

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### MEETING NO. 11

Thursday, September 22, 2022

**PRESENT:**

Chair	Gerry Thiessen
Directors	Gladys Atrill – arrived at 10:43 a.m. Shane Brienen – arrived at 10:09 a.m. Mark Fisher Tom Greenaway – via Zoom – arrived at 10:06 a.m. Clint Lambert – via Zoom Linda McGuire Annette Morgan – via Zoom Bob Motion Chris Newell Mark Parker Jerry Petersen Michael Riis-Christianson Sarrah Storey – arrived at 10:04 a.m. Henry Wiebe
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services John Illes, Chief Financial Officer Nellie Davis, Manager of Regional Economic Development – arrived at 1:16 p.m., left at 1:26 p.m. Alex Eriksen, Director of Environmental Services – left at 12:00 p.m. Deborah Jones-Middleton, Director of Protective Services – arrived at 10:08 a.m., left at 1:30 p.m. Jason Llewellyn, Director of Planning Jason Thompson, Bylaw Enforcement Officer – left at 11:09 a.m. Wendy Wainwright, Deputy Director of Corporate Services
Others	Brandon Doering, Project Director, Coastal GasLink, TC Energy – left at 12:10 p.m. Charlie Edwards, Construction Manager, Coastal GasLink, TC Energy – left at 12:10 p.m. Tanner Moulton, Public Affairs Advisor, Coastal GasLink, TC Energy– left at 12:10 p.m. Lauren Quan, PEng., Lead, Manitoba Solid Waste Management, Tetra Tech – left at 12:10 p.m. Jeremy Reid, EIT Project Engineer, Tetra Tech – left at 12:00 p.m. Nicole Stuckert, Sr. Land Management, Coastal GasLink, TC Energy – left at 12:10 p.m.

### FIRST NATIONS ACKNOWLEDGEMENT

**OATH OF OFFICE**

Curtis Helgesen, Chief Administrative Officer performed the Oath of Office for Henry Wiebe, Village of Burns Lake.

**STAFF INTRODUCTION**

Jason Llewellyn, Director of Planning introduced Jason Thompson, Bylaw Enforcement Officer.

**CALL TO ORDER**

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

**AGENDA &  
SUPPLEMENTARY AGENDA**

Moved by Director McGuire  
Seconded by Director Petersen

2022-11-1

"That the Board Meeting Agenda of August 11, 2022 be approved; and further, that the Supplementary Board Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Board Meeting Minutes  
August 11, 2022

Moved by Director Petersen  
Seconded by Director Riis-Christianson

2022-11-2

"That the Board Meeting Minutes of August 11, 2022 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee  
Meeting Minutes

Moved by Director Parker  
Seconded by Director Motion

2022-11-3

"That the Board receive the following Committee Meeting Minutes:

- Committee of the Whole Meeting Minutes
  - September 8, 2022
- Rural/Agriculture Committee Meeting Minutes
  - September 8, 2022
- Waste Management Committee Meeting Minutes
  - September 8, 2022."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **DELEGATION**

### **TETRA TECH – Lauren Quan, PEng., Lead, Manitoba Solid Waste Management and Jeremy Reid, EIT Project Engineer – RE: Cost Recovery**

Chair Thiessen welcomed Lauren Quan, PEng., Lead, Manitoba Solid Waste Management and Jeremy Reid, EIT Project Engineer, Tetra Tech.

Ms. Quan and Mr. Reid provided a PowerPoint Presentation.

#### **Solid Waste Management User Fee Study Update**

- Tetra Tech
  - o Who is Tetra Tech?
- Introduction
  - o Reviewing the Previous Direction
- Approach to implementing User Fees
  - o Goal of User Fees in RDBN
  - o User Fee Implementation
  - o User Fees at Facilities
- Costs and Revenue from User Fees
  - o Summary of Regional District Tipping Fees
  - o Capital Costs
  - o Operating Costs
  - o Cost and Revenue
  - o User Fee Summary
- Key Considerations
  - o Communication
  - o Education and Illegal Dumping
  - o Showing Value
  - o Municipal Agreements
  - o Right-Sizing Services
  - o Fee Structures
  - o Payment Systems.

