



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
AGENDA  
Thursday, April 30, 2026**

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**CALL TO ORDER**

**First Nations Acknowledgement**

**AGENDA & SUPPLEMENTARY AGENDA**

**April 30, 2026**

Approve

**MINUTES**

**Board Meeting Minutes - March 26, 2026**

Page 6-22

Approve

**Committee of the Whole Meeting Minutes - April 16, 2026**

Page 23-30

Receive

**Rural Services Committee Meeting Minutes - April 16, 2026**

Page 31-35

Receive

**DELEGATIONS**

**BESWICK HILDEBRANDT LUND - Taylor Turkington, Partner Re:  
2025 Audit - Via Zoom**

**PLANNING AND DEVELOPMENT**

**Bylaw for Third Reading**

**Amy Wainwright, Deputy Director of Planning and Development  
Services - Rezoning Application RZ A-02-25 - Third Reading for  
Rezoning Bylaw No. 2091, 2025**

Page 36-48

Recommendation

**ALR Application**

**Jason Llewellyn, Director of Planning and Development Services  
- ALR Exclusion Decision Appeal**

Page 49-57

Recommendation

**Referrals**

**Cameron Kral, Planner - Atlantica Tchesinkut Lake Wind  
Investigate Use License Application Notice Electoral Area B  
(Burns Lake Rural) and Electoral Area E (Francois/Ootsa Lake  
Rural)**

Page 58-65

Recommendation

**Jason Llewellyn, Director of Planning and Development Services  
- Endako Weir Project, Electoral Area B (Burns Lake Rural)**

Page 66-105

Recommendation

**Amy Wainwright, Deputy Director of Planning and Development  
Services - District of Vanderhoof Temporary Use Permit Referral**

Page 106-113

Recommendation

**Other**

**APC Minutes - Electoral Area A - April 13, 2026**

Page 114

Receive

**REGIONAL TRANSIT**

**Jason Llewellyn, Director of Planning and Development Services  
- 2026/27 Annual Operating Agreement with BC Transit**

Page 115-129

Recommendation

**ENVIRONMENTAL SERVICES****Alex Eriksen, Director of Environmental Services - 2026 Metal Recycling**

Page 130

Recommendation

**Alex Eriksen, Director of Environmental Services - Knockholt Landfill – Geotechnical Investigation and Monitoring Well Installation**

Page 131-132

Recommendation

**ADMINISTRATION BYLAWS****Bylaw for First, Second and Third Reading****Scott Zayac, Director of Protective Services and Cheryl Anderson, Director of Corporate Services - Cluculz Lake Rural Fire Protection Service Establishment Amendment Bylaw No.2108, 2026 - 1st, 2nd and 3rd Reading**

Page 133-135

Recommendation

**Cheryl Anderson, Director of Corporate Services - Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2111, 2026**

Page 136-139

Recommendation

**Bylaw for Adoption****Cheryl Anderson, Director of Corporate Services - RDBN Solid Waste Management Facility Regulation and User Fee Bylaw No.2090, 2026 - Adoption**

Page 140-164

Recommendation

**ADMINISTRATION REPORTS****Wendy Wainwright, Deputy Director of Corporate Services - Committee Meeting Recommendations - April 16, 2026**

Page 165-166

Recommendation

<b>Shari Janzen, Community Development Coordinator - Ride Burns Mountain Biking Association - Letter of Support</b>	Page 167
Recommendation	
<b>Shari Janzen, Community Development Coordinator - NDIT Resolution Request for Ride Burns</b>	Page 168
Recommendation	
<b>Shari Janzen, Community Development Coordinator - NDIT Resolution Request for Smithers Mountain Bike Association</b>	Page 169
Recommendation	
<b>John Illes - Chief Financial Officer - RFP for Design Development for Phase 1 of the BV Regional Pool</b>	Page 170-171
Recommendation	
<b>John Illes, Chief Financial Officer - Approval of Audited Financial Statements</b>	Page 172-227
Recommendation	
<b>Cheryl Anderson, Director of Corporate Services - Q1 Quarterly Report</b>	Page 228-273
Receive	

#### **ADMINISTRATION CORRESPONDENCE**

<b>Ministry of Infrastructure - Response Letter re: Nechako River and BC Natural Resources Forum</b>	Page 274-275
Receive	
<b>Vanderhoof Hospice Association - Support for Accessible Hospice and Palliative Care in Vanderhoof and Fraser Lake</b>	Page 276-277
Receive	

#### **SUPPLEMENTARY AGENDA**

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

## **RECEIPT OF VERBAL REPORTS**

### **NEW BUSINESS**

### **IN-CAMERA MOTION**

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

- Labour Relations
- Building Infractions
- Member Municipality Proposal
- First Nations Relations

### **ADJOURNMENT**

#### **VISION**

“A World of Opportunities  
Within Our Region”

#### **MISSION**

“We Will Foster Social,  
Environmental, and  
Economic Opportunities  
Within Our Diverse Region Through Effective  
Leadership”

#### **2022-2026 Strategic Plan**

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



**REGIONAL DISTRICT OF BULKLEY-NECHAKO MEETING**  
**MINUTES**  
**Thursday, March 26, 2026**

Directors Present: Chair Mark Parker  
 Gladys Atrill  
 Shane Brienen – via Zoom  
 Leroy Dekens  
 Martin Elphee  
 Judy Greenaway  
 Clint Lambert – via Zoom – left at 11:13  
 a.m. – returned at 11:25 a.m. – left at  
 11:45 a.m.  
 Linda McGuire  
 Shirley Moon  
 Kevin Moutray  
 Chris Newell  
 Michael Riis-Christianson  
 Stoney Stoltenberg  
 Sarrah Storey – via Zoom  
 Henry Wiebe

Staff: Curtis Helgesen, Chief Administrative Officer – via  
 Zoom  
 Cheryl Anderson, Director of Corporate Services  
 John Illes, Chief Financial Officer  
 Nellie Davis, Manager of Strategic Initiatives and Rural  
 Services – arrived at 11:23 a.m.  
 Jason Llewellyn, Director of Planning and Development  
 Services – left at 11:18 a.m.  
 Amy Wainwright, Deputy Director of Planning and  
 Development Services – left at 11:18 a.m.  
 Scott Zayac, Director of Protective Services – left at 11:28  
 a.m.  
 Steve Davis, Building Inspector – left at 10:58 a.m.  
 Mike Leamont, Building Inspector – left at 10:58 a.m.

Others:

Janice La – arrived at 10:39 a.m., left at 10:58 a.m.

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**CALL TO ORDER**

Chair Parker called the meeting to order at 10:30 a.m.

**First Nations Acknowledgement**

**AGENDA & SUPPLEMENTARY AGENDA**

**March 26, 2026**

**2026-BM-330**

Moved by Director Stoltenberg

Seconded by Director Wiebe

That the Agenda and Supplementary Agenda for March 12, 2026 be approved.

CARRIED UNANIMOUSLY

**MINUTES**

**Board Meeting Minutes – March 12, 2026**

**2026-BM-331**

Moved by Director Riis-Christianson

Seconded by Director Elphee

That the Board Meeting Minutes of March 12, 2026 be approved.

CARRIED UNANIMOUSLY

**Rural Services Committee Meeting Minutes – March 12, 2026**

**2026-BM-332**

Moved by Director Riis-Christianson

Seconded by Director Greenaway

That the Rural Services Committee Meeting minutes of March 12, 2026 be received.

CARRIED UNANIMOUSLY

## **PLANNING AND DEVELOPMENT SERVICES**

### **Building Inspection**

#### **Steve Davis, Building Inspector - Section 57 Notice on Title NOT A-03-26, 3153 Telkwa High Road – Electoral Area A (Smithers/Telkwa Rural)**

Chair Parker called for comments from the gallery. No comments from the gallery.

#### **2026-BM-333**

Moved by Director Riis-Christianson

Seconded by Director Stoltenberg

That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as the Fractional Northeast ¼ of Section 3, Township 4, Range 5, Coast District, Except Part in District Lot 876 and Except Plan 1577 (3153 Telkwa High Road).

CARRIED UNANIMOUSLY

#### **Steve Davis, Building Inspector - Section 57 Notice on Title NOT B-02-26, 18657 Payne Road - Electoral Area B (Burns Lake Rural)**

Chair Parker called for comments from the gallery. No comments from the gallery.

#### **2026-BM-334**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as Lot 7, District Lot 3531, Range 5, Coast District, Plan PRP10747 (18657 Payne Road).

CARRIED UNANIMOUSLY

#### **Steve Davis, Building Inspector - Section 57 Notice on Title NOT B-03-26, 13227 Stearns Subdivision Road - Electoral Area B (Burns Lake Rural)**

Chair Parker called for comments from the gallery. No Comments from the gallery.

#### **2026-BM-335**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* relating to land legally described as Lot 1, District Lot 4157, Range 5,

Coast District, Plan PRP6730 (13227 Stearns Subdivision Road).

CARRIED UNANIMOUSLY

**Mike Leamont, Building Inspector - Section 57 Notice on Title NOT B-04-26  
- 14541 Highway 16 West – Electoral Area B (Burns Lake Rural)**

Chair Parker called for comments from the gallery. No comments from the gallery.

**2026-BM-336**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

That the Corporate Officer be directed to file a Notice in the Land Title Office stating that a resolution has been made under Section 57 of the Community Charter relating to land legally described as Lot 2, District Lot 558, Range 5, Coast District, Plan 3927 (14541 Highway 16 West).

CARRIED UNANIMOUSLY

Directors noted the recent increase in Section 57 reports. Staff advised that higher numbers during winter months are common, as building permit activity slows and staff focus on outstanding files. Staff clarified that Section 57 notices are not enforcement actions but rather a mechanism to alert future purchasers that construction occurred without necessary permits or inspections. Staff added that significant effort is taken to achieve compliance before recommending a Section 57 Notice on Title.

Discussion took place regarding transparency, fairness, protecting future purchasers, and building bylaw enforcement options. Staff advised that enforcement activities are in accordance with Board policy and as directed by the Board. Staff noted the varying individual Board member opinions on the appropriate levels of enforcement and that staff endeavour to find the appropriate level of enforcement activity.

The Board discussed its previous UBCM resolution requesting that the province not issue electrical, gas or other permits without confirming that a required building permit has been issued. It was noted that the province did not agree to implement this process.

It was suggested that staff bring back a report including historical Section 57 information and a discussion on building bylaw enforcement options.

**Bylaw for First, Second and Third Reading**

**Amy Wainwright, Deputy Director of Planning and Development Services - Pump and Haul Repeal Bylaws**

**2026-BM-337**

Moved by Director Stoltenberg

Seconded by Director Dekens

That Regional District of Bulkley-Nechako Pump and Haul Local Service Establishment Repeal Bylaw No. 2104, 2026 and Regional District of Bulkley-Nechako Pump and Haul Sewage Disposal Regulation Repeal Bylaw No. 2105, 2026 be given first, second and third readings this 26th day of March, 2026.

CARRIED UNANIMOUSLY

**Referrals**

**Jason Llewellyn, Director of Planning and Development Services - Ni Ti Mountain Wind Project Preliminary Engagement**

**2026-BM-338**

Moved by Director Storey

Seconded by Director Greenaway

That a letter be sent to the Ni Ti Power General Partnership, copied to the BC Energy Regulator, as outlined in the discussion section of the staff report.

CARRIED UNANIMOUSLY

**Cameron Kral, Planner - Application to Discharge Ash onto Agricultural Lands Referral No. 412276 - Electoral Areas C (Fort St James Rural) and F (Vanderhoof Rural)**

**2026-BM-339**

Moved by Director Greenaway

Seconded by Director Moon

That the comment sheet be provided to BioNorth Energy Services Ltd. as the Regional District's comments on their Application for a Permit to Discharge Ash on Agricultural Lands (Tracking Number 412276).

CARRIED UNANIMOUSLY

**Other**

**Jason Llewellyn, Director of Planning and Development Services- FPX Nickel Corp.  
Letter of Support Request  
2026-BM-340**

Moved by Director Greenaway  
Seconded by Director Stoltenberg

That the Board provide a letter of support to FPX Nickel Corporation for the Baptiste Nickel Project as discussed in the staff report.

CARRIED UNANIMOUSLY

**2026-BM-341**

Moved by Director Greenaway  
Seconded by Director Atrill

That the Board request that FPX Nickel Corporation provides a letter of support to the Northwest BC Resource Benefits Alliance (RBA) for its efforts to secure a successive revenue-sharing agreement with the Province reflecting the information that has been provided by the RBA.

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**Jason Llewellyn, Director of Planning and Development – Baptiste Nickel  
Project Initial Project Description  
2026-BM-342**

Moved by Director Dekens  
Seconded by Director Stoltenberg

That the Board direct staff to do the following:

1. Copy the letter of support discussed in the staff report on pages 61-63 of the March 26, 2026 Board Agenda to the Provincial Environmental Assessment Office, and the Impact Assessment Agency of Canada;
2. Include wording in the letter making it clear that the RDBN wishes to participate as a member of the Technical Advisory Committee (TAC) for the environmental assessment process for the Baptiste Nickel Project;

3. And, outline in the letter the issues that the RDBN would like addressed during the environmental assessment process.

CARRIED UNANIMOUSLY

**Deneve Vanderwolf, Planning Technician - Recent Agricultural Land Commission Decisions**

**2026-BM-343**

Moved by Director Riis-Christianson

Seconded by Director Stoltenberg

That the Board receive the Planning Technician's Recent Agricultural Land Commission Decisions memorandum.

CARRIED UNANIMOUSLY

**ADMINISTRATION BYLAWS**

**Bylaw for First, Second, Third Reading and Adoption**

**Cheryl Anderson, Director of Corporate Services - Consolidation and Revision Authorization Bylaw No. 1950, 2026**

**2026-BM-344**

Moved by Director Atrill

Seconded by Director Elphee

That Regional District of Bulkley-Nechako Consolidation and Revision Authorization Bylaw No. 1950, 2026 be given first, second, third reading and adoption this 26th day of March 2026.

CARRIED UNANIMOUSLY

**Bylaw for Adoption**

**John Illes, Chief Financial Officer - Five-Year Financial Plan Bylaw No. 2102, 2026 for Adoption**

**2026-BM-345**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 2102, 2026 be adopted this 26<sup>th</sup> day of March, 2026.

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS**

**Wendy Wainwright, Deputy Director of Corporate Services - Committee Meeting Recommendations - March 12, 2026**

**2026-BM-346**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the Board approve recommendations 1 and 2 as written:

**Rural Services Committee – March 12, 2026**

**Recommendation 1:**

**Re: Rural Resident Survey Proposal**

That the Board direct staff to bring back a draft Rural Resident Survey by May 2026 for consideration.

**Recommendation 2:**

**Re: Invitation to BC Parks Foundation**

That the Board invite the BC Parks Foundation as a delegation to a future RDBN Committee of the Whole meeting.

CARRIED UNANIMOUSLY

**Wendy Wainwright, Deputy Director of Corporate Services - Rural Services  
Committee Meeting Minutes - Amended - February 12, 2026  
2026-BM-347**

Moved by Director Riis-Christianson  
Seconded by Director Stoltenberg

That the Board approve the Rural Services Committee Meeting Minutes for February 12, 2026 as amended.

CARRIED UNANIMOUSLY

**Wendy Wainwright, Deputy Director of Corporate Services - Items to be brought  
forward to the public agenda from Special (In-Camera) Meeting  
2026-BM-348**

Moved by Director Stoltenberg  
Seconded by Director Dekens

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

CARRIED UNANIMOUSLY

**John Illes, Chief Financial Officer - Northwest Revenue Sharing (RBA) Annual  
Report  
2026-BM-349**

Moved by Director Stoltenberg  
Seconded by Director Atrill

That the Board approve the Northwest Revenue Sharing Report.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Corporate Operations Communication Guide  
2026-BM-350**

Moved by Director Atrill

Seconded by Director Stoltenberg

That the Board approve the updated Corporate Operations Communications Guide (V4 - March 2026).

CARRIED UNANIMOUSLY

**Christopher Walker, Emergency Services Manager - Crisis Communication Plan  
2026-BM-351**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Board approve the new Crisis Communications Plan.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid Policy Update  
2026-BM-352**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the Board approve the updated Grant in Aid Policy and Grant in Aid Application documents.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid for Area A - Smithers Senior Citizens Association Dishwasher Replacement Project 2026-BM-353**

Moved by Director Stoltenberg

Seconded by Director Atrill

That the Board approve allocating \$10,000 in Regional Grant in Aid from the Area A (Smithers/Telkwa Rural) allocation to the Smithers Seniors Citizens Association for a dishwasher replacement project.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid for Area A - Smithers Senior Citizens Association Entry Safety Project 2026-BM-354**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Board approve allocating \$14,200 in Regional Grant in Aid from the Area A (Smithers/Telkwa Rural) allocation to the Smithers Seniors Citizens Association for an Entry Safety project.

CARRIED UNANIMOUSLY

**Nellie Davis - Manager of Strategic Initiatives and Rural Services - Regional Grant in Aid for Nechako Valley Exhibition Society 2026-BM-355**

Moved by Director Moon

Seconded by Director Moutray

That the Board approve allocating \$6,000 in Regional Grant in Aid, \$5,000 from the Area F (Vanderhoof Rural) allocation and \$1,000 from the Area C (Fort St. James Rural) allocation to the Nechako Valley Exhibition Society to support the purchase of an inflatable for the Family Fun Zone at the annual Exhibition.

CARRIED UNANIMOUSLY

**Jason Blackwell, Regional Fire Chief - Village of Granisle FireSmart Service Agreement  
2026-BM-356**

Moved by Director McGuire  
Seconded by Director Newell

That the Board enter into an agreement with the Village of Granisle to provide staff support for the Village to develop a FireSmart program for their community.

CARRIED UNANIMOUSLY

**Cheryl Anderson, Director of Corporate Services - Climate Change Adaptation and Resilience in the Nechako Watershed Workshop - April 28, 2026 - Prince George, B.C.  
2026-BM-357**

Moved by Director Greenaway  
Seconded by Director Stoltenberg

That the Board authorize attendance of Chair Parker and Director Moon to attend the Climate Change Adaptation and Resilience in the Nechako Watershed Workshop on April 28, 2026 in Prince George, B.C.

CARRIED UNANIMOUSLY

**Wendy Wainwright, Deputy Director of Corporate Services - Regional District of Okanagan-Similkameen - Request for Support-Orphan Dike Advocacy Letter  
2026-BM-358**

Moved by Director Stoltenberg  
Seconded by Director Atrill

That the Board receive the Regional District of Okanagan-Similkameen – Request for Support – Orphan Dike Advocacy Letter.

CARRIED UNANIMOUSLY

**John Illes, Chief Financial Officer - Audit Planning Letters  
2026-BM-359**

Moved by Director Stoltenberg  
Seconded by Director Atrill

That the Board receive the Chief Financial Officer’s Audit Planning Letters memorandum.

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE**

**Thompson-Nicola Regional District - Resolution re: Heritage Conservation Act  
2026-BM-360**

Moved by Director Greenaway  
Seconded by Director McGuire

That the letter from the City of Kamloops regarding the Heritage Conservation Act resolution be received.

CARRIED UNANIMOUSLY

Discussion took place regarding extending an invitation to Jessica Ruskin, Executive Director, Forest Resiliency and Archaeology Division, Ministry of Forests to attend an upcoming meeting to provide a presentation on the Heritage Conservation Act.

**SUPPLEMENTARY AGENDA**

**ADMINISTRATION REPORT**

**Cheryl Anderson, Director of Corporate Services – NCLGA Resolution  
2026-BM-361**

Moved by Director Riis-Christianson  
Seconded by Director Newell

That the RDBN withdraws its resolution titled Northern and Rural Homeowner Benefit Program and becomes a co-sponsor of the City of Prince Rupert’s Resolution titled Northern and Rural Area Homeowner Grant Benefit.

CARRIED UNANIMOUSLY

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

### Village of Granisle – Director McGuire

- The municipality is facing budget challenges this year due to assessment changes and several uncertainties. Staff are working to finalize the budget, which is currently expected to result in a tax increase in the range of 5–6%.
- The community continues to deal with the Do Not Consume water advisory. Additional testing is being conducted this week, with results expected by tomorrow or early next week. This will help determine the cause and circumstances behind the issue.

### Village of Burns Lake – Director Wiebe

- A Community Economic Development Initiatives (CEDI) workshop was held last Friday with participation from Ts'il Kaz Koh First Nation, the Regional District staff, Electoral Areas B and E Directors, and the Village of Burns Lake. The session focused on exploring partnership opportunities and collaborative approaches among the various government bodies. This was the first workshop in a series planned over the coming year. Discussion was very positive and encouraging.
- Work continues on the recreation initiatives on Gowan Road, including development related to the golf course, disc golf, and the tubing hill. Progress is ongoing.
- In the commercial subdivision, Tim Hortons and Dairy Queen are confirmed to be coming. Construction is expected to begin soon, with at least one of the developments anticipated to start this summer.

### Village of Telkwa – Director Dekens

- The first home in Blissful Groves has been completed, and nearly all remaining lots in the current phase have been sold. Phase Two is planned to begin this spring.
- A water line closure is scheduled for tomorrow, with efforts underway to complete the work as quickly as possible.
- Budget development continues and remains challenging due to this year's assessment changes and the resulting financial impacts on residents.

### Electoral Area C – Director Greenaway

- Recruitment and retention efforts in Fort St. James are ongoing and remain a work in progress.
- Earlier in March, visited Binche and met with CEO Dave Birdi along with the RDBN CAO, and First Nations Liaison. They toured the community and observed its growth and numerous development initiatives. The community is highly progressive, with many active and planned projects. Discussions included opportunities to support Binche's July fishing derby.

- Attended the EA Forum in Richmond and will provide a report to the Rural Committee.
- Attended an FPX Nickel meeting in Fraser Lake, which covered topics related to the mine site, including transportation access and transmission line planning. The session was informative and worthwhile.

#### Town of Smithers – Director Atrill

- Work is underway within the NCLGA regarding the resolutions process. Although dates were chosen specifically to allow ministers to attend on Friday, no government ministers or MLAs are currently planning to participate. The NCLGA has reached out to the Province to emphasize the importance of representation in the region.
- Minerals North will take place in Smithers from May 6–8. Registration was expanded to 450 people and is now fully sold out.
- The Town of Smithers has taken possession of the former Heartstrings building, which will become the community's new public library, supported in part by RBA funding.
- The warming shelter, funded under emergency winter shelter provisions, will close at the end of March. The community is preparing for the impacts of that closure while awaiting outcomes from the provincial Heart to Home program, with hopes for an interim solution by fall. Long-term plans include a supportive housing project expected by the end of next year.
- The mountains continue to receive heavy snowfall, providing excellent conditions for skiing and other winter sports.

#### Electoral Area F – Director Moon

- Attended both the EA Forum and the LGLA Forum. A major theme at LGLA focused on preparing the next group of elected officials for success, emphasizing the importance of good communication and transition planning. A panel of long-serving elected officials (20–25 years) shared valuable insights and best practices.
- Mentioned the Ministry of Agriculture 100-Year Farm Awards. Many eligible farm families were unable to complete the application, so the Historical Society agreed to assist by preparing supporting historical documentation and submitting letters to the ministry.
- Cattle prices remain high. Increased sales of heifer-breeding bulls suggest that some producers may be retaining more heifers. Encouraging younger producers to invest in herd development remains a priority. Breeding bull prices are expected to rise 25–30% over last year.

### Electoral Area A – Director Stoltenberg

- Looking forward to favourable conditions for West Horizon to commence work on the bike trail.
- Flooding is not anticipated this year, as there is no ice buildup in the river, the lower-elevation snowpack is significantly reduced, and cooler temperatures are helping maintain the upper snowpack.

### Electoral Area B – Director Riis-Christianson

- Also attended the CEDI meeting. The session was insightful, exploring potential opportunities for collaboration on both economic and social development projects.

### District of Vanderhoof – Director Moutray

- The Regional District hosted an evacuation workshop last weekend in partnership with Search and Rescue. The RDBN is a leader in evacuation planning and is the beta-testing location for the Province's evacuation app. Appreciation was expressed for the efforts of Protective Services in advancing this work.

### District of Fort St. James – Director Elphee

- Attended the FPX Nickel meeting in Fraser Lake.

### Village of Fraser Lake – Director Storey

- The budget has been approved with a 6% increase.
- Numerous projects are underway and progress continues.

### Chair/Electoral Area D – Chair Parker

- Attended the FPX Critical Minerals meeting held in Fraser Lake. The meeting included productive discussions and a strong working relationship demonstrated throughout.
- A Zoom meeting was also held with the Village of Fraser Lake regarding the Drone Transportation Initiative – Phase Two. This phase includes expanding medication delivery from the clinic into larger areas using significantly larger drones.
- There was recent flooding-related activity in Vanderhoof, requiring staff to activate a Level 1 EOC due to a road washout. Staff responded quickly and follow-up investigations are ongoing.
- The Endako Hotel has now fully reverted to the Province. The site has been fenced, and the Province plans to move forward with demolition, as restoring or selling the building is not considered viable. The tender process is anticipated to begin on the 1st of the month.

- Anticipating a decision from the Province regarding the trailer court. Options include full remediation or alternative plans.

**RECEIPT OF VERBAL REPORTS**

**2026-BM-362**

Moved by Director Stoltenberg

Seconded by Director McGuire

That the Board receive the various Directors' verbal reports.

CARRIED UNANIMOUSLY

**IN-CAMERA MOTION**

**2026-BM-363**

Moved by Director Stoltenberg

Seconded by Director McGuire

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

- Labour Relations
- Protocol Agreement.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

**2026-BM-364**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the meeting be adjourned at 12:00 p.m.

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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Cheryl Anderson, Director of Corporate Services



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**COMMITTEE OF THE WHOLE MEETING**  
**MINUTES**  
**Thursday, April 16, 2026**

Directors Present: Chair Mark Parker  
 Gladys Atrill  
 Martin Elphee  
 Judy Greenaway  
 Clint Lambert  
 Linda McGuire  
 Kevin Moutray  
 Chris Newell  
 Michael Riis-Christianson  
 Stoney Stoltenberg  
 Sarrah Storey  
 Henry Wiebe  
 Alternate Director Alex Kulchar  
 Alternate Director Annette Morgan

Directors Absent: Shane Brienen, District of Houston  
 Leroy Dekens, Village of Telkwa  
 Shirley Moon, Electoral Area F (Vanderhoof)

Staff: Curtis Helgesen, Chief Administrative Officer  
 Cheryl Anderson, Director of Corporate Services  
 John Illes, Chief Financial Officer  
 Nellie Davis, Manager of Strategic Initiatives and  
 Rural Services - left at 11:38 a.m.  
 Jason Llewellyn, Director of Planning and  
 Development Services  
 Trevor Tapp, Regional Agriculture Coordinator -  
 East - left at 11:12 a.m., left at 11:38 a.m.  
 Wendy Wainwright, Deputy Director of Corporate  
 Services

Others: Errol Winter, Executive Director, Northern Interior  
 Rural Division of Family Practice - via Zoom-left at  
 11:11 a.m.

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Thursday, April 16, 2026

2 of 8

## **CALL TO ORDER**

Chair Parker called the meeting to order at 10:30 a.m.

## **First Nations Acknowledgement**

## **AGENDA**

**April 16, 2026**

**2026-COWM-072**

Moved by Director Stoltenberg

Seconded by Director Wiebe

That the Committee of the Whole Agenda for April 16, 2026 be approved.

CARRIED UNANIMOUSLY

## **MINUTES**

**Committee of the Whole Meeting Minutes - February 12, 2026**

**2026-COWM-073**

Moved by Director Greenaway

Seconded by Director Newell

That the Committee of the Whole Meeting Minutes of February 12, 2026 be approved.

CARRIED UNANIMOUSLY

## **DELEGATIONS**

**NORTHERN INTERIOR RURAL DIVISION OF FAMILY PRACTICE - Errol Winter, Executive Director**

Re: Healthcare Recruitment and Retention

Chair Parker welcomed Errol Winter, Executive Director, Northern Interior Rural Division of Family Practice.

Mr. Winter provided an outline of the area the Northern Interior Rural Division of Family Practice encompasses and a history of his past experience.

Mr. Winter noted that across the region the NIRDFP represents approximately 1000

Thursday, April 16, 2026

3 of 8

healthcare practitioners and has had over 100 students brought through the region with funding support. It has been a successful program. Mr. Winter noted the province's funding priorities differ from those of the region. He spoke of follow up conversations with the Regional District of Fraser-Fort George about creating a safety net collaborative structure across the region for recruitment and retention.

Mr. Winter noted that there is 10-12% retention of Practice Ready Assessment Candidates and Return of Service Candidates in the region. NIRDFP is investigating solutions to improve retention rates. He commented that creative ideas are being considered such as:

- Student bridge programs with UNBC.
- Student tours of the north
  - Physicians have a 2-3 year contract with the ability to spend approximately 4 months in various communities allowing medical professionals the opportunity to explore and experience northern communities.
- Creating rural designations and compensation to reflect the diverse level of skills and service provided by a primary care physician to meet the health care need in the north versus practicing in larger communities in southern B.C.
- Retirement mentorship programs.
- Technology and implementing more AI.
- Home based monitoring programs.
- Creating economies of scale and amalgamating successful programs throughout the region.
- Working with Health Authorities and corporations to participate in a region wide recruitment and retention program.
- NIRDFP would like to provide additional presentations in the future as ideas are developed and information is available.

Conversation took place regarding:

- Challenges created with varying incentives between communities and competing with neighbouring communities for adequate physician levels
  - Incentive program caps
- Challenges regarding the lack of trained professionals to fill the need
- Education programs changing to adjust to the need
- Technology and digital infrastructure being implemented to assist with support and attraction
  - Drone Pilot Program in Fraser Lake

Thursday, April 16, 2026

4 of 8

- Starlink and mobile starlink infrastructure
- Virtual access to physicians and clinicians
- Successful housing programs that can be implemented in other communities
- Augmenting Northern Health's retention and recruitment strategy
  - NIRDFP working with Northern Health to implement and support programs
    - Participating and partnering to attend conferences
- Community assistance with "Red Carpet" program for healthcare practitioners interested in practicing in communities. Providing assistance and support for housing, employment for spouses, childcare, education, etc.
- The need for advanced and new technology to draw newly educated medical professionals
  - Some programs initiated by NIRDFP
    - portable ultrasound program
    - I pads in Emergency Departments to provide virtual assistance
    - Mobile Starlink to provide connectivity access to increase levels of virtual support
  - Investigating imaging and diagnostic solutions
- Collective voice for a healthcare recruitment and retention initiative.

**2026-COWM-074**

Moved by Director Riis-Christianson

Seconded by Director Moutray

That the Committee recommend that the Board supports further discussion with Northern Interior Rural Division of Family Practice on a health care recruitment and retention initiative.

CARRIED UNANIMOUSLY

**PLANNING AND DEVELOPMENT****Amy Wainwright, Deputy Director of Planning and Development Services -  
Heritage Conservation Act Transformation Project Revisions****2026-COWM-075**

Moved by Director Stoltenberg

Seconded by Director Storey

That staff be directed to respond to the request for feedback on the *Heritage*

Thursday, April 16, 2026

5 of 8

*Conservation Act* Transformation Project Phase 3 Technical Policy Paper – March 2026 with the following comments:

- The Province should ensure that adequate supports are in place for local governments and First Nations to administer the additional roles and responsibilities created by the proposed legislative changes before they are implemented.
- The Province should refer the draft legislation and regulations to stakeholders for comment prior to adoption.

CARRIED UNANIMOUSLY

### **ADMINISTRATION REPORTS**

#### **Megan D'Arcy, Regional Agriculture Coordinator - Provincial Agricultural Land Commission Staff Layoffs**

##### **2026-COWM-076**

Moved by Director Storey

Seconded by Director Stoltenberg

That the Committee receive the Regional Agriculture Coordinator's Provincial Agricultural Land Commission Staff Layoffs memorandum.

CARRIED UNANIMOUSLY

##### **2026-COWM-077**

Moved by Director Greenaway

Seconded by Alternate Director Kulchar

That the Committee recommend that the Board write a letter to the Honourable David Eby, Premier and the Honourable Lana Popham, Minister of Agriculture and Food regarding provincial Agricultural Land Commission staff layoffs.

CARRIED UNANIMOUSLY

#### **Megan D'Arcy, Regional Agriculture Coordinator - Solutions for Sustainable Livestock Processing in Northwest BC Report**

##### **2026-COWM-078**

Moved by Director Storey

Seconded by Alternate Director Kulchar

That the Committee receive the Regional Agriculture Coordinator's Solutions for Sustainable Livestock Processing in Northwest BC Report memorandum.

Thursday, April 16, 2026

6 of 8

CARRIED UNANIMOUSLY

The Committee discussed the challenges farmers face in relation to the the levels of regulation for livestock processing in northwest BC. Gathering statistical information was discussed. Staff will bring forward information for the Committee's consideration regarding advocacy in relation to the RDBN's Strategic Plan - Community and Economic Sustainability.

**Lunch and RBA Committee Meeting Break**

Break at 11:38 a.m.

Reconvened at 1:02 p.m.

**John Illes, Chief Financial Officer - Continuity of Reserves****2026-COWM-079**

Moved by Director Storey

Seconded by Director Riis-Christianson

That the Board receive the Chief Financial Officer's Continuity of Reserves memorandum.

CARRIED UNANIMOUSLY

John Illes, Chief Financial Officer provided an overview of the operational reserve target and unearned revenue.

The following was discussed:

- Long term reserve investments
  - GICs
  - MFA stock fund
  - Earning monies through investing with MFA
- MFA has stock fund - long term for landfill decommission
- Landfill decommission and closure reserve
- Reserves and interest earned - remains specific to reserve
  - legislated for provincial and federal grants
- Reserve goals for each purpose a moving target and increases with inflationary pressures
- Plan for reserve targets
  - Fort Fraser Sewer and Water reserve plan
  - Additional plans will be created through the Asset Management Plan
- Borrowing funds
  - Various models of borrowing and saving

Thursday, April 16, 2026

7 of 8

- Board discretion and decision
- As the RDBN finalizes the Asset Management Plan in the coming year there will be discussions regarding future reserve planning
- Landfill closure costs and future funding for landfill replacements and opening of new landfills

### **ADMINISTRATION CORRESPONDENCE**

#### **North Central Local Government Association and City of Dawson Creek - Request for Support - Improved Access to Publicly Funded Mental Health Services Resolution**

##### **2026-COWM-080**

Moved by Director Riis-Christianson

Seconded by Director Storey

That the Committee receive the North Central Local Government Association and City of Dawson Creek Request for Support for Improved Access to Publicly Funded Mental Health Services Resolution.

CARRIED UNANIMOUSLY

##### **2026-COWM-081**

Moved by Director Riis-Christianson

Seconded by Director Stoltenberg

That the Committee recommend that the Board co-sponsor the North Central Local Government Association and City of Dawson Creek Improved Access to Publicly Funded Mental Health Services Resolution.

CARRIED UNANIMOUSLY

### **ADJOURNMENT**

##### **2026-COWM-082**

Moved by Director Newell

Seconded by Director Greenaway

That the meeting be adjourned at 1:19 p.m.

CARRIED UNANIMOUSLY

Thursday, April 16, 2026

8 of 8

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Mark Parker, Chair

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Wendy Wainwright, Deputy Director of Corporate Services



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
RURAL SERVICES COMMITTEE MEETING  
MINUTES  
Thursday, April 16, 2026**

Directors Present: Chair Michael Riis-Christianson  
Judy Greenaway  
Clint Lambert  
Chris Newell  
Mark Parker  
Stoney Stoltenberg  
Alternate Director Alex Kulchar

Directors Absent: Shirley Moon, Electoral Area F (Vanderhoof)

Staff: Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
John Illes, Chief Financial Officer  
Nellie Davis, Manager of Strategic Initiatives and Rural Services  
Jason Llewellyn, Director of Planning and Development Services  
Wendy Wainwright, Deputy Director of Corporate Services

Others: Martin Elphee, District of Fort St. James  
Linda McGuire, Village of Granisle  
Annette Morgan, Village of Telkwa - via Zoom

**CALL TO ORDER**

Chair Riis-Christianson called the meeting to order at 1:20 p.m.

Thursday, April 16, 2026

2 of 5

## **AGENDA**

**April 16, 2026**

**2026-RSC-041**

Moved by Director Stoltenberg

Seconded by Director Newell

That the Rural Services Committee Meeting Agenda for April 16, 2026 be approved.

CARRIED UNANIMOUSLY

## **MINUTES**

**Rural Services Committee Meeting Minutes - March 12, 2026**

**2026-RSC-042**

Moved by Director Newell

Seconded by Director Parker

That the Rural Services Committee Meeting Minutes of March 12, 2026 be approved.

CARRIED UNANIMOUSLY

## **DEVELOPMENT SERVICES**

**Cameron Kral, Planner - Crown Land Referral No. 0267730 - Electoral Area D  
(Fraser Lake Rural)**

**2026-RSC-043**

Moved by Director Parker

Seconded by Director Greenaway

That the comment sheet be provided to the Province as the Regional District of Bulkley-Nechako's response to Crown Land Referral No. 0267730.

CARRIED UNANIMOUSLY

## **REPORTS**

**Directors Greenaway and Moon - Report - Electoral Area Directors Forum -  
March 10-11, 2026**

**2026-RSC-044**

Thursday, April 16, 2026

3 of 5

Moved by Alternate Director Kulchar

Seconded by Director Lambert

That the Board receive the report from Directors Greenaway and Moon regarding the Electoral Area Directors Forum March 10-11, 2026.

CARRIED UNANIMOUSLY

Director Greenaway provided an overview of the key topics at the EA Forum attended in Richmond March 10-11, 2026. Director Parker spoke of the Emergency and Disaster Management Act and First Nations Consultations.

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Volunteer of the Year Program Proposal**

**2026-RSC-045**

Moved by Director Lambert

Seconded by Director Stoltenberg

That the Committee recommend that the Board direct staff to complete the development of an RDBN Volunteer of the Year Program for consideration.

CARRIED UNANIMOUSLY

The Committee discussed options for recognition of volunteers. Some options discussed were:

- Once a year event separate from a Board meeting
- Volunteer recognition at a Board meeting
- Collaborate with local Chamber of Commerce to be included at their yearly recognition dinner
- External committee to determine volunteer recognition selection
- Nomination forms on the RDBN website to provide the opportunity for peer recommendations
- Staff will incorporate ideas in the development of a program.

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Non-Profit Navigator Newsletter Issues 1 (Winter) and 2 (Spring)**

**2026-RSC-046**

Moved by Alternate Director Kulchar

Seconded by Director Stoltenberg

That the Committee receive the Manager of Strategic Initiatives and Rural Services' Non-Profit Navigator Newsletter Issues 1 (Winter) and 2 (Spring) memorandum.

Thursday, April 16, 2026

4 of 5

CARRIED UNANIMOUSLY

Staff bringing forward tracking data for the newsletter at a future meeting was discussed along with Directors bringing forward topics of interest from constituents for inclusion in upcoming newsletters.

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Passive Infrastructure Update****2026-RSC-047**

Moved by Director Greenaway

Seconded by Director Stoltenberg

That the Committee receive the Manager of Strategic Initiatives and Rural Services' Passive Infrastructure Update memorandum.

CARRIED UNANIMOUSLY

Staff will follow up regarding the status of Fort St. James projects nearing completion and the progress of CityWest.

**VERBAL DISCUSSION****Rural Residents Survey**

Nellie Davis, Manager of Strategic Initiatives and Rural Services provided an overview of Directors responses to questions provided for the future creation of a Rural Residents Survey. The questions were:

- What are the top three questions you receive from your constituents?
- If you were able to tell constituents about a few of the services the RDBN provides, which three would you include?
- When you think of rural culture/lifestyle, what three words first pop to mine?
- What are the top one or two services that you find are commonly misunderstood by residents?
- What are three key decisions related to rural culture that you think the Committee may need to consider in the next 3-5 years?
- What information collected from a resident survey would be most helpful to support decision making?
- What are the top three questions you would like to see asked of your constituents?

The Committee discussed the following:

Thursday, April 16, 2026

5 of 5

- Time frame to distribute survey
- Engagement initiatives, election and future strategic planning
- Informing other RDBN plans being renewed
- Providing education and receiving feedback.

**2026-RSC-048**

Moved by Director Stoltenberg

Seconded by Director Newell

That the Committee receive the Manager of Strategic Initiatives and Rural Services' verbal report regarding the Rural Residents Survey.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

**2026-RSC-049**

Moved by Director Newell

Seconded by Director Greenaway

That the meeting be adjourned at 1:54 p.m.

CARRIED UNANIMOUSLY

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Michael Riis-Christianson, Chair

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Wendy Wainwright, Deputy Director of Corporate Services



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Amy Wainwright, Deputy Director of Planning and Development Services

**Date:** April 30, 2026

**Subject:** **Rezoning Application RZ A-02-25 - Third Reading for Rezoning Bylaw No. 2091, 2025**

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

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091" be given third reading.

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### **EXECUTIVE SUMMARY**

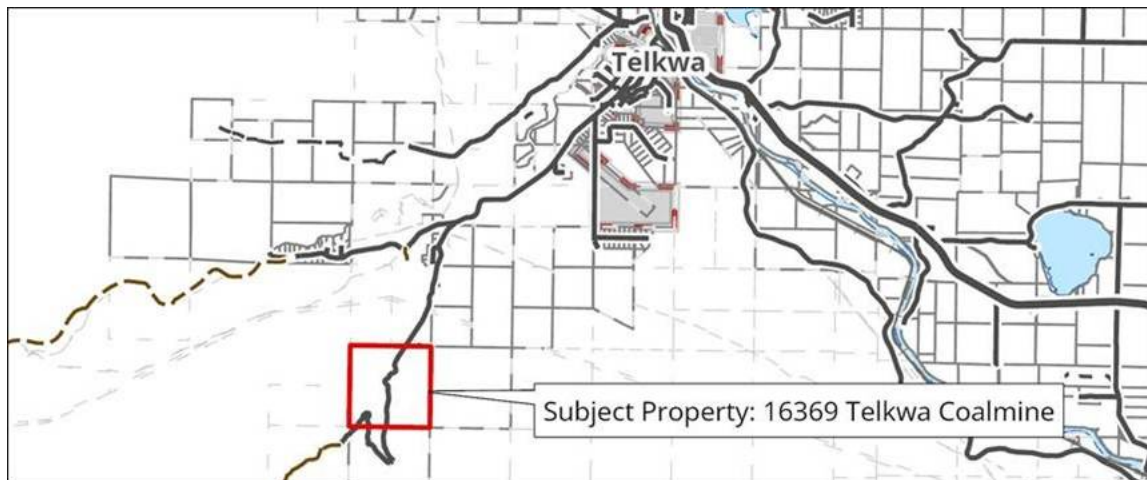
This application proposes to rezone a 12.01 ha (29.68 acres) portion of the 16369 Telkwa Coalmine Rd. property (District Lot 401, R5 CD) from the Large Holdings (H2) Zone to the Recreation (P2) Zone. The intent of the rezoning is to legalize the existing recreational use. Telkwa Mining Limited owns the property and leases a portion of it to the BC Back Country Horsemen, who have developed a campground and recreational facilities on-site.

The proposal adequately aligns with applicable OCP policy and staff do not foresee any notable negative impacts resulting from legalizing the proposed use. A public hearing for the proposed bylaw was held on Thursday March 19, 2026. No concerns were raised as a result of the public hearing. Planning staff recommend that Bylaw No. 2091, 2025 receive third reading.

## APPLICATION SUMMARY

- Name of Agent / Owner:** Dan Farmer, Telkwa Mining Limited (owner)
- Electoral Area:** Electoral Area A (Smithers/Telkwa Rural)
- Subject Property:** 16369 Telkwa Coalmine Road, legally described as District Lot 401, Range 5, Coast District (PID 014-965-682)
- Property Size:** Approximately 259.49 ha (641.22 ac); area under application is approximately 12.01 ha (29.68 acres)
- OCP Designation:** Resource (RE) pursuant to "Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014" (the OCP)
- Zoning:** Large Holdings Zone (H2) pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)
- Existing Land Uses:** Clubhouse, campground, riding arena, recreation area and accessory storage used by the Northwest chapter of the Back Country Horsemen Society of BC
- Location:** Approximately 7.5 km southwest of the Village of Telkwa.

### Location Map:



### Proposal:

The applicant is requesting to rezone a portion of the subject property from the Large Holdings Zone (H2) to the Recreation Zone (P2) to allow the recreational use of this property by the BC Back Country Horsemen. The recreational use of the property has already been established, and this rezoning application is to legalize the existing use. The site will continue to be used for horseback riding, training of horses and riders, horse driving, camping, meetings, and social activities.

**Discussion:**

The Backcountry Horsemen of BC, Northwest Chapter, identified the subject property for a campground and staging area for horseback riding in 2017. Telkwa Mining owns the property and allowed the club to develop the site. With grant funding from the Wetzin'Kwa Community Forest and volunteer hours, the club developed a number of buildings and facilities on the property including:

- An arena with a horse shelter and equipment storage;
- A toolshed/coverall;
- A clubhouse with attached picnic shelter;
- Perimeter and cross fencing;
- Seven to ten campsites with corrals and running water;
- Three cabins,
- A skills training course; and
- Many kilometers of trails leading from the camp.

The Regional District supported the Back Country Horsemen in the past through grant-in-aid and provided a letter of support for another grant application. In 2024 the organization applied for funding under the Regional District Recreation Contribution Grant Program. This application process revealed that the camp property is not appropriately zoned for the current use and the required building permits were not obtained for the existing buildings. Once the zoning and building compliance issues are resolved the Recreation Contribution Grant funding may be released.

**Official Community Plan (OCP)**

The property is designated Resource (RE) pursuant to the OCP. The intent of the RE designation is to protect the resource values of the designated area and to minimize resource conflicts among recreation, grazing, mining and wildlife with other uses by discouraging settlement on Resource designated lands. These lands are also valued for their environmental attributes and as wildlife habitat.

