



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**RURAL/AGRICULTURE COMMITTEE
AGENDA**

Thursday, June 10, 2021

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>AGENDA- June 10, 2021</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
xx	Rural/Agriculture Committee Meeting Minutes - May 13, 2021	Approve
	<u>DEVELOPMENT SERVICES</u>	
	<u>Crown Land Referral</u>	
xx-xx	Rowan Nagel, GIS/Planning Technician Crown Land Referral No. 7410187 (Area F)	Recommendation
	<u>Municipal Referral</u>	
xx-xx	Rowan Nagel, GIS/Planning Technician Town of Smithers – Rezoning Amendment No. 21-04 (Area A)	Recommendation
	<u>AGRICULTURE REPORTS</u>	
Xx	Nellie Davis, Manager of Regional Economic Development – RDBN Food Economy and Food Hub Assessment Final Report (Under Separate Cover)	Discussion
Xx	Megan D’Arcy, Regional Agriculture Coordinator (West) – Slaughter Facilities	Receive
Xx	Michelle Roberge, Regional Agriculture Coordinator (East) – Growing Opportunities - Agriculture e-Newsletter	Receive

REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL/AGRICULTURE COMMITTEE MEETING
(VIRTUAL)

Thursday, May 13, 2021

PRESENT: Chair Mark Parker

Directors Mark Fisher
Tom Greenaway
Clint Lambert
Chris Newell
Jerry Petersen
Michael Riis-Christianson
Gerry Thiessen

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Megan D'arcy, Agriculture Coordinator (West)
Nellie Davis, Manager of Regional Economic Development
Liliana Dragowska, HRVA Coordinator
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning
Michelle Roberge, Agriculture Coordinator (East)
Wendy Wainwright, Executive Assistant
Shawna Williams, Economic Development/Agriculture Student – left at 9:19 a.m.

Others Gladys Atrill, Town of Smithers – arrived at 8:50 a.m.
Shane Brienen, District of Houston – arrived at 9:23 a.m.
Janine de la Salle, Urban Food Strategies
Dolores Funk, Village of Burns Lake – arrived at 9:58 a.m.
Linda McGuire, Village of Granisle
Bob Motion, District of Fort St. James
Darren Stott, Greenchain Consulting

CALL TO ORDER

Chair Parker called the meeting to order at 8:45 a.m.

AGENDA

Moved by Director Petersen
Seconded by Director Newell

RDC.2021-5-1

“That the Rural/Agriculture Committee Agenda for May 13, 2021 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural/Agriculture Committee Meeting Minutes -April 8, 2021

Moved by Director Riis-Christianson
Seconded by Director Petersen

RDC.2021-5-2

“That the minutes of the Rural/Agriculture Committee meeting of April 8, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

FOOD HUB FEASIBILITY STUDY – Janine de la Salle, Urban Food Strategies and Darren Stott, Greenchain Consulting

Chair Parker welcomed Janine de la Salle, Urban Food Strategies and Darren Stott, Greenchain Consulting.

Ms. de la Salle and Mr. Stott provided a PowerPoint presentation.

Food Economy Assessment and Food Hub Feasibility Study

- Project Objectives
- Possible model for food economy and food hub network
- Possible model for an RDBN Food Hub Network
- Proposed operational elements
- Revenue streams for the Food Hub Network
- Food Hub recommendations
- 5-Year Financial Plan for Food Hub Network
- Proposed Go-Forward Plan
- Potential limiting factors
- Success factors
- Key findings & recommendations.

Staff will provide the Food Hub Feasibility Study final report for Directors to review. Feedback can be provided to the Manager of Regional Economic Development. The Report and feedback will be brought forward at a future Committee of the Whole for discussion.

The following was discussed:

- Examples of Food Hub Networks working elsewhere
- Fort St. James/Granisle feed into the main corridor
- Marketable products – finding niche markets
- Anchor tenants helps with the success of a Food Hub
- Haskap berry market.

Chair Parker thanked Ms. de la Salle, and Mr. Stott for attending the meeting.

RURAL REPORTS

Agriculture Newsletter

Moved by Director Fisher
Seconded by Director Lambert

RDC.2021-5-3

“That the Rural/Agriculture Committee recommend that the Board approve a subscription-based Agriculture Newsletter.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Hazard, Risk and Vulnerability Analysis May 2021 Project Status Update

Moved by Director Lambert
Seconded by Director Newell

RDC.2021-5-4

“That the Rural/Agriculture Committee receive the HRVA Coordinator’s Hazard, Risk and Vulnerability Analysis May 2021 Project Status Update memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RURAL REPORTS (CONT'D)

UBCM Federal Gas Tax Fund: 2021 Update Moved by Director Petersen
Seconded by Director Greenaway

RDC.2021-5-5 "That the Rural/Agriculture Committee receive the Manager of Regional Economic Development's UBCM Federal Gas Tax Fund: 2021 Update memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Meeting Day and Half Day Rates

The following was discussed:

- Rio Tinto Water Engagement Initiative meetings
- Nechako First Nations meetings
- Time commitment/flexibility attending meetings due to ability to utilize virtual platforms and not having to travel
- Some Directors are seeing an increase in the number of meetings to attend
- Review meeting time requirements
- Important to participate in the meetings as a representative of a community
- Meeting requirements
 - o Some meetings require a significant amount of research and preparation time prior to attending meetings
- Discretionary budget
 - o Operational reserves
 - o Board decision to carry funds forward year to year
- First Nations/RDBN relationship building meetings
 - o Budget allocation
 - o Global fund
- Staff will bring forward further information.

Dental and Medical Benefits for Directors

Discussion took place regarding:

- Rural Directors interest in dental and medical benefits
- Non-taxable benefit
- Potential to negotiate rates if everyone is interested
- Single rate and family rate
- UBCM extended medical and dental benefit provision to elected officials
- Flexibility regarding participation
- Remuneration/Benefits draw a cross section of people in running as an elected official
- UBCM Remuneration Report
- Potentially review closer to end of current term of office
- Staff to bring forward further information.

RURAL REPORTS (CONT'D)

Provincial COVID-19 Relief Funds

John Illes, Chief Financial Officer provided an overview of the Provincial COVID-19 Relief Funds memorandum.

The following was discussed:

- Allocating funding to Grant in Aid
- Upcoming projects in some electoral areas
- Grant in Aid totals and Covid-19 relief fund totals
 - o Staff will review allocation of funding to grant in aid and COVID-19 relief funds and will provide an update to Electoral Area Directors
- Community and Farmers' Markets are potential organizations that may require assistance
- Additional outreach and advertising
- Staff have reached out to organizations provided by Directors and those that have contacted the RDBN from the advertising
- Staff will continue to reach out to organizations
- Staff will provide an update to the Committee regarding the process to date.

AGRICULTURE REPORTS

Agriculture Reports

Moved by Director Lambert
Seconded by Director Riis-Christianson

RDC.2021-5-6

"That the Rural/Agriculture Committee receive the Manager of Regional Economic Development's memoranda:
-Agriculture Development Area Lands Information memorandum
-Residential Flexibility in the Agricultural Land Reserve memorandum."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

CORRESPONDENCE

Peace River Regional District -Lack of Funding – Invasive Plant Management

Moved by Director Petersen
Seconded by Director Lambert

RDC.2021-5-7

"That the Rural/Agriculture Committee receive the correspondence from the Peace River Regional District – Lack of Funding – Invasive Plant Management."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

ADJOURNMENT

Moved by Director Lambert
Seconded by Director Newell

RDC.2021-5-8

"That the meeting be adjourned at 10:06 a.m."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

Mark Parker, Chair

Wendy Wainwright, Executive Assistant



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Parker and Rural/Agriculture Committee
FROM: Rowan Nagel, Planning/GIS Technician
DATE: June 10, 2021
SUBJECT: Crown Land Application Referral No. 7410187

RECOMMENDATION

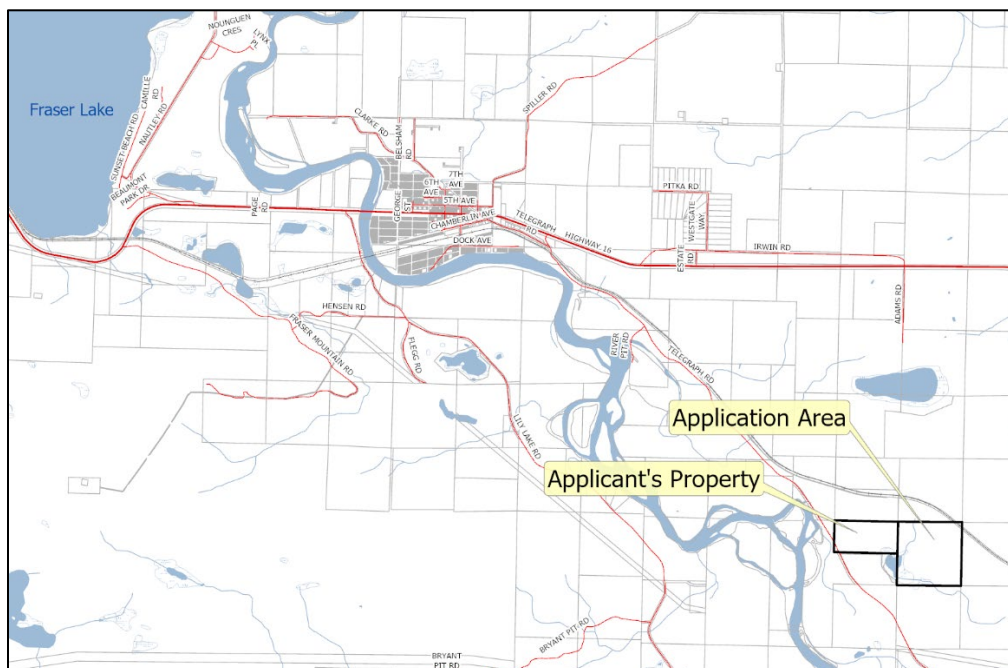
That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7410187.

VOTING

All / Directors / Majority

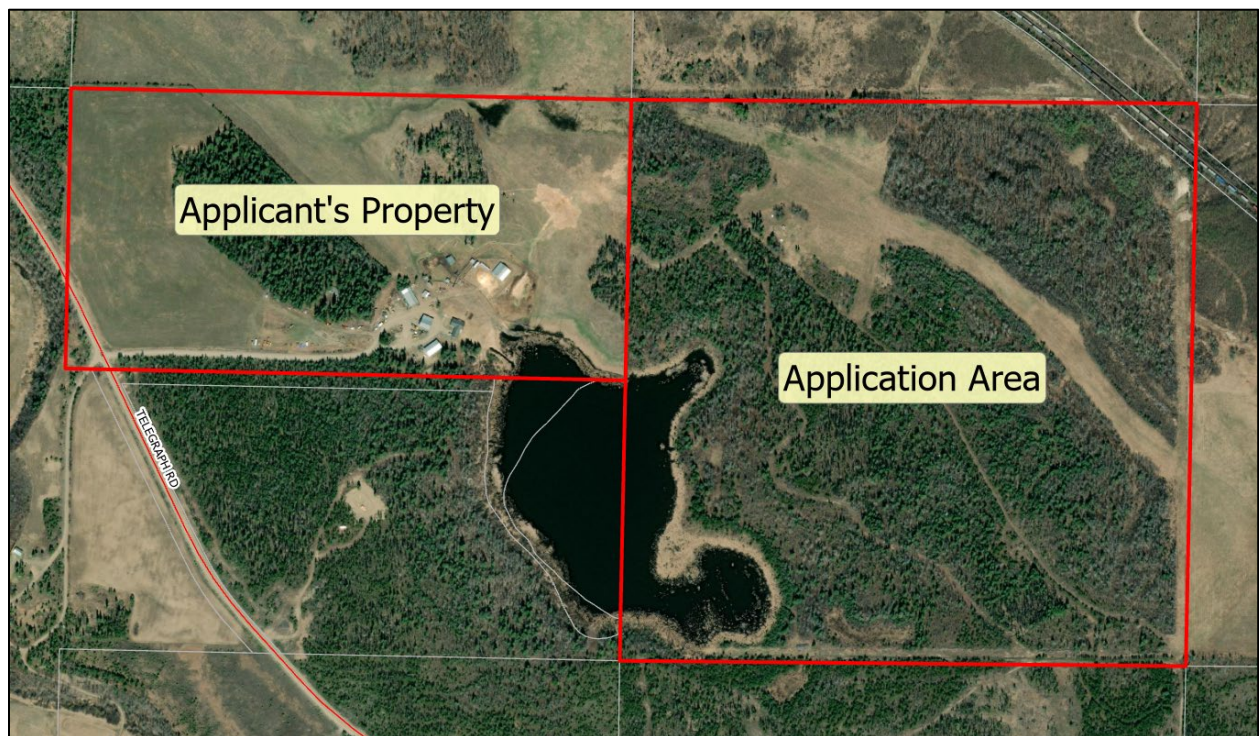
DISCUSSION

This application is regarding a Crown Grant to lease additional land for extensive agriculture purposes.