The following was discussed:

- Illegal dumping issues
  - o Ministry of Environment and Climate Change Strategy jurisdiction
  - o Collaboration with other agencies and community groups
  - o Education and public engagement
- Charging fees/tipping fees
- Capital costs
- User friendly diversion options
- Cash options vs. cash at sites
  - o Punch card systems
- Cost and revenue
  - o Historic waste receipts and estimates on small vehicle loads
  - o Camp waste – short-term
  - o Construction and demolition waste (C&D)
- Concept – recycling free/fee for garbage

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

### **TETRA TECH – Lauren Quan, Peng., Lead, Manitoba Solid Waste Management and Jeremy Reid, EIT Project Engineer RE: Cost Recovery (Cont'd)**

- Circular economy – diversion incentives
- Taxation and tipping fees
  - o Yard clean-up days
  - o Tipping fee waiver programs
  - o Challenges
  - o Staffing capacity
  - o Determining a balance in funding models that is equitable and encourages diversion
  - o Revenue neutral
- Phased approach
- Exceptions for business community
- Weight based fees vs. volume-based fees
  - o Smaller sites – volume based e.g. Granisle
- Municipalities
  - o Charged what is received at facilities
  - o Incentive and ability to develop diversion programs
  - o Less garbage – less wear and tear on capital (garbage trucks)
- Opportunities for businesses to develop rural garbage pickup
- Standardization of hours at sites
- Importance of a fulsome public communication plan
- Actual costs and garbage reduction from user pay systems similar to the RDBN
  - o Examples of diversion reducing the cost of landfilling
  - o Tipping fees are often implemented in conjunction with other diversion services – actual costing can be challenging for just tipping fee implementation
  - o Cost of recycling and diversion programs in rural BC
    - Urban centers vs. rural areas
      - Cost to transfer material to recycling facilities in the lower mainland
- Out of region fees
- Landfill closure costs and long-term planning
  - o Cost of landfilling increasing which is offsetting the cost to recycle/divert products
  - o Economy of scale – Recycle BC
  - o Residential EPR programs improving
- Lack of recycling/diversion options for commercial
  - o Need for provincial Extended Producer Responsibility programs to include commercial products
- Actual costing information – to be included in the final report
  - o Cost of diversion
  - o Actuals for reduction of garbage in landfills once user pay system is implemented
    - How much will be expected as a result of increased diversion
    - Charge vs. diversion rate

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

### **TETRA TECH – Lauren Quan, Peng., Lead, Manitoba Solid Waste Management and Jeremy Reid, EIT Project Engineer RE: Cost Recovery (Cont'd)**

- Recycle BC programs incentives
- Cost of landfill air space
- Options for consideration
- Action Plan
  - Weight vs. volume
  - Actual tip fees
  - Programs to support options
- Directors to forward information requests for the final report to staff
- Analyzing impact to each resident
  - Below average, average and above average amounts of garbage
  - Provide breakdown in education to the public
- Cost per person to landfill
- Staff to provide updates moving forward.

Chair Thiessen thanked Ms. Quan and Mr. Reid for attending the meeting.

## **ENVIRONMENTAL SERVICES REPORT**

User Pay System Presentation Moved by Director Fisher  
(Cost Recovery) – Tetra Tech Seconded by Director Brienens

2022-11-4 “That the Board receive the Waste Diversion Supervisor’s User Pay System Presentation (Cost Recovery) – Tetra Tech memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **ELECTORAL AREA PLANNING (All Directors)**

### **Temporary Use Permit**

Temporary Use TUP G-01-22 Moved by Director Storey  
Electoral Area G Seconded by Director Brienens  
(Houston/Granisle Rural)

2022-11-5 “That the Board approve the issuance of Temporary Use Permit G-01-22 for the Huckleberry Multi-Use Site located on the properties legally described as ‘Northeast and Southeast ¼ Sections of District Lot 3408, Range 5, Coast District.’”

Opposed: Director Newell CARRIED

(All/Directors/Majority)

**Temporary Use Permit (Cont'd)**

Discussion took place regarding traffic issues, industrial, commercial, institutional (ICI) recycling, staff meeting with CGL to discuss legacy funding and CGL Socio-economic Effects Management Plan (SEEMP) presentation October 13, 2022 to the Board.