Section 3.9.2 of the OCP contains the following RE designation policy that relates to this proposal:

*“(9) Rezoning applications to allow outdoor and community recreation activities such as firing ranges, fairgrounds, race tracks, and golf courses, may be approved where it can be*

*demonstrated that the uses will not have an unacceptable negative impact on a residential area or the natural environment.”*

Section 2.2 General Plan Goals contains the following related policy:

*“(12) The plan strives to increase opportunities for outdoor recreation for all residents, including access to lakes, rivers, trails and parks.”*

## **Current & Proposed Zoning**

### Current Zone

The subject property is zoned H2 in the Zoning Bylaw. This Zone permits the following principal uses:

- agriculture
- intensive agriculture
- single family dwelling
- two family dwelling
- portable sawmill
- rural retreat
- utility
- skiing facility

### Proposed Zone

The applicant is requesting to rezone an approximately 12.01 ha (29.68 acre) portion of the subject property containing the recreation site to P2. This Zone permits the following principal uses:

- clubhouse
- community recreation
- outdoor recreation

Secondary uses include:

- agriculture
- campground
- convenience retail store
- dwelling unit in a building containing a principal use
- farmers’ market
- primitive campground
- restaurant
- single family dwelling

The proposed zone will permit all existing recreational uses and some additional secondary uses, which are not currently proposed but provide opportunities for the club in the future.

### **STAFF COMMENTS**

The Backcountry Horsemen Coalmine Camp is well established and appears to be appropriately situated. The use has not created any land use conflicts since its establishment in 2017 and provides a valuable and unique recreation facility in the area.

Staff identified significant deficiencies with some of the buildings on the property that were constructed without permits. Staff requested that the applicant develop a plan to address these deficiencies to staff's satisfaction prior to holding of the public hearing and the Board's further consideration of the application. A plan to address the building deficiencies was presented to the Board on February 26, 2026. Subsequently a Public Hearing was held on March 19, 2026. No concerns were raised at the public hearing.

The subject property was previously used for coal mining activities, and a site disclosure statement has been forwarded to the Ministry of Environment and Parks for evaluation. The proposed rezoning cannot be finalized until a Release Notice or Certification Document from the Ministry is obtained. The rezoning application cannot proceed past third reading until the required documentation is received.

### **REFERRAL COMMENTS**

The proposed rezoning was referred to the Village of Telkwa, the Electoral Area A Advisory Planning Commission (APC), and the RDBN Building Inspection.

RDBN Building Inspection: No concerns if the building compliance issues are resolved as noted.

Electoral Area A APC: The APC unanimously supports the application.

No comments were received from the Village of Telkwa.

### **PUBLIC HEARING**

The Public Hearing for Bylaw No. 2091, 2025 was held on Thursday, March 19, 2026. No written submissions were received. The attendees of the public hearing included the applicant and a representative of the Back Country Horsemen, who both spoke in support of the application. The Report of the Public Hearing is attached to this report for consideration.

### **ATTACHMENTS:**

- Rezoning Bylaw No. 2091
- Report of the Public Hearing for Bylaw No. 2091
- Applicant Submission Site Plans
- [Site Visit Photos 2024 link](#)
- [H2 Zone and P2 Zone \(link\)](#)

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

Not Applicable



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 2091**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020"

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The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that these lands are rezoned from the "Large Holdings (H2)" Zone to the "Recreation (P2)" Zone:

An unsurveyed portion of District Lot 401, Range 5 Coast District comprising approximately 12.01 ha (29.68 acres) as shown on Schedule "A", which is incorporated in and forms part of this bylaw; and

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091, 2025".

READ A FIRST TIME this 23<sup>rd</sup> day of October, 2025

READ A SECOND TIME this 23<sup>rd</sup> day of October, 2025

PUBLIC HEARING HELD this 19<sup>th</sup> day of March, 2026

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091, 2025".

DATED AT BURNS LAKE this \_\_\_\_ day of \_\_\_\_

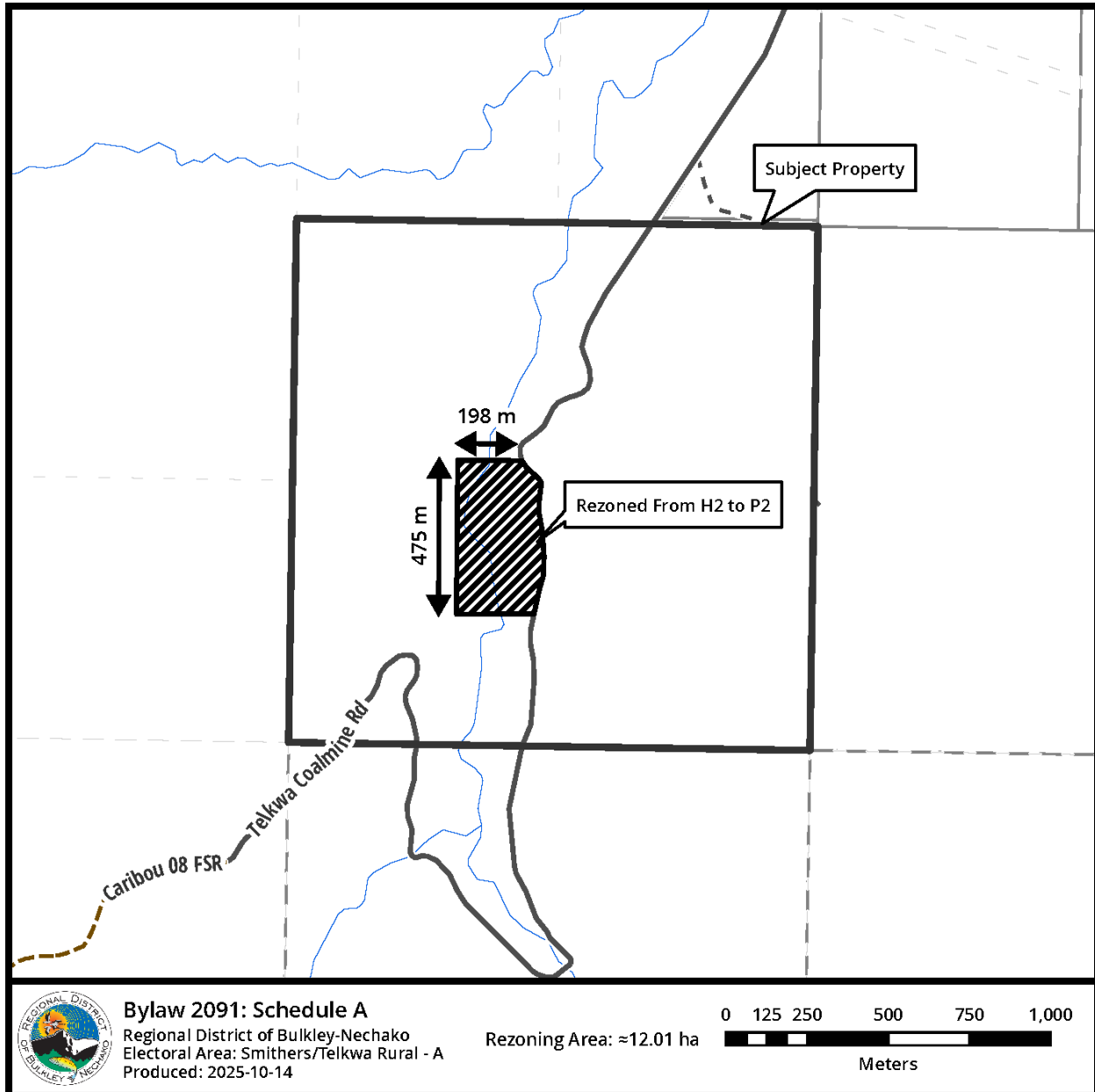
\_\_\_\_\_  
Corporate Administrator

ADOPTED this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**SCHEDULE "A" BYLAW NO. 2091**



An unsurveyed portion of the lands legally described as District Lot 401, Range 5 Coast District comprising approximately 12.01 ha (29.68 acres), be rezoned from the "Large Holdings (H2)" Zone to the "Recreation (P2)" Zone.

I hereby certify that this is Schedule "A" of Bylaw No. 2091, 2025.

Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2091**

Report of the Public Hearing held at 7:00 pm, Thursday, March 19, 2026 by Zoom video/conference call regarding Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091, 2025

ATTENDANCE:

**Members of the Public:**

Eric Becker, Backcountry Horsemen, 106 Viewmount Rd S  
Jessy Chaplin, Telkwa Mining, 3530 Chaplin Road

**RDBN Director:**

Stoney Stoltenberg, Public Hearing Chair, Director, Electoral Area A (Smithers/Telkwa Rural)


**RDBN Staff:**

Amy Wainwright, Deputy Director of Planning and Development Services (Recording Secretary)

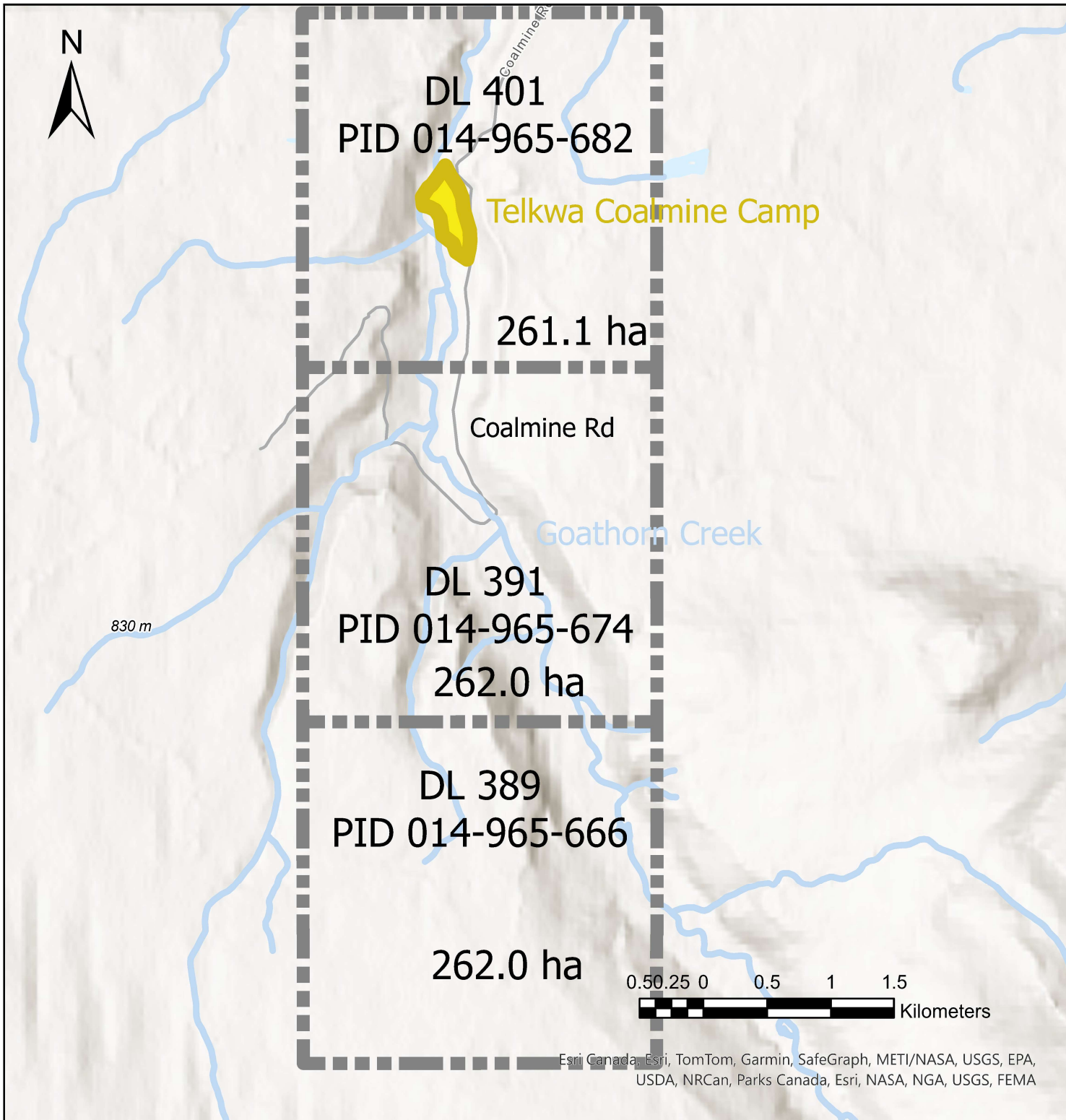
CALL TO ORDER: The meeting was called to order by Chair Stoltenberg at 7:00 pm.

BUSINESS:

Chair Stoltenberg	Asked if the applicant for Bylaw No. 2091 wished to provide comment.
Jessy Chaplin	No further comments other than what is in the application. We support the application.
Erik Becker	We support the application.
Chair Stoltenberg	Asked for any comments on Bylaw No. 2091. No response received.
Chair Stoltenberg	Asked if there were any comments on Bylaw No. 2091 a second time. No response received.
Chair Stoltenberg	Asked if there were any comments on Bylaw No. 2091 a third and final time. No response received.
Chair Stoltenberg	Adjourned the Public Hearing at 7:06 pm.

  
Stoney Stoltenberg, Chairperson

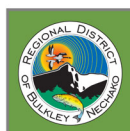
  
Amy Wainwright, Recording Secretary



### Legend

- ▬▬▬▬ Surface Rights
- Telkwa Coalmine Camp





# Back Country Horsemen Coal Mine Camp

47



- Campsite
- Outhouse
- Driveway
- Road
- Arena
- Forest
- Structure
- Creek
- Yard

Scale: 1:900  
Produced: 2024-08-19

0 0.01 0.01 0.03 0.04 0.06 KM



# Back Country Horsemen Coal Mine Camp



Equipment Storage & Stable  
16'x24'

Coverall  
12'x20'

Toolshed  
12'x20'

Riding Arena

Picnic Shelter  
24'x20'

Skills  
Development Area

Clubhouse  
16'x20'

Cabin  
12'x10'

Cabin  
"Kessels Castle"  
12'x10'

Cabin  
"Casa Dos"  
12'x16'

Ongoing Soil  
Samples

Telkwa Coalmine Road

Goathorn  
Creek

- Campsite
- Outhouse
- Driveway
- Road
- Arena
- Structure
- Creek
- Yard

Scale: 1:900  
Produced: 2024-08-19

0 0.01 0.01 0.03 0.04 0.06 KM



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Jason Llewellyn, Director of Planning and Development Services

**Date:** April 30, 2026

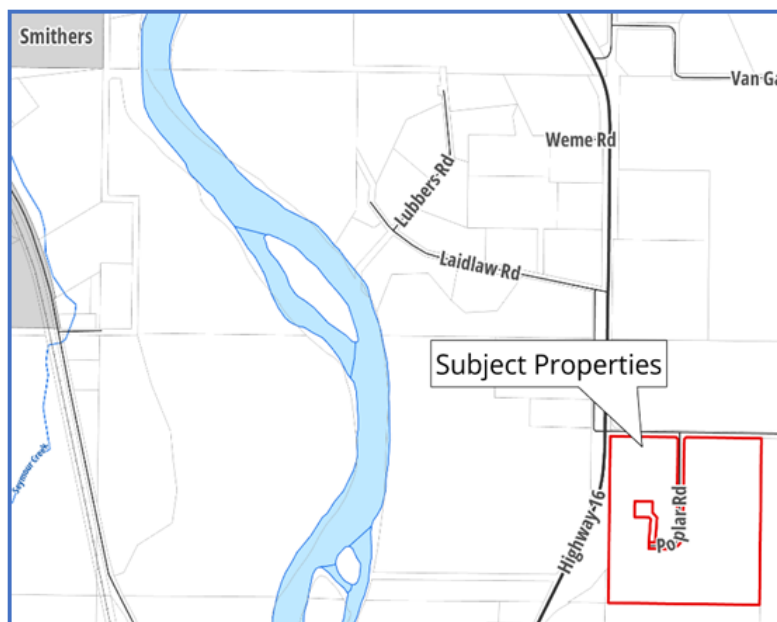
**Subject:** **ALR Exclusion Decision Appeal**

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

That the Board not agree to participate in the applicant's appeal of the Agricultural Land Commission's decision to deny ALC Application 100803.

### BACKGROUND

The two subject properties (Block C, Section 16, Township, 4, Range 5, Coast District, Plan 6397, Except Plans 8749 and PRP47360; and Lot 1, Section 16, Township 4, Range 5, Coast District, Plan PRP47360) contain a total of 21 dwellings in 15 buildings. In total it appears that at least 17 buildings have been illegally constructed on the property without the required building permits and contrary to zoning and the Agricultural Land Commission (ALC) Act. Details regarding the development history of the property, and status of the buildings on the property are provided in the attached RDBN staff report dated August 10, 2023.



The property owner applied to amend the OCP and rezoning to property to allow the additional 17 Dwelling Units on the subject properties. The property owner also requested that the RDBN initiate an application to the ALC to exclude lands from the Agricultural Land Reserve (ALR) to allow the dwellings to be legalized. The OCP amendment and rezoning bylaws were processed through to 3<sup>rd</sup> reading in 2024, with consideration of adoption withheld pending an ALC decision on exclusion. The ALR exclusion application was made subsequent to third reading, in late 2024. On June 3, 2025 the RDBN was informed, through the attached letter, that the ALC refused the application to exclude the land from the ALR.

The RDBN, or a person affected by a decision (e.g. the applicant) may submit a request for reconsideration of the ALC's decision within one year from the date of the decision's release (June 3, 2026).

A request to reconsider must now meet the following criteria:

- No previous request by an affected person has been made.
- There is evidence that was not available at the time of the original decision that has become available, and that could not have been available at the time of the original decision had the applicant exercised due diligence.
- There is evidence that all or part of the original decision was based on evidence that was in error or was false.

The property owner has requested, in the attached email, that the RDBN join in the process to submit an appeal to the ALC. Also, attached is a letter from the applicant outlining their grounds for the appeal.

### **COVENANT AND LETTER OF CREDIT**

As part of the OCP amendment and rezoning process the applicant registered a covenant and easement on title of the property and provided a letter of credit which provided some certainty that the owner would follow through with the process to legalize the development on the property if the land was excluded from the ALR and the bylaws were adopted. The covenant outlines the requirements regarding building upgrades or demolition including timelines and allows the RDBN to enter the property and use the funds to do certain works if not completed by the applicant.

It is noted that the OCP amendment and rezoning bylaws expire 36 months after the date of first reading of that bylaw (February 22, 2027) pursuant to the RDBN's Development Procedures Bylaw.

With the denial of the ALC exclusion application the following should occur at the property owners request, once the appeal deadline has expired, or once an appeal to the ALC has been denied.

- OCP amendment and rezoning bylaw should not be adopted, and the application should be denied; and
- The covenant (according to the terms of the covenant) may be released from title and the letter of credit may be cancelled.

**STAFF COMMENT**

Staff recommend that the Board not agree to participate in the applicant's appeal of the ALC's decision to deny ALC Application 100803. In staff's opinion the RDBN cannot adequately argue that there are grounds for an appeal. The property owner has the ability to make the appeal without the RDBN and is in the best position to argue their case to the ALC.

**ATTACHMENTS:**

Email Appeal Request dated March 26, 2026

Letter Appeal of the ALC North Panel Decision

[ALC Exclusion application staff report dated August 10, 2023 \(link\)](#)

[OCP Amendment and Rezoning Application staff report dated June 20, 2024 \(link\)](#)

[ALC Decision dated June 3, 2025 \(link\)](#)

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
3. Housing Supply

**From:** [Jeremy Penninga](#)  
**To:** [Stoney Stoltenberg](#)  
**Cc:** [Jason Llewellyn](#); [Deneve Vanderwolf](#)  
**Subject:** Appeal of ALC Decision  
**Date:** March 26, 2026 3:20:16 PM  
**Attachments:** [Appeal of ALC North Panel Decision February 2026 a.docx](#)

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

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Hello Stoney.

As my local representative for Area A, I wanted to thank you for your support over the past years with my property. Below is a letter I am hoping you can pass on to the Board to see if they would consider helping me by signing the appeal letter.

March 26, 2026.

To the Board of the Regional District of Bulkley Nechako.

Re. Appeal of ALC North Panel Decision File 100803.

Last year we heard back from the north panel of the Agricultural Land Commission that they had denied our request to exclude roughly 10 acres of my farm from the ALR. We were given one year to appeal and after much consideration I wanted to appeal based on the attached letter. My question for the board: will you agree to back me up and sign the letter? Since you were the official applicant I thought it would really help my case. At the end of the day, I feel they wrongly ruled based on their own criteria in Section 6.1b and 6.2b.

I would be happy to come and present this request in person to the board at your next meeting.

Sincerely,

Jeremy Penninga

# Appeal of ALC North Panel Decision (File 100803)

Regarding Sections 6(1) and 6(2) of the Agricultural Land Commission Act

To Whom It May Concern,

I am writing to formally appeal the decision of the ALC North Panel (File 100803), as set forth in Resolution #359/2025 dated June 3, 2025, pursuant to Sections 6(1) and 6(2) of the Agricultural Land Commission Act. Your decision does not encourage farming (61b), as the land cannot be used for farm use (6.2b). This is the main reason for my appeal. (See page 5&6 for the “Purpose of the Commission”.

The following outlines the primary grounds for my appeal and the context supporting my request.

## 1. Commitment to Preserving and Enhancing the ALR

For the past 21 years, I have demonstrated unwavering commitment to preserving and enhancing the agricultural use of this property. My substantial investment - in time and money- has resulted in the improvement of approximately 85% of the property in question. Under my stewardship, neglected fields have been restored through plowing, discing, planting, and fertilizing, transforming them into productive agricultural land. Alongside my tenants, we have cultivated a large, shared garden and responsibly raised livestock, including horses, goats, sheep, and chickens all while maintaining respect for neighbors and the broader community’s interests.

## 2. Collaboration with Local Government and Community Support (Section 6(1b) & 6(1c))

My application stems from a longstanding willingness to collaborate with local government and to align my property’s use with the Official Community Plan (OCP), bylaws, and policies of the Regional District of Bulkley Nechako (RDBN). Five years ago, in pursuit of full compliance, I agreed with the RDBN to apply for non-adhering residential use (ALC application 61685; resolution #66/2023). This approach was shaped through unanimous support from eight mayors, seven directors, and all members of the public at relevant hearings. The consensus has always been to protect and enhance the ALR while enabling this property to thrive in accordance with the OCP.

### 3. Impact of the Panel's Decision on Agriculture and Farm Viability (Section 6(2a) & 6(2b))

The current decision, as outlined in Resolution #359/2025, does not further the protection or enhancement of agricultural land, nor does it encourage farming activity. If upheld, it will decrease the revenue needed to sustain and subsidize agricultural operations on 85% of the land, thereby hindering long-term farm viability. I have already indicated a willingness to provide as much or more agricultural land in exchange for the excluded portion, and if necessary, I am prepared to ensure that any such exchange is completed prior to any removal from the ALR. My intention is not to diminish the agricultural land base but to improve and secure it for the future

### 4. Suitability of the Subject Portion for Agriculture

The portion of land proposed for exclusion has not been farmed for over 80 years - well before the inception of the ALR - and is unlikely to be viable for agricultural use in the future. It is currently occupied by substantial, long-standing infrastructure (including buildings with concrete foundations, underground services (water, sewer, power and gas)) that largely predate the ALR's establishment in 1972. Realistically, it is improbable that this developed area will ever revert to "virgin ground" for farming, even in the longer term. A site visit would make clear that this portion should not have been included in the ALR initially. Your section 6 of the ALCA was not written for existing developed parcels like mine and therefore the historical and current context needs to be protected and acknowledged. Your decision does not encourage farming (61b), as the land cannot be used for farm use (6.2b). This is the main reason for my appeal.

### 5. Historical Context and Precedent

The subject property historically served as the hub of a much larger (originally 320-acre) farm, with the infrastructure essential to its function. However, after the government subdivided and sold off most of the farm (260 acres) the remaining buildings have ceased to be needed for their originally intended uses. The attached map and aerial photo provide clear evidence of the extent and nature of the existing infrastructure and demonstrate that most of this was already in place before the ALR was established. The ALC agreed to subdivide 0.3 Ha under PID 025-208-934 (Application 32559 and Resolution #622/1999) and also created Poplar Road right through the middle of the subject property. This did not improve agriculture in any way that I can ascertain. In fact, the government itself sold off parts of this property over many years, making it less attractive for farming. The ALC only has this in front of them because I chose to put it there. I have not only preserved the remaining agricultural capacity of the

subject property but enhanced it considerably. The way this property is currently used has made it possible to help keep the farmland productive. My plan enhances agriculture and therefore needs to be approved for the benefit of generations to come.

## 6. Willingness to Cooperate and Adjust the Proposal

I remain fully open to cooperation with the RDBN and ALC and am willing to consider reducing the amount of land to be excluded. Specifically, I would move the proposed northern boundary closer to the buildings to ensure that no or minimal agricultural land is impacted (page 12 of 17, [34]). Also, I would consider adding a fence or another buffer in between the two zones as per your suggestion during our Zoom call on February 4, 2025. If you desire, I remain willing to add a similar amount of land or more to the ALR to compensate for the portion I applied to exclude. Your approval of my application could be subject to first receiving the additional land and adding it to the ALR to ensure my commitment (when I called your office to make this a formal request I was told that they could not tie that application with my existing exclusion application, so I did not proceed, knowing that you could still require this of me as a condition to approving my current application.) I continue to strive to find a mutually agreeable solution that aligns both the ALR's objectives and the district's planning framework.

## Conclusion

In summary, my appeal is grounded in a genuine commitment to the spirit and letter of Sections 6(1) and 6(2) of the ACLA. My record of stewardship, broad-based community and government support, and willingness to provide compensatory land all speak to my dedication to the principles of the ALR. Your decisions on this matter thus far do not reflect your mandate under Section 6 of the Act (to encourage and promote agriculture), which I have done and continue to do. I respectfully request reconsideration of the decision, taking the factors of this appeal into account.

Should you require any further details or wish to arrange a site visit to better understand the unique circumstances of this land, I would be happy to oblige. Please see the three aerial photos below for further clarification.

Thank you for your time and thoughtful consideration of this complex issue.

Sincerely,

Jeremy Penninga (President of Snowball Enterprises)

3435 Poplar Road, Smithers, BC, V0J 2N6

[jeremypenninga@gmail.com](mailto:jeremypenninga@gmail.com) or 250-847-0830

1968 Government Aerial Photo (prior to the ALR)

[https://openmaps.gov.bc.ca/thumbs/1968/bc5282/bc5282\\_040\\_thumb.jpg](https://openmaps.gov.bc.ca/thumbs/1968/bc5282/bc5282_040_thumb.jpg)



1968 photo zoomed in:



2025 with proposed boundary:



### Purposes of the Commission

6 (1) The following are the purposes of the commission:

1. to preserve agricultural land;
2. to encourage farming on agricultural land in collaboration with other communities of interest;
3. to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

(2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:

- the size, integrity and continuity of the land base of the agricultural land reserve;
- the use of the agricultural land reserve for farm use.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Cameron Kral, Planner

**Date:** April 30, 2026

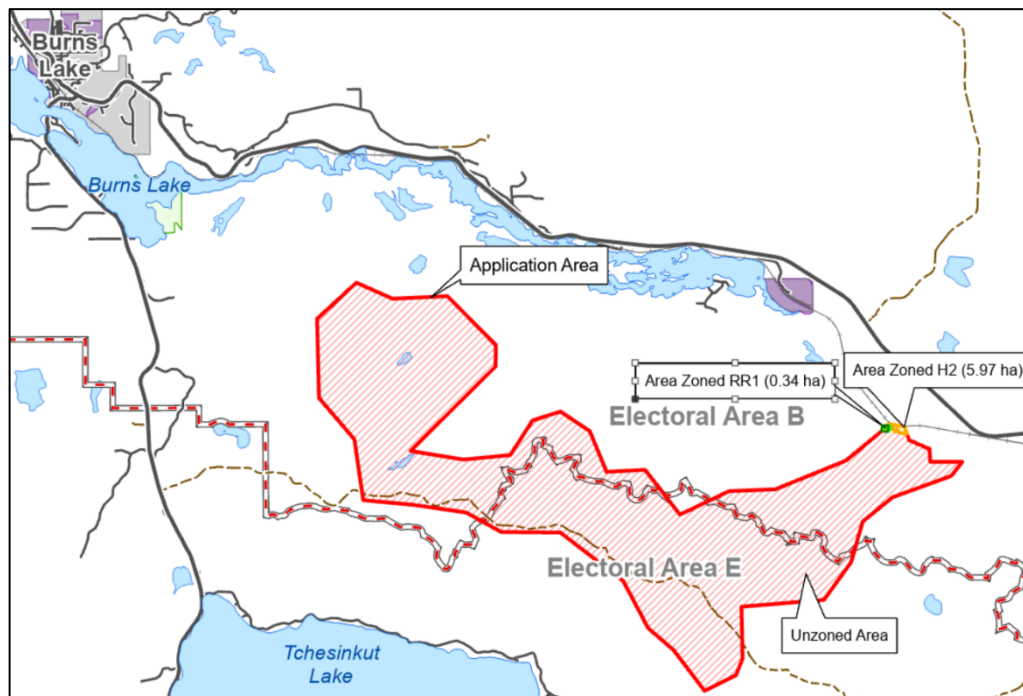
**Subject:** **Atlantica Tchesinkut Lake Wind Investigate Use License Application Notice Electoral Area B (Burns Lake Rural) and Electoral Area E (Francois/Ootsa Lake Rural)**

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

That the attached comment sheet be provided to Atlantica Canada Development Company Inc. in response to their Tchesinkut Lake Wind Investigative Use License Application Notice.

### BACKGROUND

Atlantica Canada Development Company Inc. (dba Atlantica) has sent the RDBN a notice of its intent to submit an Investigative Use License (IUL) for a wind energy resource activity application through the British Columbia Energy Regulator (BCER). The application area covers approximately 4,655 ha of unsurveyed Crown land located 6 km southeast of the Village of Burns Lake as shown on the map below. An outline of the BCER process is discussed later in the report.



The applicant proposes the installation of one monitoring tower and three LiDAR monitors, likely in fall 2026. The sites would be accessed through Seven Mile Forest Service Road (see Attachments for site map). The nearest dwelling is approximately 3.4 km from the proposed infrastructure. Monitoring towers are typically 100 m high, and each Lidar system is approximately 50 cm<sup>2</sup>

Atlantica estimates the potential to generate 200 megawatts of energy. If the project moves forward, Atlantica will seek a 30-year operation term. Their timeline is mid-2027 to mid-2029 for design/permits and 2030 to 2032 for construction of wind turbines, a substation, and a new transmission line.

### **EXPANSION OF BCER REGULATORY AND APPROVAL POWERS**

BCER's role in permitting energy activities is defined under the *Energy Resource Activities Act (ERAA)* and includes regulatory responsibility for liquified natural gas (LNG), geothermal exploration, and new oil refineries. This role was expanded when BC passed the *Renewable Energy Project (Streamlined Permitting) Act (the Act)* in May 2026, which came into effect July 2026.

The *Act* established the BCER as the primary permitting agency for the North Coast Transmission Line project, prescribed renewable energy projects, and transmission lines, creating a "single window" permitting process and Crown consultation to streamline the permitting process. This single window model means that when these types of projects require approval pursuant to the *Forest Act, Heritage Conservation Act, Land Act, Environmental Management Act, or Water Sustainability Act*, BCER is now designated as the primary permitting agency and regulator for the lifecycle of the project.

On the next page is a BCER Application Review Process diagram. Atlantica's notice falls under the Pre-Application "Consultation & Notification or Rights Holder Engagement".

BCER's *Renewable Energy Project Regulation (the Regulation)*, which came into effect March 10, 2026 for new "high-output" wind and power project to be permitted by the BCER pursuant to the *Regulation*. "High-output" solar and wind projects are those with a capacity of 5 or greater megawatts.

The *Act* also exempts land-based wind power projects and the North Coast Transmission Line project from the current provincial environmental assessment process under the *Environmental Assessment Act*, while leaving room for future project exemptions in the future.

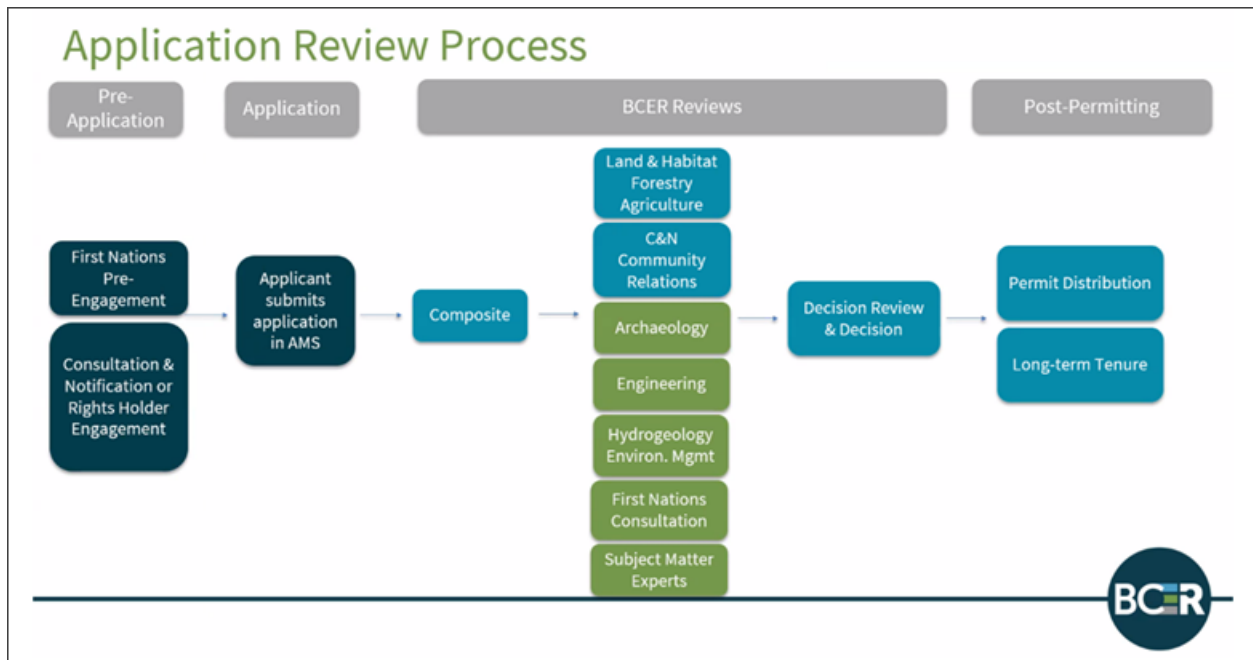


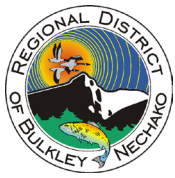
Figure 1: Application Review Process Diagram from BCER.

#### ATTACHMENTS:

- Comment Sheet
- Atlantica letter dated March 6, 2026
- [Renewable Energy Project Regulation](#) (Link)

#### STRATEGIC PLAN ALIGNMENT:

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
2. Advocacy with the Province



## Regional District of Bulkley-Nechako

### Comment Sheet on for BCER Application Notice to Apply for Investigative Use License

<b>Electoral Areas:</b>	Electoral Area B and E
<b>Applicant:</b>	Atlantica Canada Development Company Inc. (Atlantica)
<b>Existing Land Use:</b>	Unsurveyed Crown land
<b>Zoning (Bylaw No. 1800, 2020):</b>	Approximately 4,653 ha not zoned 5.97 ha in Large Holdings Zone (H2) 0.34 ha in Rural Resource Zone (RR1)
<b>OCP Designation (Bylaw No. 1785, 2017):</b>	Approximately 3.84 ha designated Resource (RE)
<b>Proposed Use Comply with Zoning:</b>	Wind monitoring tower and equipment comply as Unattended Utilities.
<b>If not, why?</b>	N/A
<b>Agricultural Land Reserve:</b>	No
<b>Access:</b>	7 Mile Forest Service Road
<b>Building Inspection:</b>	Partially within building inspection
<b>Fire Protection:</b>	None
<b>Other comments:</b>	

Pursuant to Section 3.0.1.1 of RDBN [Zoning Bylaw No. 1800, 2020](#), Unattended Utilities are a permitted use in all zones. This applies to the proposed wind monitoring tower and equipment only.

March 6, 2026

To whom it may concern,

On behalf of **Atlantica Canada Development Company Inc. (Atlantica)**, we wish to respectfully inform you of our intent to apply for an Investigative-Use License (IUL) related to a proposed wind energy resource activity application, known as Tchesinkut Lake Wind, with the intent of selling power to BC Hydro. The proposed IUL area overlaps with your area of interest. The intent of this application is to complete due diligence activities to determine the viability of a utility-scale wind project in this area.

Atlantica is the Canadian development arm of Atlantica Sustainable Infrastructure, which is a leading sustainable infrastructure company focused on supporting the transition to a more sustainable world by developing, investing in, and managing a diversified portfolio of renewable energy, efficient natural gas, electric transmission, and water assets. With operations across North and South America, Africa and Europe, Atlantica Sustainable Infrastructure's portfolio includes operating wind farms in Quebec and in Southern Alberta, with several solar and wind projects under development across several provinces in Canada.

This notification is being provided, as per the requirements of the BCER's rights holder engagement framework related to approvals and associated activity authorizations. Contact information for Atlantica is provided at the bottom of this notification.

The proposed IUL application is located north of Tchesinkut Lake, approximately 8 kilometers southeast of the Village of Burns Lake, in the Nechako Plateau Region of British Columbia and encompasses approximately 4,655 ha. The IUL area is accessible from Seven Mile Road, south of Highway 16. **Map 1** below shows the proposed IUL application area, proposed meteorological tower (MET) location and proposed Light Detection and Ranging (Lidar) locations. Installation of the MET and Lidar will use existing roads within the IUL application area identified on Map 1. The installation of a MET tower and Lidar within the proposed IUL application area are likely to occur as early as fall 2026.

The proposed IUL application will be used to bid a wind energy generation facility into BC Hydro's Call for Power. We estimate that the proposed project has the potential to generate 200 megawatts ac (MWac) of renewable electrical power, however this will be confirmed during the investigative activities. It will include wind turbines, a project substation, and a new transmission line connecting to existing transmission infrastructure on the east side of the IUL.

Subject to being awarded an EPA, Atlantica expects the Project to undergo review and approval by the BCER under the *Renewable Energy Projects (Streamlined Permitting) Act*, passed by the BC Legislature in May 2025. Project design and permitting would occur between mid-2027 and mid-2029 with construction happening between 2030 and 2032. The operation of the facility would be for a term of 30 years.

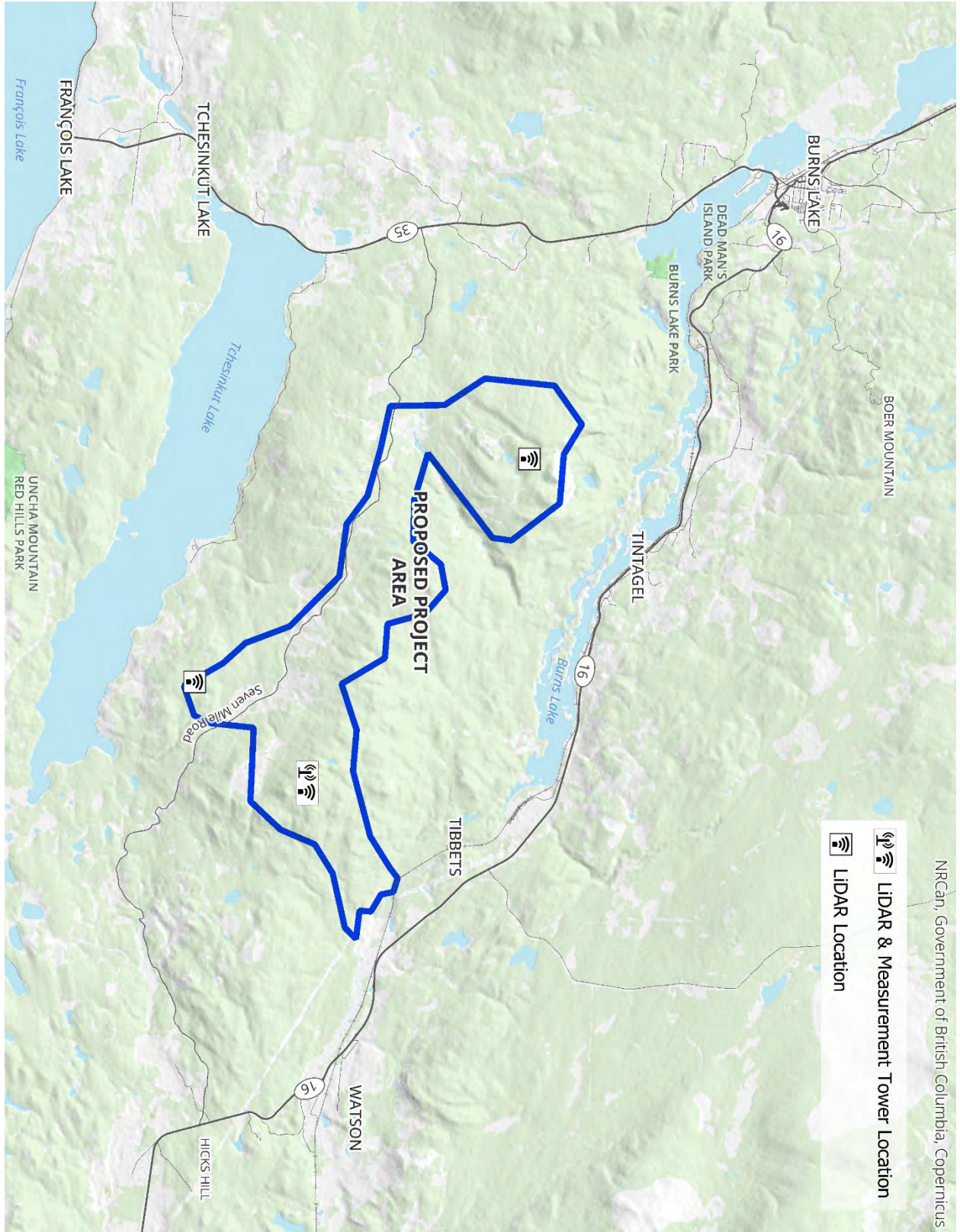
We kindly request that you provide a response by **April 5, 2026** notice to confirm whether you have any comments, concerns, or objections related to the proposed activity. If there are no objections, please complete and return the attached Letter of Non-Objection to Atlantica regarding the proposed activity by **April 5, 2026**.

As an identified BCER rights holder, please know that you may make a Written Submission to the regulator at any time prior to the application decision.

Thank you for your time and consideration. We value your input and look forward to maintaining open communication throughout this process.

Kind regards,

Jorge Villena  
Atlantica Canada Development Company Inc.  
403-835-9053  
Jorge.villena@atlantica.com



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## LETTER OF NON-OBJECTION

Atlantica Canada Development Company Inc.  
1920 - 335 8th Ave SW  
Calgary, AB T2P 1C9

[I/We] hereby acknowledge we have been consulted about:

**Proposed Activity(ies):**

Proposed Crown Land Investigative Use License application boundary for the purpose of undertaking due diligence activities to assess the viability of a solar power project at this location

**To be located at:**

Approximately 8 kilometers southeast of the Village of Burns Lake, in the Nechako Plateau Region of British Columbia and encompasses approximately 4,655 ha. The IUL area is accessible from Seven Mile Road, south of Highway 16.

**Proposed by:**

Atlantica Canada Development Company Inc.

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and confirm that [I/we] have no concerns related to:

- the proposed activity(ies) as described above; and/or  
 are not requesting a meeting with the applicant in relation to the proposed activity(ies) as described above.

Note: If the applicant receives a letter of non-objection from you as the recipient of an invitation to consult or a notice in relation to the proposed activities, the applicant will have no further obligation to consult with, or notify you in relation to the activities unless there are any changes.

Dated this \_\_\_\_\_ of \_\_\_\_\_, 202\_\_\_\_

\_\_\_\_\_  
[Consenting Party Signature]

\_\_\_\_\_  
[Consenting Party Written Name]:

\_\_\_\_\_  
[Consenting Party Signature]

\_\_\_\_\_  
[Consenting Party Written Name]:



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Jason Llewellyn, Director of Planning and Development Services

**Date:** April 30, 2026

**Subject:** **Endako Weir Project, Electoral Area B (Burns Lake Rural)**

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

1. That the RDBN send a new letter to the Province restating the Board's referral comments made in their May 1, 2025 letter.
  2. And, that the new letter include the additional comment that the 30 day timeframe provided is not adequate to allow residents to raise their concerns with the UFFCA and subsequently respond to the Province with unaddressed concerns.
- 

### BACKGROUND

On April 17<sup>th</sup>, 2026 the Upper Fraser Fisheries Conservation Alliance (UFFCA) hand delivered a letter (attached) on Provincial Government letterhead which informed residents that they have 30 days to do the following:

- Contact the UFFCA with any concerns, comments, or recommendations regarding the Endako Weir.
- And file an objection with the Province if the resident's concerns are not resolved.

The UFFCA is proposing the construction of a passive rock weir on the Endako River at the outlet of Burns Lake. The purpose of the weir is to slow the release of water from Burns Lake and Decker Lake during the summer resulting in increased flows in the Endako River to improve habitat conditions during the Chinook and Kokanee spawning window from the last week of August to the end of September.