The application area is Crown land legally described as 'The Northwest ¼ of Section 9 Township 14 Range 5 Coast District Except Plan 1142', accessed through the applicant's farm on Telegraph Rd. The two lots are located approximately 24 kilometres East Southeast of the Village of Fraser Lake. The application area is a ¼ section, 65 ha. in size. The intent of this application is to acquire additional arable land for their existing cattle operation.

The application area is zoned Agricultural (Ag1) under the RDBN Zoning Bylaw, designated Agriculture in the Fraser Lake Rural OCP, and located within the Agricultural Land Reserve (ALR). The application is not located in the Agriculture Development Area (ADA) under the Vanderhoof Area Crown Land Plan. ADAs are Crown lands that are designated for agriculture development and settlements reserve areas.



ATTACHMENTS:

Comment Sheet



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMENT SHEET ON CROWN LAND REFERRAL 7410187**

Electoral Area: D

Applicant: Douglas and Lois Wylie

Existing Land Use: Vacant, Forested

Zoning: Agricultural (Ag1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020.

Plan Designation Designated Agriculture under Fraser Lake Rural Official Community Plan, Bylaw No. 1865, 2019

Proposed Use Comply with Zoning: Yes

If not, why?

Agricultural Land Reserve: Yes

Access Highway: Telegraph Rd

Archaeological Site: None according to provincial mapping

Building Inspection: Yes

Fire Protection: Outside the Rural Fire Protection Area

Other comments: None.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

STAFF REPORT

TO: Chair Parker and Rural/Agriculture Committee
FROM: Rowan Nagel, GIS/Planning Technician
DATE: June 10, 2021
SUBJECT: Town of Smithers Referral Rezoning Amendment No. 21-04

RECOMMENDATION

That the Rural/Agriculture Committee direct staff to respond to the Town of Smithers that the RDBN has no comments regarding Rezoning Amendment No. 21-04.

VOTING

All / Directors / Majority

DISCUSSION

The Town of Smithers has referred a rezoning application for the subject property (Lot A District Lot 865 Range 5 Coast District Plan PRP14505) to the RDBN for comment.

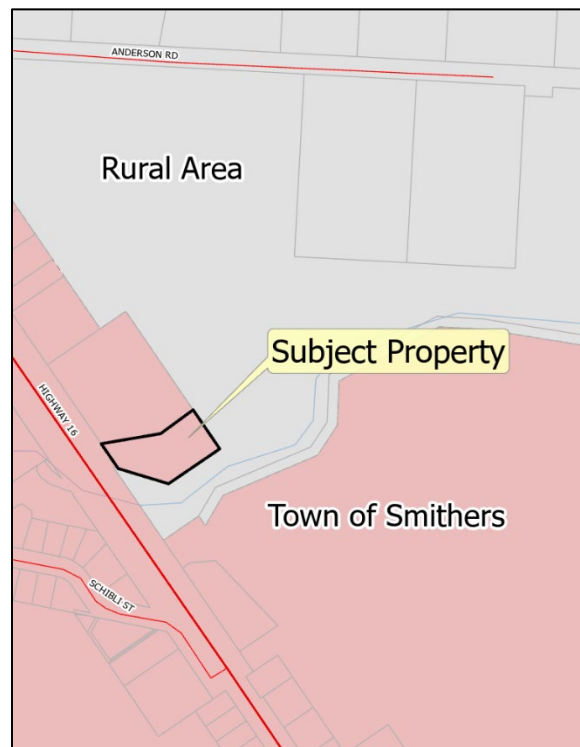
The application is to rezone the subject property from R-6 Rural Residential to C-3 Service Commercial to allow the operation of an auto service shop.

There is one RDBN property within 60 meters of the subject property. This property owner will receive a letter inviting them to participate in the public hearing.

Planning Department staff have no recommended comment in response to the referral.

ATTACHMENTS

Town of Smithers Referral Documents





REPORT TO ADVISORY PLANNING COMMISSION

DATE: May 10, 2021

REPORT: DEV 21-040

FROM: Deepa Chandran, Planner

FILE: 3360-20/R21-04

**SUBJECT: Joint Official Community Plan (OCP) and Zoning Amendment
Application R21-04 for 4572 Highway 16**

RECOMMENDATIONS:

1. That the Advisory Planning Commission recommend that Council deny the Applicant’s request to amend the Town of Smithers official Community Plan (OCP) Bylaw No. 1614, by changing the land use designation of 4572 Highway 16, legally described as Lot A District Lot 865 Range 5 Coast District Plan PRP14505, from Single Family Residential to Highway 16 Commercial and by adding it to the Highway 16 Corridor category of the Form and Character Development Permit Area map, provided as Schedule ‘C’ of the OCP; and
2. That the Advisory Planning Commission recommend that Council deny the Applicant’s request to modify the Town of Smithers Zoning Bylaw No. 1403, by changing the zoning of 4572 Highway 16, legally described as Lot A District Lot 865 Range 5 Coast District Plan PRP14505, from R-6 Rural Residential to C-3 Service Commercial.

BACKGROUND:

On April 23, 2021, Town of Smithers received a Joint OCP and Zoning Amendment Application for the property at 4572 Highway 16 (see Attachment 1). The Applicant’s request is to change the OCP designation of the subject property from Single-Family Residential to Highway 16 Commercial and to rezone from R-6 Rural Residential to C-3 Service Commercial. The proposed OCP amendment also requires amending the Form and Character Development Permit Area map, provided as ‘Schedule C’ of the OCP, to add the subject property to the Highway 16 Corridor category.

The 1.07-acre subject property is located on the north side of Kathlyn Creek (also known as Chicken Creek) just after the Highway 16 culvert crossing. It also forms part of the Town’s boundary with the Regional District of Bulkley Nechako (RDBN) and is one of the few residential properties with direct Highway 16 access. Approval of the

CAO <input type="checkbox"/>	GM/IGI <input type="checkbox"/>	Dir/FIN <input type="checkbox"/>	Agen Date: May 26 th , 2021
Dir/CS <input type="checkbox"/>	M/IF <input type="checkbox"/>	FIRE <input type="checkbox"/>	Agenda Placement:
EXEC. ASST <input type="checkbox"/>	BLDG INS <input type="checkbox"/>	PCSO <input type="checkbox"/>	Other: APC
MAYOR <input type="checkbox"/>	PLANNER <input type="checkbox"/>	REC <input type="checkbox"/>	
COUNCIL <input type="checkbox"/>		WEBSITE <input type="checkbox"/>	

proposal would permit the applicant to establish an auto service shop on the subject parcel.

In the 1990's, the property had housed Russell Equipment Sales and Service, a commercial establishment. Since the commercial building was demolished in 2002, it has been remaining vacant/underutilized.

Official Community Plan & Zoning

The subject property is designated Single Family Residential in the Official Community Plan (OCP) and is zoned R-6 Rural Residential (see Attachment 3). A portion of the subject property is within the Riparian Areas identified in the Environmental Development Permit Areas map, as shown on 'Schedule B' of the OCP (see Attachment 4).

The subject property was zoned C-4 Tourist Commercial and designated Highway 16 Commercial until July 2007 when it was rezoned to R-6 and redesignated to Single-Family Residential. Although the intent of the 2007 OCP and Zoning amendment application was to establish a single-family home and operate a home-based business -- possibly a Bed-and-Breakfast -- it was never realized. As the current owner is considering establishing an auto service centre at the subject location, the request is to revert to the Highway 16 Commercial designation and to rezone it to C-3.

DISCUSSION:

Based on a detailed analysis of the available information, staff have identified the following concerns with regard to approving the Applicant's request:

A. Traffic Safety and accessibility issues: Given the 'commercial' nature of the proposed use, property's location at the bottom of the hill, and the relatively difficult Highway 16 access, staff regard accessibility, traffic, and pedestrian safety as major concerns in supporting the applicant's request. The narrow access located adjacent to the steep slope area, and most importantly, at the bottom of the hill, may not be safe, especially in winter. In addition to the terrain factors, the property's location in a zone where drivers tend to increase speed as they leave town, the proposed access is likely to lead to rear-end collisions, particularly in winter, unless a turning lane is constructed. Staff has sent a referral request to the Ministry of Transportation and Infrastructure (MOTI) for obtaining its feedback. MOTI had approved the 2007 rezoning of the subject property from C-4 to R-4 considering that single-family residential use is appropriate at the subject location compared to a commercial establishment. It is likely that MOTI may either deny the proposed bylaw or require the Applicant to meet conditions it regards as necessary to address the safety and accessibility concerns identified.

B. Limited Municipal Servicing: The subject parcel is connected to the municipal sanitary sewer system, but does not have municipal water connection. Currently a private well exists to serve the property; the Applicant must obtain a Drinking Water Permit from Northern Health to establish the proposed use. Similarly, the Applicant may connect to the municipal water network by paying the cost of servicing across the creek and up the hill to Schibli Street. Another factor to consider is the property's access to emergency services. With the closest fire hydrant located approximately

250 meters away from the property boundary, staff regard that the Applicant will be required to purchase 400-foot-long hose needed to reach the property, rather than requiring the Town to deploy extra fire trucks and personnel in case of an emergency in the challenging location. Staff also regard that the proposed development only partially complies with Section 5.3.2 (policy 1), which states that the majority of new growth and development shall be accommodated through sensitive infill and intensification of existing built and serviced areas (see Attachment 5). Nonetheless, staff does not undermine the fact that the Applicant may overcome the above challenges by making additional investments.

C. Environmental consideration: Environmental Development Permit (EDP) Areas Guidelines, provided in Section 17 of the OCP, regulate the development of areas within the Town boundaries that require a degree of protection. The proposed building and the gravel driveway will be located outside the riparian area. Nonetheless, since a portion of the property is within the 'riparian areas' identified in 'Schedule B' of the OCP, the Applicant, as required by Section 17.2 of the OCP, must obtain an Environmental Development Permit based on an Environmental Impact Assessment (EIA). This is to ensure that the proposed development will not lead to any adverse impacts on fish habitat in the riparian area and that adequate measures of riparian area protection will be taken during the development and/or operational stages (see Attachment 6).

Considering the Applicant's intent to establish auto service use at the subject location, water pollution is a major concern. Other concerns identified are removal of vegetation, sedimentation, and potential impact on bank stability. Although the above issues may be addressed through appropriate management/ mitigation/restoration measures at the construction and immediate post-construction stages, enforcement of any post-construction environmental protection measures can be challenging. Hence, staff regard that, in the absence of adequate enforcement mechanisms, approving the proposed use may lead to undesirable long-term and short-term environmental consequences. Staff opinion is also founded on the environmental protection principle that emphasizes 'prevention' over 'restoration' and complies with section 6.2.1 objectives of the OCP to support development that avoids unnecessary environmental impacts (see Attachment 7).

D. Potential land use conflicts: The subject property and adjacent properties are zoned R-6 Rural Residential, which accommodates one and two-family dwellings in a rural setting with varying utility service standards. Similarly, the Town's OCP has also designated these properties as single-family residential, emphasizing the intent to support single-family developments in the area. The proposed use will attract traffic to the subject property and create noise pollution-related issues; hence, staff regard that permitting the proposed use at the subject location is likely to pose land use conflicts with the neighbouring properties. Currently, none of the properties that abut highway 16 in the subject area are zoned for commercial use. For the same reason, the proposed development cannot be regarded as a case of 'sensitive infill'.

E. Availability of alternate locations. Availability of vacant serviced lands at alternate locations that can accommodate a proposed use is a factor in evaluating the merits of rezoning applications. A brief analysis of the Town's aerial view indicated the availability of several commercially zoned lands along or close to

Highway 16 that can accommodate the proposed use. Staff does not undermine the fact that the alternate locations are considerably costly as compared to the current location. Nonetheless, the challenges that are likely to arise from the proposed use remarkably outweighs the financial benefit that the Applicant may gain from not choosing an alternate location.

POLICY CONSIDERATIONS:

Staff considered Riparian Area Protection Regulations and Sections 5.3.2, 6.2.1 (Protect the Environment) and 17.2 (General Guidelines (for EDP areas)) of the OCP while assessing the merits of the subject application (see Attachments 5, 6, and 7).

ENVIRONMENTAL / ACCESSIBILITY IMPLICATIONS:

The proposed amendments have direct environmental and accessibility implications (as discussed in the 'Discussion' section of this report).

