS and CCWR groups to maintain the agility and effectiveness of wildfire response efforts. This direct relationship would also help ensure program scope clarity to community groups and prevent unrealistic expectations during CCWR activations.

We value the Province's commitment to wildfire response and preparedness and are eager to work collaboratively to develop practical solutions that enhance community resilience without overburdening local governments. We urge your office to engage in open dialogue and seek adjustments that reflect the operational realities and capacities of regional districts like ours.

Thank you for considering these concerns. We look forward to engaging in further dialogue to address these issues and strengthen our collective response to wildfires.

Sincerely,



Aimee Watson
Board Chair, Regional District of Central Kootenay

cc:

- Hon. Brittny Anderson, Minister of State for Local Governments and Rural Communities
- Hon. Kelly Greene, Minister of Emergency Management and Climate Readiness
- Hon. Steve Morissette, MLA Kootenay-Monashee
- Cliff Chapman, Director of Operations, BC Wildfire Service
- Kaitlin Baskerville, Provincial Operations Manager of Preparedness BCWS
- President Mandewo, UBCM
- Regional Districts