The RDBN received a referral regarding this project in early 2025, along with a number of background studies and reports. The staff report dated April 24, 2025 regarding the referral is attached. The RDBN responded to the referral with the attached May 1, 2025 letter, which included the following comment:

1. *The proposed two years of erosion monitoring is not adequate. Erosion monitoring should continue for at least 5 years or longer to ensure the impact of higher than average lake levels on erosion are evaluated.*
2. *The erosion monitoring plan should allow for public reporting of erosion.*

3. *The Province should require the applicant to commit to an active management strategy which does the following:*
  - a. *outlines a process to identify unacceptable negative impacts associated with the Endako Weir and implement appropriate actions to mitigate those impacts;*
  - b. *identifies minimum monitoring requirements including the ability for community reporting of negative impacts;*
  - c. *assigns responsibility for identification and implementation of appropriate mitigation actions; and*
  - d. *requires the Province to play an oversight role ensuring appropriate implementation of the adaptive management strategy.*
4. *The community should be given an opportunity to comment on updated project information including the monitoring plan and an adaptive management strategy.*
5. *The Province should ensure that the private properties identified as being at risk of extended periods of flooding during high-water periods have been adequately consulted to ensure that their issues have been adequately addressed.*

Staff have reached out to the Province and the UFFCA to confirm the process moving forward and identify if there is any new information regarding the project. No response has been received at the time of the writing of this report.

Staff recommend that the RDBN take this opportunity to resend a new letter restating the comments made in 2025 with an additional comment that the 30 day timeframe provided is not adequate.

#### **ATTACHMENTS:**

Public notice delivered April 17, 2026

Staff Report dated April 30, 2025

RDBN Referral Response letter dated May 1, 2025

#### **STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable



## Notice of Application for a New Licence

File: 20021732

Applicant: Upper Fraser Fisheries Conservation Alliance

of 298 A Mission Road, Williams Lake, BC V2G 5K9  
(address)

have applied for a new water licence to store water in

Burns Lake and Decker Lake to supplement downstream flows in the  
(name of source) (direction of flow)

Endako River.  
(name of water body)

I/We hereby give notice of a proposed water storage weir at the outlet of Burns Lake, which is downstream of your lakeshore property.

The Endako Weir project was proposed to increase summer low flows in the Endako River by building a weir designed to facilitate water storage in Burns and Decker Lakes following spring freshet and subsequent rain events, then slowly releasing this water through the summer and fall. Limited summer/fall flows in the Endako River have been documented to present a challenge to a declining and genetically unique population of chinook salmon as well as a resident population of kokanee. Chinook salmon typically arrive in this system around the third week of August and the kokanee migrate out of Burns Lake and spawn in the first 1 km of the Endako River in late September.

The proposed Endako Weir is a passive weir, meaning it is engineered to achieve the intended water storage and water release objectives without any in-season requirements to adjust gates or other components of the weir. This means that adjustments won't typically be required to meet design objectives, but that adjustability has been included in the design to ensure that design objectives and target flows through the fishway are met. The weir was designed to be built from natural materials where possible. The weir will be constructed from rock, but it will have a sheet metal lining in the interior to prevent water from infiltrating through the rock.

The weir will include a fishway on the north bank with fixed wood baffles at the top. The fixed wood baffles are not for in-season adjustments, but to allow for small adjustments based on monitoring to ensure the design requirements are met. Wood baffles were chosen over the originally proposed rock columns because they can more accurately be sized to meet design requirements (constructability), can be modified to ensure design requirements are met (accuracy), and are cost effective.

When the water is highest in spring, it will be flowing over the top of the weir. Active water storage in the lake takes place following the peak of freshet. **The volume of water stored in Burns Lake and Decker Lake will be 8,850,000 m<sup>3</sup>** (NHC Dam Consequence Study, 2021). This structure will be a navigation barrier for watercraft. Recreational boaters/kayakers will not be able to pass through the structure or fishway.

The proposed u-shaped passive rock weir will be located below the outlet of Burns Lake in the Endako River (Figure 1).

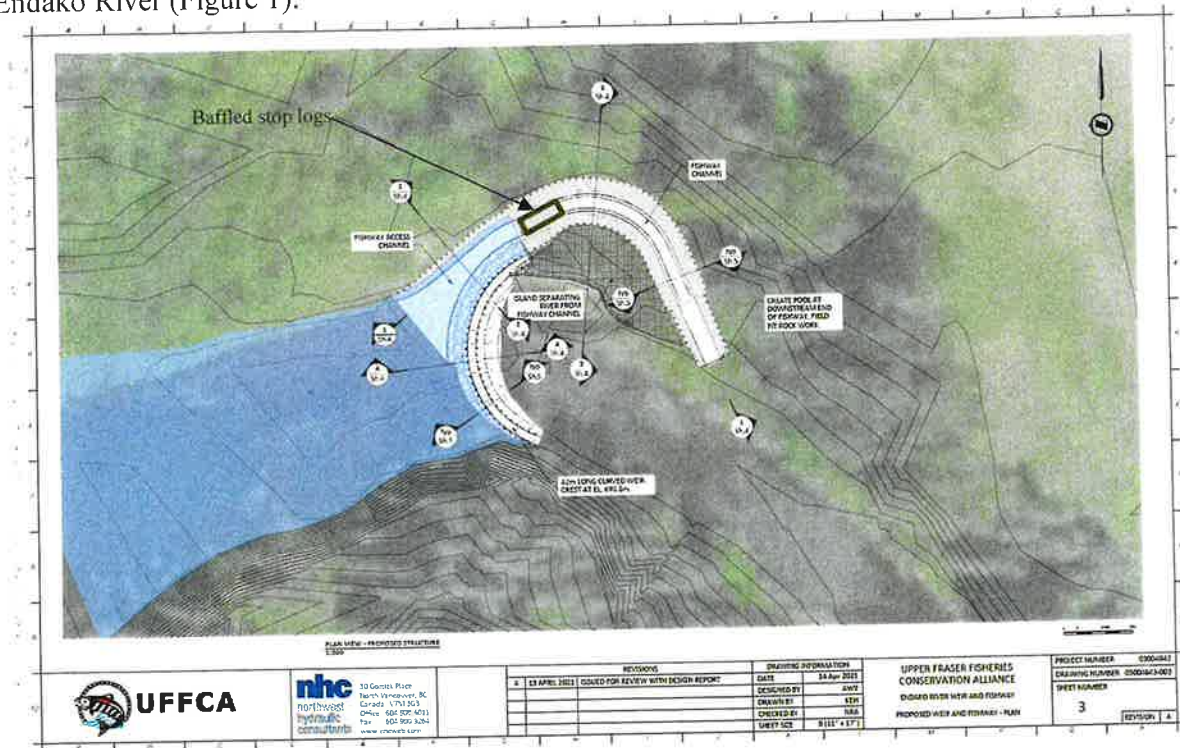


Figure 1. Schematic of Proposed Endako Weir. Note addition of baffled stop logs to allow for minor adjustments to downstream flow to ensure weir objectives are being met. This does not change predicted post-weir lake levels or downstream flows.

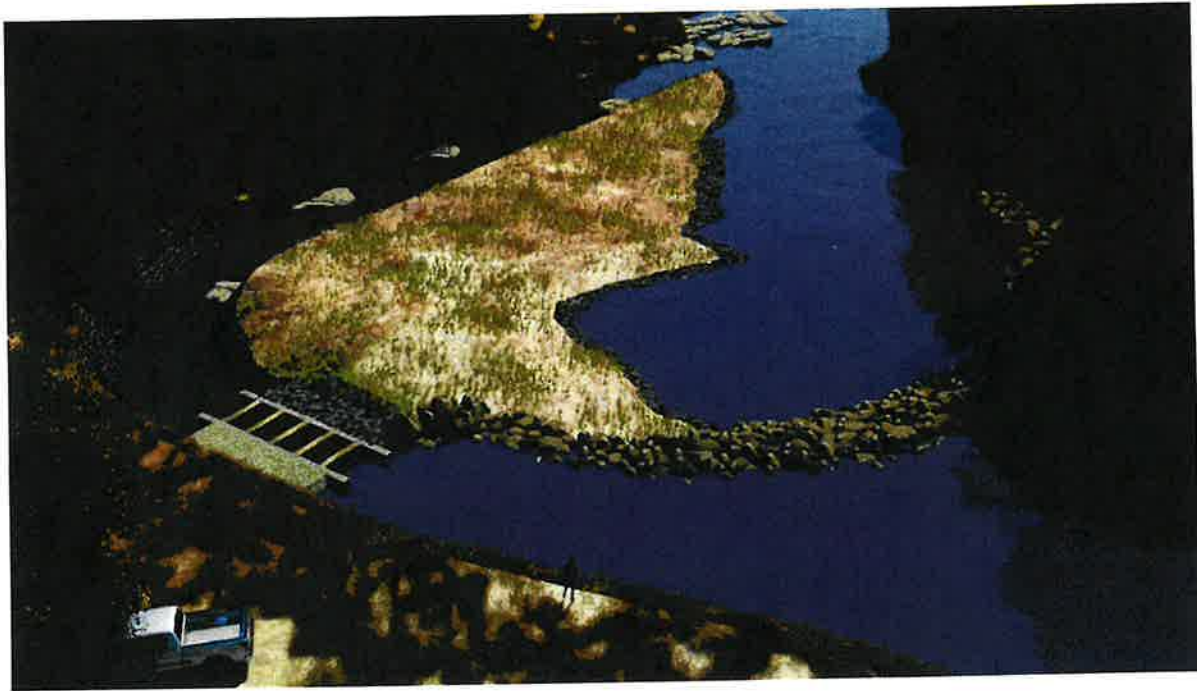


Figure 2. Proposed Endako Weir Design Rendering at Low Flows.

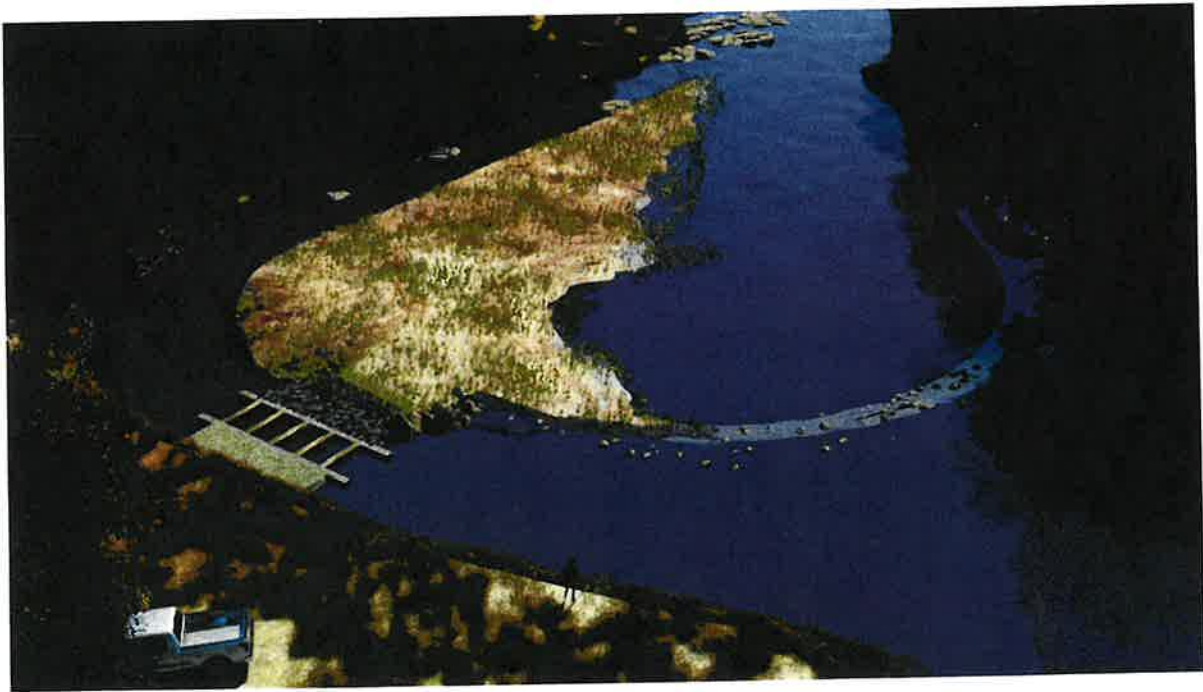


Figure 3. Proposed Endako Weir Design Rendering at High Flows.

Specific benefits of the weir are listed below.

1. In the summer/fall, there will be 200% more water available in fish habitat downstream of the weir. Biologist, Dennis Ableson, describes the inadequate habitat and flows available during chinook spawning in annual enumeration reports.
2. Wetted width is predicted to double during summer/fall low flow periods in critical spawning habitat near the confluence with Shovell Creek.
3. Water depth is predicted to be well above the 0.2 m mark (minimum spawning depth identified in literature) during summer/fall low flow periods in some parts of the spawning habitat downstream from Shovel Creek. As identified in Ableson's report, these depths are not currently being achieved in critical spawning areas in most years.
4. Higher and more consistent water levels in the upstream portions of the Endako River, which will reduce the risk of dewatered redds.
  - a. Recent complete dewatering (no water in river channel) events below the outlet of Burns Lake include August 2023 (photo 1) to April 2024, and August to September 2024, and August 2025
  - b. See Figure 2 for flow in the Endako River before and after weir construction based on a year of data collected by the Water Survey of Canada.

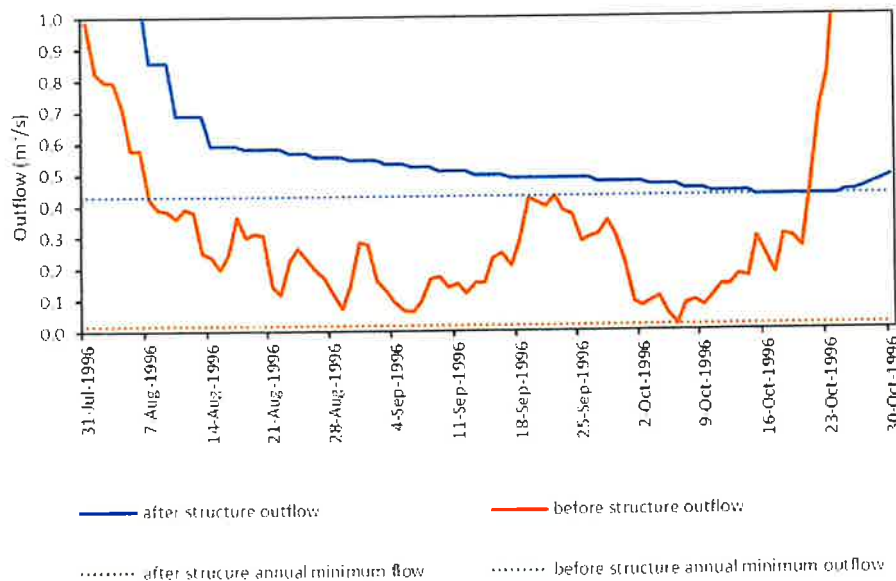


Figure 4. Endako River flows with and without weir based on 1996 data (graph and modelling from NHC).



Photo 1. Example of dewatered Endako River in 2023. This location is approximately 100 m below the outlet of Burns Lake.

The water elevation of Burns Lake and Decker Lake will be affected following weir construction as described below.

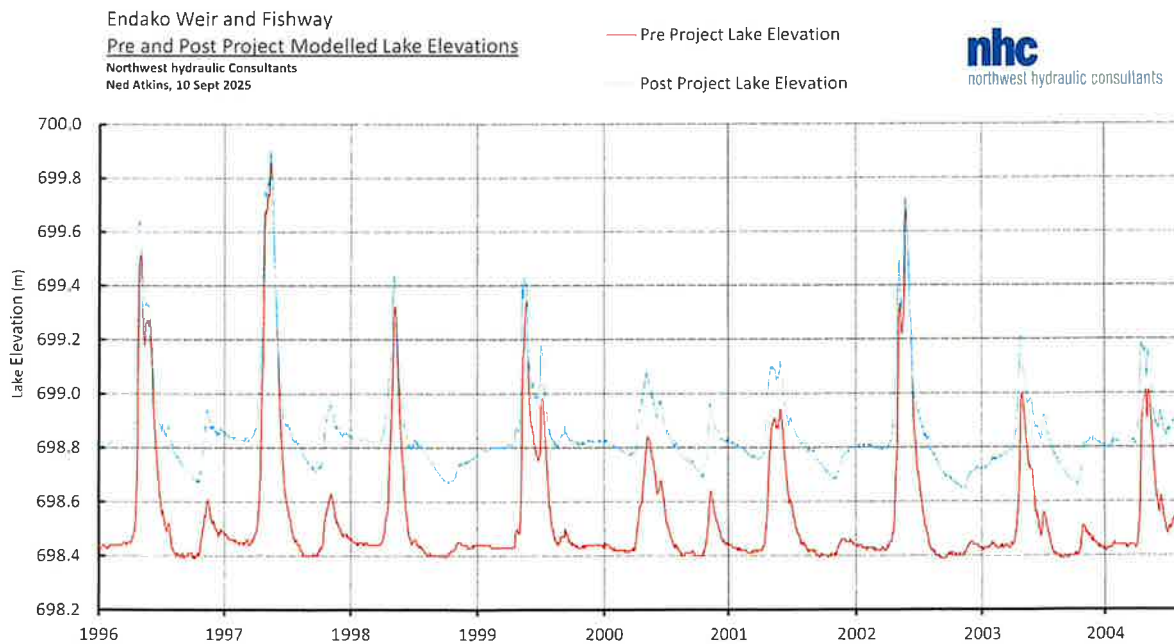


Figure 5. Water level in Burns Lake before and after proposed Endako Weir (structure) construction for years where the Water Survey of Canada hydrometric station was active at the outlet of Burns Lake.



Figure 6. Beaver dam at outlet of Burns Lake (location of proposed weir) in 2018 (Ableson, 2018). There have been times when the beaver dam was higher than the crest of the proposed weir.

The following is based on modelling and analysis of the proposed weir structure and fishway structure completed by Northwest Hydraulic Consultants (NHC).

1. During spring runoff (typically late April-June)
  - a. The engineer's (Northwest Hydraulic Consultants) flow routing model indicates that while average baseline lake elevations will be approximately 0.3 m higher after the project is implemented, annual peak lake levels are affected to a much lesser extent.
  - b. No significant change is anticipated at maximum water levels. This is shown graphically (Figure 5) for each year of the Water Survey of Canada (WSC) flow record used to model pre- and post-project lake elevations.
  - c. For example, in the 1997 hydrologic year, the model shows lake elevations 0.3–0.4 m higher from January to March and again from August to December. However, during the spring runoff period, the pre- and post-project lines converge, and at the annual peak elevation, the model shows less than a 5 cm difference. This difference is within the error margins of the model. Hydrologic years from 1998 to 2004 are also provided.
2. Low Flow Period (typically July-November)
  - a. Extreme low-water level will be higher because the weir will store water in the lakes following freshet for the purpose of supplementing flows in the downstream Endako River during summer and fall.
  - b. Water level in the summer, fall and winter will be approximately 0.4 m higher than before the weir was built and when there was no beaver dam at the outlet (Figure 3).

- i. There is periodically a beaver dam at the proposed weir location. The crest of the beaver dam has been documented to be higher than the proposed weir (Ableson, 2018; NHC, 2021). While the beaver dam also stores water in Burns Lake and slows the release into the Endako River, it is a dynamic structure that does not allow for control of water release speed, consistency of storage amount and fish passage. The risk of lakeshore flooding is higher with the beaver dam and the benefits to downstream fish habitat are less predictable.

The UFFCA heard concerns about existing lakeshore erosion and declining water quality in Burns Lake and Decker Lake. They have also been asked how the changes in lake level seasonally may impact the existing erosion and water quality. The weir has been designed to allow water to flow over the top during freshet, therefore, erosion and water quality impacts of the weir are not expected, but there is no way to predict this with certainty. Therefore, there are active monitoring programs for both lakeshore erosion and water quality. This will allow the UFFCA to detect any changes following weir construction. Modifications can be made to the weir as needed should any issues be identified. Shoreline erosion assessments were completed by Environmental Dynamics Inc and Northwest Hydraulic Consultants. These assessments identified existing very high and high shoreline erosion predominantly on lakeshore properties where natural vegetation had been removed from the shoreline and replaced with grass or sand.

The water quality and erosion monitoring programs were designed and initiated in 2022 by Environmental Dynamics Inc. These programs remain active and will remain active following weir construction. The seasonal water quality program includes nutrient levels, sediment levels, temperature, dissolved oxygen, and specific conductance.

Baseline (pre-construction) shoreline erosion conditions were captured through full shoreline (Decker Lake and Burns Lake) LiDAR and ortho-image collection. Any changes to the shoreline post-construction can be detected by comparing to these datasets. In addition to this established baseline, 16 erosion monitoring sites were established by Environmental Dynamics Ltd in 2022. These were established in eight high erosion risk locations, four moderate erosion risk locations and four low erosion risk locations. Erosion is tracked at these sites by measuring the edge of shoreline erosion against two stable terrestrial locations using the methods from Buzard et al., 2019 (available here: <https://dggs.alaska.gov/webpubs/dggs/ic/text/ic084.pdf>).

More information about the project, including monitoring locations, can be found here: <https://upperfraser.ca/work/habitat/endako/>

**Landowners can protect their shorelines from existing and future erosion by following the guidelines provided the Regional District of Bulkley-Nechako here:**  
<https://www.rdbn.bc.ca/application/files/7715/4526/1881/Waterfront-Development-Brochure.pdf>

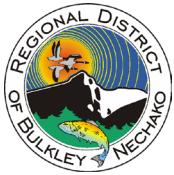
If you have any concerns, comments or recommendations with respect to the type or location of these works, please contact the Upper Fraser Fisheries Conservation Alliance to discuss any issues at [executivedirector@upperfraser.ca](mailto:executivedirector@upperfraser.ca).

If it is not possible to resolve your concerns with the applicant, you may file an objection to the application with Angela Smith-Rockwell - Water Manager, Floor 5 – 499 George Street, Prince George, BC V2L 1R5 within 30 days of serving this notice. If an objection is filed, a copy should be forwarded to me/us at the email address provided above. (Note: Any submission received relating to this application will be made available to the public upon request under freedom of information legislation.)



*(signature of applicant)*

# Staff Report from 2025 - For Information Only



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Llewellyn, Director of Planning and Development  
**Date:** April 24, 2025  
**Subject:** **Endako Weir Project**

### RECOMMENDATION:

(all/directors/majority)

That staff send a letter to the Province outlining the concerns and comments discussed in the April 24, 2025 staff report on the Endako Weir.

### BACKGROUND

The Upper Fraser Fisheries Conservation Alliance (UFFCA) is proposing the construction of a passive rock weir on the Endako River at the outlet of Burns Lake. The purpose of the weir is to slow the release of water from Burns Lake and Decker Lake during the summer resulting in increased flows in the Endako River to improve habitat conditions during the Chinook and Kokanee spawning window from the last week of August to the end of September.

According to the UFFCA website all First Nations communities with territories that lie within the Upper Fraser watershed are eligible for UFFCA membership, as well as organizations that represent one or more of these communities. There are 23 distinct First Nations communities in the Upper Fraser eligible for membership, including First Nations from the southwestern Sekani, southeastern Dakelh (Carrier), Wet'suwet'en, Tsilhqot'in, and Northern Shuswap territories. The list of active members is not listed.



The Endako Weir was first proposed to the RDBN in 2021. The following chronology outlines the history of the RDBN's involvement with the Endako Weir project.

- May 11, 2021 - The RDBN received the attached letter from the UFFCA requesting support for the weir project.
- May 28, 2021 - The RDBN Board responded to the attached letter which encouraged the UFFCA and Province to consider public input and requested that the impacts associated with higher water levels in Burns Lake and Decker Lake be evaluated by qualified professionals and appropriately considered as part of the provincial approval process.
- June 7, 2022 - The UFFCA provided the attached letter which contained an update on the public engagement process and outlined the additional research being undertaken.
- May 17, 2024 - The Province issued a License of Occupation for the Endako Weir. This was required to proceed with their Water Sustainability Act application. The development of the weir is contingent on the outcome of that application process; this Land Act license does not allow any development without an approval under the Water Sustainability Act.
- March 21, 2025 - The Province provided the attached letter requesting that the RDBN review the available information available regarding the project and in preparation for future discussion regarding the project.

## PROJECT DOCUMENTATION AND STUDIES

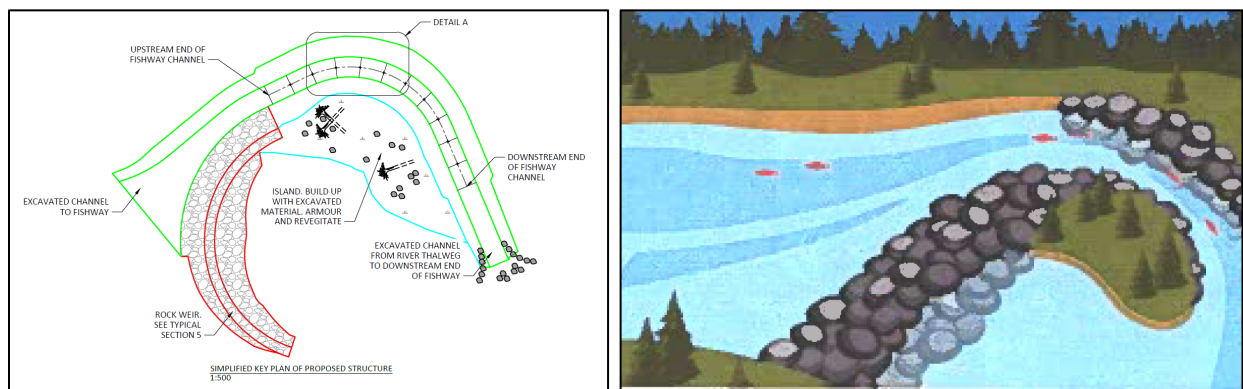
The following reports have been provided to the RDBN in support of the project.

Document Title	Produced	Updated
<a href="#">Environmental Management Plan</a>	March 2021	March 2022
<a href="#">Detailed Design Report</a>	April 2021	Jan. 2022
<a href="#">Preliminary Dam Consequence Assessment</a>	April 2021	Feb. 2022
<a href="#">Effectiveness Monitoring Plan</a>	April 2021	Nov. 2024
<a href="#">Engagement Plan</a>	May 2021	
<a href="#">Preliminary Review of Potential Effects on Shallow Groundwater and Sanitary Infrastructure (draft)</a>	June 2021	
<a href="#">Shoreline Erosion and Water Quality Risk Assessment</a>	Jan. 2022	

<a href="#">Burns and Decker Lake Shoreline Erosion Overview</a>	Feb. 2022	
<a href="#">Burns Lake Shallow Aquifer Surface Water Connectivity Assessment</a>	Nov. 2022	
<a href="#">Summary Report</a>	Feb. 2024	

## ESTIMATED LAKE ELEVATION CHANGES AND EXPECTED IMPACTS

The weir includes a curved rock dam and nature like slot fishway. The slotted fishway controls the releases of water during the seasonal low flow periods when the lake level is below the crest of the weir. The design is a passive structure with no mechanical or operable components.



The following water elevation changes are identified in the [Endako River Weir Detailed Design Report](#) (pages ii and iii).

1. "Maximum lake elevation for the entire period of record essentially remained the same. The average annual high water level was calculated to be 13 cm higher
2. Minimum lake elevation over the period of record was 34 cm higher; the average annual low-water level was 38 cm higher as the fishway outlet flows requires additional elevation to discharge flow (e.g., head losses).
3. Average lake elevation over the whole period of record went from 698.51 m to 698.86 m, up by 35 cm.
4. Extreme event lake elevations are relatively unchanged with the weir constructed, varying between 2 to 10 cm higher, depending on the return period."

The report notes (page iii) that "The hydraulic models used to generate the estimated water elevation changes estimates are functional and accurate, but the results are subject to uncertainty that results largely from the data and model limitations. In some cases, the cumulative uncertainty may be larger than the calculated differences between pre and post project conditions."

## **Flooding**

The [Endako Weir Summary Report](#) (page 5) states that “During spring runoff (freshet) extreme high-water lake level will be unchanged following weir construction, meaning the high-water mark will not change. Water level in the spring will be similar before and after Weir construction, meaning the high-water mark will not change.”

The [Endako River Weir Detailed Design Report](#) (page 16) estimates that the “extreme event lake elevations are relatively unchanged with the weir constructed, varying between 2 to 10 cm higher, depending on the return period.”

Staff note that the footnote on page 13 of the design report states that “The hydraulic model created in designing the weir is not suitable for accurately estimating the lake levels for peak flow conditions because it does not consider floodplain storage and overflow, and several other key factors. The model is limited to the available survey data downstream of the lake.”

The [A Shoreline Erosion and Water Quality Risk Assessment for the Proposed Endako River Weir](#) report (page 20) noted that at least two private properties on Burns Lake could experience extended periods of flooding when the duration of high-water periods is increased. That report recommended that these landowners be contacted to determine if their properties have had issues related to flooding in the past and what their concerns are regarding the proposed increase in water levels. It is not known if these residents were contacted.

## **Bank Erosion**

The [Endako Weir Summary Report](#) (page 5) states that “the weir has been designed to allow water to flow over the top during freshet, therefore, erosion and water quality impacts of the weir are not expected, but there is no way to predict this with certainty.”

The [Endako River Weir Detailed Design Report](#) (page 18) states that the “weir may cause unintended changes to the banks and bed of the river, or the upstream shoreline around Burns and Decker Lakes.”

The [Burns and Decker Lake Shoreline Erosion Overview Report](#) prepared a hazard assessment for shoreline erosion on Burns Lake. The hazard assessment identified areas where factors that create the risk of erosion were present. Gerow Island, the area directly west of Radley Beach Park, and the Nourse Subdivisions were identified as having a very high erosion hazard rating based on this assessment (page 16). It is noted (page 14) that the hazard assessment identified risk factors, but did not evaluate “probability of occurrence and magnitude of damage”. And that “implications and possible mitigation of erosion hazards are beyond the scope of this assessment.”

The report concludes (page 20) that “changes to the shoreline are possible in elevation bands where significant change to duration is recorded post project. Based on Table 4-2, this potential exists between lake elevations of 698.60 to 699.00 m.” This is the area of land near the average lake elevation.

The report notes (page 21) that the effects may be limited; however, the study was “data-limited” and factors such as increased boating activity, and the removal of shoreline vegetation may increase the risk.

### **Septic Systems**

No information has been provided regarding the impact of the Endako Weir on on-site sewage disposal systems. It may be that that on-site sewage disposal systems built under permit through Northern Health or in accordance with current Northern Health guidelines would not be impacted by the estimated water elevation changes.

### **Municipal Infrastructure.**

RDBN staff have not evaluated or included in this report information regarding the potential impact of weir construction on municipal infrastructure such as the sewage treatment plant. The Village of Burns Lake has been provided with a referral and will be responding directly to the Province.

## **STUDY UNCERTAINTY, FUTURE STUDY, AND MONITORING**

Given the uncertainty associated with the estimated water elevation changes and the potential for erosion and flooding impacts many of the studies and reports provided recommend monitoring of the impacts associated with weir construction. An adaptive management process is also recommended to respond to any negative impacts caused by the weir.

The [Endako Weir Summary Report](#) (page 5) states that “the weir has been designed to allow water to flow over the top during freshet, therefore, erosion and water quality impacts of the weir are not expected, but there is no way to predict this with certainty. Therefore, there are active monitoring programs for both lakeshore erosion and water quality. This will allow the UFFCA to detect any changes following weir construction. Modifications can be made to the weir as needed should any issues be identified.”

The [Endako River Weir Detailed Design Report](#) (page iii) states that “the structure has been designed with inherent design flexibility and with selected materials to allow changes to the weir and fishway structure and adaptation to future conditions. With the adaptive management and monitoring, the passive design can operate and provide instream flow benefits downstream in the Endako River now and into the future.”

The [Burns and Decker Lake Shoreline Erosion Overview Report](#) (page 22) made the following recommendations:

1. Significant data gaps were encountered in this study that affected the scale and granularity of the overview assessment. More details and insight can be achieved with improved spatial data, surveys, and site surveys to better identify and classify shoreline types, sediments, underlying processes, and issues.
2. Investigation of local sites of reported shoreline erosion around Burns and Decker Lakes should be conducted by Qualified Registered Professionals (QRP) with experience in the assessment of shoreline erosion to determine the probable causes of active erosion and possible mitigation options.
3. Given the possible long-term effect of the changes to the mean lake elevations due to the Endako River Weir Project, collection of baseline data is suggested. This would include spatial data set capturing current conditions of the shoreline, as well as site-specific data at representative sites over a range of shoreline types around the lake.
4. Assessment and mitigation of shoreline erosion sites should be determined through a risk assessment, hazard analysis, and prioritization scheme based on ongoing long-term erosion monitoring.
5. Emphasis should be placed on shoreline bioengineering and riparian revegetation stabilization measures as long-term, cost effective mitigation at active erosion sites along Burns and Decker Lakes. A shoreline management plan and stewardship program would assist in reducing future shoreline modifications and vegetation removal.

## **ENDAKO WEIR EFFECTIVENESS MONITORING PLAN**

The [Endako Weir Effectiveness Monitoring Plan](#) (pages 4-7, 12-14) proposes the following monitoring activities for water elevation and flooding and erosion.

### **Lake Elevation Monitoring Summary**

Four hydrometric stations were established in 2021 (two in Burns Lake and two in the Endako River) to monitor lake elevation levels. A fifth station was constructed in Decker Lake in 2022. The Burns Lake and Decker Lake stations will be used to monitor lake levels following weir construction. The Endako River stations will be used to monitor stream discharge.

## **Erosion Monitoring Plan Summary**

A survey of the shoreline in areas with a high or very high erosion hazard was completed in 2021 to establish a baseline. Monitoring stations will be established in 15 locations using erosion stakes. These locations will be monitored annually to determine erosion and vegetation redistribution using drone images. This monitoring is proposed to occur for a minimum of two years post weir construction.

### **STAFF COMMENT**

The technical studies and reports provided were completed based on modeling using limited data. Therefore, there is notable uncertainty regarding the predicted impacts of the weir. Given this uncertainty, adequate post construction monitoring is important. Equally important is the need for an adaptive management strategy which outlines the process to be followed should unexpected impacts occur as a result of the weir. If unexpected erosion is observed there is no discussion of the actions to be taken to mitigate the impacts. If the lake elevation estimates are not correct, and there is flooding or other impacts what is the process to require changes to the weir design? What are the triggers for action? Who is responsible for costs and decision making? Is there funding available for shoreline armoring or revegetation? These questions should be addressed.

Given the high level of public interest in this project staff see the need for additional community engagement on the project. The community should be given an opportunity to consider and comment on updated project information including the monitoring plan and an adaptive management strategy.

Staff recommend that a letter be sent to the Province containing the following recommendations in response to the Endako Wier referral.

1. The proposed two years of erosion monitoring is not adequate. Erosion monitoring should continue for at least 5 years or longer to ensure the impact of higher than average lake levels on erosion are evaluated.
2. The erosion monitoring plan should allow for public reporting of erosion.
3. The Province should require the applicant to commit to an active management strategy which does the following:
  - a. outlines a process to identify unacceptable negative impacts associated with the Endako Weir and implement appropriate actions to mitigate those impacts;
  - b. identifies minimum monitoring requirements including the ability for community reporting of negative impacts;

- c. assigns responsibility for identification and implementation of appropriate mitigation actions; and
  - d. requires the Province to play an oversight role ensuring appropriate implementation of the adaptive management strategy.
4. The community should be given an opportunity to comment on updated project information including the monitoring plan and an adaptive management strategy.
5. The Province should ensure that the private properties identified as being at risk of extended periods of flooding during high-water periods have been adequately consulted to ensure that their issues have been adequately addressed.

**ATTACHMENTS:**

1. May 11, 2021 letter from the UFFCA
2. May 28, 2021 letter from the RDBN
3. June 7, 2021 letter from the UFFCA
4. March 21, 2025 referral letter from Province
5. [Endako River Weir Project Environmental Management Plan, 2022 link](#)
6. [Endako River Weir and Fishway Detailed Design Report, 2022 link](#)
7. [Endako River Weir Preliminary Dam Consequence Assessment, 2022 link](#)
8. [Endako River Weir Engagement Plan, 2021 link](#)
9. [Proposed Endako Weir – Preliminary Review of the Potential Effects on Shallow Groundwater and District of Burns Lake Sanitary Infrastructure, 2021 link](#)
10. [Shoreline Erosion and Water Quality Risk Assessment for the Proposed Endako River Weir, 2022 link](#)
11. [Burns and Decker Lake Shoreline Erosion Overview, 2022 link](#)
12. [Burns Lake Shallow Aquifer Surface Water Connectivity Assessment, 2022 link](#)
13. [Endako Weir Summary Report, 2024 link](#)
14. [Endako Weir Effectiveness Monitoring Plan, 2024 link](#)



**UFFCA**  
upper fraser fisheries conservation alliance

**Mr. Jason Llewellyn, RPP, MCIP,**  
**Director of Planning**  
Regional District of the Bulkley Nechako  
Email: [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)

**RE: Endako Weir Project**

Dear Jason,

Thank you again for the opportunity to discuss the Endako Weir project. As I mentioned in our conversation, the Endako Weir project is spearheaded by the Upper Fraser Fisheries Conservation Alliance (UFFCA), an Indigenous Fisheries organization that promotes conservation, protection and the sustainable harvest of fish populations, as well as the health of the ecosystems upon which they depend.<sup>1</sup> The UFFCA has 28 member First Nations and 2 Tribal Councils, many of these Nations you interface with through your work at the Regional District of the Bulkley Nechako.

As we discussed the Endako Weir is an example of an environmental restoration project focussed on climate change adaptation and resiliency. Climate change, as well as reduced forest cover, has led to seasonal reductions in water levels and an increase in water temperature in many streams and rivers in BC. This makes for challenging conditions for migrating salmon, and poor conditions for eggs that are incubating in these waterways. The effect in the Endako is lower August and September flows during periods that are key for Chinook as well as Kokanee migration and spawning. The Endako Weir will stabilize the flow of the Endako River during spawning season and the incubation period to improve survival for the next generation of salmon, and will benefit the habitat of all fish that call the Endako home.

The UFFCA is working with BC on permitting, and hope to submit the final permit application in the next 10 days. While this project has been years in the making, it has only become a real possibility due to Covid stimulus funding that was released earlier this year from the Healthy Watershed Initiative for expenditure in 2021. While timelines are tight, the opportunity is too important to miss. As such, we will be undertaking an intensive engagement approach with citizens of Burns Lake, targeting lakeshore owners. This engagement strategy includes physical brochures, links to project information and a survey on the UFFCA website, in addition we will conduct no less than 4 webinars to answer

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<sup>1</sup> For more information on the UFFCA see: <https://upperfraser.ca/>

questions and hear concerns. Finally, we are meeting with the leadership of many of the local First Nations to formalize their support.

I am writing you today to request support from the Regional District of the Bulkley Nechako in two ways; 1) political support for this important environmental restoration project, and 2) an overview assessment of potential unintended impacts of the Endako Weir by your planning department. To support these requests I have attached relevant documents (listed below and sent as attachments) and would like to offer an opportunity for your planning department to meet with UFFCA fisheries biologists as Subject Matter Experts and / or the technical team for design or construction questions.

In closing I would like to thank you again for the opportunity to discuss this important project, and I look forward to your response.

Thanks again,



Lisa Krebs, RPP, MCIP  
UFFCA Representative for the Endako Weir  
Email: [lkrebs@krebsconsulting.ca](mailto:lkrebs@krebsconsulting.ca)  
Tel: 250-614-3168

Attachments:

NHC	Preliminary Dam Consequence Assessment
NHC	Endako River Weir Detailed Design Report
TEC	Endako River Weir Project Environmental Management Plan
EDI	Endako Weir Effectiveness Monitoring Plan

CC: Gord Sterritt, ED UFFCA



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

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

May 28, 2021

Lisa Krebs, RPP, MCIP  
UFFCA Representative for the Endako Weir  
Email: lkrebs@krebsconsulting.ca

RE: Endako Weir Project

Dear Lisa,

Thank you for the information regarding the Endako Weir Project and for the opportunity for the RDBN to provide comment regarding the efforts of the Upper Fraser Fisheries Conservation Alliance (UFFCA) to stabilize the flow of the Endako River to the benefit of chinook salmon and kokanee migration and spawning.

The RDBN Board appreciates the engagement efforts being undertaken to gain public, First Nations, and local government input on this project. The RDBN Board encourages the UFFCA and the Province to consider the public input received. In addition, the RDBN Board requests that the impacts associated with higher water levels in Burns Lake and Decker Lake are evaluated by qualified professionals and appropriately considered as part of the Provincial approval process. Of particular concern to the RDBN are impacts to low lying on-site sewage disposal systems, and increased waterfront erosion.

As you may be aware the RDBN is currently engaged with the Nechako First Nations in an initiative to restore more natural flows to the Nechako River and its affected tributaries. The RDBN encourages the UFFCA to ensure that these projects are undertaken in a coordinated and complimentary manner.

Gerry Thiessen,  
RDBN Board Chair

CC Beth Eagles, District Manager, MFLNRO, Nadina Resource District

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

INQUIRIES@RDBN.BC.CA  
WWW.RDBN.BC.CA

PH: 250-692-3195  
FX: 250-692-3305  
TF: 800-320-3339



## UPPER FRASER FISHERIES CONSERVATION ALLIANCE

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Gordon Sterritt  
Executive Director  
Upper Fraser Fisheries Conservation Alliance  
298A Mission Road  
Williams Lake, BC V2G 5K9

June 7, 2022

Michael Riis-Christianson, Director, Electoral Area B  
Jason Llewellyn, Director of Planning  
Regional District of Bulkley Nechako  
37 3rd Avenue / PO Box 820  
Burns Lake, BC  
VOJ 1E0

Sent via email: michael.riischristianson@rdbn.bc.ca; jason.llewellyn@rdbn.bc.ca

Dear Director Riis-Christianson, Director Llewellyn, Representatives, and Staff:

### **Re: Endako Weir Project Update**

I'm writing to provide an update on our work toward improving salmon habitat in the Endako River. As you may recall, last year we discussed the construction of a weir with the Regional District, the Village of Burns Lake, the Ts'il Kaz Koh First Nation, and local stakeholders (focusing on lakeshore property owners). The engagement report can be accessed at [www.upperfraser.ca/endako-weir.html](http://www.upperfraser.ca/endako-weir.html).

During the engagement sessions, we heard that high water was the greatest concern expressed by participants. The UFFCA responded to this concern by engaging experts to conduct further assessments and research, including:

- A shoreline assessment by boat to determine which areas are currently at high risk of erosion;
- A LiDAR (light detection and ranging) flight over Burns and Decker lakes to establish a current shoreline condition;
- Water quality assessment including literature review on potential impacts of weirs to water quality, summary of available water quality baseline data, and recommendations for additional monitoring;

- Acquisition of a turbidity monitor at the outflow of Burns Lake (turbidity is the amount of sediment in the water) that will collect hourly data, to be installed summer 2022;
- In-person data collection of turbidity and water quality at various depths beginning this fall and continuing for one year after weir construction;
- Pressure transducers in existing groundwater wells to confirm the relationship between lake water levels and groundwater levels.

Using the data, researchers are currently relating historic water levels to forecasted water levels with the proposed weir, and tying these predictions to concerns identified by area residents through engagement such as erosion and seasonal flooding.

The results of these studies, as well as the engineering design of the weir, were included in application packages submitted to the Provincial and Federal governments. These applications, which are for a Provincial Water License and DFO Authorization for Work are currently under review.

Prior to developing a more detailed construction design, UFFCA will be undertaking a geotechnical assessment at the weir site. There will also be an archaeological assessment in the area.

As this work progresses, UFFCA will continue to inform and discuss the project with our First Nations partners such as the Ts'il Kaz Koh First Nation, stakeholders, and residents in the area. We would be appreciative if we could schedule a meeting with the Regional District of Bulkley Nechako to discuss the project in the coming weeks.

Thank you,



Gordon Sterritt,  
Executive Director  
Upper Fraser Fisheries Conservation Alliance



File: 20021732

March 21, 2025

Regional District of Bulkley-Nechako  
 P.O. Box 820  
 Burns Lake, BC V0J 1E0  
 Email: [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)

Jason Llewellyn,

**Re: Upper Fraser Fisheries Conservation Alliance Endako Weir Proposal**

The Upper Fraser Fisheries Conservation Alliance (UFFCA) has applied for a water licence under the *Water Sustainability Act* in support of a proposed weir to be installed at the outlet of Burns Lake. The project is intended to increase late season flows in the Endako River to improve spawning conditions for Chinook salmon and a resident population of Kokanee.

UFFCA originally submitted the application on May 4, 2021. The Province's preliminary review of the original application identified a number of potential concerns related to shoreline erosion in Burns and Decker Lakes, impacts to groundwater wells, impacts to the village of Burns Lake's liquid waste facility, impacts to water quality, impacts to transportation infrastructure, unrealistic construction timelines, the requirement for land tenure and access, requirement to provide notice to potentially impacted property owners etc. UFFCA has since worked to address these concerns and has submitted numerous reports documenting these efforts.

I would suggest reviewing the attached summary document to gain a preliminary understanding of the project and the work that has been completed to date. The related technical reports can then provide additional detail for topics of interest or concern.

As we discussed on the phone, I am not requesting a response date for this referral. My goal is to ensure that stakeholders are informed and have genuine opportunity to participate in discussions and help inform outcomes.

I look forward to subsequent discussion. Please don't hesitate to contact me if you have questions or concerns.

Kind Regards,

Jeremy Roscoe  
 Water Authorizations Section Head  
 Smithers, B.C.  
[jeremy.roscoe@gov.bc.ca](mailto:jeremy.roscoe@gov.bc.ca)  
 (250) 877-0089

**Ministry of Water, Land and  
 Resource Stewardship**

Permitting Transformation Division  
 Authorizations Branch  
 Skeena Region

Mailing Address:  
 Bag 5000  
 3726 Alfred Avenue  
 Smithers BC V0J 2N0

Location Address:  
 3726 Alfred Avenue  
 Telephone: 250 847-7260



May 1, 2025

Jeremy Roscoe  
Water Authorizations Section Head  
Smithers, BC

Via email: [jeremy.roscoe@gov.bc.ca](mailto:jeremy.roscoe@gov.bc.ca)

Dear Jeremy:

### **Upper Fraser Fisheries Conservation Alliance Weir Proposal**

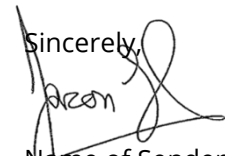
Please accept this letter as the RDBN's response to your letter dated March 21, 2025 seeking comment regarding the proposed Endako Weir. The Board reviewed the information provided and directed staff to send this letter with the following comments for the Province's consideration.