CONCLUSION:

Acknowledging the potential environmental, accessibility and safety-related issues associated with the proposed development and the potential for land use conflicts staff recommend denying the Applicant's request.

NEXT STEPS:

Denying the Applicant's request will cease any further progress of the proposed bylaw amendments. In accordance with Section 12.1 of the Development Procedures Bylaw No. 1807, Council may reconsider the Applicant's request after a 6-month period following the date of application refusal.

If Council proceeds with the first and second readings of the proposed bylaws (see Attachments 8 & 9), the Applicant must meet MOTI's requirements prior to the Public Hearing. Subject to the adoption of the proposed bylaws, the Applicant will be required to obtain an Environmental Development Permit and a Form and Character Development Permit prior to obtaining a Building Permit.

COMMUNICATIONS:

Notifications will comply with the *Local Government Act* and *Development Procedures Bylaw No. 1807*. The environmental implications that may arise from the proposed development may have adverse impacts on the adjacent properties. Hence, notification letters will be mailed out to RDBN properties within the 60-m buffer area.

ALTERNATIVES:

1. The APC could recommend that Council table the first and second readings of the proposed bylaws until an initial response is received from MOTI. This will allow Council to take a decision on the first and second readings based on MOTI's comments. A Public Hearing may be scheduled only after the Applicant conforms to MOTI'S requirements, if any.
2. Postpone the first and second readings until an initial response is received from MOTI and the Applicant submits additional information as per Council's direction.

Additional information required may include submitting an Environmental Impact Assessment and letter(s) of support from the neighbouring property owner(s).

3. Give first and second readings to the proposed bylaws based on the assumption that MOTI will address the traffic/accessibility/safety-related issues prior to the Public Hearing stage and that all concerns related to the environmental impacts will be dealt with in detail at the Environmental Development Permit stage. Enforcing the environmental protection requirements in the post-construction phase will remain a challenge.

ATTACHMENTS:

1. Application R21-04
2. Subject Property Map
3. OCP and Zoning Maps
4. Environmental Development Permit Area Map
5. Section 17.2 OCP Bylaw No. 1614
6. Section 5.3.2 OCP Bylaw No. 1614
7. Section 6.2.1 OCP Bylaw No. 1614
8. Draft Bylaw No. 1909
9. Draft Bylaw No. 1910

Respectfully submitted by:



Deepa Chandran
Planner

Reviewed by:



Mark Allen
General Manager, Integrated Growth &
Infrastructure

Submission approved by:



Dianna Plouffe
Chief Administrative Officer



R21-04

PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0
 Telephone (250) 847-1600 Fax (250) 847-1601
 www.smithers.ca

478-1225-710

DEVELOPMENT PROPOSAL APPLICATION 023-207-396

APPLICATION TYPE: Enter all applications under miscellaneous (MS) category development (DEV)

- Joint Official Community Plan & Zoning Amendment (\$1,500) DEV001
- Official Community Plan Amendment (\$1,200) DEV001
- Zoning Amendment (\$1,000) DEV001
- Development Permit Amendment (\$200) DEV003
- Temporary Use Permit (\$600) DEV003
- Board of Variance (\$800) DEV003
- Development Variance Permit (\$400) DEV003
- Environmental Development Permit (\$400) DEV003
- Form & Character Development Permit (\$400) DEV003

APPLICANT INFORMATION

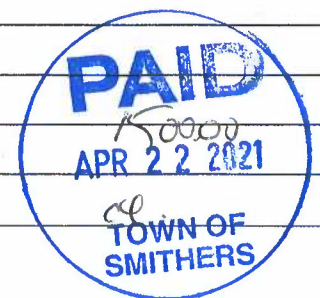
APPLICANT	REGISTERED OWNER(S)
Name(s): Walkat Holdings Ltd.	Name(s): _____
Mailing address: PO Box 2769 Smithers	Mailing address: _____
Phone: 250 877 1341	Phone: _____
Fax/Email: walkatholdings@gmail.com	Fax/Email: _____

SUBJECT PROPERTY INFORMATION

Civic address: 4572 Hwy 16 West Smithers BC	MS / DEV001
Legal description: Lot A Plan PRP14505 DL865 R5 CD	OK
Description of the present use of the property: Vacant Land	R:1800 / E:20210420 / 15177
Existing OCP designation: Single Family Residential	1500.00
Existing zoning designation: R6 Rural Residential	23/AP/2011/0191A
Proposed OCP designation: Highway 16 Commercial	1500.00
Proposed zoning designation: C3 Service Commercial	

PROPOSAL DESCRIPTION (supplemental letter of intent/rationale is encouraged):

Development of site to allow commercial auto service shop. This lot has been previously zoned C3 Highway Commercial and the request is to rezone back to C3 to allow for the proposed use. The site is conducive to this use with an existing direct highway access. Final site layout is subject to determining and confirming existing topography.



ATTACHMENT CHECKLIST

A) PLEASE ATTACH THE FOLLOWING FOR ALL APPLICATIONS:

- Letter of authorization if the applicant is other than the registered owner(s).
- Site profile in accordance with the *Environmental Management Act* and *Contaminated Sites Regulation*.
- Site plan (including 1 set of reduced 8.5x11 plans) showing:
 - Location of existing and proposed buildings and structures, lot dimensions & setbacks.
 - Parking areas, loading space, access/egress, garbage areas & landscaping.
 - North arrow & scale.
 - Measurements in metric (imperial measurements may also be included).
- Supplemental letter of intent & rationale is strongly encouraged but not required.
- Other information as necessary to assess the development proposal.

B) OCP &/OR ZONING AMENDMENT APPLICATIONS ONLY:

- Acknowledge sign notification posting requirements as specified by the Town of Smithers.

C) ENVIRONMENTAL DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Plans showing:
 - Toe of slope and top of bank;
 - Location of watercourses and any watercourse setback areas that are located on or that abut the site;
 - Existing and proposed grades, including details on proposed retaining walls;
 - Floodplain areas;
 - Areas to be cleared, areas of cut and fill and proposed sequencing/timing.

D) FORM & CHARACTER DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Elevation drawings illustrating all sides of the building(s) & including proposed signage details.
- Exterior samples and materials.

E) TEMPORARY USE PERMIT APPLICATIONS ONLY:

- Rationale & long term plan outlining when & how temporary use will be ended, buildings/area to be used, hours of use & site rehabilitation.
- Permit length requested (max. 3 years): _____

AUTHORIZATION

As the applicant or approved agent, I hereby make application in accordance with the above-stated information and declare that the statements are true and correct.

I understand that this application form is a public document and that any and all information contained in it, including personal information as defined in the *Freedom of Information and Protection of Privacy Act* of BC, is open for inspection by the public and may be reproduced and distributed to the public as part of a report(s) to Council or for purposes of a public hearing.

I acknowledge that fees as per the Town of Smithers Development Procedures Bylaw No. 1807 do not imply or guarantee application approval.

Applicant Signature: _____

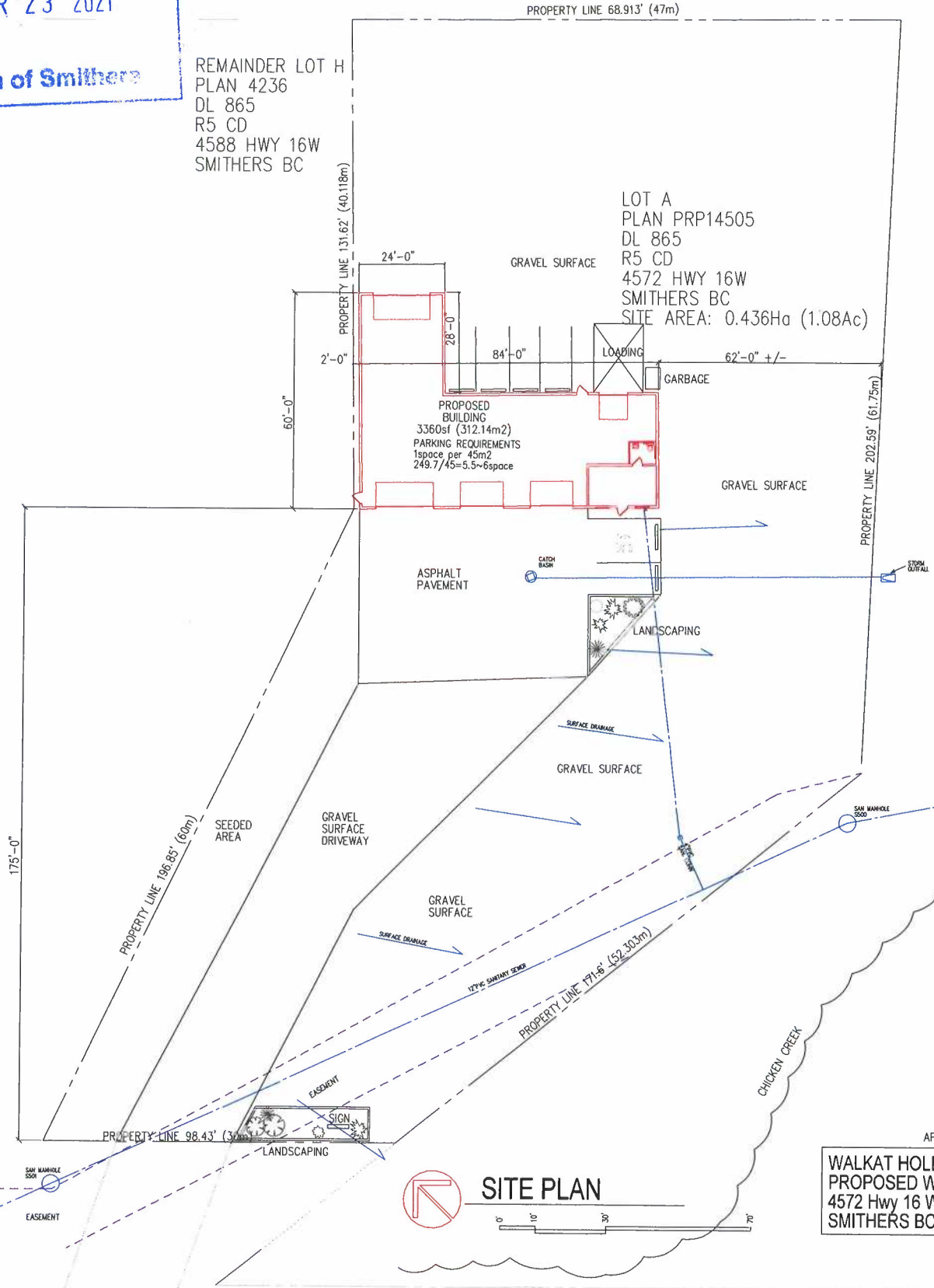
Date: _____

Your personal information is maintained in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have any questions regarding the use of your personal information, please call the Director of Corporate Services for the Town of Smithers at 250-847-1600.

