

**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 23<sup>rd</sup> 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 23<sup>rd</sup> day of January, 2025.

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

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

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

6. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2040, 2024 be adopted this 23<sup>rd</sup> 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 23<sup>rd</sup> 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 23<sup>rd</sup> 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 23<sup>rd</sup> 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 – 4<sup>th</sup> Quarter

Moved by Director Dekens  
Seconded by Director McGuire

2025-1-21

“That the Board receive the Director of Corporate Services’  
Departmental Quarterly Reports – 4<sup>th</sup> 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 Rural) – Update Director Greenaway remarked on the following:

- 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 28<sup>th</sup>
  - 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

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Mark Parker, Chair

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Wendy Wainwright, Deputy Director of Corporate Services