1. The proposed two years of erosion monitoring is not adequate. Erosion monitoring should continue for at least 5 years or longer to ensure the impact of higher than average lake levels on erosion are evaluated.
2. The erosion monitoring plan should allow for public reporting of erosion.
3. The Province should require the applicant to commit to an active management strategy which does the following:
  - a. outlines a process to identify unacceptable negative impacts associated with the Endako Weir and implement appropriate actions to mitigate those impacts;
  - b. identifies minimum monitoring requirements including the ability for community reporting of negative impacts;
  - c. assigns responsibility for identification and implementation of appropriate mitigation actions; and
  - d. requires the Province to play an oversight role ensuring appropriate implementation of the adaptive management strategy.
4. The community should be given an opportunity to comment on updated project information including the monitoring plan and an adaptive management strategy.
5. The Province should ensure that the private properties identified as being at risk of extended periods of flooding during high-water periods have been adequately consulted to ensure that their issues have been adequately addressed.

Attached to this letter, for your information, is the staff report regarding the proposed weir. This report was provided to the RDBN Board for their consideration on April 24, 2025.

The RDBN looks forward to participating in future discussions regarding the weir. Please do not hesitate to contact me at your discretion regarding these discussions, or should you have any questions.

Sincerely,



Name of Sender  
Job Title

Attached:

- Report Water Referral Endako Weir 2025apr24



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Llewellyn, Director of Planning and Development  
**Date:** April 24, 2025  
**Subject:** **Endako Weir Project**

### RECOMMENDATION:

(all/directors/majority)

That staff send a letter to the Province outlining the concerns and comments discussed in the April 24, 2025 staff report on the Endako Weir.

### BACKGROUND

The Upper Fraser Fisheries Conservation Alliance (UFFCA) is proposing the construction of a passive rock weir on the Endako River at the outlet of Burns Lake. The purpose of the weir is to slow the release of water from Burns Lake and Decker Lake during the summer resulting in increased flows in the Endako River to improve habitat conditions during the Chinook and Kokanee spawning window from the last week of August to the end of September.

According to the UFFCA website all First Nations communities with territories that lie within the Upper Fraser watershed are eligible for UFFCA membership, as well as organizations that represent one or more of these communities. There are 23 distinct First Nations communities in the Upper Fraser eligible for membership, including First Nations from the southwestern Sekani, southeastern Dakelh (Carrier), Wet'suwet'en, Tsilhqot'in, and Northern Shuswap territories. The list of active members is not listed.



The Endako Weir was first proposed to the RDBN in 2021. The following chronology outlines the history of the RDBN's involvement with the Endako Weir project.

- May 11, 2021 - The RDBN received the attached letter from the UFFCA requesting support for the weir project.
- May 28, 2021 - The RDBN Board responded to the attached letter which encouraged the UFFCA and Province to consider public input and requested that the impacts associated with higher water levels in Burns Lake and Decker Lake be evaluated by qualified professionals and appropriately considered as part of the provincial approval process.
- June 7, 2022 - The UFFCA provided the attached letter which contained an update on the public engagement process and outlined the additional research being undertaken.
- May 17, 2024 - The Province issued a License of Occupation for the Endako Weir. This was required to proceed with their Water Sustainability Act application. The development of the weir is contingent on the outcome of that application process; this Land Act license does not allow any development without an approval under the Water Sustainability Act.
- March 21, 2025 - The Province provided the attached letter requesting that the RDBN review the available information available regarding the project and in preparation for future discussion regarding the project.

## PROJECT DOCUMENTATION AND STUDIES

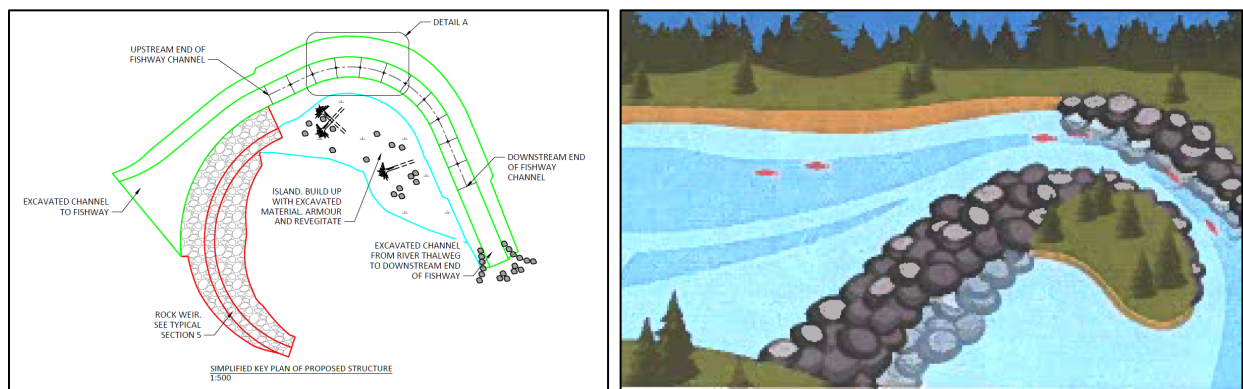
The following reports have been provided to the RDBN in support of the project.

Document Title	Produced	Updated
<a href="#">Environmental Management Plan</a>	March 2021	March 2022
<a href="#">Detailed Design Report</a>	April 2021	Jan. 2022
<a href="#">Preliminary Dam Consequence Assessment</a>	April 2021	Feb. 2022
<a href="#">Effectiveness Monitoring Plan</a>	April 2021	Nov. 2024
<a href="#">Engagement Plan</a>	May 2021	
<a href="#">Preliminary Review of Potential Effects on Shallow Groundwater and Sanitary Infrastructure (draft)</a>	June 2021	
<a href="#">Shoreline Erosion and Water Quality Risk Assessment</a>	Jan. 2022	

<a href="#">Burns and Decker Lake Shoreline Erosion Overview</a>	Feb. 2022	
<a href="#">Burns Lake Shallow Aquifer Surface Water Connectivity Assessment</a>	Nov. 2022	
<a href="#">Summary Report</a>	Feb. 2024	

## ESTIMATED LAKE ELEVATION CHANGES AND EXPECTED IMPACTS

The weir includes a curved rock dam and nature like slot fishway. The slotted fishway controls the releases of water during the seasonal low flow periods when the lake level is below the crest of the weir. The design is a passive structure with no mechanical or operable components.



The following water elevation changes are identified in the [Endako River Weir Detailed Design Report](#) (pages ii and iii).

1. "Maximum lake elevation for the entire period of record essentially remained the same. The average annual high water level was calculated to be 13 cm higher
2. Minimum lake elevation over the period of record was 34 cm higher; the average annual low-water level was 38 cm higher as the fishway outlet flows requires additional elevation to discharge flow (e.g., head losses).
3. Average lake elevation over the whole period of record went from 698.51 m to 698.86 m, up by 35 cm.
4. Extreme event lake elevations are relatively unchanged with the weir constructed, varying between 2 to 10 cm higher, depending on the return period."

The report notes (page iii) that "The hydraulic models used to generate the estimated water elevation changes estimates are functional and accurate, but the results are subject to uncertainty that results largely from the data and model limitations. In some cases, the cumulative uncertainty may be larger than the calculated differences between pre and post project conditions."

## **Flooding**

The [Endako Weir Summary Report](#) (page 5) states that “During spring runoff (freshet) extreme high-water lake level will be unchanged following weir construction, meaning the high-water mark will not change. Water level in the spring will be similar before and after Weir construction, meaning the high-water mark will not change.”

The [Endako River Weir Detailed Design Report](#) (page 16) estimates that the “extreme event lake elevations are relatively unchanged with the weir constructed, varying between 2 to 10 cm higher, depending on the return period.”

Staff note that the footnote on page 13 of the design report states that “The hydraulic model created in designing the weir is not suitable for accurately estimating the lake levels for peak flow conditions because it does not consider floodplain storage and overflow, and several other key factors. The model is limited to the available survey data downstream of the lake.”

The [A Shoreline Erosion and Water Quality Risk Assessment for the Proposed Endako River Weir](#) report (page 20) noted that at least two private properties on Burns Lake could experience extended periods of flooding when the duration of high-water periods is increased. That report recommended that these landowners be contacted to determine if their properties have had issues related to flooding in the past and what their concerns are regarding the proposed increase in water levels. It is not known if these residents were contacted.

## **Bank Erosion**

The [Endako Weir Summary Report](#) (page 5) states that “the weir has been designed to allow water to flow over the top during freshet, therefore, erosion and water quality impacts of the weir are not expected, but there is no way to predict this with certainty.”

The [Endako River Weir Detailed Design Report](#) (page 18) states that the “weir may cause unintended changes to the banks and bed of the river, or the upstream shoreline around Burns and Decker Lakes.”

The [Burns and Decker Lake Shoreline Erosion Overview Report](#) prepared a hazard assessment for shoreline erosion on Burns Lake. The hazard assessment identified areas where factors that create the risk of erosion were present. Gerow Island, the area directly west of Radley Beach Park, and the Nourse Subdivisions were identified as having a very high erosion hazard rating based on this assessment (page 16). It is noted (page 14) that the hazard assessment identified risk factors, but did not evaluate “probability of occurrence and magnitude of damage”. And that “implications and possible mitigation of erosion hazards are beyond the scope of this assessment.”

The report concludes (page 20) that “changes to the shoreline are possible in elevation bands where significant change to duration is recorded post project. Based on Table 4-2, this potential exists between lake elevations of 698.60 to 699.00 m.” This is the area of land near the average lake elevation.

The report notes (page 21) that the effects may be limited; however, the study was “data-limited” and factors such as increased boating activity, and the removal of shoreline vegetation may increase the risk.

### **Septic Systems**

No information has been provided regarding the impact of the Endako Weir on on-site sewage disposal systems. It may be that that on-site sewage disposal systems built under permit through Northern Health or in accordance with current Northern Health guidelines would not be impacted by the estimated water elevation changes.

### **Municipal Infrastructure.**

RDBN staff have not evaluated or included in this report information regarding the potential impact of weir construction on municipal infrastructure such as the sewage treatment plant. The Village of Burns Lake has been provided with a referral and will be responding directly to the Province.

## **STUDY UNCERTAINTY, FUTURE STUDY, AND MONITORING**

Given the uncertainty associated with the estimated water elevation changes and the potential for erosion and flooding impacts many of the studies and reports provided recommend monitoring of the impacts associated with weir construction. An adaptive management process is also recommended to respond to any negative impacts caused by the weir.

The [Endako Weir Summary Report](#) (page 5) states that “the weir has been designed to allow water to flow over the top during freshet, therefore, erosion and water quality impacts of the weir are not expected, but there is no way to predict this with certainty. Therefore, there are active monitoring programs for both lakeshore erosion and water quality. This will allow the UFFCA to detect any changes following weir construction. Modifications can be made to the weir as needed should any issues be identified.”

The [Endako River Weir Detailed Design Report](#) (page iii) states that “the structure has been designed with inherent design flexibility and with selected materials to allow changes to the weir and fishway structure and adaptation to future conditions. With the adaptive management and monitoring, the passive design can operate and provide instream flow benefits downstream in the Endako River now and into the future.”

The [Burns and Decker Lake Shoreline Erosion Overview Report](#) (page 22) made the following recommendations:

1. Significant data gaps were encountered in this study that affected the scale and granularity of the overview assessment. More details and insight can be achieved with improved spatial data, surveys, and site surveys to better identify and classify shoreline types, sediments, underlying processes, and issues.
2. Investigation of local sites of reported shoreline erosion around Burns and Decker Lakes should be conducted by Qualified Registered Professionals (QRP) with experience in the assessment of shoreline erosion to determine the probable causes of active erosion and possible mitigation options.
3. Given the possible long-term effect of the changes to the mean lake elevations due to the Endako River Weir Project, collection of baseline data is suggested. This would include spatial data set capturing current conditions of the shoreline, as well as site-specific data at representative sites over a range of shoreline types around the lake.
4. Assessment and mitigation of shoreline erosion sites should be determined through a risk assessment, hazard analysis, and prioritization scheme based on ongoing long-term erosion monitoring.
5. Emphasis should be placed on shoreline bioengineering and riparian revegetation stabilization measures as long-term, cost effective mitigation at active erosion sites along Burns and Decker Lakes. A shoreline management plan and stewardship program would assist in reducing future shoreline modifications and vegetation removal.

## **ENDAKO WEIR EFFECTIVENESS MONITORING PLAN**

The [Endako Weir Effectiveness Monitoring Plan](#) (pages 4-7, 12-14) proposes the following monitoring activities for water elevation and flooding and erosion.

### **Lake Elevation Monitoring Summary**

Four hydrometric stations were established in 2021 (two in Burns Lake and two in the Endako River) to monitor lake elevation levels. A fifth station was constructed in Decker Lake in 2022. The Burns Lake and Decker Lake stations will be used to monitor lake levels following weir construction. The Endako River stations will be used to monitor stream discharge.

## **Erosion Monitoring Plan Summary**

A survey of the shoreline in areas with a high or very high erosion hazard was completed in 2021 to establish a baseline. Monitoring stations will be established in 15 locations using erosion stakes. These locations will be monitored annually to determine erosion and vegetation redistribution using drone images. This monitoring is proposed to occur for a minimum of two years post weir construction.

### **STAFF COMMENT**

The technical studies and reports provided were completed based on modeling using limited data. Therefore, there is notable uncertainty regarding the predicted impacts of the weir. Given this uncertainty, adequate post construction monitoring is important. Equally important is the need for an adaptive management strategy which outlines the process to be followed should unexpected impacts occur as a result of the weir. If unexpected erosion is observed there is no discussion of the actions to be taken to mitigate the impacts. If the lake elevation estimates are not correct, and there is flooding or other impacts what is the process to require changes to the weir design? What are the triggers for action? Who is responsible for costs and decision making? Is there funding available for shoreline armoring or revegetation? These questions should be addressed.

Given the high level of public interest in this project staff see the need for additional community engagement on the project. The community should be given an opportunity to consider and comment on updated project information including the monitoring plan and an adaptive management strategy.

Staff recommend that a letter be sent to the Province containing the following recommendations in response to the Endako Weir referral.

1. The proposed two years of erosion monitoring is not adequate. Erosion monitoring should continue for at least 5 years or longer to ensure the impact of higher than average lake levels on erosion are evaluated.
2. The erosion monitoring plan should allow for public reporting of erosion.
3. The Province should require the applicant to commit to an active management strategy which does the following:
  - a. outlines a process to identify unacceptable negative impacts associated with the Endako Weir and implement appropriate actions to mitigate those impacts;
  - b. identifies minimum monitoring requirements including the ability for community reporting of negative impacts;

- c. assigns responsibility for identification and implementation of appropriate mitigation actions; and
  - d. requires the Province to play an oversight role ensuring appropriate implementation of the adaptive management strategy.
4. The community should be given an opportunity to comment on updated project information including the monitoring plan and an adaptive management strategy.
5. The Province should ensure that the private properties identified as being at risk of extended periods of flooding during high-water periods have been adequately consulted to ensure that their issues have been adequately addressed.

**ATTACHMENTS:**

1. May 11, 2021 letter from the UFFCA
2. May 28, 2021 letter from the RDBN
3. June 7, 2021 letter from the UFFCA
4. March 21, 2025 referral letter from Province
5. [Endako River Weir Project Environmental Management Plan, 2022 link](#)
6. [Endako River Weir and Fishway Detailed Design Report, 2022 link](#)
7. [Endako River Weir Preliminary Dam Consequence Assessment, 2022 link](#)
8. [Endako River Weir Engagement Plan, 2021 link](#)
9. [Proposed Endako Weir – Preliminary Review of the Potential Effects on Shallow Groundwater and District of Burns Lake Sanitary Infrastructure, 2021 link](#)
10. [Shoreline Erosion and Water Quality Risk Assessment for the Proposed Endako River Weir, 2022 link](#)
11. [Burns and Decker Lake Shoreline Erosion Overview, 2022 link](#)
12. [Burns Lake Shallow Aquifer Surface Water Connectivity Assessment, 2022 link](#)
13. [Endako Weir Summary Report, 2024 link](#)
14. [Endako Weir Effectiveness Monitoring Plan, 2024 link](#)



**UFFCA**  
upper fraser fisheries conservation alliance

**Mr. Jason Llewellyn, RPP, MCIP,**  
**Director of Planning**  
Regional District of the Bulkley Nechako  
Email: [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)

**RE: Endako Weir Project**

Dear Jason,

Thank you again for the opportunity to discuss the Endako Weir project. As I mentioned in our conversation, the Endako Weir project is spearheaded by the Upper Fraser Fisheries Conservation Alliance (UFFCA), an Indigenous Fisheries organization that promotes conservation, protection and the sustainable harvest of fish populations, as well as the health of the ecosystems upon which they depend.<sup>1</sup> The UFFCA has 28 member First Nations and 2 Tribal Councils, many of these Nations you interface with through your work at the Regional District of the Bulkley Nechako.

As we discussed the Endako Weir is an example of an environmental restoration project focussed on climate change adaptation and resiliency. Climate change, as well as reduced forest cover, has led to seasonal reductions in water levels and an increase in water temperature in many streams and rivers in BC. This makes for challenging conditions for migrating salmon, and poor conditions for eggs that are incubating in these waterways. The effect in the Endako is lower August and September flows during periods that are key for Chinook as well as Kokanee migration and spawning. The Endako Weir will stabilize the flow of the Endako River during spawning season and the incubation period to improve survival for the next generation of salmon, and will benefit the habitat of all fish that call the Endako home.

The UFFCA is working with BC on permitting, and hope to submit the final permit application in the next 10 days. While this project has been years in the making, it has only become a real possibility due to Covid stimulus funding that was released earlier this year from the Healthy Watershed Initiative for expenditure in 2021. While timelines are tight, the opportunity is too important to miss. As such, we will be undertaking an intensive engagement approach with citizens of Burns Lake, targeting lakeshore owners. This engagement strategy includes physical brochures, links to project information and a survey on the UFFCA website, in addition we will conduct no less than 4 webinars to answer

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<sup>1</sup> For more information on the UFFCA see: <https://upperfraser.ca/>

questions and hear concerns. Finally, we are meeting with the leadership of many of the local First Nations to formalize their support.

I am writing you today to request support from the Regional District of the Bulkley Nechako in two ways; 1) political support for this important environmental restoration project, and 2) an overview assessment of potential unintended impacts of the Endako Weir by your planning department. To support these requests I have attached relevant documents (listed below and sent as attachments) and would like to offer an opportunity for your planning department to meet with UFFCA fisheries biologists as Subject Matter Experts and / or the technical team for design or construction questions.

In closing I would like to thank you again for the opportunity to discuss this important project, and I look forward to your response.

Thanks again,



Lisa Krebs, RPP, MCIP  
UFFCA Representative for the Endako Weir  
Email: [lkrebs@krebsconsulting.ca](mailto:lkrebs@krebsconsulting.ca)  
Tel: 250-614-3168

Attachments:

NHC	Preliminary Dam Consequence Assessment
NHC	Endako River Weir Detailed Design Report
TEC	Endako River Weir Project Environmental Management Plan
EDI	Endako Weir Effectiveness Monitoring Plan

CC: Gord Sterritt, ED UFFCA



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

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

May 28, 2021

Lisa Krebs, RPP, MCIP  
UFFCA Representative for the Endako Weir  
Email: lkrebs@krebsconsulting.ca

RE: Endako Weir Project

Dear Lisa,

Thank you for the information regarding the Endako Weir Project and for the opportunity for the RDBN to provide comment regarding the efforts of the Upper Fraser Fisheries Conservation Alliance (UFFCA) to stabilize the flow of the Endako River to the benefit of chinook salmon and kokanee migration and spawning.

The RDBN Board appreciates the engagement efforts being undertaken to gain public, First Nations, and local government input on this project. The RDBN Board encourages the UFFCA and the Province to consider the public input received. In addition, the RDBN Board requests that the impacts associated with higher water levels in Burns Lake and Decker Lake are evaluated by qualified professionals and appropriately considered as part of the Provincial approval process. Of particular concern to the RDBN are impacts to low lying on-site sewage disposal systems, and increased waterfront erosion.

As you may be aware the RDBN is currently engaged with the Nechako First Nations in an initiative to restore more natural flows to the Nechako River and its affected tributaries. The RDBN encourages the UFFCA to ensure that these projects are undertaken in a coordinated and complimentary manner.

Gerry Thiessen,  
RDBN Board Chair

CC Beth Eagles, District Manager, MFLNRO, Nadina Resource District

MUNICIPALITIES:

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

ELECTORAL AREAS:

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

INQUIRIES@RDBN.BC.CA  
WWW.RDBN.BC.CA

PH: 250-692-3195  
FX: 250-692-3305  
TF: 800-320-3339



## UPPER FRASER FISHERIES CONSERVATION ALLIANCE

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Gordon Sterritt  
Executive Director  
Upper Fraser Fisheries Conservation Alliance  
298A Mission Road  
Williams Lake, BC V2G 5K9

June 7, 2022

Michael Riis-Christianson, Director, Electoral Area B  
Jason Llewellyn, Director of Planning  
Regional District of Bulkley Nechako  
37 3rd Avenue / PO Box 820  
Burns Lake, BC  
VOJ 1E0

Sent via email: michael.riischristianson@rdbn.bc.ca; jason.llewellyn@rdbn.bc.ca

Dear Director Riis-Christianson, Director Llewellyn, Representatives, and Staff:

### **Re: Endako Weir Project Update**

I'm writing to provide an update on our work toward improving salmon habitat in the Endako River. As you may recall, last year we discussed the construction of a weir with the Regional District, the Village of Burns Lake, the Ts'il Kaz Koh First Nation, and local stakeholders (focusing on lakeshore property owners). The engagement report can be accessed at [www.upperfraser.ca/endako-weir.html](http://www.upperfraser.ca/endako-weir.html).

During the engagement sessions, we heard that high water was the greatest concern expressed by participants. The UFFCA responded to this concern by engaging experts to conduct further assessments and research, including:

- A shoreline assessment by boat to determine which areas are currently at high risk of erosion;
- A LiDAR (light detection and ranging) flight over Burns and Decker lakes to establish a current shoreline condition;
- Water quality assessment including literature review on potential impacts of weirs to water quality, summary of available water quality baseline data, and recommendations for additional monitoring;

- Acquisition of a turbidity monitor at the outflow of Burns Lake (turbidity is the amount of sediment in the water) that will collect hourly data, to be installed summer 2022;
- In-person data collection of turbidity and water quality at various depths beginning this fall and continuing for one year after weir construction;
- Pressure transducers in existing groundwater wells to confirm the relationship between lake water levels and groundwater levels.

Using the data, researchers are currently relating historic water levels to forecasted water levels with the proposed weir, and tying these predictions to concerns identified by area residents through engagement such as erosion and seasonal flooding.

The results of these studies, as well as the engineering design of the weir, were included in application packages submitted to the Provincial and Federal governments. These applications, which are for a Provincial Water License and DFO Authorization for Work are currently under review.

Prior to developing a more detailed construction design, UFFCA will be undertaking a geotechnical assessment at the weir site. There will also be an archaeological assessment in the area.

As this work progresses, UFFCA will continue to inform and discuss the project with our First Nations partners such as the Ts'il Kaz Koh First Nation, stakeholders, and residents in the area. We would be appreciative if we could schedule a meeting with the Regional District of Bulkley Nechako to discuss the project in the coming weeks.

Thank you,



Gordon Sterritt,  
Executive Director  
Upper Fraser Fisheries Conservation Alliance



File: 20021732

March 21, 2025

Regional District of Bulkley-Nechako  
P.O. Box 820  
Burns Lake, BC V0J 1E0  
Email: [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)

Jason Llewellyn,

**Re: Upper Fraser Fisheries Conservation Alliance Endako Weir Proposal**

The Upper Fraser Fisheries Conservation Alliance (UFFCA) has applied for a water licence under the *Water Sustainability Act* in support of a proposed weir to be installed at the outlet of Burns Lake. The project is intended to increase late season flows in the Endako River to improve spawning conditions for Chinook salmon and a resident population of Kokanee.

UFFCA originally submitted the application on May 4, 2021. The Province's preliminary review of the original application identified a number of potential concerns related to shoreline erosion in Burns and Decker Lakes, impacts to groundwater wells, impacts to the village of Burns Lake's liquid waste facility, impacts to water quality, impacts to transportation infrastructure, unrealistic construction timelines, the requirement for land tenure and access, requirement to provide notice to potentially impacted property owners etc. UFFCA has since worked to address these concerns and has submitted numerous reports documenting these efforts.

I would suggest reviewing the attached summary document to gain a preliminary understanding of the project and the work that has been completed to date. The related technical reports can then provide additional detail for topics of interest or concern.

As we discussed on the phone, I am not requesting a response date for this referral. My goal is to ensure that stakeholders are informed and have genuine opportunity to participate in discussions and help inform outcomes.

I look forward to subsequent discussion. Please don't hesitate to contact me if you have questions or concerns.

Kind Regards,

Jeremy Roscoe  
Water Authorizations Section Head  
Smithers, B.C.  
[jeremy.roscoe@gov.bc.ca](mailto:jeremy.roscoe@gov.bc.ca)  
(250) 877-0089

**Ministry of Water, Land and  
Resource Stewardship**

Permitting Transformation Division  
Authorizations Branch  
Skeena Region

Mailing Address:  
Bag 5000  
3726 Alfred Avenue  
Smithers BC V0J 2N0

Location Address:  
3726 Alfred Avenue  
Telephone: 250 847-7260



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Amy Wainwright, Deputy Director of Planning and Development Services

**Date:** April 30, 2026

**Subject:** **District of Vanderhoof Temporary Use Permit Referral**

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

That staff inform the District of Vanderhoof that the Regional District of Bulkley-Nechako has no objection to the Temporary Use Permit application submitted by Canadian Forest Products Ltd. for a BC Hydro work camp and lay-down yard provided the applicant work with the RDBN to develop a solid waste management plan for the proposed use.

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### **BACKGROUND**

The District of Vanderhoof provided the RDBN with a referral for a Temporary Use Permit Application submitted by Canadian Forest Products Ltd. to use their property at 1399 Bearhead Rd (former Plateau Mill site) for a BC Hydro work camp and equipment/material lay-down area. The District has requested a response to the referral before the May 11, 2026 Council meeting.

Planning staff have no objections to the application provided that the applicant coordinate with the RDBN to develop a solid waste management plan for the proposed camp.

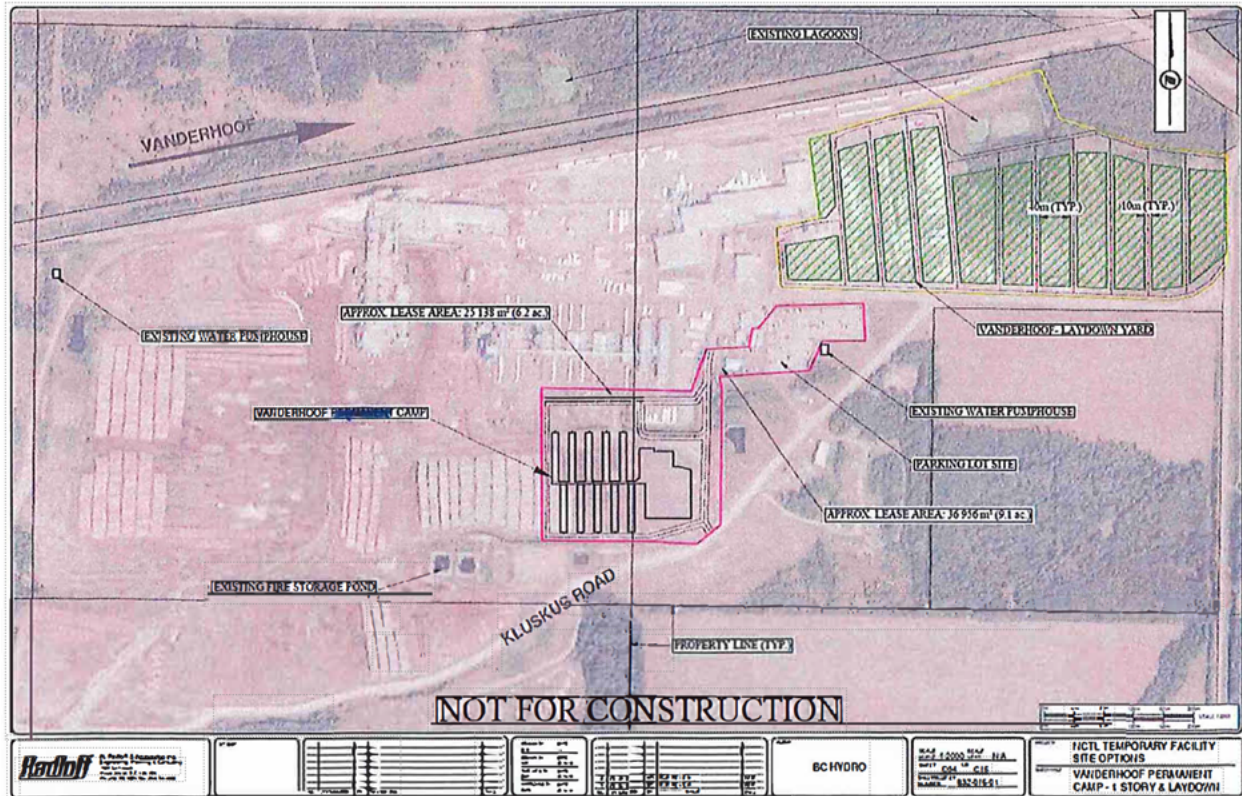
### **APPLICATION SUMMARY**

Canfor has applied for a 3 year Temporary Industrial Use Permit (with a potential 3 year extension) to provide British Columbia Hydro and Power Authority with a portion of the Plateau Mill site highlighted in pink and yellow in the photo below to use as an industrial camp and equipment / material lay-down area, as part of the North Coast Electrification Project.

The following uses will be occurring on the site (see yellow and pink area in the attached photo below):

- 250+ person temporary portable camp (private living units/food service/healthcare/recreation)
- Administration/Safety offices and areas
- Lay-down area for equipment
- Lay-down area for materials
- On site sewage is proposed to be trucked from site to the District of Vanderhoof effluent facility

- BC Hydro is currently working with Northern Health for all required permits (water, sanitary, on-site camp healthcare services, camp occupancy)



There are no apparent land use planning interface issues or concerns relating to the RDBN, other than the disposal of solid waste.

#### ATTACHMENTS:

- Email from the District of Vanderhoof
- Temporary Use Permit Application

#### STRATEGIC PLAN ALIGNMENT:

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

4. Community and Economic Sustainability

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**From:** Willene Perez <corporate@vanderhoof.ca>  
**Sent:** April 20, 2026 12:17 PM  
**To:** Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>  
**Subject:** BC Hydro Camp on Plateau property

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

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Hello Jason

Attached please find the application for a Temporary Use Permit for a BC Hydro camp, submitted by Canfor, for the Plateau mill property. We hope for it to be on May 11 Council agenda, so please provide your comments prior to then, if possible.

Thanks,

**Willene Perez**

*Corporate Officer*

**District of Vanderhoof**

***Celebrating 100 Years – 1926-2026***

Direct: 250-570-5030 | Cell: 250-570-1765 | Switchboard: 250-567-4711

[Website](#) | [Facebook](#) | [YouTube](#)

*The District of Vanderhoof acknowledges the traditional territory of the Saik'uz First Nation on whose land we live, work, and play.*



## Temporary Use Permit Application Form

*Applicants are advised to consult with District Staff prior to submitting an application.*

If you are an agent applying on behalf of the property owner, fill out the applicant and property owner sections. If you are the property owner and the applicant only fill out the applicant section.

### APPLICANT

**Full Name:** Luke J Drapeau

**Civic Address:** 161 East 4th Avenue, Vancouver BC V5T 1G4

**Mailing Address:** 5162 Northwood Pulp Mill Road V2L 4W2

**Phone:** 250-640-1152

**Email:** luke.drapeau@canfor.com

**Business Name:** Canadian Forest Products Ltd.

**Business Address:** Civic Address above

### PROPERTY OWNER

**Full Name:**

**Civic Address:**

**Business Name:**

**Civic Address:**

**Mailing Address:**

**Phone:**

**Email:**

### AGENT AUTHORIZATION

**If the applicant is not the sole registered owner of the subject property, all registered owners of the subject property must either sign the application below or provide a signed letter authorizing the applicant to act as their agent with respect to this application.**

As owner(s) of the and described in this application, I/we authorize  
Applicant, and as our agent with respect to this application.

to act as

Owner name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Owner name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Owner name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## SUBJECT PROPERTY INFORMATION

Legal Description(s) and PID(s): PIDs 013-218-417 and 013-056-417 (see attached photo below)

Civic Address  
(House No., Street Name): 1399 Bearhead Road, Vanderhoof BC, V0J 3A2

Property Size: Total civic address property size is 917 acres. Subject property for the temporary use permit is 256.84 acres and represented by the yellow and pink highlighted portions of the applicable PIDs in the attached photo below.

### Existing Land Use:

(Describe the uses that currently occur on the land under application. List each building and the use of that building.)

Industrial Sawmill Site (idle since December 20, 2024) - Manufacture of random length lumber

The full site includes:

- 12 MW substation
- 5 wells
- 3 sewage lagoons
- Rail siding
- 16 buildings, all tied to supporting the sawmill operation

## PROPOSED TEMPORARY USE

### Reason for Application:

Describe the proposed temporary use in detail, including the following:

- The length of time the use is expected to occur.
- The activities proposed to occur on the property.
- Any buildings or structures proposed on the property.

Please also discuss why you consider the proposed development to be appropriate for the land under application. If more space is needed use page 4 or attach separate pages to the application, or a letter if necessary.

Canfor intends on applying for a 3 year Temporary Industrial Use Permit (with a potential 3 year extension) to provide British Columbia Hydro and Power Authority with that portion of the Plateau Mill site highlighted in pink and yellow in the photo below to use as an industrial camp and equipment / material lay-down area, as part of the North Coast Electrification Project.

The following uses will be occurring on the site (see yellow and pink area in the attached photo below):

- 250+ person temporary portable camp (private living units/food service/healthcare/recreation)
- Administration/Safety offices and areas
- Lay-down area for equipment
- Lay-down area for materials
- On site sewage is proposed to be trucked from site to the District of Vanderhoof effluent facility
- BC Hydro is currently working with Northern Health for all required permits (water, sanitary, on-site camp healthcare services, camp occupancy)

## APPLICATION FEES

The application fee set out in Fees Bylaw 1295, 2026 must accompany this application. An application is not considered complete and cannot be processed until the required application fee and all information has been received by the District.

Fees may be paid in the following ways:

- Cheques payable to District of Vanderhoof
- Debt or cash payment at the District of Vanderhoof Municipal Office, 160 Connaught Street, Vanderhoof, BC
- E-transfer to [accrec@vanderhoof.ca](mailto:accrec@vanderhoof.ca) (include "TUP application for [address]" in the message box)

## DECLARATION

I, the undersigned, hereby declare that the attached information, provided with respect to this application is a true statement of facts, and authorize District of Vanderhoof staff to conduct site inspections of the subject property for the purpose of confirming information submitted as part of this application, and for the purpose of processing this application.



Owner/Agent Signature

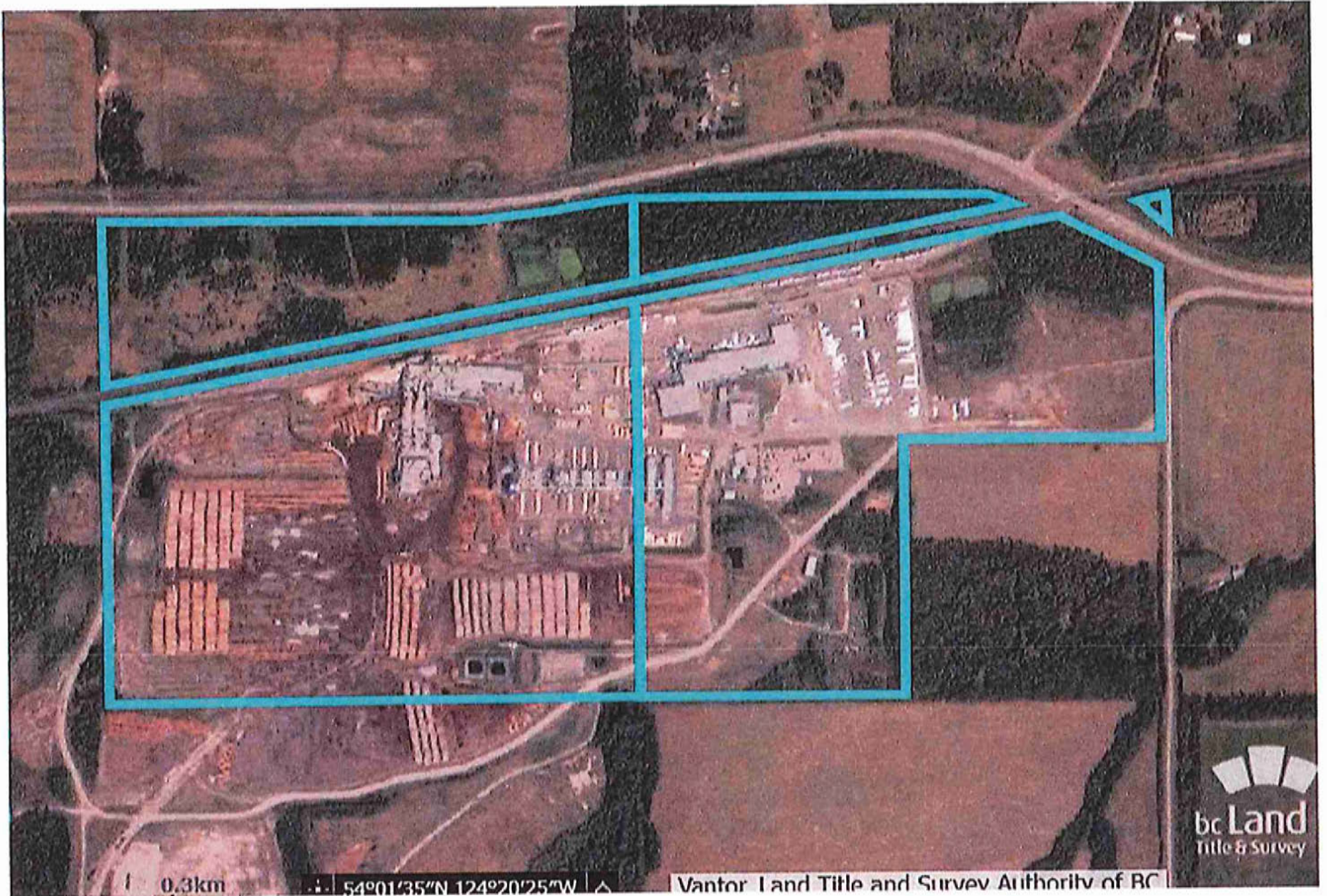
February 27, 2026

Date

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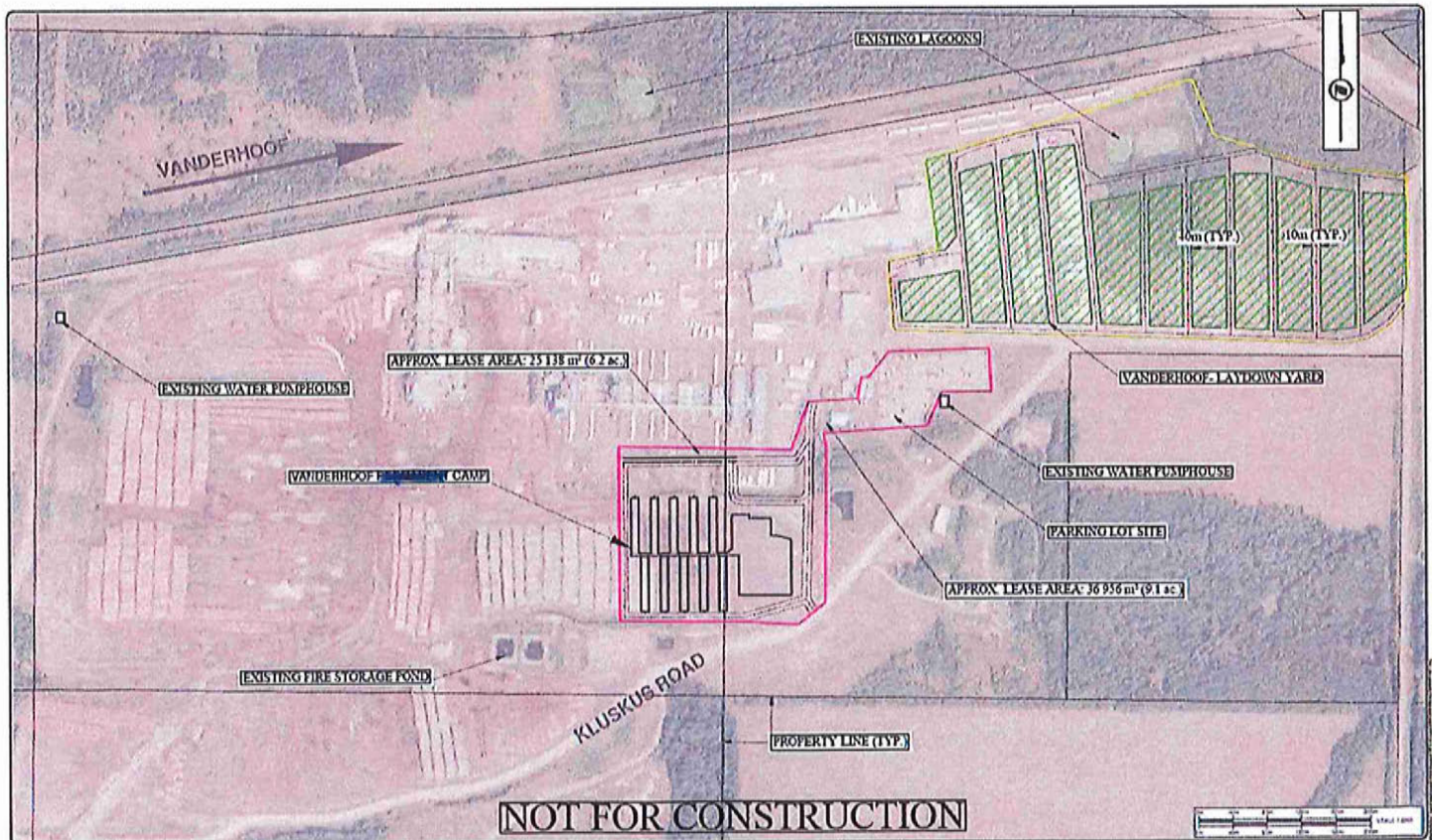
*Personal information provided to the District of Vanderhoof is collected, used, and disclosed in accordance with the Freedom of Information and Protection of Privacy Act (FOIPPA). Personal information is defined as recorded information about an identifiable individual, including name, phone number, or email address, and is obtained if supplied voluntarily through completing an application for a District program or service. Any personal information we ask you to provide will only be used for that purpose. Questions may be directed to the Freedom of Information Head for the District of Vanderhoof.*

PID's : 013-218-417 & 013-056-417





	B. Radloff & Associates Inc. Engineering & Consulting 1000 West 10th Street Vancouver, BC V6H 2G6 Phone: 604-271-1111 Fax: 604-271-1112	SHEET NO. 011 OF 012 PROJECT NO. 2025-004	BC HYDRO	SCALE: 1:2000 DATE: 01/12/2011	PROJECT: TRANSMISSION LINE SUPPORT CAMP LAYDOWN YARD OPTIONS SHEET: VANDERHOOF PERMANENT CAMP



	B. Radloff & Associates Inc. Engineering & Consulting 1000 West 10th Street Vancouver, BC V6H 2G6 Phone: 604-271-1111 Fax: 604-271-1112	SHEET NO. 011 OF 012 PROJECT NO. 2025-004	BC HYDRO	SCALE: 1:2000 DATE: 01/12/2011	PROJECT: NICTL TEMPORARY FACILITY SITE OPTIONS SHEET: VANDERHOOF PERMANENT CAMP - 1 STORY & LAYDOWN

**Advisory Planning Commission  
Meeting Minutes**

<b>Electoral Area A</b>	<b>Meeting Date: Monday April 13, 2026</b>	<b>Meeting Location: Virtually via Zoom</b>
<b>Attendance</b>		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Natalie Trueit-MacDonald		<input checked="" type="checkbox"/> Director Stoney Stoltenberg
<input checked="" type="checkbox"/> Bob Posthuma - ABSTAINED		<input type="checkbox"/> <del>Alternate Vicky Hoskins</del>
<input checked="" type="checkbox"/> Sandra Hinchliffe		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Andrew Watson		<input checked="" type="checkbox"/> Cameron Kral, Planner
<input checked="" type="checkbox"/> Alan Koopman		<input checked="" type="checkbox"/> Leigh Purnell, Applicant
<input type="checkbox"/> Paul Murphy		<input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>
Chairperson: Sandra Hinchliffe		Secretary: Natalie Trueit-MacDonald
Call to Order: 7:10pm		
<b><u>Agenda</u></b>		
7:00 pm      TUP A-01-26		
Applications (Include application number, comments, and resolution)		
TUP A-01-26 (awaiting confirmation from ALC)		
The APC unanimously supports the application.		
Meeting Adjourned: 7:40pm	Secretary Signature: <span style="background-color: black; color: black;">[REDACTED]</span>	



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Jason Llewellyn, Director of Planning and Development

**Date:** April 30, 2026

**Subject:** **2026/27 Annual Operating Agreement with BC Transit**

---

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

That the Board approve the RDBN entering into the 2026/27 Annual Operating Agreement with BC Transit for the Bulkley-Nechako Regional Transit Service.