RECEIVED
 APR 23 2021
 Town of Smithers

REMAINDER LOT H
 PLAN 4236
 DL 865
 R5 CD
 4588 HWY 16W
 SMITHERS BC

LOT A
 PLAN PRP14505
 DL 865
 R5 CD
 4572 HWY 16W
 SMITHERS BC
 SITE AREA: 0.436Ha (1.08Ac)



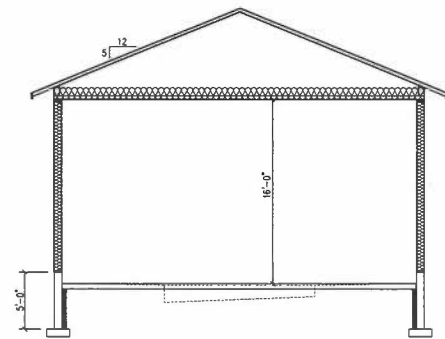
APRIL 21, 2021
WALKAT HOLDINGS LTD.
PROPOSED WORKSHOP
 4572 Hwy 16 W
 SMITHERS BC



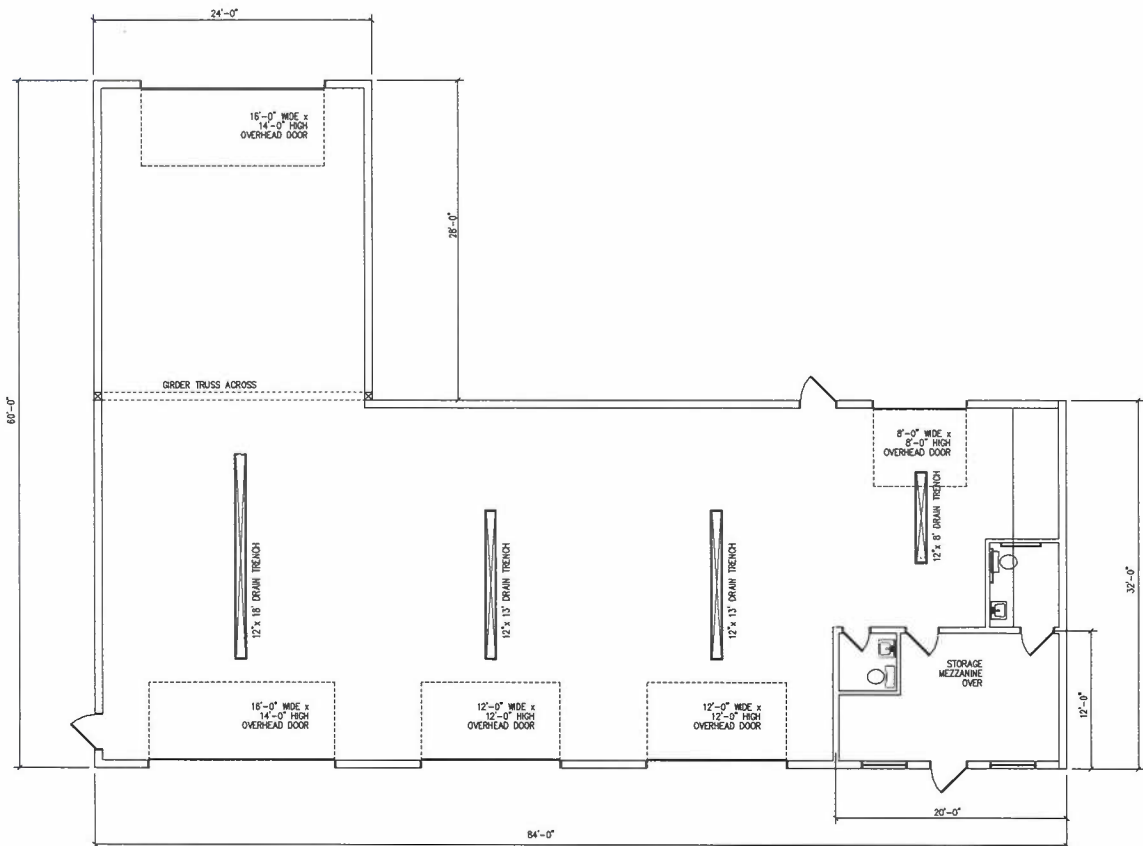
RECEIVED
APR 23 2021
To: Smithers



PROPOSED FRONT (WEST) ELEVATION
1/8" = 1'-0"



CROSS SECTION
1/8" = 1'-0"

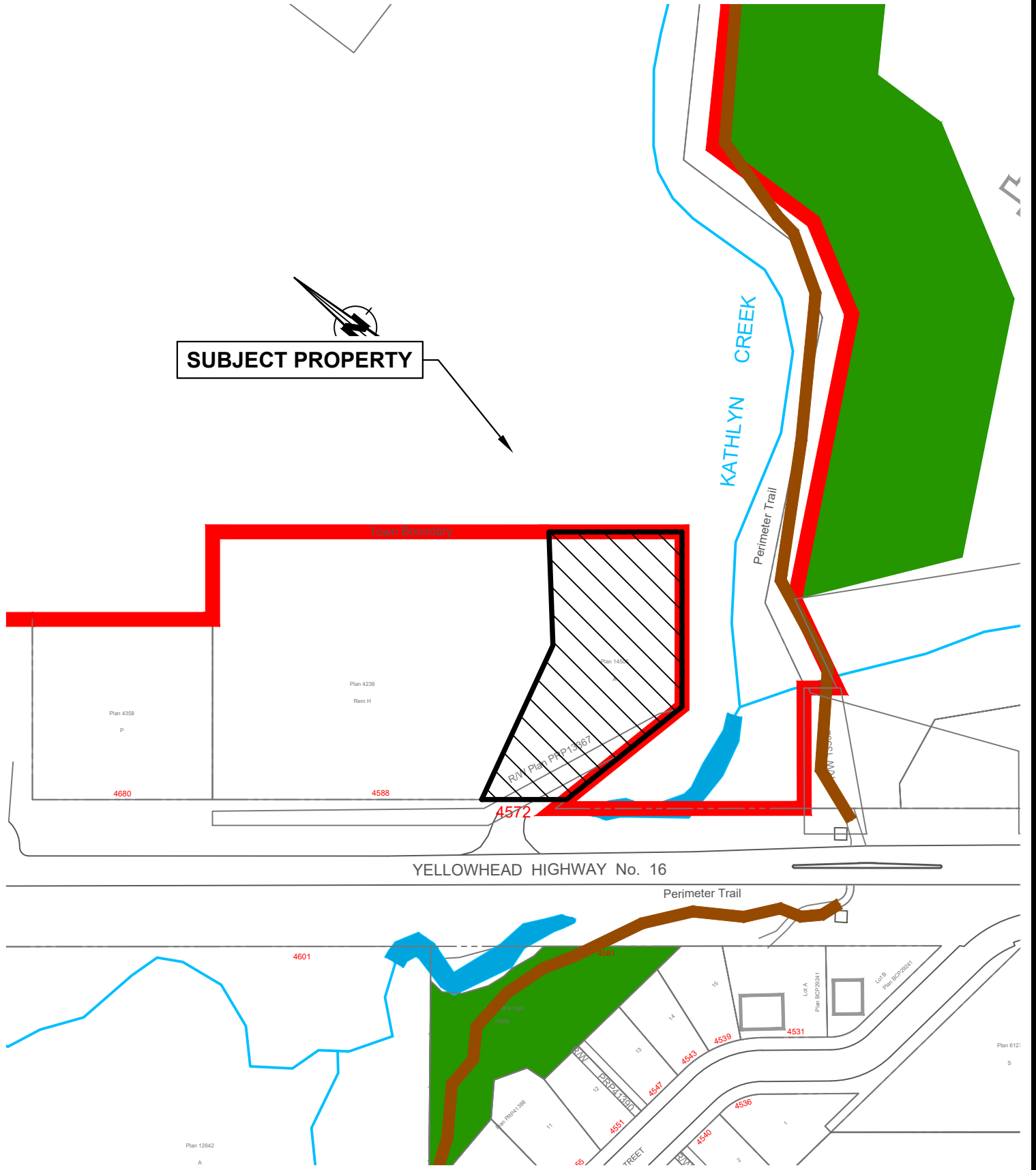
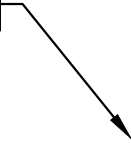


PRELIMINARY FLOOR PLAN
1/8" = 1'-0" 1/8" = 1'-0"

APRIL 16, 2021
WALKAT HOLDINGS LTD.
PROPOSED WORKSHOP
4572 Hwy 16 W
SMITHERS BC



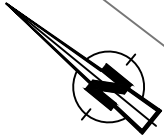
SUBJECT PROPERTY



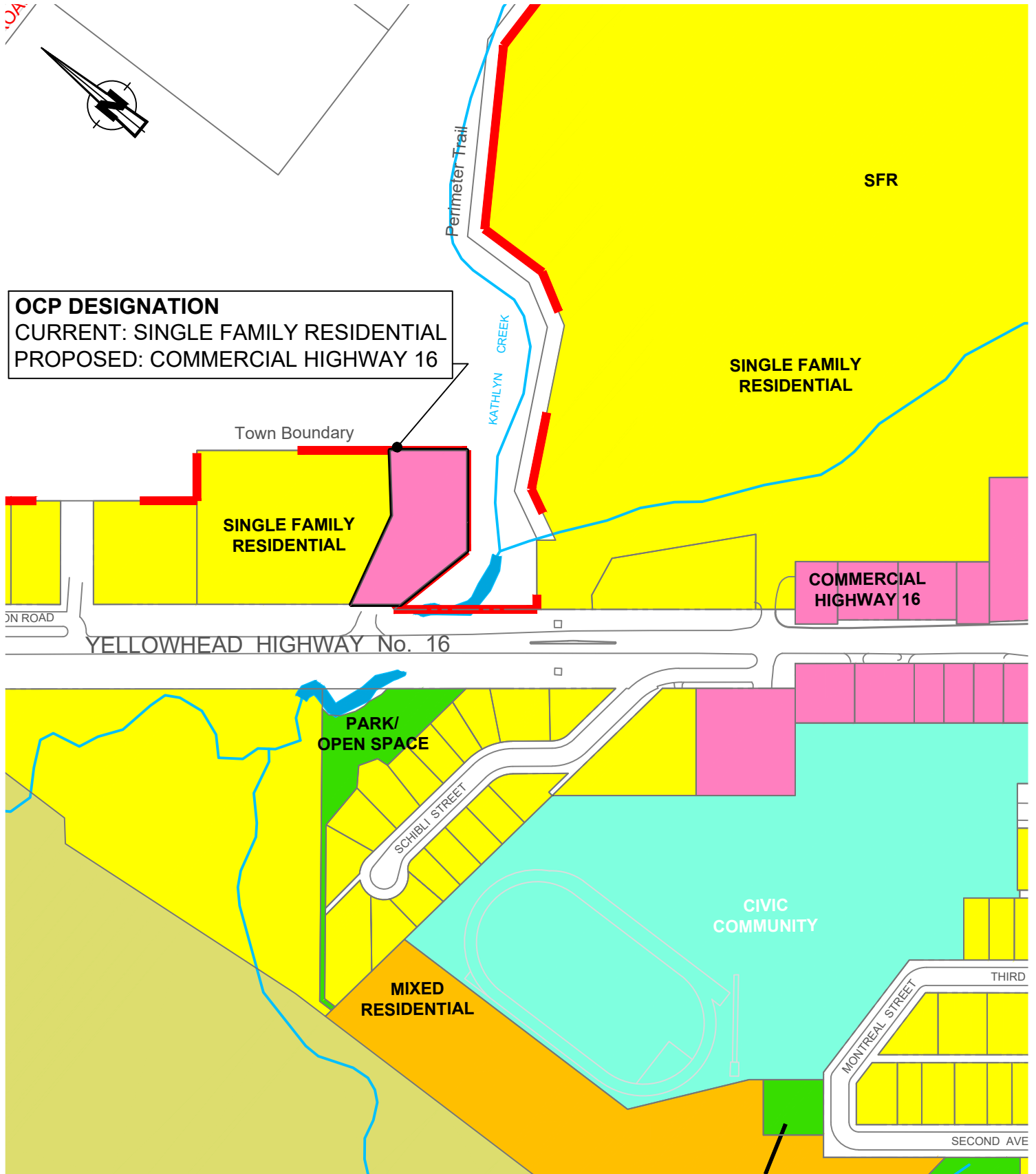
TITLE:
REZONING APPLICATION R21-04
4572 HIGHWAY 16
SUBJECT PROPERTY MAP

SCALE: Not to scale.	
DRAWN BY: SAW	DATE: MAY. 10, 2021
APPROVED BY: M.F.A.	DATE: MAY. 10, 2021
DRAWING PATH: N:\3000-3699 LAND ADMINISTRATION\3360 ZONING AND REZONING\3360-20 - APPLICATIONS BY YEAR\2021\R21-04 4572 Highway 16 (Walkat	

0A



OCP DESIGNATION
CURRENT: SINGLE FAMILY RESIDENTIAL
PROPOSED: COMMERCIAL HIGHWAY 16



TITLE:
REZONING APPLICATION R21-04
4572 HIGHWAY 16
OFFICIAL COMMUNITY PLAN MAP

SCALE: 1:1000 at 8.5" x 11"