**Break for lunch at 12:10 p.m.**

**Reconvened at 1:04 p.m.**

**DEVELOPMENT VARIANCE PERMIT**

Development Variance Permit Moved by Director Riis-Christianson  
No. B-01-22 – Electoral Area B Seconded by Director Lambert  
(Burns Lake Rural)

2022-11-6

“That the Board approve Development Variance Permit B-01-22 for the property located at 4285 Eckland Drive to vary Section 14.0.4.1.b) of Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 by reducing the southeast side parcel line setback from 5 m to 2.5 m, for the proposed accessory building.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**ALR Application**

ALR Non-Adhering Residential Moved by Director Fisher  
Use Application No. 1246 Seconded by Director Atrill  
-Electoral Area A (Smithers/  
Telkwa Rural)

2022-11-7

“That Agricultural Land Reserve Non-Adhering Residential Use Application No. 1246 be recommended to the Agricultural Land Commission for approval.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Land Referrals**

Withdrawal from Disposition Moved by Director Greenaway  
Referral – Electoral Area C Seconded by Director Motion  
(Fort St. James Rural)

2022-11-8

“That the comment sheet on the Withdrawal from Disposition Application regarding District Lots 4016 & 4017 be provided to the Province.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **Land Referrals (Cont'd)**

Crown Land Application  
Referral No. 7409908  
-Electoral Area C (Fort St.  
James Rural)

Moved by Director Greenaway  
Seconded by Director Motion

2022-11-9

"That the comment sheet on Crown Land Application No. 7409908 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ENVIRONMENTAL SERVICES REPORT**

Fort Fraser – Dock Ave. Water  
Distribution Improvements  
Tender Results

Moved by Director Parker  
Seconded by Director Storey

2022-11-10

"That the Board award the contract to Morben Construction Ltd. for \$347,423.19 for the Fort Fraser Dock Ave. Water Distribution Improvements."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ADMINISTRATION REPORTS**

Committee Meeting  
Recommendations  
-September 8, 2022

Moved by Director Fisher  
Seconded by Director Parker

2022-11-11

"That the Board approve the September 8, 2022 Committee Meeting Recommendations 1 through 7 as follows:

#### **Committee of the Whole Meeting – September 8, 2022**

##### **Recommendation 1: Re: Delegation of Authority Bylaw**

"That the Delegation of Authority Bylaw be brought to the September 22, 2022 Board meeting for the Board's consideration. Further, that staff bring forward an amendment to the RDBN Officer Bylaw."

##### **Recommendation 2: Re: Letter of Support – Ulkatcho First Nation Evacuation Route**

"That the Board approve the letter of support for Ulkatcho First Nation regarding Ulkatcho Emergency Evacuation Route."

**ADMINISTRATION REPORTS (CONT'D)**

**Recommendation 3: Re: Topley Fire Hall Expansion**

"That the Board approve the expansion to the Topley Fire Hall subject to the Topley Volunteer Fire Department securing the funds to complete the entire project."

**Recommendation 4: Re: Revised Regional Emergency Support Services Plan**

"That the Board approve the revised Regional Emergency Support Services Plan."

**Recommendation 5: Re: Town of Smithers Request for Support for the Community Emergency Preparedness Fund Disaster Risk Reduction-Climate Adaptation Grant Fund Application**

"That the Board collaborate with the Town of Smithers on two joint applications to the Community Emergency Preparedness Fund Disaster Risk Reduction - Climate Adaptation Grant Fund for Category 2: Non-structural, and Category 3: Structural.

Further that the Committee recommend that the Board submit a letter of support on behalf of the application."

**Waste Management Committee – September 8, 2022**

**Recommendation 6: Re: Regional Solid Waste Advisory Committee – Member Application**

"That the Board approve the membership of Chris Lawrence, Town of Smithers and Lev Hartfeil, Village of Telkwa's Director of Operations for the Regional Solid Waste Advisory Committee."

**Recommendation 7: Re: RDBN Waste Facility Re-naming**

"That the Board approve renaming the RDBN waste facilities as follows:

- Smithers/Telkwa and Electoral Area A (Smithers/Telkwa Rural) Transfer Station
- Burns Lake and Electoral Area B (Burns Lake Rural) Transfer Station
- Fort St. James and Electoral Area C (Fort St. James Rural) Transfer Station
- Fraser Lake and Electoral Area D (Fraser Lake Rural) Transfer Station
- Southside and Electoral Area E (Francois/Ootsa Lake Rural) Transfer Station
- Vanderhoof and Electoral Area F (Vanderhoof Rural) Transfer Station; and,
- Houston and Electoral Area G (Houston/Granisle Rural) Transfer Station."