---

### BACKGROUND

Attached is the 2026/27 Annual Operating Agreement (AOA) that formalizes the partnership with BC Transit to operate the Bulkley-Nechako Regional Transit Service. The table below shows the estimated RDBN share of the operating costs for the 2026/27 year in relation to previous years.

The reduced costs for 2026/27 compared to the previous year are a result of reduced maintenance costs associated with the delivery of new busses this summer. Also, fuel costs were anticipated to be lower at the time the estimate was prepared. It is clear that the fuel cost estimate will be low, and increased costs will be incurred. These costs are accommodated in the RDBN's 2026 budget for the service.

Staff recommend that the Board approve the RDBN entering into the 2026/27 Annual Operating Agreement with BC Transit for the Bulkley-Nechako Regional Transit Service.

YEAR	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Net RDBN Share (AOA Sch. "C")	\$100,410	\$92,259	\$109,981	\$102,077	\$139,609	\$146,916	\$162,036	\$146,522

### ATTACHMENTS:

Cover letter from BC Transit

2026/27 Annual Operating Agreement

### STRATEGIC PLAN ALIGNMENT:

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

1. Relationships with First Nations

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

1.3 Investigate and identify opportunities for the RDBN to provide specific services to First Nations.



April 2, 2026

**BY EMAIL:** jason.llewellyn@rdbn.bc.ca

Jason Llewellyn,  
Director of Planning  
Regional District of Bulkley-Nechako  
37 3rd Avenue  
Burns Lake, BC V0J 1E0

Dear Jason,

**Re: 2026-27 Annual Operating Agreement – Regional District of Bulkley-Nechako**

As we provide you with your 2026-27 Annual Operating Agreement (AOA), we want to take the opportunity to update you on items reflected in your system budget and highlight key pieces of information for your consideration.

BC Transit's operating budget for the coming fiscal year reflects our current economic climate and was developed through a lens of sound financial management and with an effort to contain costs associated with the delivery of public transit services. The risks associated with fuel price volatility and general economic uncertainty will require ongoing monitoring and potential mitigation efforts as the year unfolds. While our operating budget of \$457.4M (\$195.1M in Provincial funding) will allow BC Transit to maintain core services around the province, it does not provide the opportunity for service expansion in the coming year. However, we continue to focus on ways to improve service delivery and look for operational efficiencies that will have a meaningful impact on our customers.

Your transit system continues to benefit from funding provided by the Province to compensate for foregone fare revenue in conjunction with the Free Transit for Children 12 and Under program. As a result of new systems being incorporated into the program, and through the introduction of a more simplified methodology to allocate revenue, you will see an adjustment to this revenue line in your 2026-27 budget. As the total amount of funding to support this program is fixed, the allocation for your individual system may change.

Finally, a reminder that the information contained in your Detailed AOA budget (which is distributed to you separately from your AOA) includes commercially confidential information from our operating company and is subject to protection afforded by the *Freedom of Information & Protection of Privacy Act*. Any reports to Council or Regional District Boards, or any discussions which may be made within the public realm must be limited to the line items showing Revenues, Total Operating Costs, Total Costs and Total Local Government's Share of

Costs. The schedules attached to your Annual Operating Agreement have been modified accordingly.

As required by the Provincial Operating Contribution Agreement, all AOAs must be signed and returned to BC Transit no later than June 30, 2026.

If you have any questions regarding your agreement or the associated budget, please contact me at your earliest convenience so I can provide you with any additional information that you require.

Sincerely,



Iris Brown  
Government Relations Manager

Enclosed: 2026-27 Annual Operating Agreement – Regional District of Bulkley-Nechako

ANNUAL OPERATING AGREEMENT

between

**Regional District of Bulkley-Nechako**

and

**British Columbia Transit**

Effective  
**April 1, 2026**

**CONTENTS**

SECTION 1: DEFINITIONS.....	3
SECTION 2: INCORPORATION OF SCHEDULES.....	3
SECTION 3: INCORPORATION OF TRANSIT SERVICE AGREEMENT .....	3
SECTION 4: TERM AND RENEWAL .....	4
SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT .....	4
SECTION 6: SETTLEMENT OF DISPUTES .....	4
SECTION 7: MISCELLANEOUS PROVISIONS .....	4
SECTION 8: LOCAL CONTRIBUTIONS AND RESERVES .....	5
SECTION 9: GOVERNING LAW.....	6
SECTION 10: COUNTERPARTS.....	6
SECTION 11: NOTICES AND COMMUNICATIONS .....	7
SCHEDULE A: FARES.....	8
SCHEDULE B: SERVICE SPECIFICATIONS .....	10
SCHEDULE C: BUDGET .....	11

## ANNUAL OPERATING AGREEMENT

April 1, 2026 – March 31, 2027

BETWEEN: **Regional District of Bulkley-Nechako**  
(the "Municipality")

AND: **British Columbia Transit**  
(the "Authority")

WHEREAS the Authority is authorized to contract for transit services for the purpose of providing and maintaining those services and facilities necessary for the establishment, maintenance and operation of a public passenger transportation system in the Transit Service Area;

WHEREAS the Municipality is authorized to enter into one or more agreements with the Authority for transit services in the Transit Service Area;

WHEREAS the parties hereto have entered into a Transit Service Agreement which sets out the general rights and responsibilities of the parties hereto;

WHEREAS the Municipality and the Authority are authorized to share in the costs for the provision of a Public Passenger Transportation System pursuant to the *British Columbia Transit Act*;

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Transit Service Agreement, the specific terms and conditions for the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants hereinafter contained, the parties covenant and agree with each other as follows:

### SECTION 1: DEFINITIONS

Unless agreed to otherwise in the Annual Operating Agreement, the definitions set out in the Transit Service Agreement shall apply to this Annual Operating Agreement including:

- a) *"Annual Operating Agreement"* shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendments negotiated and entered into by the parties subsequent hereto;
- b) *"Transit Service Agreement"* shall mean the Transit Service Agreement between the parties to this Annual Operating Agreement, including any amendments made there to;
- c) *"Incurred"* means an event or transaction has taken place for which an obligation to pay exists, even if an invoice has not been received, such that the underlying evidence indicates there is little or no discretion to avoid the obligation. The value of the obligation is to be calculated in accordance with recognized Canadian accounting standards.

### SECTION 2: INCORPORATION OF SCHEDULES

All schedules to this agreement are incorporated into the agreement, and form part of the agreement.

### SECTION 3: INCORPORATION OF THE TRANSIT SERVICE AGREEMENT

Upon execution, this Annual Operating Agreement shall be deemed integrated into the Transit Service Agreement and thereafter, the Transit Service Agreement and Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the *British Columbia Transit Act*, as amended from time to time.

#### SECTION 4: TERM AND RENEWAL

- a) The parties agree that the effective date of this agreement is to be April 1, 2026, whether or not the agreements have been fully executed by the necessary parties. Once this agreement and the associated Transit Service Agreement are duly executed, this agreement will replace all provisions in the existing Transit Service Agreement and Master Operating Agreement with respect to the rights and obligations as between the Authority and the Municipality.
- b) Upon commencement in accordance with Section 4(a) of this agreement, the term of this agreement shall be to March 31, 2027, except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Transit Service Agreement shall likewise be so terminated or not renewed, as the case may be.
- c) Either party may terminate this agreement as follows:
  - i. Cancellation by the Authority: In the event that the Authority decides to terminate this Agreement for any reason whatsoever, the Authority shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 11.
  - ii. Cancellation by the Municipality: In the event that the Municipality decides to terminate this Transit Service Agreement for any reason whatsoever, and by extension, the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 11.

#### SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This Agreement and the parties hereto are subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Any information developed in the performance of this Agreement, or any personal information obtained, collected, or stored pursuant to this Agreement, including database information, shall be deemed confidential and subject to the provisions of FOIPPA, including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of FOIPPA.

#### SECTION 6: SETTLEMENT OF DISPUTES

In the event of any dispute arising between or among the parties as to their respective rights and obligations under this Agreement, or in the event of a breach of this Agreement, the parties agree to use their best efforts to find resolution through a mediated settlement. However, in the event that mediation is not successful in finding a resolution satisfactory to all parties involved, any party shall be entitled to give to the other notice of such dispute and to request arbitration thereof; and the parties may, with respect to the particular matter then in dispute, agree to submit the same to a single arbitrator in accordance with the applicable statutes of the Province of British Columbia.

#### SECTION 7: MISCELLANEOUS PROVISIONS

- a) Amendment: This agreement may only be amended in writing as signed by the Municipality and the Authority and specifying the effective date of the amendment.
- b) Assignment: This Agreement shall not be assignable without prior written consent of the parties.
- c) Enurement: This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- d) The parties agree that this agreement is in substantial compliance with all relevant legislative requirements to establish the rights and obligations of the parties as set out in the *British Columbia Transit Act*.

## SECTION 8: LOCAL CONTRIBUTIONS AND RESERVES

British Columbia Transit service is provided using a cost-sharing model. Where any transit-related contributions are received and/or third-party revenues are earned that are in excess of expenses, the Authority is required to hold these excess funds in a reserve account for use against transit-related expenditures in future years. When unanticipated expenditures occur that were not included in the budget and cannot be covered by reserves, the Authority will seek to recover these based on the cost-sharing ratios between the Municipality and the Authority.

### Eligible Operating Expenses

The Authority will invoice the Municipality and collect on monthly invoices based on incurred eligible operating expenses to provide Transit Service. Eligible operating expenses are comprised of the following costs of providing Public Passenger Transportation Systems:

- a) For *Conventional Transit Service*:
  - i. the operating costs for providing Conventional Transit Service excluding interest and amortization;
  - ii. the amount of any operating lease costs of BC Transit for Conventional Transit Services;
  - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement;
  - iv. an amount of the annual operating costs of the Authority not exceeding those costs payable under an Annual Operating Agreement.
- b) For *Custom and Paratransit Transit Service*:
  - i. the operating costs for providing Custom Transit Service excluding interest and amortization, but including the amount paid by the Authority to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
  - ii. the amount of any operating lease costs of the Authority for Custom Transit Service;
  - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and
  - iv. an amount of the annual operating costs of the Authority not exceeding those costs payable under an Annual Operating Agreement.
- c) Eligible operating expenses exclude the costs of providing third-party 100%-funded services.
- d) Annual operating costs of the Authority are operations, maintenance and administration costs that are for the shared benefit of all transit systems operated by the Authority. These costs are allocated to each transit system on a pro rata basis, based on the nature of the costs.

### Lease Fees

The Authority will invoice the Municipality and collect on monthly invoices for lease fees on tangible capital assets owned by the Authority that are used in the provision of transit service. Lease fees are comprised of the following:

- a) The Municipality's fee for use of the asset, including for the costs of acquisition, construction, development and betterment of the asset and the costs of installing the asset at the location and condition necessary for its intended use;
- b) Debt financing and risk-related charges or costs payable on assets;
- c) Payment into a reserve fund for preventative maintenance and major repair of assets owned or leased by the Authority;
- d) Amounts sufficient for the Authority to recover all other costs relating to the asset, including, but not limited to taxes and administrative charges.

Where lease fees are received that exceed actual asset-related expenses in any given period, these will be placed in a pooled reserve. This reserve will be used to offset against future lease fees as outlined above.

### **Reserve Funds**

The Authority will establish the following for each transit system to record the contributions that have been received but not yet earned as follows:

- a) **Local Transit Fund:** Contributions by the Municipality towards eligible operating expenses that have been received but not matched with a Provincial share contribution will be deferred in the Local Transit Fund.
  - i. Any expenditure of monies from the Local Transit Fund will:
    1. only be credited towards the Municipality's share of expenses for the transit system for which it was collected.
    2. be applied to reduce Municipal invoices at the discretion of the Municipality as agreed to under the Annual Operating Agreement or amendments as required.
  - ii. The Local Transit Fund may be used towards lease fees.
  - iii. The Authority will provide a quarterly statement of account of the Local Transit Fund balance including contributions, amounts utilized and interest earned.

### **SECTION 9: GOVERNING LAW**

This agreement is governed by, and shall be construed in accordance with, the laws of the Province of British Columbia, with respect to those matters within provincial jurisdiction, and in accordance with the laws of Canada with respect to those matters within the jurisdiction of the Government of Canada.

### **SECTION 10: COUNTERPARTS**

This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or PDF copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.

**SECTION 11: NOTICES AND COMMUNICATIONS**

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed where an electronic signed document is emailed to the parties or if mailed by prepaid registered mail to the Authority at:

British Columbia Transit  
c/o Executive Assistant, Strategy, Planning and Public Affairs  
PO Box 9861  
520 Gorge Road East  
Victoria, BC V8W 9T5

and to the Municipality at:

Regional District of Bulkley-Nechako  
37 3<sup>rd</sup> Avenue  
Burns Lake, BC V0J 1E0

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.

IN WITNESS WHEREOF, the parties have hereunto set their hand this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**Regional District of Bulkley-Nechako**

\_\_\_\_\_  
  
\_\_\_\_\_

**British Columbia Transit**

\_\_\_\_\_  
Vice President, Strategy, Planning and Public Affairs

\_\_\_\_\_  
Vice President, Finance and Chief Financial Officer

**SCHEDULE A: FARES**

Passenger Categories: There shall be the following passenger categories:

- a) Child - a person who is under six (6) years of age.
- b) Student - a person, other than a child, who is:
  - a) under the age of 21 years; and
  - i. regularly attending classes at a public or private school at or below the level of Grade 12; and
  - ii. the holder of a current Student I.D. Card or other identification approved by the Municipality.
- c) Senior - a person who is sixty-five (65) years of age or over and the holder of valid identification.
- d) Adult - a person not defined as a child, student or senior.

Mode of Payment: There shall be the following modes of payment:

- a) Fare - an entitlement to ride upon the services of the Public Passenger Transportation System, as defined in terms of the Passenger Category, time and Zones of travel.
- b) Cash - legal tender issued by the authority of the Government of Canada for use as money, or the equivalent in legal tender issued by the authority of the Government of the United States of America for use as money
- c) Ticket - a prepaid form of fare, issued by the Municipality, for use in lieu of cash, for payment of a single fare.
- d) Single Fare - payment of a fare by means of cash or ticket, for individual travel within designated zones, and within a specified period of time.
- e) BC Bus Pass - a Pass available to BC residents who receive:
  - Federal Guaranteed Income Supplement with the Old Age Security Pension or Spouse's Allowance (60 years and older);or
  - Disability allowance under BC Benefits (18-64 years of age)
- f) Canadian National Institute of the Blind Pass – a pass available to those who are certified by the Institute and are residents of B.C.

Terms and Conditions: There shall be the following terms and conditions:

- a) Young Children - Not more than four children under five years of age who board a vehicle with, and who are at all times accompanied by an Adult, Student or Senior, shall be carried free.
- b) Proof of fare when boarding - Each passenger boarding a transit vehicle must present proof of a valid fare by means of either:
  - i) deposit of correct Fare in the farebox, plus presentation of any entitlement to a reduced fare; or
- c) BC Bus Pass - A Provincial Pass honoured only upon compliance with all of the following conditions:
  - i) valid only for year indicated;
  - ii) valid only when presented face-up and unfolded; void if mutilated or altered;
  - iii) valid only when presented with signature of bearer.
- d) CNIB Pass - A Canadian National Institute of the Blind pass will be honoured only upon compliance of the following conditions:
  - i) valid only for year indicated;
  - ii) valid only when presented face-up and unfolded; void if mutilated or altered;
  - iii) valid only when presented with signature of bearer.

**Fares:** For each one-way passenger trip

*Effective as of September, 2021*

<b>TYPE</b>	<b>FARES</b>
a) All Passengers – Cash	\$5.00
b) Tickets (10)	\$45.00
c) Children (12 and under)	Free

- d) BC Bus Pass valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program.
- e) CNIB Identification Card available from the local office of the CNIB.
- f) BC Transit Employee Bus Pass

Fares valid on Regional Service only.

**SCHEDULE B: SERVICE SPECIFICATIONS**

The Local Transit Service Area for the Bulkley-Nechako Regional Transit service shall be coterminous with the boundaries of the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Granisle, the Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, and the District of Vanderhoof, as per Regional District of Bulkley-Nechako Bylaw No. 1790.

The Annual Service Level for Bulkley-Nechako Regional Transit Service shall be **2,600** Revenue Service Hours.

The Exception Days recognized annually for the Bulkley-Nechako Regional Transit Service are:

<b>Exception Day</b>	<b>Service Level</b>
Good Friday	No Service
Easter Monday	No Service
Victoria Day	No Service
Canada Day	No Service
BC Day	No Service
Labour Day	No Service
Truth and Reconciliation Day	No Service
Thanksgiving Day	No Service
Remembrance Day	No Service
Christmas Day	No Service
Boxing Day	No Service
New Year's Day	No Service
Family Day	No Service

## SCHEDULE C: BUDGET

**BULKLEY-NECHAKO**

	<b>OFFICIAL AOA 2026/27</b>
TOTAL REVENUE	30,544
TOTAL OPERATING COSTS	551,701
TOTAL COSTS (including Local Government Share of Lease Fees)	552,222
<b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>	<b>146,522</b>



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Alex Eriksen, Director of Environmental Services  
**Date:** April 30, 2026  
**Subject:** **2026 Metal Recycling**

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

That the Board approve the award of the metal recycling contract to Richmond Steel for the purchase price of \$192.90/MT and a cost of \$4,500.00 to remove the Transtor Bins at Fraser Lake Transfer Station.

**BACKGROUND**

The RDBN provides opportunity annually for companies to purchase the accumulated metal from all waste facilities. The price is provided as the net value of the material after the cost of removal.

In 2026, the request for quotes included the additional cost for removal of three (3) Transtor Bins from the Fraser Lake Transfer Station, as part of a replacement project.

**ATTACHMENTS:**

The RDBN received three (3) quotes from qualified companies.

<b>2026 Metal Recycling Bids</b>			
<b>Company</b>	<b>Price/MT</b>	<b>Bin Removal Cost</b>	<b>Rank</b>
Richmond Steel	\$192.90	\$4,500.00	1
Radius Recycling	\$125.73	\$0.00	2
ABC Recycling	\$55.12	\$0.00	3

Staff recommend awarding the contract to Richmond Steel which will result in the highest revenue for the metal material.

**ATTACHMENTS:** None



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Alex Eriksen, Director of Environmental Services

**Date:** April 30, 2026

**Subject:** **Knockholt Landfill – Geotechnical Investigation and Monitoring Well Installation**

---

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

That the Board approve acquiring Blue Max Drilling Inc. to provide drilling services at the Knockholt Landfill for \$123,000.00 excluding tax.

---

### **BACKGROUND**

In 2026, Environmental Services budgeted \$250,000 for the Phase 4 expansion design and \$150,000 for the installation of additional Monitoring Wells at the Knockholt Landfill. The drilling portion of these two projects are being combined for maximum cost efficiency. The 1-2 week drilling program is scheduled to begin on May 19.

The current Phase 3 has approximately 2 more years of airspace and the Phase 4 development is planned for the summer of 2027. Trace Associates is the current Landfill Consultant for Knockholt and will be completing the design works for Phase 4. A requirement for the design works, is additional geotechnical information to verify the underlying soil conditions. This investigation requires two (2) boreholes, and Drill rig with specific sampling capabilities.

In 2025, the Environmental Monitoring Plan (EMP) for Knockholt was updated and some gaps in the ground water data were observed. To address these gaps, the new EMP recommended the installation of 11 new ground water wells between 8m and 22m, which would provide consistent shallow and deep groundwater sources, more robust background wells and monitoring of the wetland works. In addition, one well will be decommissioned as it is in the Phase 4 footprint.

### **EVALUATION**

Quotes were evaluated on the following:

1. Qualifications & Experience - 20 points
2. Buy Local - 10 points
3. Price: - 50 points
4. Methodology and Schedule - 20 points

The RDBN received quotes from 3 qualified proponents.

<b>Company</b>	<b>Price</b>	<b>Score</b>	<b>Rank</b>
Blue Max Drilling Inc. - Terrace/Prince George	\$123,000	93/100	1
403 Drilling Ltd. - Cochran, Alberta	\$133,447	75/100	2
CCI Group of Companies – Prince George	\$216,550	66/100	3

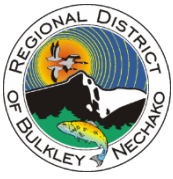
Staff recommend acquiring Blue Max Drilling to complete the projects as they have local qualified crews, meet the equipment requisites, can mobilize withing the RDBNs schedule and have the best price.

**ATTACHMENTS:**

Not Applicable

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Scott Zayac, Director of Protective Services and Cheryl Anderson, Director of Corporate Services

**Date:** April 30, 2026

**Subject:** **Cluculz Lake Rural Fire Protection Service Establishment Amendment Bylaw No. 2108, 2026 - 1st, 2nd and 3rd Reading**

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

1. That Cluculz Lake Rural Fire Protection Service Establishment Amendment Bylaw No. 2108, 2026 be given first, second and third reading this 30<sup>th</sup> day of April, 2026.
  2. Further, that the Board endorse the Alternative Approval Process to obtain the assent of the electors.
- 

**BACKGROUND**

Cluculz Lake Emergency Response Team Contribution Local Service Bylaw 1127 was established in 1999 and has a taxation limit of \$29,296 to provide fire response services. This taxation amount is inadequate to provide this service.

Setting the taxation limit to \$0.50/\$1,000 of net taxable value of land and improvements within the service area could of generated approximately \$166,000 in taxes in 2026. This level of taxation will provide enough resources to provide a more sustainable service into the future.

**ATTACHMENTS:**

Bylaw No. 2108, 2026

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
4. Community and Economic Sustainability



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 2108, 2026**

A bylaw to amend the maximum tax limit of the Cluculz Lake Rural Fire Protection Service from \$29,296 per annum to \$0.50 per \$1,000

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 1127, a service for contribution to the Cluculz Lake Volunteer Fire Department, formerly known as Cluculz Lake Rural Fire Protection Service, for its fire response services;

**AND WHEREAS** the Regional Board wishes to increase the tax limit for the service from TWENTY-NINE THOUSAND TWO HUNDRED NINETY-SIX DOLLARS (\$29,296) per annum to FIFTY (\$0.50) per ONE THOUSAND (\$1,000) of net taxable value of land and improvements within the service area per annum;

**AND WHEREAS** the Regional District estimates that FIFTY (\$0.50) per ONE THOUSAND (\$1,000) of net taxable value of land and improvements within the service area to be ONE HUNDRED SIXTY-SIX THOUSAND FIVE HUNDRED DOLLARS (\$166,361) in 2026;

**AND WHEREAS** approval of the electors has been by Alternative Approval Process obtained in accordance with the *Local Government Act*;

**NOW THEREFORE**, the Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

**AMENDMENT**

1) Section 5 of Cluculz Lake Emergency Response Team (CLERT) Contribution Local Service Establishment Bylaw No. 1127, as amended, is hereby repealed and replaced with the following:

5. The maximum amount of taxation that may be requisitioned annually for this service shall not exceed FIFTY (\$0.50) CENTS per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements within the service area.

**CITATION**

2) This bylaw may be cited as Cluculz Lake Rural Fire Protection Service Establishment Amendment Bylaw No. 2108, 2026.

READ A FIRST TIME this    day of                    , 2026.

READ A SECOND TIME this    day of                    , 2026.

READ A THIRD TIME this     day of             , 2026.

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2108, 2026 at third reading.

\_\_\_\_\_  
Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of             , 2026.

ADOPTED this     day of             , 2026.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Cheryl Anderson, Director of Corporate Services

**Date:** April 30, 2026

**Subject:** **Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2111, 2026**

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

That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2111, 2026 be given first, second, and third reading this 30th day of April, 2026.

**BACKGROUND**

Attached is Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2111, 2026. The property owner has requested that their property be included in the fire protection area. The Telkwa Fire Chief, Village of Telkwa Council, Electoral Area A Director, and Regional Fire Chief are supportive of the request.

**ATTACHMENTS:**

Bylaw 2111

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable



## **REGIONAL DISTRICT OF BULKLEY-NECHAKO**

### **BYLAW NO. 2111**

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#### **A bylaw to amend the boundaries of the Telkwa Rural Fire Protection Service Area within a portion of Electoral Area "A"**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 668 a service of fire protection to a portion of Electoral Area "A" known as the "Telkwa Rural Fire Protection Local Service Area";

**AND WHEREAS** the Regional District may amend a Local Service Establishment Bylaw;

**AND WHEREAS** the Regional District has received a request from owners of the property to be included in the Telkwa Rural Fire Protection Service Area;

**AND WHEREAS** the Director of Electoral Area "A" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein;

**NOW THEREFORE**, the Board of Directors of the Regional District of Bulkley-Nechako, in open meeting assembled enacts as follows:

- 1) That the Regional District hereby amends the boundaries of the Telkwa Rural Fire Protection Service Area by including the following property:

LOT A DISTRICT LOT 789 RANGE 5 COAST DISTRICT PLAN EPP105434

and that the resulting boundaries of the Telkwa Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2111, 2026."

Bylaw No. 2111

Page 2 of 2

READ A FIRST TIME this      day of      , 2026

READ A SECOND TIME this      day of      , 2026

READ A THIRD TIME this      day of      , 2026

ADOPTED this      day of      , 2026

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2111 as adopted.

\_\_\_\_\_  
Corporate Administrator

139

Tyhee Lake

Hislop Rd

Property Subject to  
Bylaw No. 2111

Telkwa



### Bylaw 2111: Schedule A

Regional District of Bulkley-Nechako

Electoral Area A (Smithers/Telkwa Rural)

Produced: 2026-04-22



Telkwa Rural Fire Protection Area

0 250 500 1,000



Meters



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Cheryl Anderson, Director of Corporate Services

**Date:** April 30, 2026

**Subject:** **RDBN Solid Waste Management Facility Regulation and User Fee Bylaw No. 2090, 2026 - Adoption**

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

That Regional District of Bulkley-Nechako Solid Waste Management Facility Regulation and User Fee Bylaw No. 2090, 2026 be adopted this 30<sup>th</sup> day of April, 2026.

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**BACKGROUND**

On February 26, 2026 the Board gave 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> reading to Regional District of Bulkley-Nechako Solid Waste Management Facility Regulation and User Fee Bylaw No. 2090, 2026.

The bylaw may now be adopted.

**ATTACHMENTS:**

RDBN Solid Waste Management Facility Regulation and User Fee Bylaw No. 2090, 2026

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 2090**

A bylaw to regulate and set fees for the use of Regional District of Bulkley-Nechako municipal solid waste disposal and recycling facilities

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**WHEREAS** the Regional District of Bulkley-Nechako may make bylaws to establish the service for the regulation, storage and management of solid waste and recyclable material, including the regulation of facilities and commercial vehicles used in relation to these matters;

**AND WHEREAS** the Regional District of Bulkley-Nechako has enacted Refuse Disposal Local Service Establishment Bylaw No. 683, 1990 and established a local service for garbage disposal which includes all Municipal and Electoral Areas of the Regional District as participants;

**AND WHEREAS** the Regional District of Bulkley-Nechako is authorized under the *Local Government Act* to regulate the collection, storage, management, and disposal of solid waste and recyclable material, including the regulation of solid waste management facilities;

**AND WHEREAS** the Regional District of Bulkley-Nechako may, by bylaw, impose fees and charges payable in respect of all or part of a service of the Regional District;

**AND WHEREAS** the Regional District of Bulkley-Nechako has an approved Regional Solid Waste Management Plan;

**AND WHEREAS** the Regional District of Bulkley-Nechako has enacted the Solid Waste Management Facility Regulation and User Fee Bylaw No. 1764, 2016 and Regional District of Bulkley-Nechako Solid Waste Management Facility Regulation and User Fee Amendment Bylaw No. 1879, 2019 to regulate such disposal and to impose fees and charges payable in respect of all or part of this service;

**AND WHEREAS** the Regional District of Bulkley-Nechako considers it desirable to repeal those bylaws and enact a new bylaw to comprehensively regulate solid waste management facilities, update and clarify definitions, and establish revised user fees and disposal rules consistent with current operational, financial and waste management needs;

**NOW THEREFORE** the Board of Directors of the Regional District of Bulkley-Nechako, in open meeting assembled, enact as follows:

**1. CITATION**

This bylaw may be cited as “Solid Waste Management Facility Regulation and User Fee Bylaw No. 2090, 2026”.

**2. INTERPRETATION**

- 2.1 Words or phrases defined in the *British Columbia Interpretation Act, Community Charter, or Local Government Act* or any successor legislation shall have the same meaning

when used in this Bylaw, unless otherwise defined in this Bylaw. Unless otherwise stated, and notwithstanding the case used (upper case or lower case), when words or phrases that are defined in section 3 of this Bylaw are used in the body or schedules of this Bylaw, they have the meaning ascribed to them as set out in section 3.

- 2.2 The headings contained in this Bylaw are for convenience only and are not to be construed as defining, or in any way limiting the scope or the intent of the provisions of this Bylaw.
- 2.3 Any act or enactment referred to herein is a reference to an enactment of the Province of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time, and any bylaw referred to herein (as may be cited by short title or otherwise) is a reference to an enactment of the Regional District, as amended, revised, consolidated or replaced from time to time.
- 2.4 If any provision of this Bylaw is held to be invalid by a court of competent jurisdiction, the provision may be severed from the Bylaw and such invalidity shall not affect the validity of the remaining portions of this Bylaw.

### 3. DEFINITIONS

- 3.1 In this bylaw, unless the context otherwise requires:

**“Administrative Fee”** means a fee charged for administrative efforts such as managing special disposal contracts, government submissions, or other non-standard processes.

**“Agricultural Waste”** means solid waste that is discarded from agricultural operations, including, but not limited to: dead animals, slaughter waste, waste from crops, spoiled crops, manure and large quantities of film plastics, twine, and plastic containers used in agricultural operations.

**“Asbestos Containing Material (ACM)”** means any material, whether friable or non-friable, with an asbestos content of greater than 1% either at the time of manufacture, or as determined using a method specified in Section 40(1) of the *Hazardous Waste Regulation*, B.C. Reg. 63/88.

**“Auto Hulk”** means a vehicle that is no longer used for transportation purposes and/or is not registered.

**“Batteries - Lead-Acid”** means a product that falls under the ‘Lead-acid Battery’ product category in the *Recycling Regulation*, B.C. Reg. 449/2004, including, but not limited to: Lead-acid batteries for automobiles, motorcycles, recreation vehicles, marine vehicles and locomotives.

**“Batteries - Household”** means batteries that fall under the ‘Electronic and Electrical’ product category in the *Recycling Regulation*, B.C. Reg. 449/2004, including, but not limited to: Nickel Cadmium (NiCd), Lithium Ion (Li-Ion), Nickel Metal Hydride (Ni-MH), or Small-Sealed Lead (Pb) batteries weighing no more than 5 kilograms (11 pounds) each.

**“Biomedical Waste”** means waste defined as such in the *Hazardous Waste Regulation*, B.C. Reg. 63/88.

**“Biosolids”** means stabilized municipal sewage sludge resulting from a municipal wastewater treatment process or septage treatment process which has been sufficiently treated to reduce pathogen densities and vector attraction to allow the sludge to be beneficially recycled.

**“Board”** means the Board of Directors of the Regional District.

**“Brush”** means branches and small trees with a diameter of less than 6 inches.

**“Bulky Waste”** means items with a volume greater than 2 cubic meters when crushed including, but not limited to: recreational vehicles, pre-fabricated homes, trailers, watercraft, and other articles that the Director determines require special handling and disposal techniques.

**“Chief Administrative Officer (CAO)”** means the Chief Administrative Officer of the Regional District.

**“Clean Soil”** means soil or sediment material containing substances in quantities or concentrations less than Commercial Standards as specified in the *Contaminated Sites Regulation*, B.C. Reg. 375/96.

**“Clean Wood Waste”** means wood waste, typically originating from construction or demolition, that is not painted, treated with preservatives, or containing adhesives or filler.

**“Commercial waste”** means any waste originating from a business.

**“Concrete”** means a hardened mixture of cement with sand, gravel and metal reinforcement.

**“Contaminated Corrugated Cardboard”** means corrugated cardboard material which are soiled with blood, grease, oil chemicals, food residue, or wax, or have polyethylene, polystyrene, foil or other non-paper liners, or are contaminated with a material which will render the containers or materials non-marketable.

**“Contaminated Soil”** means soil or sediment or fill material containing substances in quantities or concentrations greater than Commercial Standard but less than Industrial Standard as specified in the *Contaminated Sites Regulation*, B.C. Reg. 375/96.

**“Contaminated Wood Waste”** means wood waste that is not defined as Clean Wood Waste, and includes wood that is painted, stained, or treated with preservatives, or that contains filler or adhesives, but does not include non-wood materials such as drywall, insulation, metal or plastic. Creosote treated wood is considered hazardous material and does not qualify as contaminated wood.

**“Corrugated Cardboard”** means multi-layer paper packaging material consisting of a wavy or fluted inner layer sandwiched between two flat layers.

**“Creosote Treated Wood”** means wood that has been preserved by a pressure treatment with an anti-microbial pesticide product containing creosote, including, but not limited to, railway ties, telephone poles, and dock pilings.

**“Decision”** means a decision made by a Person exercising their authority as granted to them pursuant to this Bylaw.

**“Demolition, Renovation and Construction Waste”** or **“DRC Waste”** means largely inert solid waste, resulting from the construction, remodeling, repair, and demolition of structures, roads, sidewalks and utilities, including, but not limited to, asphalt, bricks, Concrete and other masonry materials, roofing materials, wall coverings, plaster, gypsum board or wallboard, insulation, plumbing components and fixtures, electrical fixtures, electrical wiring, electrical components and clean soil, rock and other debris from clean-up.

**“Deposit Container”** means any container , typically ready-to-drink beverages, that qualifies for a deposit pay/return under the “ Return-it” program, or Brewers deposit program in BC.

**“Dewatered Lagoon Sludge”** means unprocessed sediments collected from private, community or municipal sewage treatment lagoons that have a solids content greater than 30%.

**“Director”** means the Director of Environmental Services of the Regional District or designate or, where one or both of those persons is absent or unable to act, the Chief Administrative Officer.

**“Extended Producer Responsibility (EPR) Program”** means a recycling program managed by an external steward, whether public or private, for a specific material or group of materials.

**“Facility”** means a Landfill or Transfer Station Facility leased, owned or operated by the Regional District and used for receiving or processing Municipal Solid Waste.

**“Fire Smarting Material”** means brush and wood waste originating from fire smarting activities as identified by the RDBN FireSmart program.

**“Free Liquid”** means any portion of material that passes through and drops from a paint filter using the USEPA Method 9095A Paint Filter Liquids Test (within a 5-minute test period).

**“General Waste”** means mixed non-hazardous waste that is non-recyclable, such as household & kitchen waste, non-recyclable packaging, and other soiled or end-of-life items.

**“Glass Containers”** means all clear and coloured containers made of glass, used to hold consumer products, but does not include window glass, laminated glass, safety or tempered glass, mirrored glass, automotive glass, fiberglass, plexiglass, light bulbs, fluorescent tubes, kitchenware, ceramics, or containers that have contained Hazardous Waste or Asbestos.

**“Handling Fee”** means a fee charged for specialized disposal requirements such as trench preparation, cover soil, stockpiling or other non-standard physical effort related to disposal activities.

**“Hazardous Waste”** means any material defined as such in the Hazardous Waste Regulation B.C Reg. 63/88, including, but not limited to, toxins, poisons, corrosives, irritants, strong sensitizers, flammables, and ignitables, but does not include Asbestos.

**“ICI Material”** means waste and recyclables generated from industrial, commercial and institutional sources such as businesses, offices, manufacturing facilities, hospitals and schools. The Term ICI is typically used to identify non-residential recyclables, which are typically managed separately.

**“Illegal Dumping”** means waste that has been deposited anywhere other than in designated waste facilities or receptacles.

**“Industrial Waste”** means solid waste materials discarded from extraction, harvesting, manufacturing, processing or production of goods and products, including, but not limited to production waste generated from industrial operations such as forestry, pulp and paper, mining, fisheries, oil and gas and food processing. This does not include waste generated during the construction or demolition of related facilities.

**“In-Region Waste”** means Waste that originates within the administrative boundaries of the Regional District.

**“Institutional Waste”** means waste generated from the operation of the public service sector such as schools, hospitals, government etc.

**“Land Clearing Waste”** means residual wastes and vegetation produced from land clearing and grubbing, municipal utility maintenance, and seasonal or storm-related cleanup, including, but not limited to stumps, tree trunks and branches, and wood chips.

**“Landfill”** means a location for final disposal of Municipal Solid Waste on land regulated by the British Columbia Ministry of Environment and Parks where Municipal Solid Waste is spread and compacted, and cover soil or alternate cover is applied, so that effects on the environment (including public health and safety) are minimized.

**“Large Dead Animals and Dead Stock”** means any dead stock, deceased animal or part thereof, weighing more than 15 kilograms, but does not include Specified Risk Material.

**“Major Project”** means a construction or demolition project that will generate significant waste that may impact short or long term landfill planning. This may include but is not limited to: transmission line construction, pipeline construction, major institution (school/hospital etc.) demolition and construction.

**“Metal Containers”** means any food or beverage container made of aluminum or tin-plated steel.

**“Metal Drums and Tanks”** means any empty metal container with a non-removable top, including, but not limited to drums to contain fuel and underground oil tanks, but does not include metal tanks used to hold compressed gasses, such as Propane Tanks.

**“Ministry”** means the British Columbia Ministry of Environment and Parks, or as updated from time-to-time.

**“Mixed Waste Paper”** means a mixture of various types and qualities of recyclable paper including, but not limited to: newspapers, magazines, white and coloured office paper, non-thermal printer paper, gift wrap, box board (cereal boxes, file folders etc.) and corrugated cardboard. As a recycling stream, materials cannot be soiled, have non-paper layers or wax coating.

**“Municipal Solid Waste”** means discarded or abandoned materials, substances or objects that originate from residential, commercial, institutional, demolition, land clearing or construction sources, including Recyclable Material, or material that is specified by the British Columbia Ministry of Environment and Parks to be included in a waste management plan. Also see “Waste”.

**“Noxious Weeds”** means all weeds designated within the Provincial and Regional Noxious Weed lists of the *Weed Control Regulation*, B.C. Reg. 66/85.

**“Officer”** means any member of the Royal Canadian Mounted Police, a Conservation Officer, the Chief Administrative Officer, a Regional District Bylaw Officer or other Regional District Personnel appointed from time to time by the Chief Administrative Officer or Director to administer and enforce this Bylaw.

**“ODS Appliance”** means refrigeration or heating appliances designed to operate with an Ozone Depleting Substance as the coolant or refrigerant in the function of the appliance.

**“Ozone Depleting Substances (ODS)”** means chlorofluorocarbons (CFCs), halons, chlorocarbons, and hydrochlorofluorocarbons or other chemical substance known to harm the earths ozone layer.

**“Out-of-Region Waste”** means Municipal Solid Waste that originates outside the administrative boundaries of the Regional District.

**“Person”** means an individual, a body corporate, a firm partnership, association or any other legal entity or an employee or agent thereof.

**“Product Stewardship Material”** means material that falls under a product category of the *Recycling Regulation*, B.C. Reg. 449/2004.

**“Prohibited Waste”** means materials not disposed of at RDBN waste Facilities under any circumstances as determined by the Ministry of Environment and Parks, and/or the RDBN. Those materials listed in Schedule “B” attached hereto.

**“Propane Tank”** means a refillable or non-refillable metal container rated at a capacity of less than 46 kg (101 lb) which is used to contain flammable hydrocarbon gases for use as fuel.

**“Recyclable Material”** means waste materials that can be used in the creation of new products, where there are existing markets for such new products.

**“Recycling Depot”** means a facility operated by the Regional District that collects recyclables for various EPR programs excluding deposit container recycling (Bottle Depot).

**“Regional District”** means the Regional District of Bulkley-Nechako.

**“Regional District Personnel”** means an employee of the Regional District.

**“Regulated Recyclable Material”** means those materials that have viable recycling pathways within the RDBN and are generally not accepted for disposal. Those materials listed in Schedule “C” attached hereto.

**“Residential Waste”** means waste originating from private residents.

**“Re-use”** means intact reusable items that can be freely retrieved by the public from designated areas.

**“Rules”** has the meaning assigned in section 8.1.

**“Scrap Metal”** means Recyclable Material which contains ferrous and/or non-ferrous metals, including, but not limited to sheet metal, siding, roofing, rebar, flashings, pipes, window frames, doors, furnaces, duct work, empty tanks, wire, cable, bathtubs, fencing, bicycle frames, automotive body parts, machinery, garbage cans, metal furniture, tire rims, appliances and fixtures, but does not include ODS Appliances (unless properly certified as having refrigerants professionally removed).

**“Site Operator”** means that person employed by or having a contract or agreement with the Regional District for attendant duties at a Facility.

**“Small Dead Animals”** means any deceased animal or portions thereof, weighing less than 15 kilograms, but does not include Specified Risk Material.

**“Slaughter House or Abattoir Waste”** means meat processing waste excluding specified Risk Material.

**“Specified Risk Material”** means the skull, brain, trigeminal ganglia (nerves attached to the brain), eyes, tonsils, spinal cord and dorsal root ganglia (nerves attached to the spinal cord) of cattle aged 30 months or older, the distal ileum (portion of the small intestine) of cattle of all ages, and cattle deadstock.

**“Suspect Asbestos”** means any material older than 1993 that may contain asbestos but has not been proven to contain asbestos.

**“Tires”** means a product that falls under the ‘Tire’ product category of the *Recycling Regulation*, B.C. Reg. 449/2004.

**“Transfer Station”** means a Facility that collects waste but is not a Landfill and which is owned or operated by the Regional District for collecting Municipal Solid Waste.

**“Unsegregated Waste”** means waste loads that have not been sorted according to RDBN guidelines and contain more than 10% of a restricted, banned or recyclable material.

**“Used Oil”** means used oil which falls under the ‘Lubricating Oil’ product category as defined in the *Recycling Regulation*, B.C. Reg. 449/2004.

**“Used Oil Containers”** means any plastic container, which falls under the ‘Empty Oil Containers’ product category as defined in the *Recycling Regulation*, B.C. Reg. 449/2004, with a capacity of less than 30 Litres, that was manufactured to hold lubricating oil.

**“Used Oil Filters”** means used oil filters which fall under the ‘Oil Filters’ product category as defined in the *Recycling Regulation*, B.C. Reg. 449/2004.

**“User Fee(s)”** means the user fees as set out and itemized in Schedule “D” attached hereto.

**“Valid Identification”** means government issued photo identification including a valid British Columbia Identification Card, Canadian driver’s license, International driver’s license, passport, or citizenship papers or immigration documents.

**“Waste”** means discarded materials destined for final disposal at a landfill.

**“Wet Organic Waste”** means waste comprised primarily of organic materials that contain fluid in concentrations less than Free Liquid but at levels to require special handling and disposal procedures.

**“Work Camp Waste”** means waste generated from the normal operation of industry worker camps whether permanent or temporary. This may include but is not limited to construction camps for major projects, long-term mine camps, logging camps etc.

**“Yard Waste”** means biodegradable, organic including, but not limited to: grass, lawn and hedge clippings, flowers, weeds, leaves, shrubs and material which originates from household, commercial or municipal gardening or other horticulture activities, but does not include tree stumps, tree branches, Noxious Weeds, rocks, sand, soil, or fruit or vegetable material.

#### **4. SCHEDULES**

4.1 The following schedules are hereby made and declared to be integral parts of this Bylaw and are attached to and form part of this Bylaw and are enforceable in the same manner as this Bylaw:

SCHEDULE “A	RDBN Solid Waste Facilities
SCHEDULE “B”	Prohibited Waste
SCHEDULE “C”	Regulated Recyclable Material
SCHEDULE “D”	User Fees
SCHEDULE “E”	Volume to Weight Material Conversion Factors

#### **5. APPLICATION**

5.1 This bylaw shall apply to all Municipal Solid Waste Facilities owned or operated by the Regional District.

#### **6. EXEMPTIONS**

6.1 Schedule “D” does not apply to the Manson Creek Landfill.

#### **7. COMPLIANCE WITH OTHER LAWS**

7.1 Except as otherwise specifically provided, nothing in this Bylaw excuses any person from complying with all other applicable enactments and laws.

#### **8. CONDITIONS OF USE / REGULATIONS**

8.1 The Regional District hereby authorizes Officers and the Director to make rules governing the use of a Facility (“**Rules**”) and further the Regional District hereby authorizes Officers, the Director, Site Operators and Regional District Personnel to enforce and provide directions to users of the Facility which are consistent with this Bylaw and which are necessary or convenient for the efficient and lawful operation of the Facility.

8.2 The Director shall, in the event of a dispute concerning the application of this Bylaw to the disposal of Municipal Solid Waste, determine the acceptability of the Municipal Solid Waste, direct to which Facility the Municipal Solid Waste may be disposed or may refuse the acceptance of the Municipal Solid Waste in accordance with this Bylaw. The Director may deny acceptance of or limit the volume and frequency of any Municipal Solid Waste delivered to a Facility due to operational or other considerations.