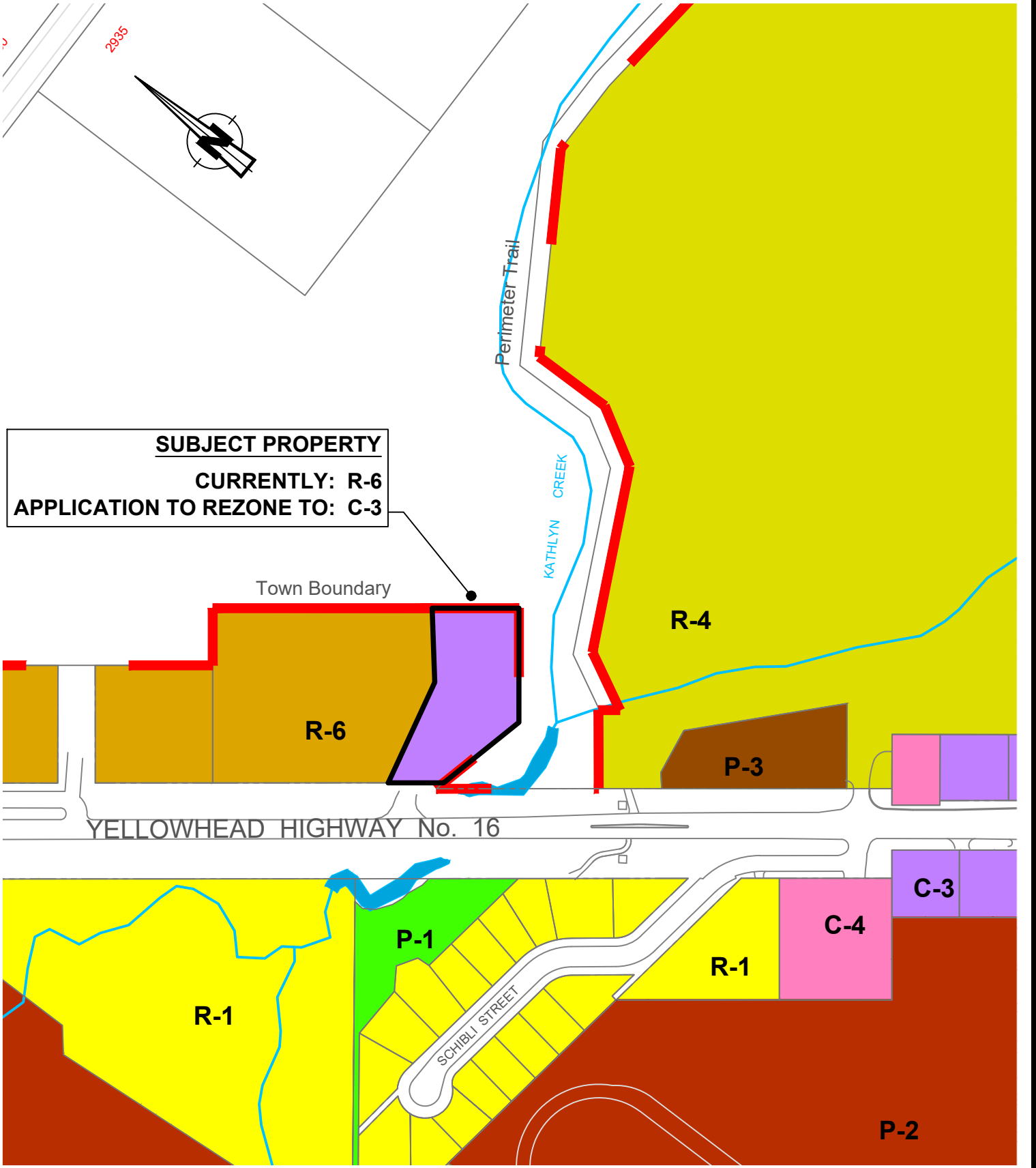
DRAWN BY: SAW

DATE: MAY 10, 2021

APPROVED BY: M.F.A.

DATE: MAY 10, 2021

DRAWING PATH: N:\3000-3699 LAND ADMINISTRATION\3360 ZONING AND REZONING\3360-20 - APPLICATIONS BY YEAR\2021\R21-04 4572 Highway 16 (Walkat



SUBJECT PROPERTY
CURRENTLY: R-6
APPLICATION TO REZONE TO: C-3

Town Boundary

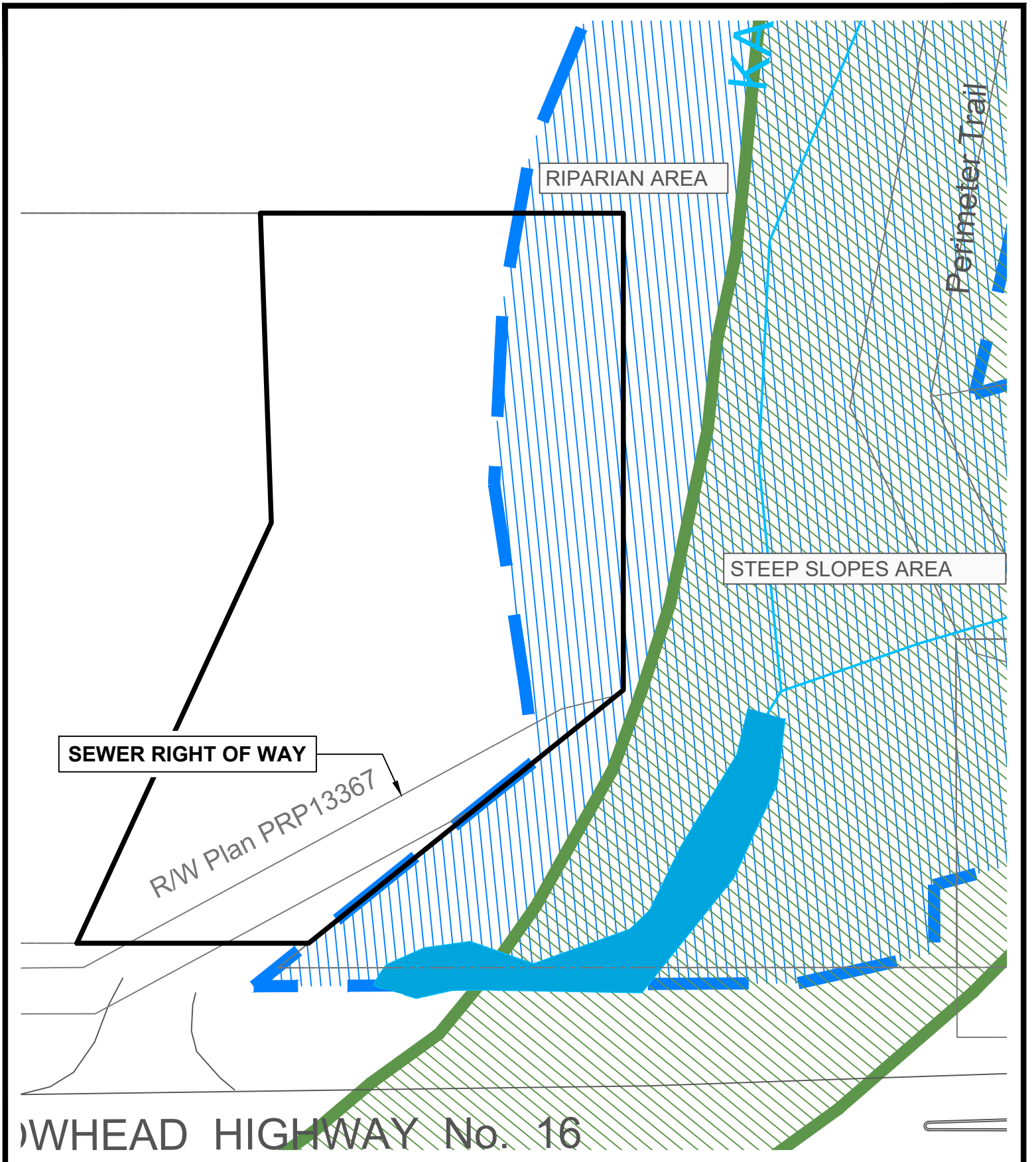
YELLOWHEAD HIGHWAY No. 16

SCHIBLI STREET



TITLE:
REZONING APPLICATION R21-04
4572 HIGHWAY 16
ZONING MAP

SCALE: Not to scale.	
DRAWN BY: SAW	DATE: MAY 10, 2021
APPROVED BY: M.F.A.	DATE: MAY 10, 2021
DRAWING PATH: N:\3000-3699 LAND ADMINISTRATION\3360 ZONING AND REZONING\3360-20 - APPLICATIONS BY YEAR\2021\R21-04 4572 Highway 16 (Walkat	



WHEAD HIGHWAY No. 16

TITLE:
REZONING APPLICATION R21-04
4572 HIGHWAY 16
ENVIRONMENTAL DEVELOPMENT
PERMIT AREAS MAP

SCALE: Not to scale.

DRAWN BY: SAW

DATE: MAY 10, 2021

APPROVED BY: M.F.A.

DATE: MAY 10, 2021

DRAWING PATH: N:\3000-3699 LAND ADMINISTRATION\3360 ZONING AND REZONING\3360-20 - APPLICATIONS BY YEAR\2021\R21-04 4572 Highway 16 (Walkat

5.3. Objectives & Policies

5.3.1. LAND SUPPLY

- Objective:* To ensure an adequate supply of suitable land to accommodate population growth in a managed, thoughtful manner.
- Policy 1 The land use designations on Schedule A: Land Use provides the land use framework for managing growth in the Town. Changes of land use (re-zonings) will only be permitted in accordance with Schedule A: Land Use.
- Policy 2 An assessment of residential and commercial capacity and projected growth will be conducted every five years to ensure there is adequate supply of land to accommodate the anticipated housing, service, and employment needs of the community.

5.3.2. LAND USE, INFRASTRUCTURE & RESOURCE EFFICIENCY

- Objective:* To encourage compact settlement patterns that:
- *Ensure efficient use of the land base in order to preserve open space and conserve natural resources.*
 - *Ensure the efficient, cost effective and contiguous provision of municipal infrastructure, public facilities and transportation systems.*
- Policy 1 The majority of new growth and development will be accommodated through sensitive infill and intensification (redevelopment) of existing built and serviced areas. These forms of development will be given priority over development proposals on previously undeveloped (greenfield) sites within the Town boundaries.
- Policy 2 The majority of new residential growth should occur within the Downtown and the adjacent mixed residential neighbourhoods as shown in Schedule A: Land Use.
- Policy 3 Commercial, mixed-use and multi-family development proposals shall demonstrate how they meet the Development Permit Area design guidelines.

Infill development is the use of land within a built-up area. It focuses on the reuse and repositioning of obsolete or underutilized buildings and sites.

Ecosystem means the basic functional unit in ecology, the interacting system of a biological community and its non-living environmental surrounds. These are inseparable and act upon each other.

Fish Habitat means the areas in or about a stream such as, spawning grounds and nursery, rearing, food supply, and migration areas, which fish depend directly or indirectly in order to carry out their life processes.

Habitat means the natural home of a plant or an animal including all of the associated biotic and abiotic elements.

Wildlife includes animals such as invertebrates, amphibians, reptiles, birds and mammals.

17.1.6. JUSTIFICATION

The Environmental Development Permit Areas cover a whole range of environmental conditions such as floodplains, steep slopes, sensitive ecosystems, and land assessed as having a high risk for interface wildfires. As development in these areas require special attention, a development permit is required.

17.2. General Guidelines

The following guidelines apply to all Environmental DPA's:

- a. All development proposals shall incorporate Provincial best practice guidelines pertaining to aquatic habitats, groundwater management and drinking water protection.
- b. Buildings, structures and paved surfaces shall be located:
 - Away from areas subject to erosion, sloughing, flooding, landslide, or damage;
 - At such a distance from a watercourse as to prevent erosion, sloughing, flooding landslip, excessive run-off or siltation, and protect lands and the fishery resource;
 - To preserve the natural vegetation on steeper slopes and sensitive ecosystems;
- c. Measures shall be put in place to:
 - Direct surface run-off away from areas subject to erosion and sloughing and to handle storm water run-off appropriately;
 - Contain any excessive run-off, erosion, or siltation at the clearing and construction stage, and for the completed development.
- d. In an identified hazard area, a report certified by a professional engineer may be required by the Town in order to assist in determining what conditions or requirements are appropriate to ensure slope stability.
- e. An Environmental Impact Assessment (EIA) for proposals within riparian areas may

be required by the Town in order to evaluate the impacts of a proposed development on the natural environment. The EIA shall include the following information:

- Information regarding potential impacts of proposed development, mitigation options and design alternatives;
 - Evidence that the development will not result in Harmful Alteration, Disruption, or Destruction (HADD) of riparian areas;
 - The width of the leave strip area which must be protected;
 - Measures required to maintain the integrity of the riparian area;
 - An indication of when the monitoring of important environmental conditions should occur.
- f. A Qualified Environmental Professional may be required by the Town to ensure:
- The Development will result in no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life in the riparian area, or
 - Protection and enhancement measures will protect the integrity of those areas from the effects of the development.
- g. Retain existing trees and vegetation to the fullest extent.
- h. Identify and protect important denning or nesting habitat areas.
- i. Apply guidelines outlined in the Home Owners Fire Smart Manual (BC Edition) to areas designated as High Fire Hazard areas.
- j. Developments in riparian areas are encouraged to follow the Provincial Riparian Area Regulations.

Leavestrip means a buffer area adjacent to a water feature intended to preserve the biodiversity of the riparian ecosystem, protect and buffer that ecosystem from surrounding activities, maintain and enhance corridors between ecosystems thus supporting the diverse needs of a range of species.

Riparian Areas Regulation (RAR) means the Regulation pursuant to Section 12, 13(1), and 37(2) of the Fish Protection Act. Currently these regulations have not yet been applied to Smithers or other Northern BC municipalities.