**ADMINISTRATION REPORTS (CONT'D)**

Chief Administrative Officer Moved by Director Riis-Christianson  
Delegation Bylaw No. 1988, Seconded by Director Atrill  
2022

2022-11-12 "That Chief Administrative Officer Delegation Bylaw No. 1988, 2022 be given first, second, third reading, and adoption this 22<sup>nd</sup> day of September, 2022."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Gowan Road Street Lighting Moved by Director Riis-Christianson  
Service Establishment Bylaw Seconded by Director Lambert  
No. 1983, 2022

2022-11-13 "That the Board rescind third reading of Gowan Road Street Lighting Service Establishment Bylaw No. 1983, 2022 and give third reading as amended this 22<sup>nd</sup> day of September, 2022."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Remuneration Bylaw Moved by Director McGuire  
Amendment No. 1987 Seconded by Director Storey

2022-11-14 "That Regional District of Bulkley-Nechako Directors' Remuneration and Expenses Bylaw Amendment No. 1987, 2022 be given first, second, third reading and adoption this 22<sup>nd</sup> day of September, 2022."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Network of Emergency Moved by Director Lambert  
Support Services Teams Seconded by Director Storey  
Society (NESST)

2022-11-15 "That the Regional District become a corporate member of the NESST on an ongoing basis and the Board of Directors nominate to the NESST board of directors, the Director of Protective Services, to represent the society's corporate membership.  
That the Regional District transfer \$10,134.28 to NESST from the donations, sponsorships, and grants that the Regional District has received to hold the annual NESST convention.  
That the Board of the Regional District approve the Municipal Insurance Association Service Provider Agreements between the Regional District of Bulkley-Nechako and the NESST."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Final COVID-19 Relief Funds Moved by Director Fisher  
Allocations Seconded by Director Atrill

2022-11-16

- 1) "That the Board approve holding open the application process for COVID-19 Relief Funds until October 13, 2022, after which time the remaining funding will be allocated to the Regional Transit Service; and,
- 2) That the Board approve the following application for COVID-19 Relief Funds:  
**Electoral Area E (Francois/Ootsa Lake Rural)**  
- Beacon Theatre – No Touch Washroom Fixtures - \$5,500."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Canada Community - Building Moved by Director Greenaway  
Fund BC – Area C (Fort St. Seconded by Director Motion  
James Rural) Fort St. James  
Snowmobile Club Bridge  
Replacement

2022-11-17

- 1) "That the Board authorize contributing up to \$12,000 of Electoral Area C (Fort St. James Rural) Canada Community-Building Fund BC allocation monies to a Recreation Infrastructure Project, and further,

(Participants/weighted/majority) CARRIED UNANIMOUSLY

- 2) That the Board authorize the withdrawal of up to \$12,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Canada Community - Building Moved by Director Lambert  
Fund BC – Area E (Francois/ Seconded by Director Riis-Christianson  
Ootsa Lake Rural) – Southside  
Volunteer Fire Dept.

2022-11-18

- 1) "That the Board authorize contributing up to \$67,500 of Electoral Area E (Francois/Ootsa Lake Rural) Canada Community-Building Fund BC allocation monies to a Fire Hall project, and further,

(Participants/weighted/majority) CARRIED UNANIMOUSLY

- 2) That the Board authorize the withdrawal of up to \$67,500 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Grant in Aid – Fraser Basin  
Council for Nechako  
Watershed Roundtable

Moved by Director Lambert  
Seconded by Director Storey

2022-11-19

“That the Board approve allocating \$5,000 in Grant in Aid monies (split between Electoral Areas B, C, D, E and F) to the Fraser Basin Council for the ‘Implementation of the Nechako Watershed Roundtable 2022-2026 Strategic Plan: Lakes Monitoring Strategy Development and NWR Portal Enhancement project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bulkley Valley Lakes District  
Airshed Management  
Society Letter of Support  
Request