- 8.3 The Regional District accepts no responsibility or liability for damage or injury to any Person or property. Each Person entering a Facility does so solely at their own risk and, as a condition of entry to a Facility, waives all claims against the Regional District and releases the Regional District from any and all liability and claims for all injury, death, loss, damage and expense of any kind that the Person or any other Person may suffer as a result of or in connection with the Person's use of a Facility due to any cause whatsoever, including but not limited to negligence, breach of contract, breach of any statutory duty or duty of care on the part of any of the Regional District and also including the failure on the part of the Regional District to safeguard or protect any Person from the risks, dangers and hazards associated with the use of a Facility.
- 8.4 Every Person depositing Municipal Solid Waste at a Facility shall comply with and abide by:
- (a) the terms and conditions of this Bylaw; and
  - (b) all rules and directions of the Director, Site Operator, Regional District Personnel, Officers whether such rules or directions are in the form of signage, written or verbal instructions.
- 8.5 Any person entering a Facility must, upon request, produce Valid Identification.
- 8.6 All material deposited at a Facility becomes the property of the Regional District, except where such material is deposited or disposed of contrary to the provisions of this Bylaw.
- 8.7 The Regional District hereby establishes and imposes the User Fees set out in Schedule "D" attached hereto. The billable weight (tonnage) shall be determined by the use of weigh scales at the Landfill Facility. In the event that the weigh scales are not operational, the weight (tonnage) shall be determined by measuring the load size and applying the material conversion factors set out in Schedule "E" attached hereto.
- 8.8 Every Person depositing Municipal Solid Waste at a Facility shall pay the applicable User Fees to the Regional District.
- 8.9 Every Person depositing billable volumes of Municipal Solid Waste must provide all information required for the Regional District to generate applicable invoicing or point-of-sale payment.
- 8.10 A Person with Out-of-Region Waste may be refused entry to a Facility.
- 8.11 No Person shall:
- (a) deposit or dispose of any material at a Facility except in accordance with this Bylaw and any Rules posted at a Facility;
  - (b) deposit Prohibited Waste at a Facility, unless the acceptance of such waste is specifically authorized in writing by both the Regional District and the BC Government, or in accordance with section 8.14 of this Bylaw.
  - (c) deposit Industrial Waste at a Facility, unless the acceptance of such waste is specifically authorized in writing by both the Regional District and the BC

Government;

- (d) deposit or dispose any Municipal Solid Waste at a Facility in a manner or in a location contrary to the signage or written or verbal direction and designation of the Site Operator;
- (e) deposit or dispose of any Out-of-Region Waste at a Facility, unless prior written approval is received from the Director;
- (f) enter a Facility or deposit or dispose of any material at a Facility at any time other than the designated hours of operation, except by prior arrangement with the Director;
- (g) verbally abuse or threaten any Person at a Facility, including the Site Operator, Regional District Personnel, or any Officer;
- (h) act at a Facility in a manner that is discourteous, disruptive, threatening, or reckless;
- (i) act in a manner contrary to Facility Rules, or directions given by Officers, the Site Operator, the Director, or Regional District Personnel;
- (j) remove, alter, or deface any sign placed or erected at a Facility;
- (k) operate a vehicle in a Facility exceeding the posted speed limit or in a manner deemed to be dangerous by a Site Operator, Regional District Personnel, or Officer. Operating a vehicle in a dangerous manner may include, but is not limited to: operating an overloaded vehicle or with a load not adequately secured, or driving too close to equipment, personnel or the public;
- (l) without authorization, drive a motor vehicle on any part of the Facility other than on roads or areas designated by signage or the Site Operator;
- (m) light or smoke any cigarette, cigar, pipe or any other substance within the boundaries of a Facility;
- (n) remove or salvage any material deposited at a Facility without prior permission of the Director, unless within an area that is clearly designated for reuse activities;
- (o) cause the release of an Ozone Depleting Substance at a Facility;
- (p) ignite a fire or cause a fire to be ignited at any Facility or bring any burning materials or hot ashes to a Facility;
- (q) discharge any firearm at a Facility, except as permitted under an applicable enactment and prearranged by the Director, for example, as may be necessary to control wildlife;
- (r) allow children under the age of 10 years to be outside a vehicle unsupervised at a Facility at any time, unless specifically directed or permitted otherwise by signage, or by the Site Operator or Regional District Personnel.

- (s) Allow pets outside of a vehicle at a Facility at any time
- 8.12 Without written approval of the Director, no Person shall remain at a Facility longer than is required to deposit Municipal Solid Waste or conduct other approved activities or business related to Facility operation.
- 8.13 All persons must truthfully disclose the origin of the waste brought to a Facility.
- 8.14 As an exception to the prohibition against depositing Regulated Recycling Material at a Facility, the Director may temporarily permit the deposit at a Facility specified by the Director of a Regulated Recyclable Material originating from one of the classes of operation specified in Schedule "D", and upon payment of the corresponding fee. The Director may only permit such deposit if the Director believes that pre-existing options for the deposit or disposal of the Regulated Recycling Material are temporarily unavailable, and may only permit the deposit until the Director believes that the pre-existing option is available again or has been replaced with another option.

## **9. VIOLATION AND PENALTIES**

- 9.1 No Person shall do any act or suffer or permit any act or thing to be done in contravention of this Bylaw.
- 9.2 Every Person who contravenes this Bylaw by the doing of an act that it forbids, or omitting to do an act that it requires to be done, shall be deemed to have committed an offence against this Bylaw and:
  - (a) shall be liable, upon summary conviction, to a fine of not less than five hundred dollars (\$500) and not more than ten thousand dollars (\$10,000); and
  - (b) may be prohibited, by written notice, from depositing or disposing material at a Facility for a specified period of time as the Regional District may determine.
- 9.3 Notwithstanding any other provision of this Bylaw, any Person who:
  - (a) contravenes this Bylaw and causes damage to a Facility shall be responsible to pay all costs associated with remediation of the Facility;
  - (b) contravenes this Bylaw and deposits waste in a non-designated location or causes contamination of stockpiles/storage areas, shall be responsible for removing and subsequently depositing the waste materials in the appropriate location;
  - (c) contravenes this Bylaw and deposits hazardous or suspected hazardous material that requires specialized clean-up shall be responsible to pay all cost associated with the removal of material and remediation of the facility.
  - (d) contravenes this Bylaw and commits theft or vandalism of Regional District property shall be responsible to pay all costs associated with remediation of the Facility and/or may be prohibited entry into any or all Regional District Facilities for a specified period of time at the discretion of the Director;

- (e) contravenes this Bylaw and/or fails to comply with Rules or directions of a Site Operator, Regional District Personnel, or Officer at a Facility may be prohibited entry into any or all Regional District Facilities for a specified period of time at the discretion of the Director;
- (f) contravenes this Bylaw and is deemed to be abusive or threatening may be ordered to immediately leave the Facility by a Site Operator, Regional District Personnel, or Officer. Any Person deemed to be abusive or threatening may be prohibited entry into any or all Regional District Facilities for a specified period of time at the discretion of the Director;
- (g) contravenes this Bylaw and fails to pay the fees and charges required under this Bylaw may be refused entry into any or all Regional District Facilities until all fees and charges are paid in full.

9.4 A separate offence shall be deemed to be committed upon each event or day during and in which a contravention occurs or continues.

9.5 The penalties imposed by this Bylaw shall be in addition to and not in substitution for any other penalty or remedy imposed by any other statute, law or regulation.

## **10. INSPECTIONS**

10.1 An Officer, Site Operator, Regional District Personnel, or the Director may inspect any load entering a Facility for the purposes of determining:

- (a) compliance with this Bylaw; or
- (b) compliance with operating permits or other regulatory requirements
- (c) the nature of the contents of the waste contained in the load for the purpose of a waste audit.

## **11. DISPUTE MECHANISM NOTICE**

11.1 A Person using a Facility may file a written notice of appeal with the Director in respect of Decisions made under this Bylaw by the Director, a Site Operator, Regional District Personnel, or an Officer.

11.2 The Person for whom a Decision has been made with respect to this Bylaw must file written notice of appeal to the Director within thirty days of the date of Decision.

11.3 Upon considering a matter under appeal, the Director may:

- (a) confirm, reverse or vary the Decision under appeal; and
- (b) make any Decision that the Director considers appropriate.

11.4 The Person for whom the appeal Decision has been made under section 11.3 may further appeal the Director's appeal Decision in writing to the Chief Administrative Officer within thirty days of the date of the appeal Decision.

11.5 Upon considering a matter under appeal, the Chief Administrative Officer may:

- (c) confirm, reverse or vary the Decision under appeal; and
  - (d) make any Decision that the Chief Administrative Officer considers appropriate.
- 11.6 The Person for whom the appeal Decision has been made under section 11.5 may further appeal the Chief Administrative Officer's appeal Decision in writing to the Board within thirty days of the date of the appeal Decision.
- 11.7 Upon considering the matter under appeal, the Board may:
- (a) confirm, reverse or vary the Decision under appeal; and
  - (b) make any Decision that the Board considers appropriate.
- 11.8 An appeal under this Bylaw does not operate as a stay or suspend the operation of the Decision being appealed unless the authority that has jurisdiction under this Bylaw to consider appeal of the Decision decides otherwise.
- 11.9 At the request of the Chief Administrative Officer and Director, whose Decision is being appealed, the Board shall permit the Chief Administrative Officer and Director to have full party status at the appeal.
- 12. NO LIMITATION**
- 12.1 Nothing in this Bylaw shall limit the Regional District from utilizing any other remedy that would otherwise be available to the Regional District at law.
- 13. EFFECTIVE DATE**
- 13.1 This Bylaw shall take effect on the date of its adoption.
- 14. REPEAL**
- 14.2 Bylaw No. 1764 cited as "Regional District of Bulkley-Nechako Municipal Solid Waste Management Facility Regulation and User Fee Bylaw No. 1764, 2016" and Bylaw No. 1879 cited as "Regional District of Bulkley-Nechako Solid Waste Management Facility Regulation and User Fee Amendment Bylaw No. 1879, 2019" are hereby repealed upon the adoption of this bylaw.

READ A FIRST TIME this 26 day of February, 2026.

READ A SECOND TIME this 26 day of February, 2026.

READ A THIRD TIME this 26 day of February, 2026.

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2090 at third reading.



\_\_\_\_\_  
Corporate Administrator

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Corporate Administrator

\_\_\_\_\_  
Chair

**SCHEDULE "A" TO BYLAW NO. 2090****RDBN SOLID WASTE FACILITIES**

<b>Facility Name</b>	<b>Civic Address</b>
Knockholt Western Sub-Regional Landfill	8072 Aitken Road
Clearview Eastern Sub-Regional Landfill	22095 Hwy 27 South
Manson Creek Landfill	188653 Thutade Forest Service Road
Smithers/Telkwa & Area 'A' Transfer Station & Recycling Depot	6150 Donaldson Road
Burns Lake & Area 'B' Transfer Station & Recycling Depot	4410 Babine Lake Road
Fort St. James & Area 'C' Transfer Station & Recycling Depot	1521 Necoslie Road
Fraser Lake & Area 'D' Transfer Station & Recycling Depot	3366 Fraser Lake Airport Road
Southside & Area 'E' Transfer Station & Recycling Depot	36007 Eakin Settlement Road
Vanderhoof & Area 'F' Transfer Station & Recycling Depot	650 Dump Road
Houston & Area 'G' Transfer Station & Recycling Depot	8072 Aitken Road
Granisle & Area 'G' Transfer Station & Recycling Depot	66201 Babine Drive

**SCHEDULE "B" TO BYLAW NO. 2090****PROHIBITED WASTE**

1. Free Liquids
2. Hazardous Waste (not including Asbestos).  
Common hazardous materials include but are not limited to:
  - (a) PCBs (electrical transformers and light fixture ballasts)
  - (b) Creosote treated wood
  - (c) Biomedical Waste
  - (d) Sulfur waste or waste contaminated with sulfur
  - (e) Mercury containing products
  - (f) Lead containing products
  - (g) Radioactive materials
3. Industrial Waste
4. Waste on Fire or Smoldering
5. Soil exceeding industrial standards
6. Explosives and Ammunition
7. Compressed cylinders
8. Batteries
  - (a) Lithium
  - (b) Lead-acid
  - (c) Household
9. Automotive Fuels and Lubricants

**SCHEDULE "C" TO BYLAW NO. 2090**

**REGULATED RECYCLABLE MATERIAL**

1. Tires.
2. Corrugated Cardboard.
3. Metal
4. Lead-acid batteries

**SCHEDULE "D" TO BYLAW NO. 2090****USER FEES AND DISPOSAL RULES****(Applicable at all RDBN Solid Waste Facilities Except Manson Creek Landfill)**

WASTE TYPE	USER FEES						Disposal Rules/Special Conditions
	Landfill					Transfer Station	
	2026	2027	2028	2029	2030	2026 to 20230	
General Residential and Commercial	No Charge					No Charge	<ul style="list-style-type: none"> <li>Loose items must be bagged</li> <li>No limit</li> <li>Vehicle restrictions may apply</li> </ul>
Mixed DRC less than 2m <sup>3</sup>	Not Accepted					No Charge	<ul style="list-style-type: none"> <li>Suspect Asbestos Containing Materials are prohibited</li> <li>Concrete must be broken into pieces less than 12 inches in any direction and have no protruding rebar.</li> <li>Linear items must be cut into 4ft lengths</li> <li>Plastic tanks and culverts must be cut in half lengthwise</li> <li>Creosote treated wood is prohibited</li> </ul>
Mixed DRC greater than 2m <sup>3</sup>	\$120.00/MT	\$144.00/MT (+20%)	\$172.80/MT (+20%)	\$207.36/MT (+20%)	\$248.83/MT (+20%)	Not Accepted	
Temporarily Permitted Regulated Recyclable Material	\$120.00/MT	\$144.00/MT (+20%)	\$172.80/MT (+20%)	\$207.36/MT (+20%)	\$248.83/MT (+20%)	Not Accepted	<ul style="list-style-type: none"> <li>Requires approval of the Director;</li> </ul>
Bulky Waste – boats, hot tubs, campers etc.	\$120.00/MT	\$144.00/MT (+20%)	\$172.80/MT (+20%)	\$207.36/MT (+20%)	\$248.83/MT (+20%)	Not Accepted	
Intact Prefabricated homes, motorhomes, travel trailers etc.	\$120.00/MT (DRC) + \$150/MT (unsegregated)	\$144.00/MT (+20% DRC) + \$150/MT (unsegregated)	\$172.80/MT (+20% DRC) + \$150/MT (unsegregated)	\$207.36/MT (+20% DRC) + \$150/MT (unsegregated)	\$248.83/MT (+20% DRC) + \$150/MT (unsegregated)	Not Accepted	<ul style="list-style-type: none"> <li>Suspect asbestos containing materials must be tested and proved to be free of asbestos OR proof of age newer than 1993</li> <li>Forty-eight (48) hours prior notice</li> </ul>

Clean Wood Waste	No Charge					No Charge	<ul style="list-style-type: none"> <li>Residential Loads not accepted at Landfills</li> <li>High volume generators may be re-directed to the Landfills</li> </ul>
Contaminated Wood Waste	No Charge					No Charge	<ul style="list-style-type: none"> <li>Residential Loads not accepted at Landfills</li> <li>High volume generators may be re-directed to the Landfills</li> </ul>
Brush/Land Clearing Debris - less than 6" diameter	No Charge					No Charge	<ul style="list-style-type: none"> <li>Tree stumps not accepted at transfer station</li> <li>Residential loads not accepted at Landfills</li> <li>High volume generators may be re-directed to the Landfills</li> </ul>
Brush/Land Clearing Debris - greater than 6" diameter	No Charge					Not Accepted	<ul style="list-style-type: none"> <li>Tree trunks must be cut into 4ft lengths</li> </ul>
Garden/Yard Waste	Not Accepted					No Charge	<ul style="list-style-type: none"> <li>No tree fruit or kitchen scraps</li> </ul>
Noxious Weeds	No Charge					No Charge	<ul style="list-style-type: none"> <li>Must be bagged</li> <li>Disposed of as General Waste</li> </ul>
Asbestos Containing Materials – including suspect material and burnt buildings older than 1993	\$150/MT + \$100/load Admin Fee	\$180/MT (+20%) + \$100/Load Admin Fee	\$216/MT (+20%) + \$100/load Admin Fee	\$259.20/MT (+20%) + \$100/load Admin Fee	\$311.04/MT (+20%) + \$100/load Admin Fee	Not Accepted	<ul style="list-style-type: none"> <li>Requires approval of the Director;</li> <li>Must be packaged as per current Asbestos Disposal regulations</li> <li>(30 yard) maximum load size</li> <li>Forty-eight (48) hours prior notice;</li> <li>Material must be deposited a minimum of one hour before Landfill closing time.</li> </ul>

Biosolids	\$25/MT	\$25/MT	\$25/MT	\$25/MT	\$25/MT	Not Accepted	<ul style="list-style-type: none"> <li>Requires approval of the Director;</li> <li>Forty-eight (48) hours prior notice;</li> </ul>
*De-watered Lagoon Sludge Acceptance of this material is dependent on Ministry approvals and site development	\$75/MT	\$82.50/MT (+10%)	\$90.75/MT (+10%)	\$99.83/MT (+10%)	\$109.81/MT (+10%)	Not Accepted	<ul style="list-style-type: none"> <li>Requires approval of the Director;</li> <li>Forty-eight (48) hours prior notice;</li> </ul>
Clean Soil - less than Commercial Standards	\$25/MT	\$25/MT	\$25/MT	\$25/MT	\$25/MT	Not Accepted	<ul style="list-style-type: none"> <li>Requires approval of the Director;</li> <li>Forty-eight (48) hours prior notice;</li> </ul>
Contaminated Soil – greater than commercial Standards and less than industrial standards	\$75/MT	\$82.50/MT (+10%)	\$90.75/MT (+10%)	\$99.83/MT (+10%)	\$109.81/MT (+10%)	Not Accepted	<ul style="list-style-type: none"> <li>Requires approval of the Director;</li> <li>Forty-eight (48) hours prior notice;</li> </ul>
Specified Risk Material (SRM)(bovine spine and brain matter)	\$50/MT	\$50/MT	\$50/MT	\$50/MT	\$50/MT	Not Accepted	<ul style="list-style-type: none"> <li>Verification of Canadian Food inspection Agency (CFIA issued transportation permit required;</li> <li>Special handling procedures apply</li> </ul>
Small dead animals and dead stock excluding SRM	No Charge					No charge	<ul style="list-style-type: none"> <li>Dead animals must be sealed in a container or bagged to prevent Bloodborne Pathogens</li> </ul>
Large dead animals and dead stock excluding SRM	No Charge					Not Accepted	<ul style="list-style-type: none"> <li>If possible, Dead animals must be bagged or tarped to prevent Bloodborne Pathogens</li> <li>Disposal of greater than two (2) large carcasses requires approval of the Director;</li> </ul>

Slaughter House (Abattoir) Waste Excluding Specified Risk Material Waste	No Charge					Not Accepted	<ul style="list-style-type: none"> <li>Forty-eight (48) hours prior notice must be given to the Regional District for disposal;</li> <li>Special handling procedures apply.</li> </ul>
Appliances including ODS and non-ODS units	No Charge					No charge	
Commercial ODS Appliances & HVAC	No Charge					No Charge	<ul style="list-style-type: none"> <li>Must have proof of ODS removal</li> </ul>
Auto Hulks excluding Electric Vehicles	No Charge					No Charge	<ul style="list-style-type: none"> <li>Must be able to offload unassisted</li> <li>All fluids, batteries, ODS and tires must be removed prior to disposal;</li> <li>Multiple vehicles will be directed to the Landfills</li> </ul>
Auto Hulks - Electric Vehicles	Not Accepted					Not Accepted	
Scrap Metal	No Charge					No Charge	<ul style="list-style-type: none"> <li>Large volumes of small items are to be placed in a metal container (welding rods, nails screws);</li> <li>High volume generators may be redirected to the Landfills</li> </ul>
Metal Drums, Tanks and pressurized tanks	No Charge					No Charge	<ul style="list-style-type: none"> <li>Material must be visibly decommissioned: cut open or flattened and free of any liquids or contamination;</li> <li>Propane bottles placed in designated area</li> <li>Size restriction requirements may apply.</li> </ul>
Major Project or Work Camp DRC	\$300/MT	\$330.00MT (+10%)	\$363.00/MT (+10%)	\$399.30/MT (+10%)	\$439.23/MT (+10%)	Not Accepted	<ul style="list-style-type: none"> <li>Requires Approval of the Director</li> <li>Sorting Requirements apply</li> </ul>

Work Camp General Waste	\$300/MT	\$330.00MT (+10%)	\$363.00/MT (+10%)	\$399.30/MT (+10%)	\$439.23/MT (+10%)	Not Accepted	<ul style="list-style-type: none"> <li>Requires Approval of the Director</li> <li>Sorting Requirements apply</li> </ul>
Work Camp Temporarily Permitted Regulated Recyclable Material	\$300/MT	\$330.00MT (+10%)	\$363.00/MT (+10%)	\$399.30/MT (+10%)	\$439.23/MT (+10%)	Not Accepted	<ul style="list-style-type: none"> <li>Requires Approval of the Director</li> </ul>
Unsegregated loads	\$150/MT	\$150/MT	\$150/MT	\$150/MT	\$150/MT	Not Accepted	<ul style="list-style-type: none"> <li>Loads that are not segregated will be charged with this fee in addition to the regular disposal fees</li> </ul>
Out-of-Region Waste	2 x Applicable Fee					Not Accepted	<ul style="list-style-type: none"> <li>Requires Approval of the Director</li> </ul>
Administration	\$100 per load					Not applicable	<ul style="list-style-type: none"> <li>Disposal Contract Administration</li> <li>Ministry Submissions</li> <li>Non-standard process</li> </ul>
Handling Fee	\$100 per load					Not Applicable	<ul style="list-style-type: none"> <li>Assistance required to unload</li> <li>Additional labour required to dispose</li> <li>Preparation required for disposal</li> </ul>
Finance Fee (Credit Card Payments)	3.5% surcharge					3.5% surcharge	<ul style="list-style-type: none"> <li>Applied to all fees</li> </ul>

**SCHEDULE "E" TO BYLAW NO. 2090****VOLUME TO WEIGHT MATERIAL CONVERSION FACTORS**

Table 1: Material Conversion Factors

<b>Material Code</b>	<b>Primary Waste Material Type</b>	<b>Material Conversion Factor</b>
A	Concrete	1.2
B	Wood	0.5
C	Roofing	0.5
D	Land Clearing	0.4
E	Mixed	0.6

Note: Load Volume (m<sup>3</sup>) x Material Conversion Factor = Weight in Metric Tonnes

Table 2: Typical Vehicle Type and Volume Guide

<b>Vehicle Type</b>	<b>Load Volume</b>
Passenger vehicle or short pickup truck	Less than 2 m <sup>3</sup>
8 ft Pickup truck box filled level	2 m <sup>3</sup>
8ft Pickup truck box with side-board extensions filled level	4 m <sup>3</sup>
12 ft dump trailer filled level	4 m <sup>3</sup>
16 ft dump trailer filled level	6 m <sup>3</sup>
Single axle truck (5-ton)	6 m <sup>3</sup>
Tandem axle truck	10 m <sup>3</sup>
Pup trailer	8 m <sup>3</sup>
End dump	18 m <sup>3</sup>
Other	Measurement of box size in meters



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Wendy Wainwright, Deputy Director of Corporate Services  
**Date:** April 30, 2026  
**Subject:** **Committee Meeting Recommendations - April 16, 2026**

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

That the Board approve recommendations 1 through 5 as written.

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### **BACKGROUND**

The following are recommendations from the April 16, 2026 Committee Meetings for the Board's consideration and approval.

#### **Committee of the Whole Meeting – April 16, 2026**

##### **Recommendation 1:**

##### **Re: Further Discussion with Northern Interior Rural Division of Family Practice**

That the Board support further discussion with Northern Interior Rural Division of Family Practice on a health care recruitment and retention initiative.

##### **Recommendation 2:**

##### **Re: Heritage Conservation Act Transformation Project Revisions**

That staff be directed to respond to the request for feedback on the *Heritage Conservation Act* Transformation Project Phase 3 Technical Policy Paper – March 2026 with the following comments:

- The Province should ensure that adequate supports are in place for local governments and First Nations to administer the additional roles and responsibilities created by the proposed legislative changes before they are implemented.
- The Province should refer the draft legislation and regulations to stakeholders for comment prior to adoption.

##### **Recommendation 3:**

##### **Re: Provincial Agricultural Land Commission Staff Layoffs**

That the Board write a letter to the Honourable David Eby, Premier and the Honourable Lana Popham, Minister of Agriculture and Food regarding provincial Agricultural Land Commission staff layoffs.

**Recommendation 4:**

**Re: North Central Local Government Association and City of Dawson Creek – Request for Support – Improved Access to Publicly Funded Mental Health Services Resolution**

That the Board co-sponsor the North Central Local Government Association and City of Dawson Creek Improved Access to Publicly Funded Mental Health Services Resolution.

**Rural Services Committee Meeting – April 16, 2026**

**Recommendation 5:**

**Re: Volunteer of the Year Program Proposal**

That the Board direct staff to complete the development of an RDBN Volunteer of the Year Program for consideration.

**ATTACHMENTS:**

None

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

- 2. Advocacy with the Province
- 4. Community and Economic Stability

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

- 2.2 Prioritize topics and develop strategic, consistent messaging about mutual goals.
- 4.2 Revisit, prioritize and advance recommendations of the RDBN Food and Agriculture Plan and the work of the Agriculture Coordinator.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Shari Janzen, Community Development Coordinator

**Date:** April 30, 2026

**Subject:** **Ride Burns Mountain Biking Association - Letter of Support**

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

That the Board provide a letter to the Ride Burns Mountain Biking Association to support its applications for funding for the Boer Mountain Novice Downhill Trail project.

**BACKGROUND**

The Ride Burns Mountain Biking Association is applying to funders for its Boer Mountain Novice Downhill Trail and has requested a letter of support.

While the top of the extensive trail network surrounding Boer Mountain can be easily reached by novice riders via an Uptrack, the trails coming down the mountain are currently limited to intermediate and advanced riders. Ride Burns is proposing the development of a mid-mountain downhill trail for novice riders. The project will include 7 kms of downhill, keeping within the 8% grade requirements for a novice trail.

The project aims to increase the number of novice level local and non-local riders accessing the extensive trail system by providing a safe environment for skill development for riders of all ages. This trail will benefit residents and visitors as it opens options for beginner and more cautious riders to experience the mountain in summer and winter.

The club plans to increase the promotion of fat biking during the winter months, expanding the tourist season for the area. The club expects a further increase in tourism year-round that could have a positive impact on local businesses and increase overnight stays.

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Shari Janzen, Community Development Coordinator  
**Date:** April 30, 2026  
**Subject:** **NDIT Resolution Request for Ride Burns**

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

That the Board supports the application to Northern Development Initiative Trust from Ride Burns for the Boer Mountain Novice Downhill Trail Project.

**BACKGROUND**

Ride Burns is applying to NDIT for funding to construct a 5.9 km mid-mountain, novice rated downhill mountain bike trail. The proposed downhill trail will open up the mountain to novice riders of all ages, helping them improve their skills and enjoyment of the sport.

An RDBN Board Resolution is required for NDIT to approve the application.

The \$210,389 project will complete the missing piece in the Boer Mountain trail system and ensure that the riders of all abilities have safe, skill-appropriate trail options down Boer Mountain.

Funding Organization	Amount	Status
NDIT Recreation Infrastructure	\$100,000	Pending
NKDF	\$41,200	Pending
RDBN Grant in Aid from Areas B and E	\$20,000	Approved
Ride Burns	\$44,551	Approved
Burns Lake Community Forest	\$2,638	Approved
Chinook Community Forest	\$2,000	Approved
<b>Total</b>	<b>\$210,389</b>	

A copy of the application is available to the Board should the Directors wish to review the information in greater detail.

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
 Not Applicable



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Shari Janzen, Community Development Coordinator

**Date:** April 30, 2026

**Subject:** **NDIT Resolution Request for Smithers Mountain Bike Association**

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

That the Board supports the application to Northern Development Initiative Trust from the Smithers Mountain Bike Association for the Bluff Enhancement Project.

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**BACKGROUND**

The Smithers Mountain Bike Association has submitted an application to NDIT's Recreation Infrastructure Program for funds to expand a trail enhancement project.

An RDBN Board resolution is required for NDIT to approve the application.

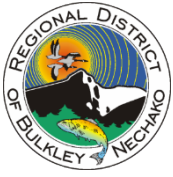
The \$77,800 project includes the revitalization of two existing trails, Nervous Shakedown and Apocalypse, as well as the addition of a new, blue-rated intermediate trail in the Bluff Recreation Area.

Funding Organization	Amount	Status
NDIT Recreation Infrastructure	\$35,500	Pending
RDBN Grant in Aid	\$40,000	Approved
Silver King Helicopters	\$2,300	Approved
<b>Total</b>	<b>\$77,800</b>	

A copy of the application is available to the Board should Directors wish to review the information in greater detail.

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** John Illes, CFO  
**Date:** April 30, 2026  
**Subject:** **RFP for Design Development for Phase 1 of the BV Regional Pool**

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

That the Board of the Regional District award RFP RDBN-BVP001-26-01 to Chernoff Thompson Architects for \$181,050.

And That the board include the updated funding for this project in the next five-year financial plan amendment.

**BACKGROUND**

The Regional District received eight complete responses for the Request for Proposal to provide the architectural and engineering design (blueprints) for Phase 1 of the Bulkley Valley Pool expansion. This expansion includes a new entrance way, offices, and a multipurpose room.

The RFP Review Committee was formed with three members from the Regional District and three members from the Pool Society and chaired by the RD Chief Building Inspector.

Fee proposals range between \$181,050 and \$423,316. The quality of all the proposals was excellent and difference between the proposals ultimately came down to the differences in bid price.

Funding for this project is provided through a contribution from the Bulkley Valley Aquatic Management Society (the "pool society") of \$140,000 and the remainder coming from the Growing Community Fund.

This project was originally budgeted at \$150,000 meaning that approval of this recommendation will require a subsequent five-year financial plan amendment. This amendment will include the remaining of the funds to come from the Growing Community Fund. Currently this fund has \$150,000 allocated to recreation services in 2026.

**ATTACHMENTS:**

None

**STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
4. Community and Economic Sustainability



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** John Illes, CFO  
**Date:** April 30, 2026  
**Subject:** **Approval of Audited Financial Statements**

---

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

That the Board approve the 2025 Audited Financial Statements.

---

### **BACKGROUND**

The Audited Financial Statements for 2025 are now complete and ready for review by the Board.

The Audit Findings Report indicates a successful audit with *"the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2025"*.

The auditor will do a brief presentation on the findings of the audit and will review the major aspects of the financial statements with the Board.

### **ATTACHMENTS:**

Draft Audited Financial Statements  
Draft Audit Findings Report

### **STRATEGIC PLAN ALIGNMENT:**

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
Not Applicable

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**FINANCIAL STATEMENTS**

**December 31, 2025**

DRAFT

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FINANCIAL STATEMENTS****December 31, 2025****INDEX**

	<u>Page</u>
Management's Responsibility for the Financial Statements	2
Independent Auditor's Report	3-5
Statement of Financial Position	6
Statement of Remeasurement Gains and Losses	7
Statement of Operations	8
Statement of Changes in Net Financial Assets	9
Statement of Cash Flows	10
Notes to the Financial Statements	11-26
Schedule 1 - Schedule of Expenses by Object	27
Schedule 2 - Schedule of Continuity of Reserve Funds	28
Schedule 3 - Statement of Tangible Capital Assets	29
Schedule 4 - Segmented Disclosure	30



## Management’s Responsibility for the Financial Statements

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management’s responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management’s judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements.

The Board of Directors are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and exercises these responsibilities through the Board. The Board reviews internal financial statements on a quarterly basis and external audited financial statements yearly. The Board also discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The external auditors, Beswick Hildebrandt Lund Chartered Professional Accountants, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of Regional District of Bulkley-Nechako and meet when required. The accompanying Auditor’s Report outlines their responsibilities, the scope of their examination and their opinion on the financial statements.

On behalf of Regional District of Bulkley-Nechako

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John Illes  
Chief Financial Officer

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Mark Parker  
Board Chair



CHARTERED PROFESSIONAL ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Regional District of Bulkley-Nechako,

### Opinion

We have audited the financial statements of Regional District of Bulkley-Nechako (the "Organization"), which comprise the statement of financial position as at December 31, 2025, and the statements of remeasurement gains and losses, operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies (the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian Public Sector Accounting Standard.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

---

#### Partners

Allison Beswick CPA, CA  
Norm Hildebrandt CPA, CA  
Robin Lund CPA, CGA

Dane Soares CPA  
Taylor Turkington CPA

Beswick Hildebrandt Lund CPA  
556 North Nechako Road, Suite 10,  
Prince George BC, Canada V2K 1A1  
T: +1 250 564 2515, F: +1 250 562 8722

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



CHARTERED PROFESSIONAL ACCOUNTANTS

Chartered Professional Accountants

Prince George, British Columbia

April 30, 2026

DRAFT

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**STATEMENT OF FINANCIAL POSITION**

December 31, 2025

	<b>2025</b>	<b>2024</b>
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents (Note 2)	\$ 39,441,821	\$ 29,970,488
Accounts receivable	659,233	907,101
Grants receivable	229,780	544,636
Investments (Note 3)	89	89
Debt Reserve Fund - Municipal Finance Authority (Note 4)	153,836	149,363
Debentures recoverable from municipalities (Note 5)	5,636,334	6,180,499
	<b>46,121,093</b>	<b>37,752,176</b>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities (Note 6 and 10)	2,160,779	1,940,394
Deferred revenue (Note 7)	17,366,920	11,812,845
Asset retirement obligations (Note 12)	11,190,751	10,778,639
Debt Reserve Fund - Municipal Finance Authority (Note 4)	153,836	149,363
Debentures issued for municipalities (Note 5)	5,636,334	6,180,499
Debentures issued for the Regional District (Note 9)	283,087	305,001
	<b>36,791,707</b>	<b>31,166,741</b>
<b>NET FINANCIAL ASSETS</b>	<b>9,329,386</b>	<b>6,585,435</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Schedule 3)	33,275,715	31,144,328
Prepaid expenses	216,986	381,798
	<b>33,492,701</b>	<b>31,526,126</b>
<b>ACCUMULATED SURPLUS</b>	<b>\$ 42,822,087</b>	<b>\$ 38,111,561</b>
Accumulated surplus is comprised of (Note 13):		
Accumulated operating surplus	\$ 42,842,488	\$ 38,107,203
Accumulated remeasurement gains(losses)	(20,401)	4,358
	<b>\$ 42,822,087</b>	<b>\$ 38,111,561</b>

**CONTINGENCIES (Note 10)**

Approved by the Board:

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Chief Financial Officer

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**STATEMENT OF REMEASUREMENT GAINS AND LOSSES**

December 31, 2025

	2025	2024
<b>ACCUMULATED REMEASUREMENT GAINS (LOSSES)</b>		
<b>AT BEGINNING OF YEAR</b>	\$ 4,358	\$ -
Unrealized gains (losses) attributable to:		
Portfolio investments	(24,759)	4,358
Amounts reclassified to the statement of operations:		
Portfolio investments	-	-
	(24,759)	4,358
Net remeasurement gains (losses) for the year	(24,759)	4,358
<b>ACCUMULATED REMEASUREMENT GAINS (LOSSES)</b>		
<b>AT END OF YEAR</b>	\$ (20,401)	\$ 4,358

See notes to the financial statements

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## STATEMENT OF OPERATIONS

For the year ended December 31, 2025

	2025		2024
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
<b>REVENUE (Schedule 4)</b>			
Property tax requisition			
Electoral area	\$ 152,883	\$ 10,552,882	\$ 9,948,802
Municipal	15,152,994	4,749,382	4,485,262
	<u>15,305,877</u>	<u>15,302,264</u>	14,434,064
Grants-in-lieu of taxes	1,271,354	1,447,214	1,342,810
Federal grants - conditional	1,933,000	2,398,818	685,957
Fees and permits	1,476,698	3,257,487	2,163,622
Municipal debt payments	739,800	688,019	713,991
Provincial grants - northern capital	941,000	636,786	423,654
Provincial grants - NWRS	3,010,000	1,639,684	759,016
Provincial grants - unconditional	490,000	236,642	233,011
Other grants - conditional	768,061	453,364	600,902
Emergency expenditure recoveries	250,000	45,110	113,116
Interest	-	664,916	659,459
Municipal cost sharing	243,819	248,945	654,175
Sundry	310,274	154,086	543,989
Administration recoveries	16,621	27,444	24,562
Donations	-	56,333	11,250
Debt sinking fund actuarial earnings	9,417	7,449	10,086
Community forest	-	-	89,600
	<u>26,765,921</u>	<u>27,264,561</u>	<u>23,463,264</u>
<b>EXPENSES (Schedule 1) ( Schedule 4)</b>			
Environmental services	7,151,260	7,255,774	6,678,036
Government - general, rural and local commission	6,095,508	5,307,416	4,127,477
Recreation and culture	4,381,398	4,005,102	3,794,808
Fire protection and emergency response	3,095,598	3,042,210	2,945,813
Building inspection, building numbering, planning and development services	1,340,701	1,303,491	1,314,325
Economic development	530,835	185,700	456,493
Municipal debt payments	739,800	688,019	713,991
Street lighting and transportation	367,944	518,226	467,148
Sewer and water	198,222	223,338	193,871
	<u>23,901,266</u>	<u>22,529,276</u>	<u>20,691,962</u>
<b>ANNUAL SURPLUS</b>	2,864,655	4,735,285	2,771,302
<b>ACCUMULATED SURPLUS - BEGINNING OF YEAR</b>	<u>38,107,203</u>	<u>38,107,203</u>	<u>35,335,901</u>
<b>ACCUMULATED SURPLUS - END OF YEAR (Note 13)</b>	<u>\$ 40,971,858</u>	<u>\$ 42,842,488</u>	<u>\$ 38,107,203</u>

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**

For the year ended December 31, 2025

	<u>2025</u>		<u>2024</u>
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
<b>ANNUAL SURPLUS</b>	\$ 2,864,655	\$ 4,735,285	\$ 2,771,302
Acquisition of tangible capital assets	(5,996,000)	(4,231,848)	(2,922,019)
(Gain) loss on sale of tangible capital assets	-	39,869	(19,903)
Proceeds on sale of tangible capital assets	-	16,000	65,048
Amortization of tangible capital assets	-	2,044,592	1,988,380
	(3,131,345)	2,603,898	1,882,808
Net use of (addition to) prepaid expenses	-	164,812	(301,718)
Net remeasurement gains and losses	-	(24,759)	4,358
<b>CHANGE IN NET FINANCIAL ASSETS</b>	(3,131,345)	2,743,951	1,585,448
<b>NET FINANCIAL ASSETS AT BEGINNING OF THE YEAR</b>	6,585,435	6,585,435	4,999,987
<b>NET FINANCIAL ASSETS AT END OF THE YEAR</b>	<u>\$ 3,454,090</u>	<u>\$ 9,329,386</u>	<u>\$ 6,585,435</u>

See notes to the consolidated financial statements.

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## STATEMENT OF CASH FLOWS

For the year ended December 31, 2025

	<u>2025</u>	<u>2024</u>
<b>OPERATING ACTIVITIES</b>		
Annual surplus	\$ 4,735,285	\$ 2,771,302
Add: Non-cash items		
Debt sinking fund actuarial earnings	(7,449)	(10,086)
Change in unrealized value of financial instruments	(24,759)	4,358
Amortization of tangible capital assets	2,044,592	1,988,380
Loss (gain) on sale of tangible capital assets	39,869	(19,903)
	<u>6,787,538</u>	4,734,051
Changes in non-cash working capital:		
Accounts receivable	247,868	(189,109)
Grants receivable	314,856	(16,054)
Accounts payable and accrued liabilities	220,385	112,582
Deferred revenue	5,554,075	2,986,207
Asset retirement obligations	412,112	396,010
Prepaid expenses	164,812	(301,718)
	<u>13,701,646</u>	7,721,969
<b>FINANCING ACTIVITIES</b>		
Debt repayments	(14,465)	(11,112)
	<u>(14,465)</u>	(11,112)
<b>CAPITAL ACTIVITIES</b>		
Purchase of tangible capital assets	(4,231,848)	(2,922,019)
Proceeds on disposal of tangible capital assets	16,000	65,048
	<u>(4,215,848)</u>	(2,856,971)
<b>INCREASE DURING THE YEAR</b>	<b>9,471,333</b>	4,853,886
<b>CASH AT BEGINNING OF THE YEAR</b>	<u>29,970,488</u>	25,116,602
<b>CASH AT END OF THE YEAR</b>	<u>\$ 39,441,821</u>	<u>\$ 29,970,488</u>

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended December 31, 2025**

The Regional District of Bulkley-Nechako (“the Regional District”) was incorporated as a Regional District on February 1, 1966 under the Municipal Act (replaced by the Local Government Act) of British Columbia. The Regional District provides a political and administrative framework for region-wide, inter-municipal and sub-regional services and acts as the local government for electoral areas.

**1. SIGNIFICANT ACCOUNTING POLICIES**

Basis of accounting

These financial statements have been prepared in accordance with Canadian public sector accounting standards (PSAS).

Funds and reserves

Certain amounts, as approved by the Board of Directors, through a bylaw, are set aside in accumulated surplus for future operating and capital purposes. Transfers to/from funds and reserves are an adjustment to the respective fund when approved.

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development improvement or betterment of the asset. Costs include overhead directly attributable to construction and development but exclude interest costs directly attributable to the acquisition or construction of the asset.

Contributed tangible capital assets are recorded into revenues at their fair market value on the date of donation, except in circumstances where there are stipulations on their use or where fair value cannot be reasonably determined, in which case they are recognized at a nominal value.

The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight-line basis over the estimated useful life of the asset.

Buildings	40-50 years
Water and waste systems	50 years
Heavy vehicles	10-20 years
Passenger vehicles	6-10 years
Other equipment	5-20 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Regional District’s ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Assets under construction are not amortized until the asset is available for productive use.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2025****1. SIGNIFICANT ACCOUNTING POLICIES, continued**Revenue recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis.

Tax revenue from local government requisitions are recognized in the year levied, provided that the effective date of tax has passed and the related bylaws have been approved by the Board of Directors.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Contributions from other sources are deferred when restrictions are placed on their use by the contributor and are recognized as revenue when used for the specific purpose. Restricted contributions that must be maintained in perpetuity are recorded as revenue when received or receivable and are presented as non-financial assets in the statement of financial position.

Grants received from the Federal Gas Tax Agreement and Northern Capital Planning Grant Agreement are each contributed to a designated reserve and recorded as revenue in the year amounts are expended on qualifying projects.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Asset Retirement Obligations

An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset that the Regional District will be required to settle. The Regional District recognizes asset retirement obligations when there is a legal obligation to incur retirement costs in relation to a tangible capital asset, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made.

Asset retirement obligations are initially measured at the best estimate of the amount required to retire a tangible capital asset at the financial statement date. The estimate of a liability includes costs directly attributable to asset retirement activities.

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the tangible capital asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2025****1. SIGNIFICANT ACCOUNTING POLICIES, continued**Measurement uncertainty

The preparation of the financial statements in accordance with Canadian PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the year. These estimates and assumptions are based on management's judgement and the best information available at the time of preparation and may differ significantly from actual results. Estimates are reviewed periodically or as new information becomes available, by management, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Significant estimates include the determination of the useful life of tangible capital assets, valuation of the landfill closure and post-closure obligation, and provisions for contingencies.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Financial instruments*Measurement of financial instruments*

The Regional District initially measures its financial assets and financial liabilities at fair value. The Regional District subsequently measures all its financial assets and financial liabilities at cost.

Financial assets measured at cost include cash and cash equivalents, accounts receivable, cash deposits included in the debt reserve fund – Municipal Finance Authority, investments, and debentures recoverable from municipalities.

Financial liabilities measured at cost include accounts payable and accrued liabilities, debentures issued for municipalities, debentures issued for the Regional District, and financial liabilities included in the debt reserve fund –Municipal Finance Authority.

*Impairment*

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

*Transaction costs*

The Regional District recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their origination, issuance or assumption.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended December 31, 2025**

**1. SIGNIFICANT ACCOUNTING POLICIES, continued**

Investments

Investments are reported at cost or amortized cost, less any write-downs associated with a loss in value that is other than a temporary decline.

Standards applicable for fiscal years beginning on or after April 1, 2026

PS 1202 Financial Statement Presentation replaces and builds upon PS 1201 Financial Statement Presentation. The key changes are a significantly restructured Statement of Financial Position, a new Statement of Net Financial Assets (Net Financial Liabilities), removal of the existing Statement of Change in Net Financial Assets, a new Statement of Changes in Net Assets (Net Liabilities), a restructured Statement of Cash Flows, and new budget requirements.

**2. CASH AND CASH EQUIVALENTS**

	<u>2025</u>	<u>2024</u>
Bank accounts	\$ 4,616,290	\$ 6,335,303
Petty cash	50	50
Guaranteed investment certificates	<u>34,825,481</u>	<u>23,635,135</u>
	<u>\$ 39,441,821</u>	<u>\$ 29,970,488</u>

Cash and cash equivalents consist of unrestricted cash and fixed income guaranteed investment certificates, which have a maturity of one year or less, and are carried at market value which approximates cost. For the year ended December 31, 2025, the guaranteed investment certificate interest rates ranged between 3.6% to 5.45% (2024 – ranged between 3.9% to 6.15%).

**3. INVESTMENTS**

The Regional District has a 9% interest in the Chinook Comfor Limited Partnership and Chinook Comfor Ltd.

**4. DEBT RESERVE FUND – MUNICIPAL FINANCE AUTHORITY**

The Regional District issues debt instruments through the Municipal Finance Authority of British Columbia (“MFA”), and as a condition of borrowing, one percent of the debenture proceeds is withheld as a debt reserve fund. The Regional District also executes demand notes in connection with each debenture whereby the Regional District could be required to pay certain amounts to MFA in excess of the debt borrowed. The demand notes are contingent in nature, and it is unlikely that they will be called; therefore, a liability has not been reported in the financial statements (see note 10).

The Regional District reports the debt reserve fund balances for both debts issued on its behalf, and on behalf of member municipalities, as a financial asset. Because all debt reserve fund refunds received on behalf of Municipal borrowing are repayable to those Municipalities, the Municipal portion of the Debt Reserve Fund balances are also reported as a financial liability.