Qualified Environmental Professional means an applied scientist/technologist, that:

- *Is registered and in good standing with an appropriate professional organization;*
- *Area of expertise is acceptable for the purpose of providing the necessary assessment information; and*
- *Individual is acting within that individual's area of expertise.*

Community input identified the following opportunities for improvement:

- *Manage future mining so that the environment & social impacts are minimized while at the same time recognizing the economic potential of these resource industry ventures.*
- *Strengthen regulations that protect environmentally sensitive areas.*
- *Maintain and enhance the existing natural areas surrounding the community.*
- *Protect sensitive and rare natural areas.*
- *Improve air quality.*

Air quality levels are an ongoing issue in Smithers. According to the 2008 BC State of the Air Report, Smithers has the third highest levels of fine particulate matter (PM_{2.5}) across British Columbia, behind Prince George and Quesnel. Leading contributors of the poor air quality in Smithers are smoke and road dust.

Prominent natural features form the visual backdrop of Smithers. Most outstanding are Hudson Bay Mountain to the west and the Babine Mountains to the east. Crown lands that surround Smithers are managed through the Bulkley Land and Resource Management Plan (LRMP). Maintaining the surrounding visual landscape requires a collaborative effort by the Town, adjacent property owners and other levels of governments. This includes ongoing work with the Wetzin'kwa Community Forest.

6.2. Objectives & Policies

6.2.1. PROTECT THE ENVIRONMENT

Objective: *To identify, protect and, where possible, enhance ecologically significant areas for the long term benefit and enjoyment of residents and visitors to Smithers.*

Objective: *To minimize the negative impacts on the environment.*

Objective: *To support development that avoids unnecessary impacts to the environment.*

Policy 1 Protect and conserve sensitive terrestrial and aquatic ecosystems identified in the Ministry of Environment Sensitive Ecosystem Inventory. Protection may take the form of regulation, parks acquisition, or conservation covenants.

Policy 2 Protect important terrestrial habitats through the application of a Development Permit Area over sensitive terrestrial ecosystems located within the Town's boundaries as per Schedule B.

Policy 3 Protect fish and aquatic habitats through the application of a Development Permit Area over wetlands, watercourses, and riparian areas as per Schedule B.



BYLAW NO. 1909

TOWN OF SMITHERS OFFICIAL COMMUNITY PLAN BYLAW NO. 1614 AMENDMENT NO. 21-01

WHEREAS the Council may, under the authority of Section 472 of the *Local Government Act*, may adopt one or more Official Community Plans;

NOW THEREFORE the Council of the Town of Smithers, in open meeting assembled, hereby enacts as follows:

1 CITATION:

- 1.1 This bylaw may be cited as “Bylaw No. 1909 – Town of Smithers Official Community Plan Bylaw No. 1614 Amendment No. 21-01” and takes effect as of the date of adoption.

2 ADMINISTRATIVE PROVISION:

- 2.1 If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of the bylaw.

3. MAP AMENDMENTS:

- 3.1 The Land Use map of the Town of Smithers' Official Community Plan Bylaw No. 1614 (shown on “Schedule A”) is amended by changing the land use designation of Lot A District Lot 865 Range 5 Coast District Plan PRP14505 and forming part of this Bylaw:

**From: Single Family Residential
To: Highway 16 Commercial**

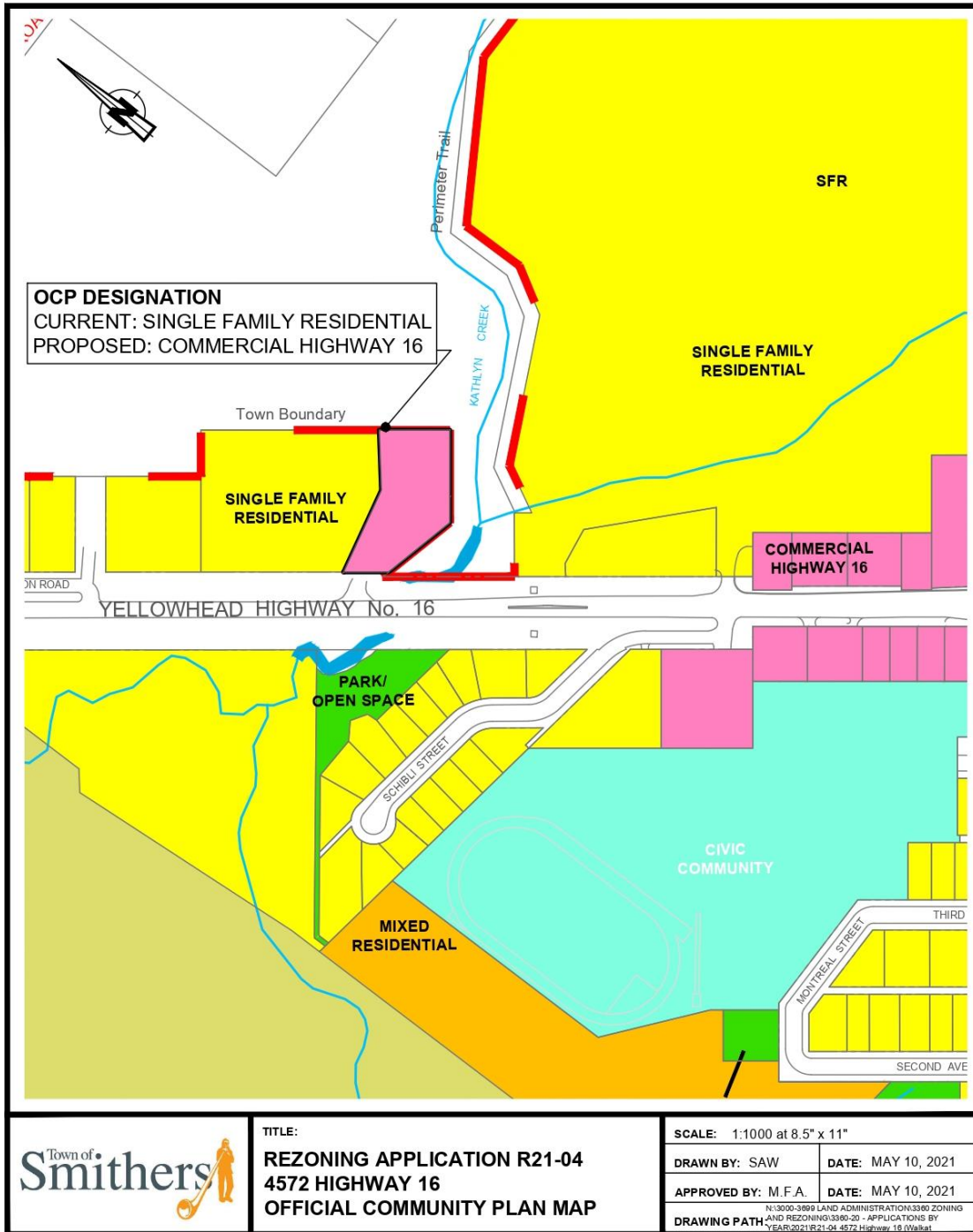
- 3.4 The Form & Character Development Permit Areas map of the Town of Smithers' Official Community Plan Bylaw No. 1614 (shown on “Schedule C”) is amended by adding Lot A District Lot 865 Range 5 Coast District Plan PRP14505 and forming part of this Bylaw, to the Highway 16 Corridor Area.

TOWN OF SMITHERS

BYLAW NO. 1909

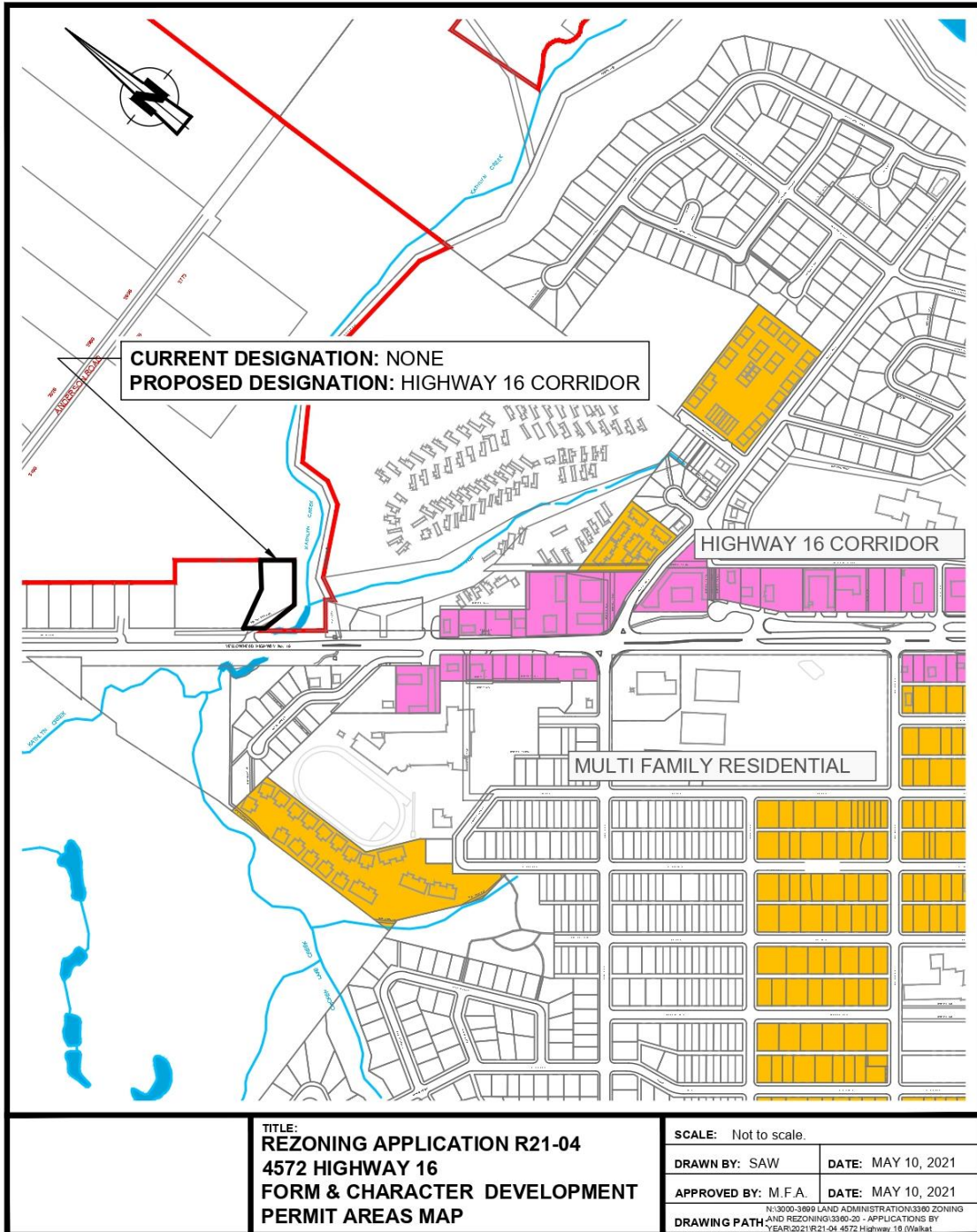
Page 2

SCHEDULE A



TOWN OF SMITHERS
BYLAW NO. 1909

SCHEDULE C



TOWN OF SMITHERS

BYLAW NO. 1909

Page 4

READ A FIRST TIME THIS _____ DAY OF _____, 2021.

READ A SECOND TIME THIS _____ DAY OF _____, 2021.

PUBLIC HEARING HELD THIS _____ DAY OF _____, 2021.

READ A THIRD TIME THIS _____ DAY OF _____, 2021.

ADOPTED THIS _____ DAY OF _____, 2021.

The Corporate Seal of the Town of Smithers
was hereto affixed in the presence of:

Gladys Atrill
Mayor

Dianna Plouffe
Chief Administrative Officer

**CERTIFIED A TRUE AND CORRECT
COPY** of "Bylaw No. 1909 – Town of
Smithers Official Community Plan Bylaw
No. 1614 Amendment No. 21-01".

Dianna Plouffe
Corporate Officer

DP/MA



BYLAW NO. 1910

**TOWN OF SMITHERS ZONING BYLAW NO. 1403
AMENDMENT NO. 21-04**

WHEREAS the Council may, under the authority of Section 479 of the *Local Government Act*, create different zones and regulate uses, density, and siting within each zone;

NOW THEREFORE the Council of the Town of Smithers, in open meeting assembled, hereby enacts as follows:

1. CITATION:

1.1 This bylaw may be cited as “Bylaw No. 1910– Town of Smithers Zoning Bylaw No. 1403 Amendment No. 21-04” and takes effect as of the date of adoption.