Moved by Director Atrill  
Seconded by Director Fisher

2022-11-20

“That the Board provide a Letter of Support to the Bulkley Valley Lakes District Airshed Management Society to be used for its funding applications.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

FireSmart Economic Recovery  
Fund

Moved by Director Lambert  
Seconded by Director Storey

2022-11-21

“That the Board send a letter to the Honourable Katrine Conroy, Minister of Forests to request an additional extension for the Stream 3 FireSmart Economic Recovery Fund, with final reporting due December 2023.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Village of Granisle Update

Director McGuire provided the following update:

- Celebration of Life for former Director Thomas Liversidge will be held Saturday, September 24, 2022
- Granisle Marina Foreshore Lease
  - Renewal process
  - Lake Babine Nation Engagement and letter of support.

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

### 2022 UBCM Convention September 12-16, 2022

The following update was provided:

- Highlight of UBCM 2022 - Director Petersen receiving the Union of B.C. Municipalities (UBCM) Long Service Appreciation Award in recognition of his 25 years of service in local government
- Joint meeting with RDBN and Regional District of Fraser-Fort George with the Minister of Agriculture and Minister of Advanced Education regarding the veterinarian shortage in northern BC
  - Received positive feedback for the work that has been done to date
  - Remainder of funding for the impact study is being provided by the province
  - A follow-up meeting is scheduled for October, 2022
  - The Board expressed appreciation for Director Parker's work in regard to the matter.
- Director Fisher attended the Food Security Workshop
  - Discussed climate change and supporting agriculture
  - RDBN is recognized for leading the way with an Agriculture Coordinator Position
  - Follow-up meeting regarding circular economy on September 26, 2022.
- Forestry
  - More work is needed
- Northwest B.C. Resource Benefits Alliance (RBA)
  - Memorandum of Understanding Signing with the Province
- Resource Breakfast
  - Only 3 resources: Mining, Forestry, Energy
  - Several other resources drive the province and need to be recognized.

### Stuart-Nechako Regional Hospital District (SNRHD) Update

Director Petersen provided the following update:

- New Stuart Lake Hospital
  - Met with Northern Health
  - Construction is on schedule
  - Northern Health installing a live stream camera for the public to view construction progress
  - Northern Health developed a fact sheet on the hospital and will be providing it to the SNRHD
  - Helipad was discussed – will be located at the new hospital site when construction is completed.

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

### Town of Smithers Update

Director Atrill spoke of the following:

- Smithers Skatepark Society hosted a celebration of its expansion on September 16, 2022
- Saturday, September 17, 2022 – Grammy Block Party in celebration of Alex Cuba
  - Really good turnout and an amazing event
    - Mr. Cuba spoke of what makes his art and that he carries a message of the Smithers community
  - Event was a collaboration by the Smithers Chamber of Commerce, Tourism Smithers, and the Town of Smithers
  - A mural has also been painted in Alex Cuba's honour.

### Village of Fraser Lake Update

Director Storey provided an update regarding:

- Curtailment of West Fraser Sawmill in Fraser Lake
- Need for Class 1 Drivers
- Internet fibre issues
  - Internet fibre project will be completed in October 2022
- UBCM Convention Meetings
  - Assisted living
  - Subsidized daycare
  - Healthcare
  - Ambulance Service Levels
  - Lack of Helipad
    - Village of Fraser Lake working with Coastal GasLink.

### Chair Thiessen – Update

Chair Thiessen commended the Board for its leadership, including works regarding agriculture and the RBA. He also spoke of the need to ensure training is being implemented in areas where jobs are needed, for example, Class 1 Driver's Licence.

Chair Thiessen announced that MacDonald's has now opened in Vanderhoof.

### Receipt of Verbal Reports

Moved by Director Storey  
Seconded by Director Newell

2022-11-22

"That the verbal reports of the various Board of Directors be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Highway Line Painting

Director Brienen brought forward concerns regarding the lack of painted lines on the highway west of Prince George. Director McGuire indicated that she contacted Lakes District Maintenance in regard to the issue as well.

**ADJOURNMENT**

Moved by Director Newell  
Seconded by Director McGuire

2022-11-23

"That the meeting be adjourned at 1:59 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Gerry Thiessen, Chair

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Wendy Wainwright, Deputy Director of Corporate Services