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 5. DEBT RECOVERABLE FROM MUNICIPALITIES

When a member Municipality within the Regional District wishes to issue debenture debt through the Municipal Finance Authority of British Columbia ("MFA"), the borrowing is done through the Regional District. The Regional District is therefore responsible for repayment of the debt to MFA. When payments (interest and sinking fund or principal) are made on this debt, the Regional District pays MFA and is in turn reimbursed by the Municipality.

The Regional District therefore reports the net outstanding debt borrowed on behalf of Municipalities as both a financial liability and a financial asset.

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Net Debt Outstanding	
	Year	Amount			2025	2024
Vanderhoof Issue 145	2018	1,000,000	2038	3.15%	714,836	759,274
Smithers Issue 142	2017	3,000,000	2037	3.15%	2,007,196	2,144,508
Vanderhoof Issue 142	2017	2,000,000	2037	3.15%	1,338,131	1,429,672
Smithers Issue 127	2013	650,000	2034	4.52%	354,862	387,929
Fort St. James Issue 124	2013	304,879	2033	4.52%	150,393	166,446
Smithers Issue 124	2012	147,639	2033	4.52%	72,828	80,602
Fort St. James Issue 124	2013	121,952	2028	4.52%	30,299	39,724
Smithers Issue 116	2011	800,000	2026	1.47%	68,546	134,774
Houston Issue 99	2006	2,407,125	2032	1.53%	807,734	924,825
Granisle 149	2019	210,000	2029	2.24%	91,509	112,745
		<u>\$ 10,641,595</u>			<u>\$ 5,636,334</u>	<u>\$ 6,180,499</u>

Scheduled debt repayments may be suspended in the event of excess sinking fund earnings within the MFA.

Principal paid during 2025 was \$389,434 (2024 - \$402,489). Interest paid during 2025 was \$297,639 (2024 - \$300,799).

The MFA performs a rate reset on long-term loans each 5-year period beginning after the first 10-year term; therefore, interest rates on long-term debt are subject to change.

Actuarial earnings received during 2025 were \$154,731 (2024 - \$161,443). Future principal payments, including sinking fund additions, on existing debt are as follows:

2026	\$ 562,324
2027	510,152
2028	527,079
2029	533,761
2030	526,852
Thereafter	<u>2,976,166</u>
	<u>\$ 5,636,334</u>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2025</u>	<u>2024</u>
Trade payables	\$ 886,578	\$ 880,278
Vacation accrual	285,552	279,803
Sick leave accrual (Note 10)	592,985	444,588
Retirement accrual (Note 10)	395,664	335,725
	<u>\$ 2,160,779</u>	<u>\$ 1,940,394</u>

## 7. DEFERRED REVENUE

	<u>2025</u>	<u>2024</u>
Government transfers - Northern Capital Planning Grant	\$ 1,089,402	\$ 1,673,993
Government transfers - Federal Gas Tax Reserve	6,057,713	7,281,574
Government transfers - NWRS	9,486,204	2,160,330
Government transfers - Climate Action	310,191	348,952
Government transfers - Provincial	370,927	233,378
Other	52,483	114,618
	<u>\$ 17,366,920</u>	<u>\$ 11,812,845</u>

Government transfers – Federal Gas Tax Reserve

Gas Tax funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax funding may be used towards qualifying expenditures as specified in the funding agreement. The Regional District maintains the amounts in a statutory reserve.

	<u>2025</u>	<u>2024</u>
Opening balance	\$ 7,281,574	\$ 6,679,642
Add: Amounts received in the year	923,045	923,045
Interest earned	251,911	364,844
	<u>1,174,956</u>	<u>1,287,889</u>
Less: Amounts spent in the year	<u>(2,398,817)</u>	<u>(685,957)</u>
Closing balance	<u>\$ 6,057,713</u>	<u>\$ 7,281,574</u>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 7. DEFERRED REVENUE, continued

Government transfers – Northern Capital Planning Grant

Northern Capital and Planning funding is provided by the Province of British Columbia. The Northern Capital and Planning funding may be used towards infrastructure and eligible projects include engineering, infrastructure planning, pipes, wells, treatment facilities, building, roads, machinery, equipment, vehicles, and other associated capital that are owned and controlled by the Regional District. This can also include the cost of land associated with developing the above capital investment.

	<u>2025</u>	<u>2024</u>
Opening balance	\$ <u>1,673,993</u>	\$ 2,005,885
Add: Amounts received in the year	-	-
Interest earned	<u>52,195</u>	91,762
	<u>52,195</u>	91,762
Less: Amounts spent in the year	<u>(636,786)</u>	(423,654)
Closing balance	<u>\$ 1,089,402</u>	<u>\$ 1,673,993</u>

The Northern Capital Planning Grant is broken into the following reserves:

<u>Reserve</u>	<u>Initial Allocation</u>	<u>Planning Expenses</u>	<u>Capital Expenses</u>	<u>Total Interest</u>	<u>December 31, 2025 Balance</u>
General Administration	\$ 1,019,248	\$ 397,003	\$ 268,315	\$ 105,978	\$ 459,908
Clucluz Lake Fire Service	623,068	31,008	603,148	11,088	-
Protective Services	1,375,000	186,927	1,283,140	95,067	-
Glacier Gulch Water Diversion	30,000	-	21,006	6,111	15,105
Round Lake Fires Service	10,000	-	11,154	1,154	-
Luck Bay Fire Service	60,000	-	62,357	2,357	-
Fort Fraser Fire	186,595	-	191,237	4,642	-
Economic Development	185,273	-	-	41,693	226,966
Regional Parks and Trails	1,055,345	58,164	705,151	95,393	387,423
Environmental Service	2,394,843	-	2,489,075	94,232	-
Fort Fraser Water and Sewer Utilities	425,628	-	447,234	21,606	-
	<u>\$ 7,365,000</u>	<u>\$ 673,102</u>	<u>\$ 6,081,817</u>	<u>\$ 479,321</u>	<u>\$ 1,089,402</u>

## 8. CREDIT FACILITY

The Regional District has available on an authorized operating line of credit to a maximum of \$400,000. This facility bears interest at prime rate of 4.45% (December 31, 2024 – 5.45%) and is secured by the current borrowing resolution. The facility remained unused at year end.

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 9. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT

The Regional District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), pursuant to security issuing bylaws, under authority of the Community Charter, to finance certain capital expenditures. The debt is issued on a sinking fund basis, whereby MFA invests the Regional District's principal payments so that the payments plus investment income, will equal the original outstanding debt amount at the end of the repayment period. Actuarial earnings on debt represent the repayment and/or forgiveness of debt by the MFA using surplus investment income generated by the principal payments. Gross amount of debt and the repayment and actuarial earnings to retire the debt are as follows:

Service borrowing was incurred for:	Year	Originally Borrowed	Year of Maturity	Current Rate of Interest	Repayment & Actuarial Earnings	2025 Principal Repayment	Net Debt Outstanding	
		Amount					2025	2024
Round Lake Fire Protection	2017	\$ 14,909	2037	3.15%	\$ 4,379	\$ 555	\$ 9,975	\$ 10,657
Luck Bay Fire Protection	2006	125,000	2026	1.53%	111,959	4,198	8,843	17,347
Topley Rural Fire Protection	2016	366,348	2041	2.10%	92,031	10,048	264,269	276,997
		<u>\$ 506,257</u>			<u>\$ 208,369</u>	<u>\$ 14,801</u>	<u>\$ 283,087</u>	<u>\$ 305,001</u>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

**9. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT, continued**

Scheduled debt repayments may be suspended in the event of excess sinking fund earnings within the MFA.

Principal paid during 2025 was \$14,801 (2024 - \$14,801). Interest paid during 2025 was \$10,075 (2024 - \$10,075).

The MFA performs a rate reset on long-term loans each 5-year period beginning after the first 10-year term; therefore, interest rates on long-term debt are subject to change.

Actuarial earnings received during 2025 were \$7,114 (2024 - \$6,396). Future principal payments, including sinking fund additions, on existing debt are as follows:

2026	273,814
2027	724
2028	746
2029	768
2030	791
Thereafter	6,244
	\$ 283,087

**10. CONTINGENCIES**Municipal Finance Authority Demand Notes

The Regional District is contingently liable to the Municipal Finance Authority of British Columbia ("MFA") in excess of the amounts borrowed under the terms of demand notes issued to MFA.

Member municipalities have signed offsetting demand notes to the Regional District for borrowing made on their behalf. The amounts are as follows:

	2025	2024
Demand Notes Outstanding:		
Borrowing on behalf of member municipalities	\$ 271,453	\$ 271,453
Borrowing for Regional District purposes	9,331	9,331
	\$ 280,784	\$ 280,784

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended December 31, 2025**

**10. CONTINGENCIES, continued**

Employee Sick Leave

The Regional District is contingently liable to pay its employees' sick leave. The total maximum value of the accumulated sick time is \$878,499 at December 31, 2025 (2024 - \$792,026). As at year end an amount of \$592,985 (2024 - \$444,588) has been recognized as a liability, representing the estimated future usage of accumulated sick days.

Employee Retiring Allowance

The Regional District is contingently liable to pay employees one week's salary for every year of employment to a maximum of 13 weeks upon normal retirement from the Regional District. The total value of this retiring allowance is \$596,855 at December 31, 2025 (2024 - \$554,187). As at year end an amount of \$395,664 (2024 - \$335,725) has been accrued as an estimate of the liability.

**11. MUNICIPAL PENSION PLAN**

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The Regional District paid \$461,425 (2024 - \$419,966) for employer contributions to the plan in fiscal 2025.

The next valuation will be as at December 31, 2027.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2025****12. ASSET RETIREMENT OBLIGATION**

The Regional District owns and operates the following assets that have asset retirement obligations associated with them:

Landfill Obligation

The Ministry of Environment and Climate Change Strategy (MoECCS) Landfill Criteria for Municipal Solid Waste outlines regulations for the closure and care of both active and inactive landfill sites. These requirements encompass activities such as final covering and landscaping, leachate treatment and monitoring, groundwater and surface water monitoring, gas monitoring and recovery, and ongoing maintenance of various control and drainage systems. Estimated liabilities for closure and post-closure care are based on assumptions and information available to management, covering a period ranging from 100 – 200 years depending on the capacity of the landfill. Future events may alter these estimates, leading to adjustments in recognized liabilities as changes in estimates occur.

Estimated total expenses represent the sum of the discounted future cash flows for closure and post-closure monitoring activities using an assumed rate of 5.0% (2024 – 5.0%) for inflation and a discount factor of 5.0% (2024 – 5.0%) for most obligations except for a 3% discount factor for long term obligations for the three active landfills to reflect a better estimate for those obligations that may not be realized for an extensive period of time. The Regional District currently has 16 inactive and 3 active landfill sites. The Regional District uses the median return of its GIC investments for the discount factor and an estimate of the inflation rate based on an assessment of contract rates for construction activities that the Regional District undertakes in the current year. Both rates are trending downwards.

Asbestos Obligation

Asbestos and other designated hazardous materials represent a health hazard upon disturbance and as a result carry a legal obligation to remove them when a facility undergoes a significant renovation or demolition. The Regional District owns and operates a facility that is known to have asbestos and as a result recognized an obligation relating to the removal of the hazardous materials upon adoption of the PS 3280 Asset Retirement Obligations. An asset retirement obligation associated with asbestos within the facility owned by the Regional District that will need to be abated upon retirement.

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 12. ASSET RETIREMENT OBLIGATION, continued

Leasehold Obligation

Lease agreements often contain requirements for the lessee to return the leased property to its pre-lease condition. Since the end of lease work meets the criteria under PS 3280 an asset retirement obligation has been recognized. In The Regional District's case, this liability is associated with removing structures, bins and signage for sites leased as well as the removal of equipment.

<b>Asset Retirement Obligations</b>	<b>Landfill Obligation</b>	<b>Asbestos Abatement</b>	<b>Leasehold Obligations</b>	<b>Balance</b>
Opening	\$ 8,579,150	\$ 77,175	\$ 2,122,314	\$ 10,778,639
Accretion expense	302,138	3,859	106,115	412,112
Closing Balance	<u>\$ 8,881,288</u>	<u>\$ 81,034</u>	<u>\$ 2,228,429</u>	<u>\$ 11,190,751</u>

## 13. ALLOCATION OF ACCUMULATED SURPLUS

The accumulated surplus at the end of the year is comprised of the following Funds:

	<b>2025</b>	<b>2024</b>
Operating Reserves	\$ 27,372,643	\$ 25,317,085
	<u>15,469,845</u>	<u>12,790,118</u>
	<u>\$ 42,842,488</u>	<u>\$ 38,107,203</u>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 14. BUDGET

In accordance with legislative requirements, the Financial Plan, adopted by the Board of Directors on March 27, 2025, was prepared on a modified accrual basis. These financial statements, in accordance with Canadian Public Sector Accounting Standards, were prepared on a full accrual basis. The following reconciles the approved Financial Plan to budgeted amounts reported in these Financial Statements.

	<u>2025</u>
Budgeted surplus per statement of financial activities	<u>\$ 2,864,655</u>
Less: Capital expenditures	(5,996,000)
Internal allocations	(729,050)
Debt principal payments	(24,219)
Prior year net deficits	<u>(86,742)</u>
	<u>(3,971,356)</u>
Add: Prior year net surplus	1,863,406
Withdrawals from capital reserves	598,000
Transfer from equity in tangible capital assets	<u>1,509,950</u>
	<u>3,971,356</u>
	<u>\$ -</u>

## 15. FINANCIAL INSTRUMENTS

The Regional District's financial instruments are comprised of cash, temporary investments, accounts receivable, debt reserve funds – Municipal Finance Authority, debentures recoverable from municipalities, accounts payable and accrued liabilities, debentures issued for municipalities, and debentures issued for the Regional District.

Liquidity risk

Liquidity risk is the risk that the Regional District will encounter difficulty in meeting obligations associated with financial liabilities. The Regional District is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, debentures issued for municipalities and debentures issued for the Regional District. The Regional District manages this risk by holding a sufficient amount of funds in highly liquid investments and closely monitoring cash flows.

Credit risk

Credit risk is the risk that the Regional District will incur financial losses if a debtor fails to make payments when due. The Regional District is exposed to credit risk on its debenture recoverable from municipalities and accounts receivable. Risk in respect to the debentures recoverable from municipalities is managed primarily by the policies put in place by the Municipal Finance Authority

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended December 31, 2025**

**15. FINANCIAL INSTRUMENTS, continued**

of British Columbia ("MFA"). The maximum exposure to credit risk in respect to accounts receivable is limited to the carrying amount of accounts receivable, which is managed by credit policies such as limiting the amount of credit extended and obtaining security deposits where appropriate.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Regional District is mainly exposed to interest rate risk.

Interest Rate Risk

Interest rate risk is the risk that the Regional District's debt servicing costs and the value of certain investments will fluctuate due to changes in interest rates. In respect of debt servicing costs, the risk is minimal as all of the Regional District's long-term debentures are fixed rate and is usually refinanced every five to ten years as that is when most underlying debentures issued by the MFA mature. Investments subject to interest rate risk include guaranteed investment certificates (Note 2). The amount of risk is minimal due to the short terms of the investments.

**16. SEGMENT REPORTING**

The Regional District provides services to its members, that have been grouped into related departmental functions or service areas for segment reporting purposes. The various segments are as follows:

**Environmental Services**

This segment administers services including solid and liquid waste management, recycling, invasive plant control and developing the Regional District's Corporate Energy and Emissions Plan.

**Government – general, rural and local commission**

This segment administers services that relate to the legislative function as well as the administrative and financial management of the Regional District.

**Recreation and culture**

This segment administers services that relate to recreational and cultural activities and organizations within the Regional District.

**Fire protection and emergency response**

This segment administers services related to rural fire protection and rescue services, 9-1-1 services, emergency preparedness and support services, and health and safety planning.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2025****16. SEGMENT REPORTING, continued****Building inspection, building numbering, planning and development services**

This segment administers services related to long range and current community planning, geographical information services, building inspections, and bylaw enforcement.

**Economic Development**

This segment provides economic and community development services including assisting local community groups in accessing funding opportunities for community and economic initiatives.

**Municipal Debt Payments**

This segment is comprised of debenture debt payments to the Municipal Finance Authority on behalf of other Regional District members.

**Street Lighting and Transportation**

This segment is comprised of services for street lighting and transportation within the Regional District.

**Sewer and Water**

This segment is comprised of services for sewer and water treatment within the Regional District.

**17. RELATED PARTY TRANSACTIONS**

The Regional District of Bulkley-Nechako and the Regional Hospital District share the same management team but operate under the governance of a different board of directors.

During the year, the Regional District of Bulkley-Nechako provided administration and accounting services of \$16,460 (2024 - \$15,536) to the Regional Hospital District.

**18. COMPARATIVE FIGURES**

Certain prior year figures, presented for comparative purposes, have been reclassified to conform to the current year's financial statement presentation.

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2025

## 19. GROWING COMMUNITY FUND

Growing Communities Fund is provided by the Province of British Columbia. The Growing Communities Fund grants support the delivery of infrastructure projects necessary to enable community growth. Grant funding is incremental to currently planned infrastructure and amenity projects and may include related project costs such as early-stage development work.

	<u>2025</u>	<u>2024</u>
Opening balance	\$ 1,055,161	\$ 1,791,927
Add: Amounts received in the year	-	-
Interest earned	27,837	54,986
	<u>27,837</u>	<u>54,986</u>
Less: Amounts spent in the year		
Environmental services	-	(776,838)
Protective services	(358,877)	-
Parks and trails	(149,341)	-
Housing	-	(14,914)
	<u>(508,218)</u>	<u>(791,752)</u>
Closing balance	<u>\$ 574,780</u>	<u>\$ 1,055,161</u>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## SCHEDULE OF EXPENSES BY OBJECT

For the year ended December 31, 2025

	2025		2024
	<u>Budget</u> (Note 14)	<u>Actual</u>	<u>Actual</u>
Staff remuneration and benefits	\$ 7,856,732	\$ 7,449,315	\$ 6,945,787
Purchased services and supplies	6,592,358	4,147,992	3,771,310
Payments to societies	2,611,208	2,717,775	2,770,719
Municipal debt payments	740,270	688,489	713,991
Payments to municipalities	2,454,077	3,313,620	2,651,765
Directors' remuneration	799,803	480,914	504,036
Insurance and permits	335,174	330,605	304,900
Electoral area grants-in-aid	724,000	665,466	385,792
Staff travel and expenses	-	105,883	96,552
Directors' travel and expenses	176,263	93,384	98,811
Interest on debentures	9,606	16,720	16,472
Memberships and dues	33,601	52,183	39,923
Interest	5,000	4,887	3,286
Bad debts	3,500	-	856
Volunteer benefits	3,547	5,339	3,372
Accretion	-	412,112	396,010
Elections	7,000	-	-
Amortization	1,549,127	2,044,592	1,988,380
	<u>\$ 23,901,266</u>	<u>\$ 22,529,276</u>	<u>\$ 20,691,962</u>

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**SCHEDULE OF CONTINUITY OF RESERVE FUNDS**  
For the year ended December 31, 2025

	2025	2024
<b>BALANCE AT BEGINNING OF THE YEAR</b>	<b>\$ 24,254,967</b>	<b>\$ 21,451,331</b>
Contribution to funds	12,680,910	4,070,963
Interest earned on funds	1,244,547	1,464,060
Withdrawals from funds	<u>(5,767,069)</u>	<u>(2,731,387)</u>
<b>BALANCE AT END OF THE YEAR</b>	<b><u>32,413,355</u></b>	<b><u>24,254,967</u></b>
Less reserves recorded as deferred revenue (Note 7):		
Climate Action	310,191	348,952
Federal Gas Tax	6,057,713	7,281,574
North West Revenue Sharing	9,486,204	2,160,330
Northern Capital Planning Grant	<u>1,089,402</u>	<u>1,673,993</u>
	<b><u>16,943,510</u></b>	<b><u>11,464,849</u></b>
	<b><u>\$ 15,469,845</u></b>	<b><u>\$ 12,790,118</u></b>
<b>REPRESENTED BY THE FOLLOWING RESERVE FUNDS</b>		
911 Capital	\$ 625,845	\$ 710,331
Administrative Equipment	27,215	44,777
Administration/Planning Vehicle	209,366	102,886
Building	916,145	683,400
Building Inspection Vehicle	15,704	58,100
Bulkley Valley Pool	3,121,185	2,751,660
Burns Lake TV Rebroadcasting	61,760	59,303
Bylaw Enforcement	43,844	32,285
Climate Action	310,191	348,952
Cluculz Sewer	101,040	97,022
Rural Election	55,246	43,234
Emergency Prep	67,402	64,721
Federal Gas Tax	6,057,713	7,281,574
Fort Fraser Sewer	495,611	475,899
Fort Fraser Rural Fire Protection	64,854	30,866
Fort Fraser Water	488,044	449,002
Landfill closure	469,051	450,395
Glacier Gulch Water Diversion	14,997	14,401
Growing Community	574,780	1,055,162
Insurance	270,132	257,866
Lakes District Airport	258,725	416,901
Landfill Capital	-	-
Legal	263,424	154,794
Luck Bay Rural Fire Protection	66,774	64,118
Northern Capital Planning Grant	1,089,402	1,673,993
North West Revenue Sharing	9,486,204	2,160,330
Operational	6,954,345	4,423,500
Planning Plotter	-	33,155
Round Lake Rural Fire Protection	6,933	6,658
Smithers Rural Fire Protection	103,126	118,814
Southside Rural Fire Protection Vehicle	27,806	26,700
Topley Fire Department	51,948	44,483
Telkwa Rural Fire Protection	-	9,698
Vanderhoof Pool	<u>114,543</u>	<u>109,987</u>
	<b><u>32,413,355</u></b>	<b><u>24,254,967</u></b>
Less reserves recorded as deferred revenue (Note 7):		
Climate Action	310,191	348,952
Federal Gas Tax	6,057,713	7,281,574
North West Revenue Sharing	9,486,204	2,160,330
Northern Capital Planning Grant	<u>1,089,402</u>	<u>1,673,993</u>
	<b><u>16,943,510</u></b>	<b><u>11,464,849</u></b>
	<b><u>\$ 15,469,845</u></b>	<b><u>\$ 12,790,118</u></b>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO  
STATEMENT OF TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2025

	Land	Building	Equipment / Vehicles	Works in Progress	Engineered Structures				Retirement Obligations			2025 Total	2024 Total
					Water	Sewer	Landfills	Transfer Stations	Regional Parks	Landfill Operations	All Others		
<b>COST</b>													
Opening Balance	\$ 791,108	\$ 9,578,764	\$ 12,660,615	\$ -	\$ 5,173,753	\$ 1,788,856	\$ 7,278,698	\$ 6,470,086	\$ 1,768,997	\$ 4,285,671	\$ 645,000	\$ 50,441,548	\$ 47,699,415
Add: Additions	-	183,309	3,503,312	-	20,143	115,469	217,777	188,502	3,336	-	-	4,231,848	2,922,019
Less: Disposals	-	-	(542,134)	-	-	-	-	-	(5,481)	-	-	(547,615)	(179,886)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-	-	-	-
Closing Balance	791,108	9,762,073	15,621,793	-	5,193,896	1,904,325	7,496,475	6,658,588	1,766,852	4,285,671	645,000	54,125,781	50,441,548
<b>ACCUMULATED AMORTIZATION</b>													
Opening Balance	-	4,117,661	6,975,892	-	1,395,694	548,972	3,195,172	2,797,964	98,532	137,388	29,945	19,297,220	17,443,581
Add: Amortization	-	305,196	876,871	-	97,065	62,322	329,936	254,199	35,337	68,694	14,972	2,044,592	1,988,380
Less: Acc. Amortization on Disposals	-	-	(491,636)	-	-	-	-	-	(110)	-	-	(491,746)	(134,741)
Closing Balance	-	4,422,857	7,361,127	-	1,492,759	611,294	3,525,108	3,052,163	133,759	206,082	44,917	20,850,066	19,297,220
<b>Net Book Value for year ended December 31, 2025</b>	<b>\$ 791,108</b>	<b>\$ 5,339,216</b>	<b>\$ 8,260,666</b>	<b>\$ -</b>	<b>\$ 3,701,137</b>	<b>\$ 1,293,031</b>	<b>\$ 3,971,367</b>	<b>\$ 3,606,425</b>	<b>\$ 1,633,093</b>	<b>\$ 4,079,589</b>	<b>\$ 600,083</b>	<b>\$ 33,275,715</b>	
Net Book Value for year ended December 31, 2024	\$ 791,108	\$ 5,461,103	\$ 5,684,723	\$ -	\$ 3,778,059	\$ 1,239,884	\$ 4,083,526	\$ 3,672,122	\$ 1,670,465	\$ 4,148,283	\$ 615,055		\$ 31,144,328

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
SEGMENTED DISCLOSURE**

For the year ended December 31, 2025

	Government - General, Rural and Local	Environmental Services	Recreation and Culture	Fire Protection and Emergency Response	Building Inspection and Planning	Municipal Debt Payments	Street Lighting and Transportation	Economic Development	Sewer and Water	2025	2024
<b>REVENUE</b>											
Taxation	\$ 3,169,714	\$ 4,416,512	\$ 3,894,167	\$ 2,272,227	\$ 998,270	\$ -	\$ 183,632	\$ 240,053	\$ 127,689	\$ 15,302,264	\$ 14,434,064
Fees, rates and service charges	-	2,822,774	10,811	126,646	129,625	-	78,676	-	88,955	3,257,487	2,163,622
Government transfers	1,643,924	1,813,181	71,979	1,596,051	52,574	-	84,640	-	102,945	5,365,294	2,702,540
Investment income	662,587	-	-	2,329	-	-	-	-	-	664,916	659,459
Other	91,437	(19,196)	(1,874)	128,533	324,408	688,019	1,059	15,000	-	1,227,386	2,160,769
Grants-in-lieu of Taxes	385,861	479,908	265,214	146,115	86,163	-	27,656	56,297	-	1,447,214	1,342,810
	5,953,523	9,513,179	4,240,297	4,271,901	1,591,040	688,019	375,663	311,350	319,589	27,264,561	23,463,264
<b>EXPENSES</b>											
Staff Remuneration and Benefits	1,878,753	3,614,278	147,799	650,958	1,119,801	-	37,726	-	-	7,449,315	6,945,787
Purchased services and supplies	806,518	1,842,104	291,719	788,610	97,631	-	221,609	37,700	62,101	4,147,992	3,771,310
Insurance	56,477	128,350	54,720	50,166	34,046	-	6,846	-	-	330,605	304,900
Payments to Societies	371,460	44,600	1,907,208	144,507	-	-	250,000	-	-	2,717,775	2,770,719
Other	1,332,760	404,111	27,654	41,824	27,586	688,019	2,045	-	1,378	2,525,377	2,259,101
Payments to Municipalities	705,506	-	1,343,996	1,116,118	-	-	-	148,000	-	3,313,620	2,651,765
Amortization of capital assets	155,942	1,222,331	232,006	250,027	24,427	-	-	-	159,859	2,044,592	1,988,380
	5,307,416	7,255,774	4,005,102	3,042,210	1,303,491	688,019	518,226	185,700	223,338	22,529,276	20,691,962
<b>NET REVENUE(EXPENSES)</b>	\$ 646,107	\$ 2,257,405	\$ 235,195	\$ 1,229,691	\$ 287,549	\$ -	\$ (142,563)	\$ 125,650	\$ 96,251	\$ 4,735,285	\$ 2,771,302

See notes to the financial statements.

# Regional District of Bulkley-Nechako

**Year-End Audit Findings Report  
to Board of Directors**

**For the year ending  
December 31, 2025**

**Prepared as of April 14, 2026**



CHARTERED PROFESSIONAL ACCOUNTANTS

April 14, 2026

Board of Directors  
Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, BC  
V0J 1E0

Dear Board of Directors:

**Re: Audit Findings**

We prepared the accompanying report to assist you in your review of the financial statements of Regional District of Bulkley-Nechako for the year ending December 31, 2025. The report includes a discussion on the significant accounting and financial reporting matters dealt with during the audit process as well as communications required by Canadian generally accepted auditing standards.

We have substantially completed our audit of the financial statements of Regional District of Bulkley-Nechako (the entity) prepared in accordance with Canadian Public Sector Accounting Standards (PSAS) for the year ended December 31, 2025. We propose to issue our auditor's report on those financial statements, pending resolution of outstanding items outlined on page 1. Our draft auditor's report is included as Appendix A.

We look forward to meeting with you and discussing the matters outlined below.

We would like to express our sincere thanks to the management and staff of the entity who have assisted us in carrying out our work. If you have any questions or concerns, please do not hesitate to contact us.

Yours very truly,

Taylor Turkington CPA  
Partner

c.c: John Illes, Chief Financial Officer

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**Partners**

Allison Beswick CPA, CA  
Norm Hildebrandt CPA, CA  
Robin Lund CPA, CGA

Dane Soares CPA  
Taylor Turkington CPA

Beswick Hildebrandt Lund CPA  
556 North Nechako Road, Suite 10,  
Prince George BC, Canada V2K 1A1  
T: +1 250 564 2515, F: +1 250 562 8722

**Audit Status**

We have completed the audit of the financial statements, with the exception of the following items:

- Receipt of a signed management representation letter by management;
- Completing our discussions with the Board of Directors;
- Obtaining evidence of the Board's approval of the financial statements;

Once these items have been completed, we will date and sign our auditor's report.

**Significant Risks**

We identified the following significant risks in our planning letter dated February 17, 2026:

- Revenue recognition
- Management Override of Controls

We executed the proposed audit responses to the significant risks identified above, as noted in our planning letter, and we have no issues to report.

**Significant Matters Arising*****Changes to Audit Plan***

There were no changes to the audit plan (as previously presented to you).

***Other Matters***

We have not identified any other significant matters that we wish to bring to your attention at this time.

**Significant Difficulties Encountered**

There were no significant difficulties encountered during our audit.

**Comments on Accounting Practices*****Accounting Policies***

Management is responsible for the appropriate selection and application of accounting policies. Our role is to review the appropriateness and application as part of our audit. The significant accounting policies used by the entity are outlined in Note 1 to the financial statements.

- There were no significant changes in accounting policies.
- We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.
- We did not identify any significant accounting policies in controversial or emerging areas.

### ***Significant Accounting Estimates***

Management is responsible for the accounting estimates included in financial statements. Estimates and the related judgments and assumptions are based on management's knowledge of the business and past experience about current and future events.

Our responsibility as auditors is to obtain sufficient appropriate evidence to provide reasonable assurance that management's accounting estimates are reasonable within the context of the financial statements as a whole. An audit includes performing appropriate procedures to verify the:

- Calculation of accounting estimates;
- Analyzing of key factors such as underlying management assumptions;
- Materiality of estimates individually and in the aggregate in relation to the financial statements as a whole;
- Estimate's sensitivity to variation and deviation from historical patterns;
- Estimate's consistency with the entity's business plans; and
- Other audit evidence.

The following significant estimates/judgments are contained in the financial statements:

- Book value of capital assets
- Asset Retirement Obligations

Based on audit work performed, we are satisfied with the estimates made by management.

### ***Significant Financial Statement Disclosures***

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

### ***Uncorrected Misstatements***

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. All uncorrected misstatements for the current year have been corrected.

**Significant Deficiencies in Internal Control**

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

**Written Representations**

In a separate communication, as attached in Appendix B, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian Public Sector Accounting Standards (PSAS).

**Disagreements with Management**

We are required to communicate any disagreements with management, whether or not resolved, about matters that are individually or in aggregate significant to the entity's financial statements or auditor's report. Disagreements may arise over:

- Selection or application of accounting principles;
- Assumptions and related judgments for accounting estimates;
- Financial statement disclosures;
- Scope of the audit; or
- Wording of the auditor's report.

We are pleased to inform you that we had no disagreements with management during the course of our audit.



CHARTERED PROFESSIONAL ACCOUNTANTS

### **Consultation with Other Accountants (Second Opinions)**

Management may consult with other accountants about auditing and accounting matters to obtain a "second opinion". When an entity requests that another accountant provide a written report or oral advice on the application of accounting principles to a specific transaction or the type of opinion that may be rendered on the entity's financial statements, we are required to ensure that the accountant has ensured that the reporting accountant has knowledge of all facts and circumstances and has conducted the engagement in accordance with Canadian generally accepted auditing standards on the Reports on the Application of Accounting Principles.

We are not aware of any consultations that have taken place with other accountants.

### **Independence**

We confirm our independence with respect to the entity as of the date of this report.

### **Other Audit Matters of Governance Interest**

We did not identify any other matters to bring to your attention at this time and would be pleased to discuss with you further any matters mentioned above, at your convenience.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this audit findings letter will be useful. Should any member of the Board of Directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time. We would be pleased to discuss them with you and respond to any questions you may have.

This letter was prepared for the sole use of those charged with governance of Regional District of Bulkley-Nechako to carry out and discharge their responsibilities and is not intended for any other purpose. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to a third party who uses this communication.

Yours very truly,

*Beswick Hildebrandt Lund*

Beswick Hildebrandt Lund Chartered Professional Accountants

## ***Appendix A: Audit Report***

Please see attached report.



CHARTERED PROFESSIONAL ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Regional District of Bulkley-Nechako,

### Opinion

We have audited the financial statements of Regional District of Bulkley-Nechako (the "Organization"), which comprise the statement of financial position as at December 31, 2025, and the statements of remeasurement gains and losses, operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies (the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian Public Sector Accounting Standard.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

---

#### Partners

Allison Beswick CPA, CA  
Norm Hildebrandt CPA, CA  
Robin Lund CPA, CGA

Dane Soares CPA  
Taylor Turkington CPA

Beswick Hildebrandt Lund CPA  
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T: +1 250 564 2515, F: +1 250 562 8722



CHARTERED PROFESSIONAL ACCOUNTANTS

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



CHARTERED PROFESSIONAL ACCOUNTANTS

Chartered Professional Accountants

Prince George, British Columbia

April 30, 2026

DRAFT

## ***Appendix B: Management Representation Letter***

Please see attached letter.



April 30, 2026

Beswick Hildebrandt Lund Chartered Professional Accountants  
 556 North Nechako Road, Suite 10  
 Prince George, British Columbia,  
 V2K 1A1

Dear Sir/Madame:

This representation letter is provided in connection with your audit of the financial statements of Regional District of Bulkley-Nechako for the year ended December 31, 2025, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian Public Sector Accounting Standards (PSAS).

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of entity personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm that (to the best of our knowledge and belief):

### Financial Statements

We have fulfilled our responsibilities as set out in the terms of the audit engagement letter dated February 25, 2026, for:

- a. Preparing and fairly presenting the financial statements in accordance with PSAS;
- b. Providing you with:
  - i. Access to all information of which we are aware that is relevant to the preparation of the financial statements, such as:
    - A. Accounting records, supporting data and other relevant documentation,
    - B. Minutes of meetings (such as shareholders, board of directors and audit committees) or summaries of actions taken for which minutes have not yet been prepared, and
    - C. Information on any other matters, of which we are aware, that is relevant to the preparation of the financial statements;
  - ii. Additional information that you have requested from us for the purpose of the audit; and
  - iii. Unrestricted access to persons within the entity from whom you determine it necessary to obtain audit evidence.
- c. Ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements; and
- d. Designing and implementing such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We have also communicated to you any deficiencies in the design and implementation or the maintenance of internal control over financial reporting of which management is aware.

### **Preparation of Financial Statements**

The financial statements are fairly presented in accordance with PSAS, and include all disclosures necessary for such fair presentation and disclosures otherwise required to be included therein by the laws and regulations to which Regional District of Bulkley-Nechako is subject. We have prepared the Regional District of Bulkley-Nechako's financial statements on the basis that the Regional District of Bulkley-Nechako is able to continue as a going concern.

We have appropriately reconciled our books and records (e.g. general ledger accounts) underlying the financial statements to their related supporting information (e.g. subledger or third party data). All related reconciling items considered to be material were identified and included on the reconciliations and were appropriately adjusted in the financial statements. There were no material unreconciled differences or material general ledger suspense account items that should have been adjusted or reclassified to another account balance. There were no material general ledger suspense account items written off to a statement of financial position account, which should have been written off to a revenue and expense account and vice versa. All intra entity accounts have been eliminated or appropriately measured and considered for disclosure in the financial statements.

### **Fraud**

We have disclosed to you:

- a. All of our knowledge in relation to actual, alleged or suspected fraud affecting the entity's financial statements involving:
  - i. Management;
  - ii. Employees who have significant roles in internal control; or
  - iii. Others where the fraud could have a material effect on the financial statements;
- b. All of our knowledge in relation to allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators or others; and
- c. The results of our risk assessments regarding possible fraud or error in the financial statements.

### **Compliance with Laws and Regulations**

We have disclosed all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements that should be considered when preparing the financial statements

There have been no communications from regulatory agencies concerning non-compliance with or deficiencies in financial reporting practices. We are up to date with all corporate filings and annual returns. This includes all Canada Revenue Agency GST returns.

### **Litigation and Claims**

All known actual or possible litigation and claims, which existed as at December 31, 2025 or exist now, have been disclosed to you and accounted for and disclosed in accordance with PSAS, whether or not they have been discussed with legal counsel.

### **Related Parties**

We have disclosed to you the identity of all of the entity's related-party relationships and transactions of which we are aware. This includes sales, purchases, loans, transfers of assets, liabilities and services, leasing agreements, guarantees, non-monetary transactions, and transactions for no consideration for the year ended as well as related balances due to or from such parties at the year end. All related-party

relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of CPA Canada Public Sector Accounting Handbook, Section PS 2200 (Related Party Disclosures) and we confirm our belief that any receivable balances are fully collectable. The list of related parties attached to this letter as Appendix A accurately and completely describes the Regional District of Bulkley-Nechako's related parties and the relationships with such parties.

### **Estimates**

We acknowledge our responsibility for determining the accounting estimates required for the preparation of the financial statements in accordance with PSAS. Those estimates reflect our judgment based on our knowledge and experience of past and current events, and on our assumptions about conditions we expect to exist and courses of action we expect to take. In particular, we confirm the following:

- The measurement methods are appropriate and consistently applied;
- The significant assumptions used in determining fair value measurements represent our best estimates, are reasonable, appropriate and have been consistently applied;
- No subsequent event requires adjustment to the accounting estimates and disclosures included in the financial statements; and
- The significant assumptions used in determining fair value measurements are consistent with the Regional District of Bulkley-Nechako's planned courses of action. We have no plans or intentions that have not been disclosed to you, which may materially affect the recorded or disclosed fair values of assets or liabilities.

Significant estimates and measurement uncertainties known to management that are required to be disclosed in accordance with CPA Canada Public Sector Accounting Handbook, Section PS 2130 (Measurement Uncertainty) have been appropriately disclosed, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.

### **Subsequent Events**

We have identified all events that occurred between December 31, 2025 and the date of this letter that may require adjustment of, or disclosure in, the financial statements, and have effected such adjustment or disclosure as per the requirements of PSAS.

### **Going Concern**

There are no events or conditions that, individually or collectively, may cast significant doubt on the Regional District of Bulkley-Nechako's ability to continue as a going concern.

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements (e.g. to dispose of the business or to cease operations).

### **Commitments and Contingencies**

All contractual arrangements entered into by Regional District of Bulkley-Nechako with third parties have been properly reflected in the accounting records or/and, where material (or potentially material) to the financial statements, have been disclosed to you. Regional District of Bulkley-Nechako has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There are no side agreements or other arrangements (either written or oral) undisclosed to you.

There are no commitments, contingent liabilities/assets or guarantees (written or oral) that should be disclosed in the financial statements but have not been disclosed. This includes liabilities arising from contract terms, illegal acts or possible illegal acts, and environmental matters that would have an impact on the financial statements.

### **Misstatements and Adjustments**

Certain representations in this letter are described as being limited to those matters that are material. Items are also considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.

We confirm that the are free from material misstatements, including omissions.

We confirm there are no uncorrected misstatements in the financial statements.

### **Other Representations**

#### **Accounting Policies**

We confirm that we have reviewed the Regional District of Bulkley-Nechako's accounting policies and, having regard to the possible alternative policies, our selection and application of accounting policies and estimation techniques used for the preparation and presentation of the financial statements is appropriate in the Regional District of Bulkley-Nechako's particular circumstances.

All significant accounting policies are disclosed in the financial statements and are consistent with those used in the previous year (except as disclosed in the financial statements).

#### **Internal Control Over Financial Reporting**

We have disclosed to you all deficiencies in the design or operation of disclosure controls and procedures and internal control over financial reporting that we are aware.

#### **Minutes**

All matters requiring disclosure to or approval of Board of Directors the have been brought before them at appropriate meetings and are reflected in the minutes.

#### **Other Information**

We have informed you of all the documents listed below, that we expect to issue or are otherwise required to be issued in accordance with law, regulation or custom that will contain or accompany the financial statements and the auditor's report thereon and which will include information on Regional District of Bulkley-Nechako's operations, financial results and financial position as set out in the financial statements.

<b>Name of document(s) provided before the auditor's report date that will contain or accompany the financial statements</b>	<b>Name of document(s) that will not be provided before the auditor's report date that will contain or accompany the financial statements</b>
None	Annual Report and Statement of Financial Information

**Assets and Liabilities**

We have satisfactory title or control over all assets. We have recorded or disclosed, as appropriate, all liabilities, in accordance with PSAS.

**For the following specific representations, the terms “year end” and “year” are defined as each year end and each year respectively, covered by the audit of the financial statements as stated above.**

**Cash and Banks**

The books and records properly reflect and record all transactions affecting cash funds, bank accounts and bank indebtedness of the Regional District of Bulkley-Nechako.

All cash balances are under the control of the Regional District of Bulkley-Nechako, free from assignment or other charges, and unrestricted as to use, except as disclosed to you.

The amount shown for cash on hand or in bank accounts excludes trust or other amounts, which are not the property of the Regional District of Bulkley-Nechako.

Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, line(s) of credit, or similar arrangements have been properly disclosed.

All cash and bank accounts and all other properties and assets of the Regional District of Bulkley-Nechako are included in the financial statements.

**Accounts Receivable**

All amounts receivable by the Regional District of Bulkley-Nechako were recorded in the books and records.

Receivables classified as current do not include any material amounts that are collectible after one year. Receivables recorded in the financial statements, represent bona fide claims against debtors for sales or other charges arising on or before the statement of financial position date[s] and are not subject to discount except for normal cash discounts.

Amounts receivable that are non-interest bearing and are expected to be paid more than a year after initial recognition date have been initially recognized at fair value, using an appropriate discount rate, and subsequently measured at amortized cost.

All receivables were free from hypothecation or assignment as security for advances to Regional District of Bulkley-Nechako, except as hereunder stated.

**Tangible Capital Assets**

All charges to tangible capital asset accounts represented the actual cost of additions or the fair value at the date of contribution. We have provided sufficient information in note 4 to the financial statements for a reader to understand the organization's economic resources held in tangible capital assets.

No material or significant amounts relating to additions or improvements to property, plant and equipment were charged to repairs and maintenance or other expense accounts.

Carrying values of tangible capital assets sold, destroyed, abandoned or otherwise disposed of have been eliminated from the accounts.

We have good and valid title to all items of property and equipment reflected in the accounts relating thereto, and any liens or encumbrances on our assets have been appropriately disclosed in the financial statements.

Tangible capital assets owned by the Regional District of Bulkley-Nechako are being depreciated on a systematic basis over their estimated useful lives and the provision for depreciation was calculated on a basis consistent with that of the previous date.

During the year, we reviewed the appropriateness of the depreciation policy and estimate of useful lives for tangible capital assets, taking into account all pertinent factors. Any changes in our assessment from the prior year have been adequately disclosed and reflected in the financial statements.

We have evaluated tangible capital assets for recoverability in accordance with the provisions of the CPA Canada Public Sector Accounting Handbook, Section PS 3150 (Tangible Capital Assets). There have been no events or changes in circumstances that indicate that any tangible capital assets no longer have any long-term service potential to the organization. Accordingly management was not required to write down any tangible capital assets to their residual values, if any, during the year.

### **Financial Instruments**

We have properly recorded all financial assets of equity instruments quoted on an active market at fair value.

We have evaluated whether there are indicators of impairment for all financial assets measured at cost or amortized cost, and where there has been a significant adverse change in the expected timing or amount of future cash flows from a financial asset or group of similar financial assets, we have assessed whether a reduction in the carrying value is necessary.

### **Marketable Securities**

All marketable securities owned by us are recorded in the accounts. The marketable securities are measured at fair value.

All income earned for the year ended December 31, 2025 on these securities has been recognized in earnings along with any transaction costs incurred and changes in fair value.

### **Accounts Payable**

Accounts payable that are non-interest bearing and are expected to be paid more than a year after the initial recognition date have been classified as long term in the financial statements, initially recognized at fair value, using an appropriate discount rate, and subsequently measured at amortized cost.

### **Deferred Revenue and Deferred Contributions**

All material amounts of deferred revenue and deferred contributions were appropriately recorded in the books and records.

### **Long-term Debt**

All borrowings and financial obligations of the Regional District of Bulkley-Nechako of which we are aware are included in the financial statements as at year end, as appropriate. We have fully disclosed to you all borrowing arrangements of which we are aware.

Regional District of Bulkley-Nechako has not violated any covenants on its debt during the year. We have fully disclosed to you all covenants and information related to how we determined our compliance with the terms of the covenants.

## Revenue Recognition

We have recorded all revenue that met the following criteria:

- Persuasive evidence of an arrangement exists;
- Delivery has occurred, or services have been rendered;
- Price is fixed or determinable; and
- Collectability is reasonably assured.

## Government Transfers

### Transferring organization

Transfers have only been recognized as an expense in the year the transfer has been authorized and all eligibility criteria have been met by the recipient.

### Recipient organization

We have disclosed all significant terms and agreements in respect of transfers received from governments.

Transfers without eligibility criteria or stipulations have been recognized as revenue once the transfer has been authorized.

Transfers with eligibility criteria but without stipulations have been recognized as revenue once the transfer has been authorized and all eligibility criteria have been met.