2. ADMINISTRATIVE PROVISION:

2.1 If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of the bylaw.

3. MAP AMENDMENTS:

3.1. The Zoning map of the Town of Smithers Zoning Bylaw No. 1403 (shown on Schedule A) is amended by changing the zoning of Lot A District Lot 865 Range 5 Coast District Plan PRP14505 and forming part of this Bylaw:

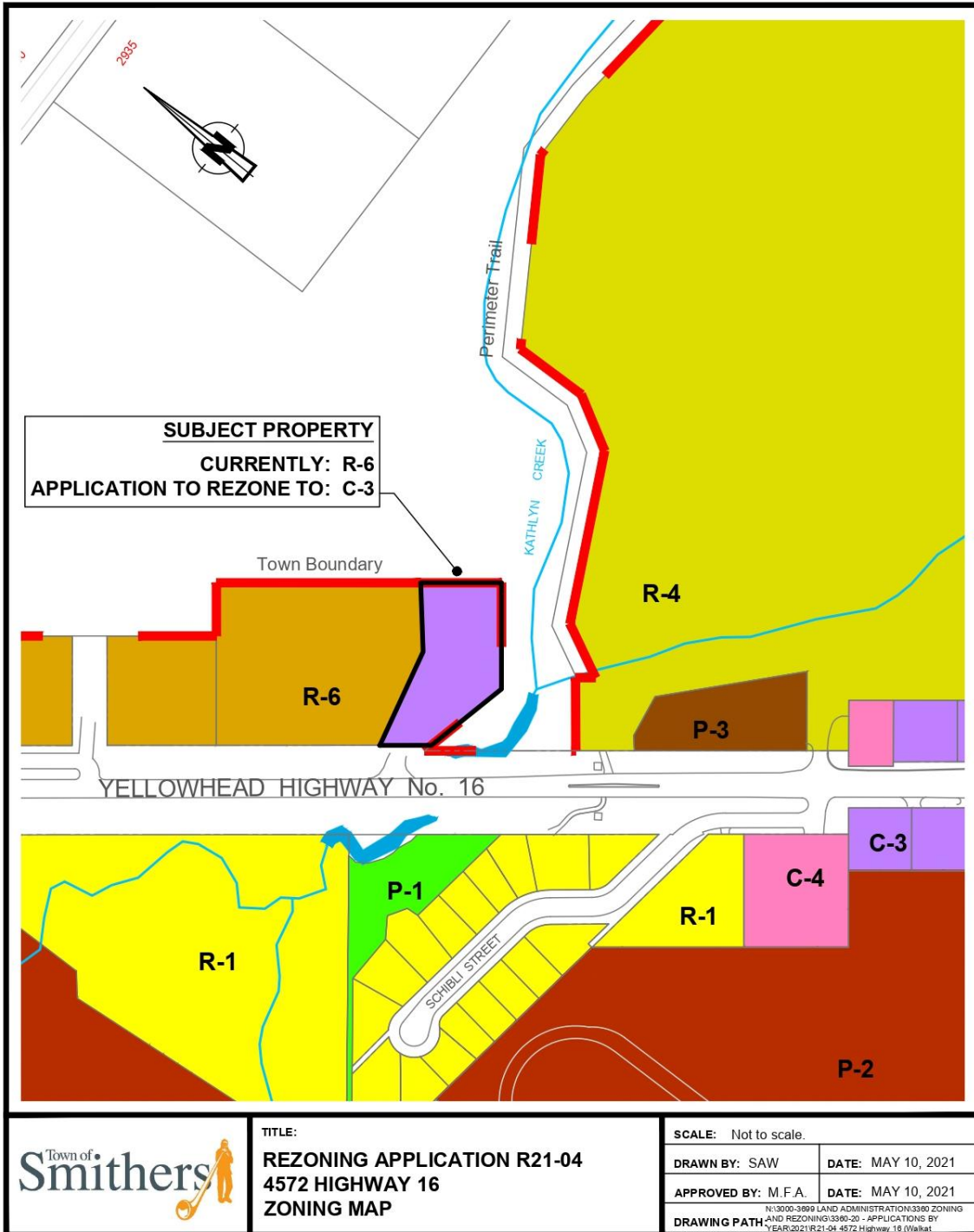
From: R-6 Rural Residential

To: C-3 Service Commercial

TOWN OF SMITHERS
 BYLAW NO. 1910

Page 2

SCHEDULE A



TOWN OF SMITHERS

BYLAW NO. 1910

Page 3

READ A FIRST TIME THIS _____ DAY OF _____, 2021.

READ A SECOND TIME THIS _____ DAY OF _____, 2021.

PUBLIC HEARING HELD THIS _____ DAY OF _____, 2021.

READ A THIRD TIME THIS _____ DAY OF _____, 2021.

RECEIVED APPROVAL OF THE MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE ON THIS _____ DAY OF _____, 2021.

ADOPTED THIS _____ DAY OF _____, 2021.

The Corporate Seal of the Town of Smithers
was hereto affixed in the presence of:

Gladys Atrill
Mayor

Dianna Plouffe
Chief Administrative Officer

**CERTIFIED A TRUE AND CORRECT
COPY** of "Bylaw No. 1910 – Town of
Smithers Zoning Bylaw No. 1403
Amendment No. 21-04".

Dianna Plouffe
Corporate Officer

DC



Regional District of Bulkley-Nechako Rural / Agriculture Committee Memorandum

To: Chair Parker and Committee
From: Nellie Davis, Manager of Regional Economic Development
Date: June 10, 2021
Regarding: RDBN Food Economy and Food Hub Assessment Final Report

Recommendation:

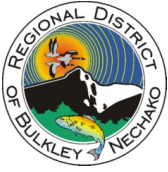
Discussion.

Background:

Staff are collecting any final comments regarding the RDBN Food Economy and Food Hub Feasibility Final Report prior to bringing the report to the June 24th Board meeting for acceptance.

The Draft Final Report and slides (as presented by Urban Food Strategies in association with Greenchain Consulting and Sustainability Ventures at the May 13th Rural/Agriculture Committee Meeting) were distributed to Directors via email in May. No comments were received by email at the time of this memo.

Draft Final Report provided under separate cover.



Regional District of Bulkley-Nechako Rural / Agriculture Committee Memorandum

To: Chair Parker and Committee
From: Megan D'Arcy, Regional Agriculture Coordinator (West)
Date: June 10, 2021
Regarding: **Slaughter Facilities**

Recommendation:

Receive.

Background:

As of December 2020, the Ministry of Agriculture, Food & Fisheries (MAFF) has oversight of slaughter facilities licensed under Classes D & E as per the BC Meat Inspection Regulation. There is no formal 3rd party inspection process for either of these two license classes. Class A and B licensed facilities still have a trained inspector that is hired through the MAFF.

Proposed changes include:

- plans to increase training for license holders. (called SlaughterRight Program)
- increased inspections of Class D and E facilities as well as a new license term (with fee) and increased enforcement.
- the addition of three new Class D areas in the province. (One is Area H in Fraser-Fort George RD)
- Class D license holders will be able to sell their product at the farm-gate (direct to consumers), at Farmers' Markets, through retail and to restaurants.
- the reduction of travel time criteria from two hours to one for Class E licenses.
- a reduction for the equivalent of Class E license holders in the number of animal units (AU's) they can process every year from 10 to 5, and
- continued investigation into alternative ways to have some level of inspection for Class D and E license holders; inspections will be done according to a risk-based framework.

The meat production modernization process as it is being presented has a few issues:

1. It does nothing to increase access or availability of meat processing (i.e., cutting and wrapping).
2. There is no additional support built into the process to aid our Class A and B abattoirs. These abattoirs are critical infrastructure. Their success or failure impacts many farm businesses, not just one at a time.

3. It does not address the issue around recruitment and retention of a skilled labor force.

Impacts within the RDBN

At present, the changes to the Class D licensing does not impact us as we are not one of the Regional Districts that qualify (although this could change as we move forward).

According to the map in the original intentions paper, there are no Class E licenses currently issued in the RDBN. To be eligible to apply for a Class E license the producer must be located an hour away from a Class A or B facility (reduced from two hours). This means that producers living between Topley and the Sheraton area along Hwy 16 would potentially qualify, as well as anyone living on Southside.

Concerns around liability and access to liability insurance with respect to uninspected meat sales are valid – particularly if the Class E license holders get increased market access or parts of the RDBN are legislated as Class D areas.

As it stands right now, the proposed changes do not significantly improve accessibility to local meat within the RDBN. We really need increased abattoir capacity, increased processing capacity, and more skilled labor for both slaughter and meat processing. Provided that they are reasonably accessibly, Class A and B abattoirs have better capacity to grow the agriculture industry as the meat is inspected and livestock producers can produce livestock and not have to become animal slaughter experts.

Moving Forward

The government has a report entitled Local Meat Production and Inspection in British Columbia that was published by a Select Standing Committee on Agriculture, Fish and Food in 2018. We should continue to advocate for the recommendations in that report that make the most sense for our area.

The MAFF Intentions Paper made a reference to a comprehensive provincial slaughter capacity study that is intended to collect baseline information. It would be useful to know the status of this study.

There are some action items that the RDBN can directly undertake:

- Continue conversations with post-secondary institutions about increasing training capacity for both slaughter and meat processing. Ideally the classes would be tightly correlated with current apprenticeship programs.
- Encourage high school students to consider meat cutting as a trade through increased communication to the various schools.
- Put effort into attracting skilled workers to our area through the Regional Business Forum and the Chambers of Commerce within the region. This could include

developing promotional materials in partnership with the local abattoirs and meat processors.

- Assist existing abattoirs and meat processors with grant applications that could help them fund capital investments that increase their productivity and efficiency.

Attached:

Meat Production Modernization: Next Steps Factsheet

[Link to Local Meat Production and Inspection in British Columbia \(MAFF, 2018\)](#)

MEAT PRODUCTION MODERNIZATION: NEXT STEPS

On September 14, 2020, the Ministry of Agriculture, Food and Fisheries (Ministry) released a Rural Slaughter Modernization Intentions Paper (Paper) for public comment. The consultation period closed on November 16, 2020. 88 submissions were received.

The Paper feedback supports modernization of meat production and highlights potential for further improvement to meat inspection and overall administration. Support for modernization and increasing access to local meat was high. The feedback is consistent with what was heard during previous consultations. Responses highlight that B.C.'s meat industry is facing capacity issues such as challenges accessing slaughter services, and a shortage of cut-and-wrap businesses to process meat. Facility operators are facing a lack of skilled labour for their businesses.

British Columbians want:

- » a credible regulatory system that effectively ensures food safety and animal welfare;
- » flexibility to enable a competitive meat industry; and
- » capacity for livestock producers and processors of all sizes across BC.

Actions completed to date:

- » Oversight of Class D and E licences was transferred to the Ministry from health authorities;
- » The Ministry designated three new Class D areas (Alberni-Clayoquot RD, Electoral Area D of RD Central Kootenay, and Electoral Area H of RD Fraser-Fort George);
- » The Ministry reduced travel restriction for Class E from two hours to one-hour from Class A or B;
- » Updated training - new SlaughterRight program released;

- » Increased oversight of plans, records and site inspection protocols for Class D/E applications;
- » Increased frequency of inspection of Class D/E sites - all to be inspected by end of 2021; and
- » Graduated enforcement approach in effect.

Opportunities to modernize B.C.'s approach to meat inspection include: increasing production limits, expanding where meat products can be sold, and increasing areas where rural licences are available. Opportunities for all licence holders include exploring alternative approaches to traditional inspection and redefining the licensing framework. Proposed changes respond to consultation by alleviating capacity issues, providing more opportunities for B.C.'s small-scale meat producers, and supporting ongoing work to action recommendations from the 2018 Select Standing Committee report.

To achieve the needs of British Columbians, the ministry expects, in the coming months, to complete work on the following changes:

» **New Simplified and Graduated Meat Licence Categories**

- To support entry level and developing business opportunities for meat production facilities handling up to 5,000lbs, 25,000lbs, and unlimited slaughter.
- Increased provincial market access, including farmers markets and restaurants, corresponding to the graduated licence category.
- Risk-based inspection approach.
- Introduction of licence term and fee.

» **Modernized Inspection Approach**

- A risk-based inspection framework that correlates to licence category, past compliance rating and volume of production.



Ministry of
Agriculture, Food
and Fisheries



Regional District of Bulkley-Nechako Rural / Agriculture Committee Memorandum

To: Chair Parker and Committee
From: Michelle Roberge, Regional Agriculture Coordinator (East)
Date: June 10, 2021
Regarding: **Growing Opportunities – Agriculture e-Newsletter**

Recommendation:

Receive.

Background:

As per approval at the May 13, 2021 Rural/Agriculture Committee meeting, staff are working on the development and distribution of the RDBN Agriculture e-newsletter. Please see the attached DRAFT of the first edition on the e-newsletter. Note that this is a draft and edits/clarifications will be made before the distribution, scheduled for June 15, 2021.

The link to sign-up to receive the Newsletter is now live.

[Link to sign-up for the Agriculture e-Newsletter](#)

Attached: GO Newsletter - 2021-06

GROWING OPPORTUNITIES

Bulkley-Nechako Agriculture Update



About GO!

The Agriculture Team within the Economic Development Department of the Regional District of Bulkley-Nechako is happy to introduce this newest communication tool to the producers within the region... the [Growing Opportunities: Bulkley-Nechako Agriculture Update](#).

The intent of this monthly e-newsletter is to support **YOU** the producer. We plan to share upcoming events, and important notices, information and link to support the agricultural sector within the RDBN.

Please scroll down and read the articles shared this month. Encourage your fellow farmers to sign-up as subscribers too!

Feel free to email the Ag Team with your comment and suggestions for new articles for upcoming editions.

[Go to the RDBN Agriculture website](#)

About the Ag Team!

The RDBN is excited to announce that after a 3 year Regional Agriculture pilot, we have hired two Regional Agriculture Coordinators to support the Bulkley-Nechako agricultural community. We are happy to introduce Megan D'Arcy and Michelle Roberge into these roles. Their role will be to support and advance the agricultural sector through outreach, information sharing and marketing. This newsletter is an example of their work. Please reach out to either Megan or Michelle - they are eager to connect and expand their networks within the region.

Megan D'Arcy
(West - Areas A, B, E, G; Smithers, Telkwa, Houston, Granisle, Burns Lake, South Side)
250-892-0783
megan.darcy@rdbn.bc.ca

Michelle Roberge
(East - Areas C, D, F; Vanderhoof, Fort St. James, Fort Fraser, Fraser Lake, Endako)
250-670-8772
michelle.roberge@rdbn.bc.ca

Baler twine, bale wrap, silage backs/bunker covers and grain bags - Recycling Pilot Project...

In partnership with Clean Farms, the RDBN is supporting this 3-year pilot project to reduce farm plastic waste through recycling the plastics at our seven Transfer Stations (Granisle, Smithers/Telkwa, Southside, Burns Lake, Fraser Lake, Vanderhoof, Fort St. James).

The goal - to reduce farm-plastic waste entering our landfills, while providing a safe and environmentally sustainable way for farmers and ranchers to dispose of agricultural plastics.

This pilot just started! Get in touch with Clean Farms with your questions about the program, how to participate and for general questions.

[Go to the Clean Farm Pilot Project Page](#)



Farm Emergency Preparedness

Wildfire season is upon us. Below are three key resources to help farmers and ranchers prepare for an emergency situation, such as a wildfire or flood. You can find many more resources on the RDBN Agriculture - Livestock Emergency page.

👉 Sign-up for Premise ID

Premises ID is a farm animal and livestock tracking system set up by the Provincial government to support livestock owners in the event of an emergency. The information provided by the Premise ID program is extremely valuable and critical for the Regional District of Bulkley-Nechako to rapidly notify local farmers and ranchers in the event of a local emergency, such as a wildfire or flood. **Having a Premise ID number will be mandatory by 2022** - sign-up now by clicking the link below.

[Sign-up for Premise ID](#)

👉 Make a Wildfire Plan for your Properties

It is highly recommended that you develop a Farm/Ranch Wildfire Plan for each of your properties. The *Farm/Ranch Wildfire Plan* document is an easy to follow guide that covers all the areas to consider when planning to protect your vital infrastructure and livestock.

[Get the Farm/Ranch Wildfire Plan document](#)

👉 Build up Community Support Network

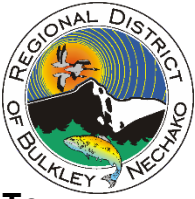
Key to this process of emergency preparedness is to have a strong network within the agricultural community region-wide in case of an emergency. This could mean billeting animals from an evacuated area, or helping with transportation during an evacuation. The RDBN is collecting contact information of individuals that have either trailers or space for billeting animals, in the event of an emergency. Having your name on the list doesn't mean you are obligated to help, but you could be contacted.

[Contact the RDBN Protections Team to Sign-up!](#)



Connecting Consumers and Producers Grant

With plans for the province to ease public health restrictions, we are happy to be able to offer this granting opportunity again this year to community groups and organizations. The grant supports events that to hold an event that promotes local producers. Go to [RDBN Agriculture](#) page to get more information.



Regional District of Bulkley-Nechako Rural/Agriculture Committee Memorandum

To: Chair Parker and Committee
From: Nellie Davis, Manager of Regional Economic Development
Date: June 10, 2021
Subject: COVID-19 Safe Re-start Grant - Additional Allocation

RECOMMENDATION

(all/directors/majority)

That the Committee recommend that the Board approve an additional allocation of COVID Safe Restart Grant in the amount of \$132,047.00 to Rural Directors for COVID Relief efforts within their jurisdiction.

Background:

A portion of the original COVID Safe Restart Grant was allocated to individual Rural Directors for COVID relief effort within their jurisdiction. Some Rural Directors are close to fully allocating the initial COVID-19 Relief Funding (Area C is over-subscribed).

In addition to individual Rural Director allocations, funding allocated to Rural Directors as a committee remains unspent. There is currently \$383,207.00 allocated to Rural Directors as a committee. It is possible, should Directors desire, to allocate either some or all of the \$383,207.00 from that allocation to individual Rural Directors, either by population, fixed amount, or a combination of both. The allocation proposed in the resolution is the same as the original allocation which uses a population model:

A	\$42,732	E	\$12,951
B	\$15,756	F	\$29,796
C	\$11,504	G	\$ 7,341
D	\$11,967		

If approved, this leaves \$251,560.00 in the Rural Director Committee allocation.

Additional community requests for funding, as well as proposed internal uses for COVID-19 Safe Start Funding will be brought to the July 15th RDBN Board meeting. These include proposed retrofits to create additional COVID safe office space at the RDBN office.

Funding for the RDBN Boardroom A/V Upgrades, should Provincial Grant Funding be denied, has already been approved from the portion of COVID Safe Restart funding allocated to the Regional District as a whole and will not impact either of the Rural Director allocations of this funding.

Electoral Area COVID-19 Relief Funds Summary (up to May 27, 2021)

Electoral Area	Original Allocation	Funding Allocated	Funds Remaining
A – Smithers Rural	\$42,732.00	\$18,988.00	\$23,744.00
B – Burns Lake Rural	\$15,756.00	\$4,362.09	\$11,393.91
C – Fort St. James Rural	\$11,504.00	\$16,728.61	(\$5,224.61)
D – Fraser Lake Rural	\$11,967.00	\$5,441.00	\$6,526.00
E – Francois/Ootsa Rural	\$12,951.00	\$5,654.00	\$7,297.00
F – Vanderhoof Rural	\$29,796.00	\$12,395.14	\$17,400.86
G – Houston Rural	\$7,341.00	\$5,000.00	\$2,341.00
Total	\$132,047.00	\$68,568.84	\$63,478.16

Outreach continues and inquiries continue to arrive. Staff recommend that the Rural Director COVID-19 Relief allocations be made available to community groups through the current application process until August 2021, at which time the Board can consider the allocation of any remaining funding.



Regional District of Bulkley-Nechako Rural Committee

To: Chair Parker and Directors
From: John Illes, Chief Financial Officer
Date: June 10, 2021
Re: Remuneration for Rural Directors

Recommendation (All/Directors/Majority):

Receipt

Background:

At the May 13 Rural-Agriculture Committee meeting, the Committee discussed the possibility of clarifying the remuneration bylaw to include remuneration when Electoral Area directors meet with Provincial, Local Government and Indigenous Government leaders or staff.

The increased number of meetings between Regional District Directors and Provincial officials and/or Indigenous leaders was not fully explored when the Board adopted Bylaw 1837 "Directors Remuneration". The advent of well supported online tools to meet virtually has also exacerbated this situation.

Electoral Area directors were also seeking clarification if the allowance for each Electoral Area Director can be "saved" between years and exactly how much the allowance that each director was able to utilize every year was.

The amount for each year is based on the sum of \$2,000 plus the costs traditionally to attend UBCM and NCLGA. The average total cost is \$7,500 per year and this amount is included in a revised draft for the directors to consider along with the ability for these amounts to move forward every year to the end of the election cycle.

Proposed possible change to two sections of the Remuneration Bylaw to implement the discussion held at the last committee meeting are included as attachments. These changes will have no taxation impacts to the current or future budgets.

While not explicit in the proposed changes, the Electoral Area Directors can always pool a portion of their funds as well as transfer funds to each other by a committee motion.

Attachments: Section 11 and Schedule B proposed changes
Section 11 and Schedule B in current Bylaw

PROPOSED CHANGES

11. ELECTORAL AREA DIRECTOR CONVENTION AND LOCAL MEETING EXPENSES

- (A) Electoral Area Directors will be allocated no less than \$7,500 (to be increased by CPI annually) to attend conventions and meetings related to their work as an Electoral Area Director including meetings with Elected Officials or officers of other governments including Indigenous governments.

This amount includes costs associated with attendance at UBCM and NCLGA. This amount may be used for convention costs, travel and remuneration.

Costs will be reimbursed at the regular expense rate described in this bylaw. Remuneration rates will be either at the ½ day or full day meeting rates listing in Schedule B.

- (B) The Board of the Regional District may send any director to any convention or meeting with its associated cost paid from “General Government – Legislative” at its discretion.
- (C) The Rural Directors may send any director to any convention or meeting with its associated costs paid from “Rural Government – Legislative” at its discretion.
- (D) This section does not apply to the Chair (or Vice Chair) in performing the duties of the Chair.
- (E) For each Electoral Area, unspent amounts will move forward to subsequent years until the end of term when the unspent amounts will be moved into Rural Operational Reserves.

SCHEDULE B

Meeting Type	Allowance *		Notes
	Half Day < 3.5 hrs	Full Day 3.5 hrs+	
Board and Committee Meetings including virtual attendance.	\$235	\$235	Travel time may be claimed (if applicable)
Other approved meetings within the Regional District	\$118	\$235	Travel time may be claimed (if applicable)
<p>For the Chair, the Vice Chair acting as Chair, Committee Chairs (acting in the role of Committee Chair) and for Electoral Area Directors:</p> <p>Attendance and travel to Political Conventions or similar events (such as Minerals North), and for attendance at meetings between the RD and other levels of government including attendance by virtual means.</p>	\$118	\$235	<p>Includes time spent travelling to these events.</p> <p>Additional travel time is not applicable.</p> <p>All costs are charged to general government except for Electoral Director travel and remuneration that are charged to rural government</p>
<p>* to be increased annually on January 1st, based on the previous year's consumer price index (yearly average for the Province of B. C. as published by Statistics Canada), for completion of his or her duties of office. In the event that there is no increase to the consumer price index, or if it were to decline, the basic remuneration rate would remain the same as in the previous year.</p>			

ORIGINAL SECTIONS

11. LOCAL GOVERNMENT CONVENTIONS

- (A) Electoral Area Directors will be allocated \$2000 to attend conventions and meetings related to their work as an Electoral Area Director. This amount does not include costs associated with attendance at UBCM and NCLGA. This amount may be used for convention costs, travel and remuneration. Costs will be reimbursed at the regular expense rate described in this bylaw. Electoral Area Directors that choose not to attend UBCM or NCLGA conventions may increase this amount by the amount staff estimate attendance at these conventions would cost.
- (B) The Board of the Regional District may send any director to any convention or meeting with its associated cost paid from “General Government – Legislative” at its discretion.
- (C) The Rural Directors may send any director to any convention or meeting with its associated costs paid from “Rural Government – Legislative” at its discretion.
- (D) This section does not apply to the Chair (or Vice Chair) in performing the duties of the Chair.

Meeting Type	Allowance *		Notes
	Half Day < 3.5 hrs	Full Day 3.5 hrs+	
Board and Committee Meetings	\$235	\$235	Travel time may be claimed (if applicable)
Other approved meetings within the Regional District	\$118	\$235	Travel time may be claimed (if applicable)
Attendance and travel to Conventions or similar events (including: NCLGA, UBCM, Minerals North, etc.)	\$118	\$235	Includes time spent travelling to these events. Additional travel time is not applicable.

* to be increased annually on January 1st, based on the previous year’s consumer price index (yearly average for the Province of B. C. as published by Statistics Canada), for completion of his or her duties of office. In the event that there is no increase to the consumer price index, or if it were to decline, the basic remuneration rate would remain the same as in the previous year.