Transfers with or without eligibility criteria but with stipulations have been recognized as revenue in the year the transfer has been authorized and all eligibility criteria have been met, except when, and to the extent that, the transfer gives rise to an obligation that meets the definition of a liability for the recipient government in accordance with CPA Canada Public Sector Accounting Handbook, Section PS 3200 (Liabilities).

### Disclosure

The major kinds of transfers recognized have all been disclosed in the financial statements as well as the nature and terms of liabilities arising from government transfers received.

## Segment Reporting

Pursuant to CPA Canada Public Sector Accounting Handbook, Section PS 2700 (Segment Disclosures), in identifying segments, management has considered the definition of a segment and other factors, including:

- the objectives of disclosing financial information by segment;
- the expectations of members of the community and their elected or appointed representatives regarding the key activities and accountabilities of the government;
- the qualitative characteristics of financial reporting as set out in CPA Canada Public Sector Accounting Handbook, Section PS 1000 (Financial Statement Concepts);
- the homogeneous nature of the activities, service delivery, or recipients of the services;
- whether the activities relate to the achievement of common outcomes or services as reflected in government performance reports and plans;
- whether discrete financial information is reported or available; and
- the nature of the relationship between the government and its organizations (within the reporting entity).

Management has identified following operating segments:

**Segment Name:**

- Environmental Services
- Government – general, rural, and local commission
- Recreation and Culture
- Fire protection and emergency response
- Building Inspection
- Economic Development
- Municipal debt payments
- Street Lighting and Transportation
- Sewer and Water

The financial statements disclose all the relevant factors used to identify the Regional District of Bulkley-Nechako's reportable segments.

**Budgetary Data**

We have included budgetary data in our financial statements, which is relevant to the users of financial statements and consistent with that originally planned and approved by Board of Directors on March 27, 2025. Planned results were presented for the same scope of activities and on a basis consistent with that used for actual results.

Yours truly,



John Illes  
Chief Financial Officer

**Appendix A: Related Parties**

See attached proposed related parties summary.

## **Appendix A: Related parties listing**

### **Board of Directors**

- Director Clint Lambert, and immediate family
- Director Michael Riis-Christianson, and immediate family
- Mayor Sarrah Storey, and immediate family
- Director Mark Parker, and immediate family
- Mayor Gladys Atrill, and immediate family
- Director Christopher Newell, and immediate family
- Mayor Shane Brienen, and immediate family
- Mayor Linda McGuire, and immediate family
- Mayor Kevin Moutray, and immediate family
- Mayor Henry Wiebe, and immediate family
- Mayor Martin Elphee, and immediate family
- Mayor Leroy Dekens, and immediate family
- Director Stoney Stoltenberg, and immediate family
- Director Shirley Moon, and immediate family
- Director Judy Greenaway, and immediate family

### **Management**

- John Illes, Chief Financial Officer, and immediate family
- Curtis Helgesen, Chief Administrative Officer, and immediate family
- Cheryl Anderson, Director of Corporate Services, and immediate family

### **Related party entities:**

Stuart-Nechako Regional Hospital District

0914691 BC Ltd

Earthen Ware Ltd

0887489 BC Ltd

Midway Service Station Ltd

JC's Waterworks Ltd

***Appendix B: Proposed Audit Adjustments***

See attached proposed audit adjustments.

DRAFT

## Regional District of Bulkley-Nechako

Year End: December 31, 2025

Adjusting journal entries

Date: 1/1/2025 To 12/31/2025

Number	Name	Account No	Debit	Credit
1	Equity in Tangible Capital Assets	300101		-12,728.67
1	Equity in Tangible Capital Assets	300101		-8,503.81
1	Equity in Tangible Capital Assets	300101		-682.40
1	MFA Debt Recoverable - Municip	101001.3101		-544,165.54
1	MFA Long Term Debt	209001.3101	544,165.54	
1	MFA Long Term Debt	209001.7103	10,048.13	
1	MFA Long Term Debt	209001.7103	2,680.54	
1	MFA Long Term Debt	209001.7204	4,197.72	
1	MFA Long Term Debt	209001.7204	4,306.09	
1	MFA LONG TERM DEBT	209001.7208	127.55	
1	MFA LONG TERM DEBT	209001.7208	554.85	

To adjust LTD balances according -  
PBC - DO NOT POST

2	Due From Investment Funds	201001	41,000.00	
2	Due From GRF-Gas Tax Reserve	110299.1102		-41,000.00
2	Unearned Revenue - Gas Tax (Funded)	210099.1102	41,000.00	
2	Realize Gas Tax Revenue	420099.1102		-41,000.00
2	District of Fort St. James Gas Tax	612117.1102	41,000.00	
2	District of Fort St. James REGIONAL GIA	612117.1201		-41,000.00

To adjust gas tax reserve  
according to client - PBC - DO NOT POST

3	Accrued GST Receivable	101005	14,271.46	
3	Miscellaneous Revenue	480001.1209		-14,271.46

To record LWA GST adjustment - PBC  
- DO NOT POST

4	BVCU Credit Union	100001	25,000.00	
4	Accounts Payable - General	200001		-25,000.00

To agree Cash and AP balances to

actual. PBC - DO NOT POST

5	Prepaid Expenses	102000.1203		-1,664.56
5	Prepaid Expenses	102000.1209	7,215.77	
5	Prepaid Expenses	102000.5101	14,592.93	
5	Prepaid Expenses	102000.6101	164.12	
5	Prepaid Expenses	102000.6201	1,422.80	
5	Prepaid Expenses	102000.6301	96.51	
5	Prepaid Expenses	102000.7101	1,122.06	
5	Prepaid Expenses	102000.7103	2,108.75	
5	Prepaid Expenses	102000.7104	1,277.24	
5	Prepaid Expenses	102000.7204	1,084.61	
5	Computer Network	604001.1203	1,664.56	
5	Property Insurance	608001.1209		-7,215.77
5	Property Insurance	608001.5101		-14,592.93
5	Property Insurance	608001.6101		-164.12
5	Property Insurance	608001.6201		-1,422.80
5	Property Insurance	608001.6301		-96.51
5	Property Insurance	608001.7101		-1,122.06
5	Property Insurance	608001.7103		-2,108.75
5	Property Insurance	608001.7104		-1,277.24
5	Property Insurance	608001.7204		-1,084.61
5	Prepaid Expenses	102000.10101	10,144.68	
5	Prepaid Expenses	102000.10902	472.24	
5	Prepaid Expenses	102000.10904	537.22	
5	Property Insurance	608001.10101		-10,144.68
5	Property Insurance	608001.10902		-472.24
5	Property Insurance	608001.10904		-537.22

To post correcting entry for  
municipal prepaid insurance & eScribe prepaid insurance - PBC



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** April 30, 2026  
**Subject:** Q1 Quarterly Report

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

Receive

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### BACKGROUND

Departmental Quarterly Reports for the 1st Quarter of 2026 have been prepared to keep the Board apprised of the status of strategic priorities, departmental work plans, and normal operations.

### ATTACHMENTS:

1. Administration Quarterly Report
2. Finance Quarterly Report
3. Protective Services Quarterly Report
4. Planning Quarterly Report
5. Environmental Services Quarterly Report



# Administration

January 1, 2026 – March 31, 2026

## Table of Contents

<b>Staffing</b> .....	3
<b>Strategic Priorities</b> .....	3
<b>Relationships with First Nations</b> .....	4
<b>Advocacy with the Province</b> .....	5
<b>Economic Development/Rural Services</b> .....	5
Community and Economic Stability.....	5
Agriculture .....	5
Rural Services .....	6
<b>Human Resources</b> .....	6
Labour Relations .....	6
Incidents, Investigations, and Inspections.....	6
Staffing and Onboarding.....	6

## Staffing

Fulltime permanent:

Curtis Helgesen, CAO

Cheryl Anderson, Director of Corporate Services

Wendy Wainwright, Deputy Director of Corporate Services

Anusha Rai, Human Resources Advisor

Danielle Sapach, Administration Clerk

Kaia Nitchie, First Nations Liaison

Nellie Davis, Manager of Strategic Initiatives and Rural Services

Shari Janzen, Community Development Coordinator

Cameron Hart, Community Development Coordinator

Megan D'Arcy, Agriculture Coordinator

Trevor Tapp, Agriculture Coordinator (Casual)

## Strategic Priorities

### 2023-2026 STRATEGIC PRIORITIES

#### Relationships with First Nations

- To enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of our communities.
  - Extend invitations for informal meetings/meals with each First Nations government in the region
  - Share and discuss respective strategic goals and objectives to identify opportunities for cooperation and collaboration on areas of mutual interest
  - Investigate and identify opportunities for the RDBN to provide specific services to First Nations Communities

#### Advocacy with the Province

- To advocate and build relationships with provincial ministries to ensure the needs of the region are represented, impacts on our communities from their decisions and policies are understood, and adequate resources are made available to support new and increasing expectations of local government.
  - Support efforts to secure an agreement under the Resource Benefits Alliance by engaging with our communities and consistently messaging our expectations to the Province
  - Identify and prioritize topics and issues for provincial advocacy and advance our interests by developing strategic and consistent messaging, and offering solutions that are aligned with mutual goals
  - Extend invitations to ministers or senior ministry staff to visit our region so they can observe and discuss our issues and interests in-person

#### Housing Supply

- To ensure there is an adequate supply and variety of housing options for our citizens.
  - Provide support to the non-profit sector in their pursuit of affordable housing projects and initiatives
  - Advocate with the Province for appropriate rules and regulations to reduce impediments to housing development and better reflect the needs of northern residents
  - Investigate opportunities for the Regional District to plan for and/or support the development of workforce housing

### **Community and Economic Sustainability**

- To identify and pursue opportunities to support and diversify our economy.
  - Convene a tourism summit to better understand the needs of the tourism sector and explore how the regional district can support and advance tourism in the region
  - Revisit, prioritize and advance recommendations of the RDBN Food and Agriculture Plan and the work of the Agriculture Coordinator
  - Continue advocacy efforts with the Federal and Provincial governments, First Nations communities and industry for high-speed internet service and explore innovative solutions for high-speed internet service in partnership with the Connectivity Committee and other partners.

## **Relationships with First Nations**

During the first quarter of 2026, key activities included:

- The First Nations Liaison hand-delivered introduction letters to Binche Whut'en, Nadleh Whut'en, Nak'azdli Whut'en, Saik'uz First Nation, Stelat'en First Nation, and Takla Nation.
- Chair and staff attended a meeting with Innergex Renewable Energy Inc., Stelat'en First Nation, and Nadleh Whut'en regarding the Ni Ti Mountain Wind Project and the Bundzi Energy Wind Project.
- A congratulatory letter was sent following Yekooche First Nation's election.
- Attended the virtual Regional District Indigenous Relations Community of Practice meeting, featuring topics on creating Indigenous Relations and Reconciliation frameworks.
- Chair and staff presented an "RDBN Protective Services 101" overview to Saik'uz First Nation Council.
- Communicated updates and invited feedback from applicable Nations regarding the Area C and Area G Parks and Trails Master Plan.
- Participated in the Village of Burns Lake and Ts'il Kaz Koh's FCM-facilitated Community Economic Development Initiative (CEDI) workshop.
- Participated in meetings with Nak'azdli Whut'en, Nazko First Nation, Saik'uz First Nation and Takla Nation regarding ESS and Indigenous engagement in emergency management.
- Staff facilitated a meeting with Electoral Area C Director and Binche Whut'en CEO to discuss Binche Whut'en's current projects and joint interests.
- Staff facilitated a meeting with Electoral Area E Director, Cheslatta Carrier Nation, and Nee Tahi Buhn to discuss joint interests and enhance relationship building.
- Attended an informational session facilitated by environmental services staff at the FSJ Transfer Station with Binche Whut'en.
- Assisted environmental services staff in producing a presentation for the Indigenous Zero Waste Technical Advisory Group (IZWTAG) conference.
- Prepared draft Fire Service Agreements and provided them to Cheslatta Carrier Nation and Nee Tahi Buhn for review.

Administration

January 1, 2026 – March 31, 2026

## Advocacy with the Province

RDBN Board and staff attended the following meetings in conjunction with the BC Natural Resources Forum:

The RDBN met with Ministry of Indigenous Relations and Reconciliation senior ministry staff to discuss the Kenney Dam Release Facility and dredging of Tahtsa Narrows, including alignment with Bill 15 and Bill C-5 and the development and implementation of the Memorandum of Understanding with Nechako First Nations and Cheslatta Carrier Nation.

The RDBN met with the Honourable Randene Neill, Minister of Water, Land and Resource Stewardship to further advance discussions on the Kenney Dam Release Facility and Tahtsa Narrows dredging, emphasizing watershed management, legislative alignment, and coordination with Indigenous governments.

The RDBN sent a letter to Premier Eby advocating for the inclusion of primary agriculture producers from northern and central BC on the Premier's Task Force on Agriculture and Food Economy.

The RDBN sent a letter to the Honourable Adrian Dix, Minister of Energy and Climate Solutions, emphasizing the need for meaningful community investment, housing support, and infrastructure legacy funding to address the cumulative impacts of major energy projects in central BC.

In preparation for the 2026 North Central Local Government Association (NCLGA) Conference, the Board resolved to:

- co-sponsor the City of Prince Rupert's resolution titled Northern and Rural Area Homeowner Grant Benefit
- co-sponsor the NCLGA and City of Dawson Creek's resolution titled Improved Access to Publicly Funded Mental Health Services Resolution

## Economic Development/Rural Services

### Community and Economic Stability

Final preparations are underway for the 2026 Regional Business Forum in Fraser Lake on May 26, 2026.

### Agriculture

An edition of the Growing Opportunities Newsletter was published in February, providing stakeholders with updates on current initiatives and sector developments.

Administration

January 1, 2026 – March 31, 2026

The final report for the Livestock Processing Project has been provided and will be posted on the website.

A Regional Agriculture Coordinator (East) was hired and commenced their role in March 2026, strengthening regional capacity and coordination.

Requests for Proposals (RFPs) have been issued for updates to the Food and Agriculture Plan, Economic Development Strategy, and Tourism Strategy. Contracts for all three projects are expected to be awarded before summer.

### Rural Services

The first two editions of the Non-Profit Navigator have been published. One focused on the topic of insurance, and the second on volunteer recruitment.

## Human Resources

### Labour Relations

Labour relations remain an important focus for Human Resources. Support was provided to departments on a range of matters, including employee relations, performance management, and the interpretation and application of collective agreement and policies. Human Resources worked closely with Department Heads to provide guidance, promote consistency, and support fair and transparent decision making. Efforts continued to focus on early resolution, open communication, and timely engagement to address issues before they escalate. Human Resources remains committed to addressing concerns in a timely and constructive manner, supporting a respectful and collaborative workplace.

### Incidents, Investigations, and Inspections

Human Resources has supported and coordinated responses to WorkSafeBC and submitted detailed responses when appropriate on a couple of files this quarter. After an investigation is completed, corrective measures are put into place to support compliance and strengthen workplace safety practices. This process included reviewing relevant policies, conducting interviews, reinforcing expectations, and increasing awareness across the team. It is important that all employees understand their role in maintaining and contributing to a safe and healthy work environment.

### Staffing and Onboarding

During the first quarter of 2026, recruitment efforts remained steady, with a focus on filling key positions including Agricultural Coordinator (East), KLF Landfill Attendant and Summer Student roles, while also supporting operational needs across departments. Human Resources worked closely with the hiring managers to streamline recruitment processes. Onboarding activities were carried out to support new employees as they transitioned into

### Administration

January 1, 2026 – March 31, 2026

their roles, with an emphasis on providing the tools, information, and guidance needed for early success.

Directors	15-Jan	29-Jan	12-Feb	26-Feb	12-Mar	26-Mar
Stoney Stoltenberg	x	x	x	x	x	x
Michael Riis-Christianson	x	x	x	x	x	x
Judy Greenaway	Zoom	x	x	x	x	x
Mark Parker	x	x	x	x	x	x
Clint Lambert	x	x	x	x	x	Zoom
Shirley Moon	x	x	x	x	Alt	x
Chris Newell	x	x	x	x	Zoom	x
Gladys Atrill	x	Alt	x	Alt	x	x
Shane Brienen	x	x	x	x	x	Zoom
Kevin Moutray	x	x	x	x	x	x
Henry Wiebe	x	x	x	x	x	x
Sarrah Storey	Zoom	x	x	Alt	Zoom	Zoom
Martin Elphee	x	x	x	x	x	x
Leroy Dekens	x	x	x	x	x	x
Linda McGuire	x	x	x	x	x	x

**Electoral Area Funding Summaries  
to March 31, 2026**

**Area A (Smithers/Telkwa Rural)**

**Economic Development Service**

<b>2026 Starting Balance:</b>	<b>\$52,902</b>	<b>Current Balance:</b>	<b>\$52,902</b>

**Grant in Aid**

<b>2026 Starting Balance:</b>	<b>\$252,323</b>	<b>Current Balance:</b>	<b>\$208,118</b>
Lakes District Kennel Club	New Trailer	\$	900
Telkwa Elementary PAC	Kitchen Equipment	\$	2,785
PNW Science Fair	2026 Event	\$	1,500
BV Arts Council	Spotlight on Talent Event	\$	2,000
Smithers Seniors	Entry Safety	\$	14,200
Smithers Seniors	Dishwasher	\$	10,000
Groundbreakers	Seedy Saturday, School Programs	\$	2,820
Smithers Curling Club	Roof Engineering	\$	5,000
BV Christian School Society	Gym Floor Replacement	\$	5,000

**Area B (Burns Lake Rural)**

**Economic Development Service**

<b>2026 Starting Balance:</b>	<b>\$25,000</b>	<b>Current Balance:</b>	<b>\$25,000</b>

**Grant in Aid**

<b>2026 Starting Balance:</b>	<b>\$68,302</b>	<b>Current Balance:</b>	<b>\$61,177</b>
LDSS PAC	Photo Booth	\$	1,725
Lakes District Kennel Club	New Trailer	\$	900
LDSS Sr. Boys Basketball	Provincials	\$	1,000
Burns Lake Saddle Club	Gymkhanas	\$	1,000
Burns Lake Airsoft Association	First Aid	\$	2,500

**Area C (Fort St. James Rural)****Economic Development Service**

<b>2026 Starting Balance:</b>	<b>\$100,000</b>	<b>Current Balance:</b>	<b>\$100,000</b>

**Grant in Aid**

<b>2026 Starting Balance:</b>	<b>\$57,176</b>	<b>Current Balance:</b>	<b>\$45,076</b>
Fort St, James Sled Dog Association	2026 Caledonia Classic	\$	2,000
RC Legion Branch 274	wreath for 2025 ceremony	\$	100
Fort St. James Minor Hockey	Fort Forum History Project	\$	5,000
Fort St. James Secondary School	2026 Bursary	\$	1,500
Music on the Mountain	2026 Festival	\$	2,500
Nechako Valley Exhibition	Inflatable Purchase	\$	1,000

**Area D (Fraser Lake Rural)****Economic Development Service**

<b>2026 Starting Balance:</b>	<b>\$150,000</b>	<b>Current Balance:</b>	<b>\$150,000</b>

**Grant in Aid**

<b>2026 Starting Balance:</b>	<b>\$87,740</b>	<b>Current Balance:</b>	<b>\$76,715</b>
Lakes District Kennel Club	New Trailer	\$	900
Village of Fraser Lake	Family Day Event	\$	1,500
Fort Fraser Cemetery Commission	New walkway	\$	5,000
FLESS	Exchange Event	\$	1,000
FLESS	Sr. Girls Soccer Zones	\$	2,625

**Area E (Francois/Ootsa Lake Rural)****Economic Development Service**

2026 Starting Balance:	<b>\$110,000</b>	Current Balance:	<b>\$110,000</b>

**Grant in Aid**

2026 Starting Balance:	<b>\$68,286</b>	Current Balance:	<b>\$59,661</b>
LDSS PAC	Photo Booth	\$	1,725
Lakes District Kennel Club	New Trailer	\$	900
Francois-Tchesinkut Lake Recreation Commission	Francois Lake Hall 100 Celebration	\$	5,000
LDSS Sr. Boys Basketball	Provincials	\$	1,000

**Area F (Vanderhoof Rural)****Economic Development Service**

2026 Starting Balance:	<b>\$100,000</b>	Current Balance:	<b>\$100,000</b>

**Grant in Aid**

2025 Starting Balance:	<b>\$158,837</b>	Current Balance:	<b>\$142,987</b>
Lakes District Kennel Club	New Trailer	\$	900
Nechako Valley Rodeo Association	2026 Rodeo Event	\$	2,500
Vanderhoof Chamber of Commerce	Women's Day Event	\$	450
Music on the Mountain	2026 Festival	\$	1,000
Nechako Valley Exhibition	Inflatable Purchase	\$	5,000
Nechako Valley Exhibition	Easter Event	\$	1,000

**Area G (Houston/Granisle Rural)****Economic Development Service**

2026 Starting Balance:	<b>\$43,313</b>	Current Balance:	<b>\$43,313</b>

**Grant in Aid**

2025 Starting Balance:	<b>\$37,756</b>	Current Balance:	<b>\$20,611</b>
Topley 4-H	Achievement Weekend	\$	2,000



# Finance

January 1 to March 31, 2026

## Staffing

John Illes, Chief Financial Officer

Kim Fields, Accounting Clerk II (Payroll)

Crystal Miller, Accounting Clerk II (Finance)

Chelsey Fields, (Procurement and Asset Management Planning Clerk)

Harpinder Singh, Accounting Clerk I (Accounts Payable – Term Position)

## Statistic Highlight for the 1st Quarter 2026

Accounts payable paid a total of \$4,039,317 on invoices for last quarter. A total of \$4,039,317 was paid on invoices since the beginning of the year.

Accounts Receivable balance as of March 31st is \$103,553 with \$26,246 over 60 days (\$145,635 with \$24,749 over 60 days last quarter).

## Accounting and Reporting

Highlights:

- The provincial requisition has been requested, and each member-municipality has been sent their annual requisition invoice.
- The Regional District has utilized \$2,998,016 of operational reserves to fund the Regional district activities during the first three months of the year.
- The first quarter's financial statements will be available for the May committee meeting.
- Staff are working towards the submission of the 2026 LGDE (Provincial Government data submission form for the 2025 calendar year.

The directors' remuneration and travel expenses report to the end of March is included with this memo as an attachment. There are no concerns noted with the current report.

Attachments:                    **Directors Remuneration and Expenses**

**GENERAL GOVERNMENT**

<b>REMUNERATION</b>	<b>Acutal</b>		<b>Budget</b>		
		<b>12 Months</b>		<b>12 Months</b>	
Director's Remuneration - "A"	\$	5,075	\$	20,909	<b>24%</b>
Director's Remuneration - "B"	\$	5,028	\$	21,152	<b>24%</b>
Director's Remuneration - "C" *	\$	6,576	\$	27,098	<b>24%</b>
Director's Remuneration - "D"	\$	11,027	\$	55,701	<b>20%</b>
Director's Remuneration - "E"	\$	4,899	\$	19,746	<b>25%</b>
Director's Remuneration - "F"	\$	4,842	\$	21,141	<b>23%</b>
Director's Remuneration - "G"	\$	4,842	\$	19,901	<b>24%</b>
Director's Remuneration - SMITHERS	\$	4,951	\$	20,909	<b>24%</b>
Director's Remuneration - TELKWA	\$	5,079	\$	20,676	<b>25%</b>
Director's Remuneration - HOUSTON	\$	6,998	\$	28,559	<b>25%</b>
Director's Remuneration - GRANISLE	\$	4,971	\$	20,211	<b>25%</b>
Director's Remuneration - BURNS LAKE	\$	5,028	\$	20,377	<b>25%</b>
Director's Remuneration - FRASER LAKE	\$	4,396	\$	19,824	<b>22%</b>
Director's Remuneration - FORT ST. J	\$	5,250	\$	21,567	<b>24%</b>
Director's Remuneration - VANDERHOOF	\$	5,105	\$	21,296	<b>24%</b>
ALTERNATE Director's Remuneration	\$	1,460	\$	-	
<b>Total</b>	<b>\$</b>	<b>85,527</b>	<b>\$</b>	<b>359,067</b>	<b>24%</b>

<b>TRAVEL</b>	<b>Acutal</b>		<b>Budget</b>		
		<b>12 Months</b>		<b>12 Months</b>	
Electoral Area "A" Travel	\$	1,053	\$	5,220	<b>20%</b>
Electoral Area "B" Travel			\$	1,800	<b>0%</b>
Electoral Area "C" Travel ***	\$	724	\$	8,300	<b>9%</b>
Electoral Area "D" Travel	\$	1,224	\$	12,700	<b>10%</b>
Electoral Area "E" Travel	\$	343	\$	2,520	<b>14%</b>
Electoral Area "F" Travel	\$	857	\$	5,760	<b>15%</b>
Electoral Area "G" Travel	\$	538	\$	2,880	<b>19%</b>
SMITHERS Travel **	\$	2,173	\$	10,220	<b>21%</b>
TELKWA Travel	\$	1,061	\$	4,680	<b>23%</b>
HOUSTON Travel	\$	562	\$	3,060	<b>18%</b>
GRANISLE Travel	\$	823	\$	3,600	<b>23%</b>
BURNS LAKE Travel			\$	-	
FRASER LAKE Travel	\$	192	\$	2,700	<b>7%</b>
FORT ST. J Travel	\$	720	\$	6,750	<b>11%</b>
VANDERHOOF Travel	\$	1,119	\$	6,120	<b>18%</b>
ALTERNATE TRAVEL	\$	1,979			
<b>Total</b>	<b>\$</b>	<b>13,369</b>	<b>\$</b>	<b>76,310</b>	<b>18%</b>

\* includes a \$5,724 allowance for SNRHD Chair

\*\* includes a \$5,000 travel allowance(that is reimbursed to the RD) as RBA Chair

\*\*\*includes a \$2,000 allowance for SNRHD travel

**RURAL GOVERNMENT**

<b>REMUNERATION</b>	<b>Acutal</b>		<b>Budget</b>		
		<b>12 Months</b>		<b>12 Months</b>	
Director's Remuneration - "A"	\$	4,041	\$	17,190	<b>24%</b>
Director's Remuneration - "B"	\$	4,358	\$	19,576	<b>22%</b>
Director's Remuneration - "C"	\$	2,961	\$	13,319	<b>22%</b>
Director's Remuneration - "D"	\$	3,045	\$	13,380	<b>23%</b>
Director's Remuneration - "E"	\$	3,021	\$	13,501	<b>22%</b>
Director's Remuneration - "F"	\$	5,265	\$	15,581	<b>34%</b>
Director's Remuneration - "G"	\$	2,853	\$	12,799	<b>22%</b>
<b>Total</b>	<b>\$</b>	<b>25,544</b>	<b>\$</b>	<b>105,346</b>	<b>24%</b>

<b>TRAVEL</b>	<b>Acutal</b>		<b>Budget</b>		
		<b>12 Months</b>		<b>Full Year</b>	
Electoral Area "A" Travel	\$	2,898	\$	12,000	<b>24%</b>
Electoral Area "B" Travel	\$	2,232	\$	12,000	<b>19%</b>
Electoral Area "C" Travel*	\$	3,138	\$	12,000	<b>26%</b>
Electoral Area "D" Travel	\$	2,036	\$	12,000	<b>17%</b>
Electoral Area "E" Travel	\$	3,328	\$	12,000	<b>28%</b>
Electoral Area "F" Travel	\$	5,287	\$	12,000	<b>44%</b>
Electoral Area "G" Travel	\$	2,258	\$	12,000	<b>19%</b>
<b>Total</b>	<b>\$</b>	<b>21,178</b>	<b>\$</b>	<b>84,000</b>	<b>25%</b>



# Protective Services Department

January 1, 2026 – March 31, 2026

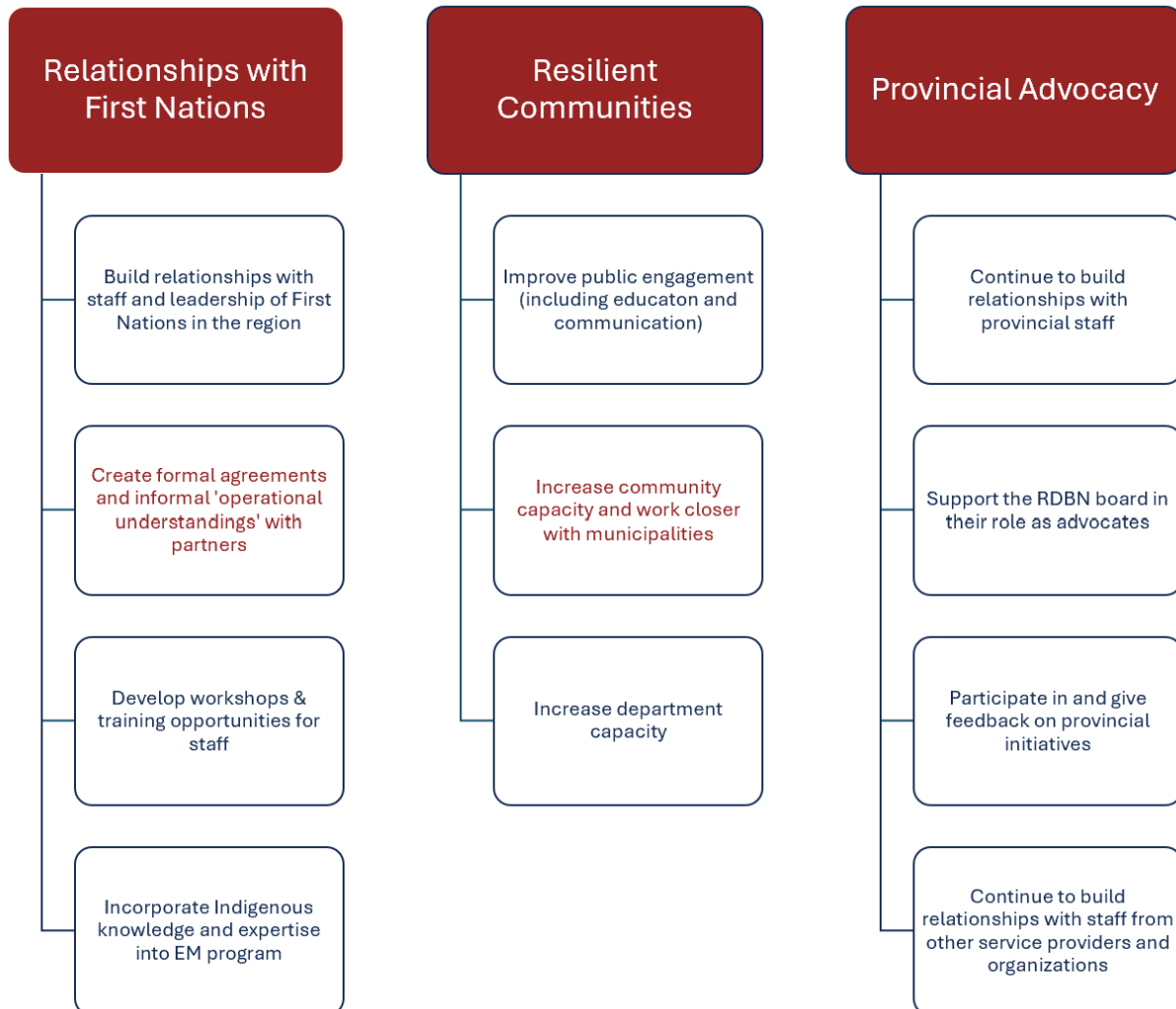
## Table of Contents

General .....	3
Strategic Goals - 2026 .....	3
Staffing .....	4
Fulltime permanent.....	4
Full/Part time temporary.....	4
Indigenous Engagement .....	4
911 Service .....	5
NG911 .....	6
Bulkley-Nechako Voyent Alert.....	6
Rural Fire Protection.....	8
Expansion of Fire Protection Areas .....	8
Administration, Training, and Support .....	8
Fire Department Response.....	9
Rural Fire Departments .....	10
Emergency Management Program.....	10
Mitigation .....	10
FireSmart Home Partners Program.....	10
Preparedness.....	11
Development and Review of Emergency Plans.....	11
Business Continuity Plans.....	11
Staff and Volunteer Training .....	11
Public Education.....	12
Community Groups.....	12
Response .....	12
Administration of Emergency Support Services Program .....	12
Emergency Operation Centre .....	12
Recovery .....	13
Advocacy .....	13

## General

The Protective Services Department is responsible for facilitating the RDBN's Emergency Management Program, 911 Service and Rural Fire Protection. This report provides a brief update on the 2026 Protective Services Strategic Goals as well as the status of the workplan and the ongoing operations of the services provided to residents.

## Strategic Goals - 2026



## Staffing

### Fulltime permanent

- Director of Protective Services – Scott Zayac
- Regional Fire Chief – Jason Blackwell
- Emergency Services Manager– Christopher Walker
- Protective Services Assistant – Trina Bysouth

### Full/Part time temporary

- FireSmart Coordinator – Cole Bender
- Emergency Management Technician – Grace Zayac

## Indigenous Engagement

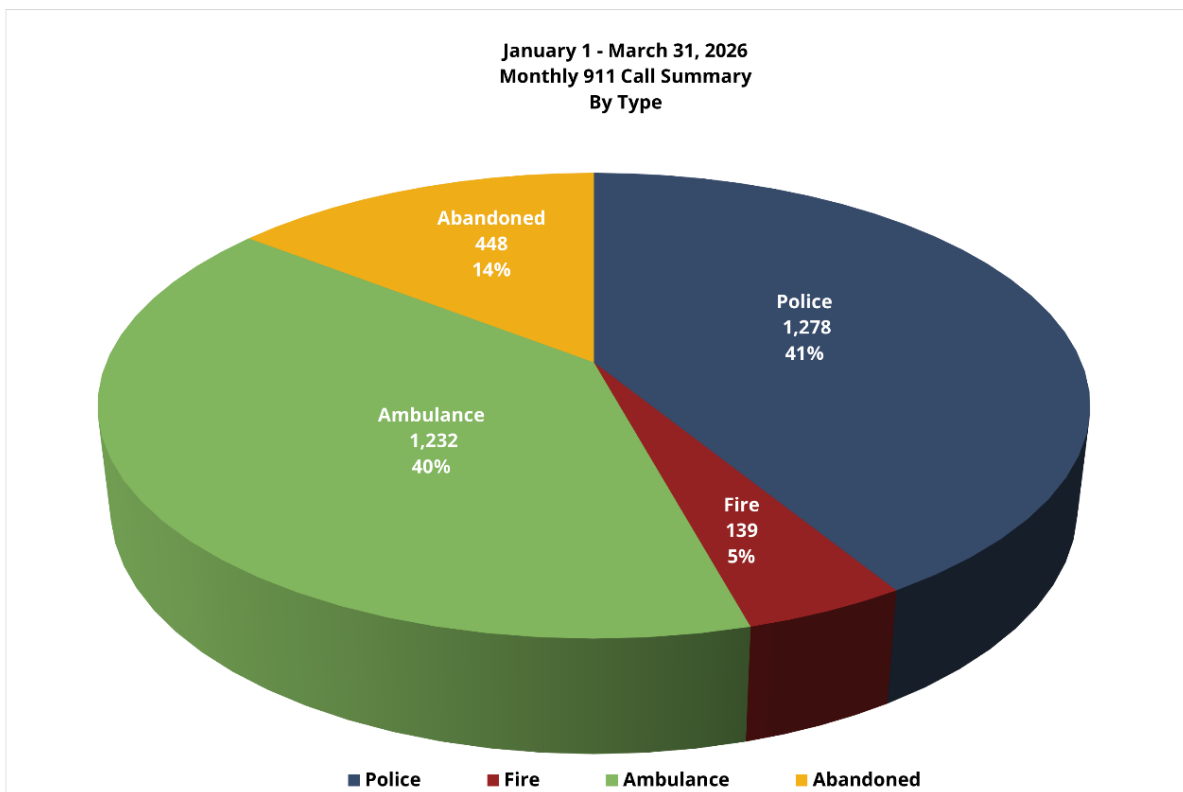
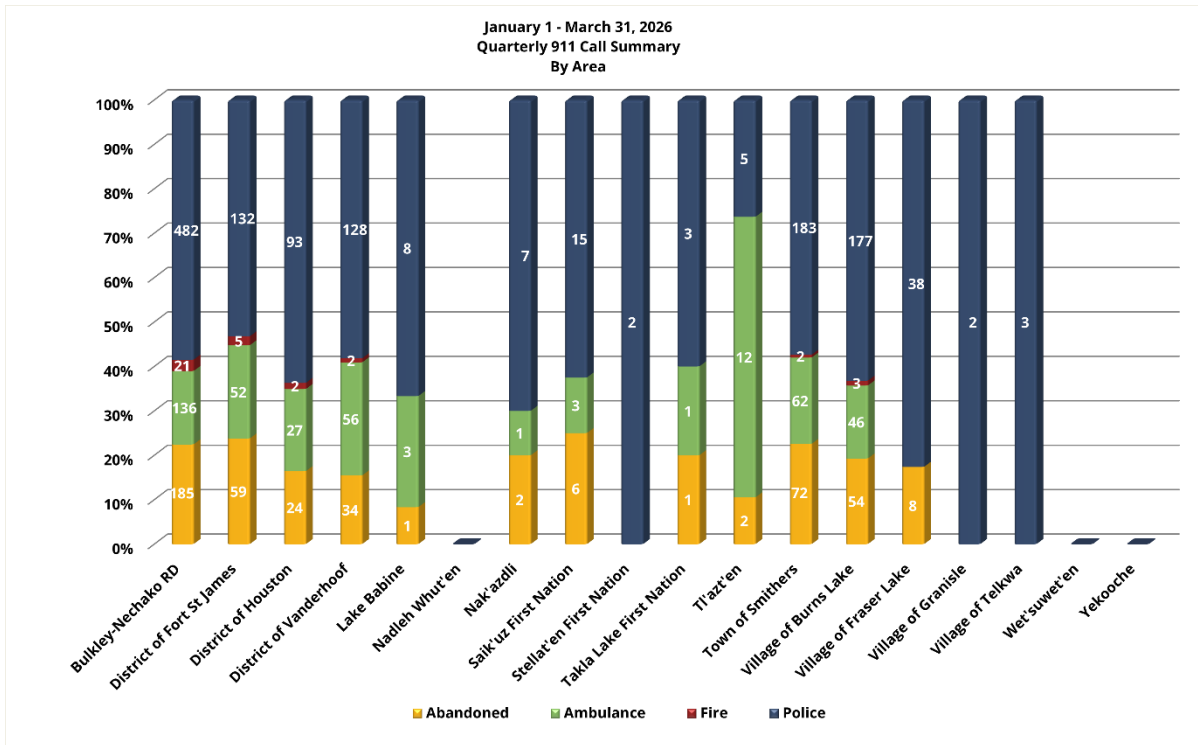
In keeping with the Regional Districts 'Strategic Focus Areas', the Protective Services Department is working to enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of communities. This quarter, staff met with staff members of 6 First Nation communities (Stellat'en First Nation, Nadleh Whut'en, Cheslatta Carrier Nation, Nee Tahi Buhn, Nak'azdli Whut'en, Nazko First Nation).

Building relationships, discussing common goals and operational objectives are ongoing priorities for the department. Staff have worked on draft 'Operational Agreements' with three Nations. These agreements will inform and outline how the RDBN will work with these Nations during response. The meetings have sparked discussions around holding joint training and planning sessions as well as sharing resources and EOC staff when possible. Initial conversations around 'Operational Agreements, have started with the other Nations in the region as well.

The Regional Fire Chief attended an open house in Nadleh Whut'en and participated in their "push in" ceremony to help celebrate the purchase of their new fire truck.

## 911 Service

E-COMM received **3,097** for the months of January, February and March. The charts below show the 911 calls received by jurisdiction and call type.



## NG911

To use NG911 and use 'Radio over IP' in the Topley and Fort Fraser fire protection areas, upgraded internet options will have to be in place at the halls. Staff are looking at getting a fiber optic line installed at the Fort Fraser Hall and the use of Star Link at the Topley Hall.

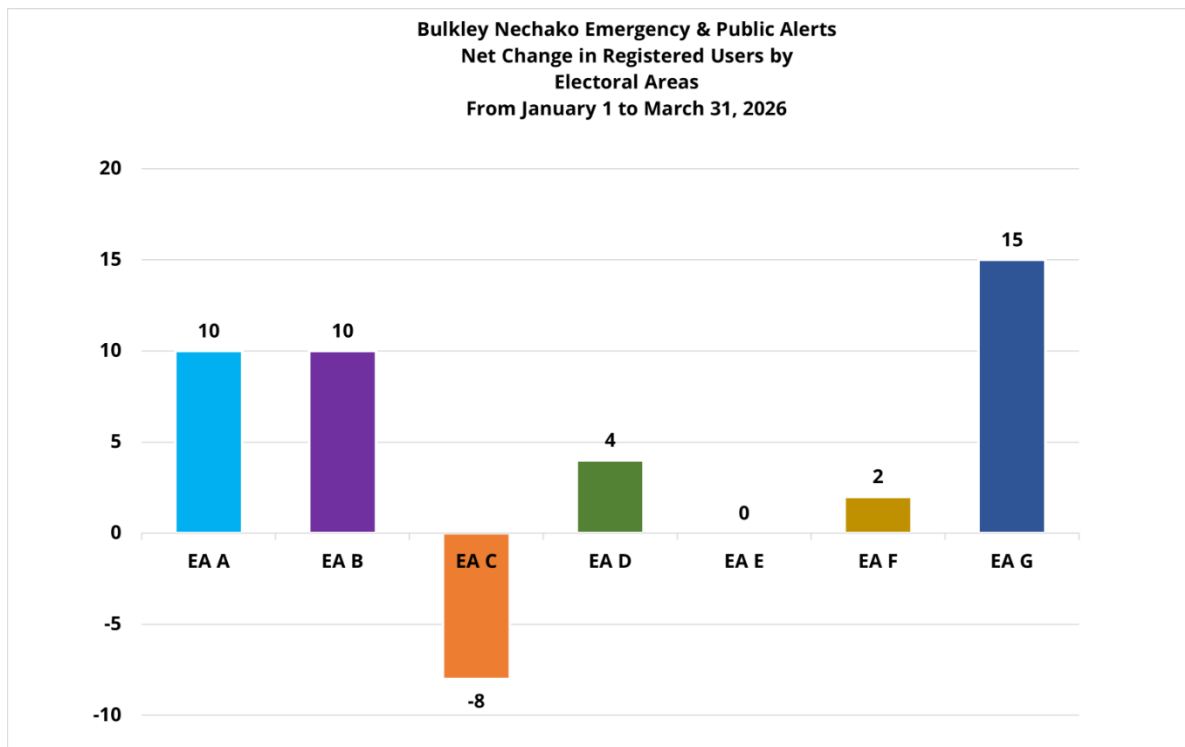
Staff have submitted a proposal to UBCM to improve residential signage. The project will provide funding to purchase address signs for residents to put up on their property. This will help first-responders find properties when there is a call out. Staff should hear back if our application was successful in the coming months.

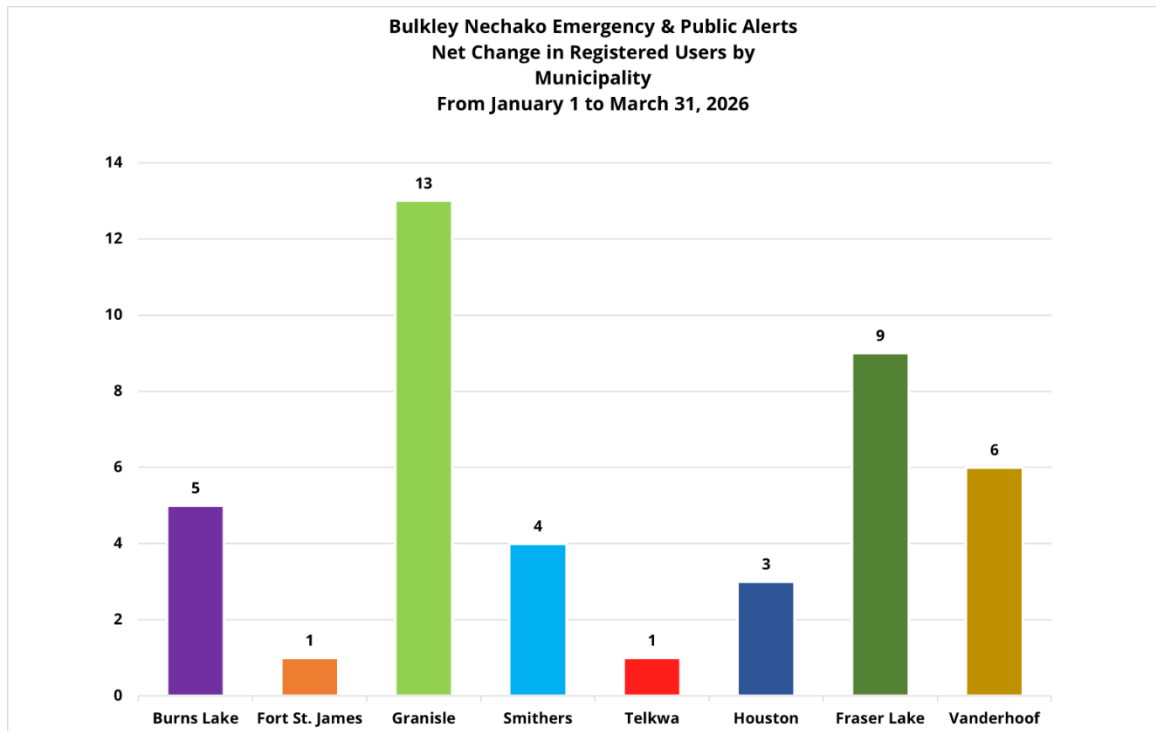
The 911 service and maintenance agreement with Tower Communications was renewed in January for an additional 5-year term.

## Bulkley-Nechako Voyent Alert

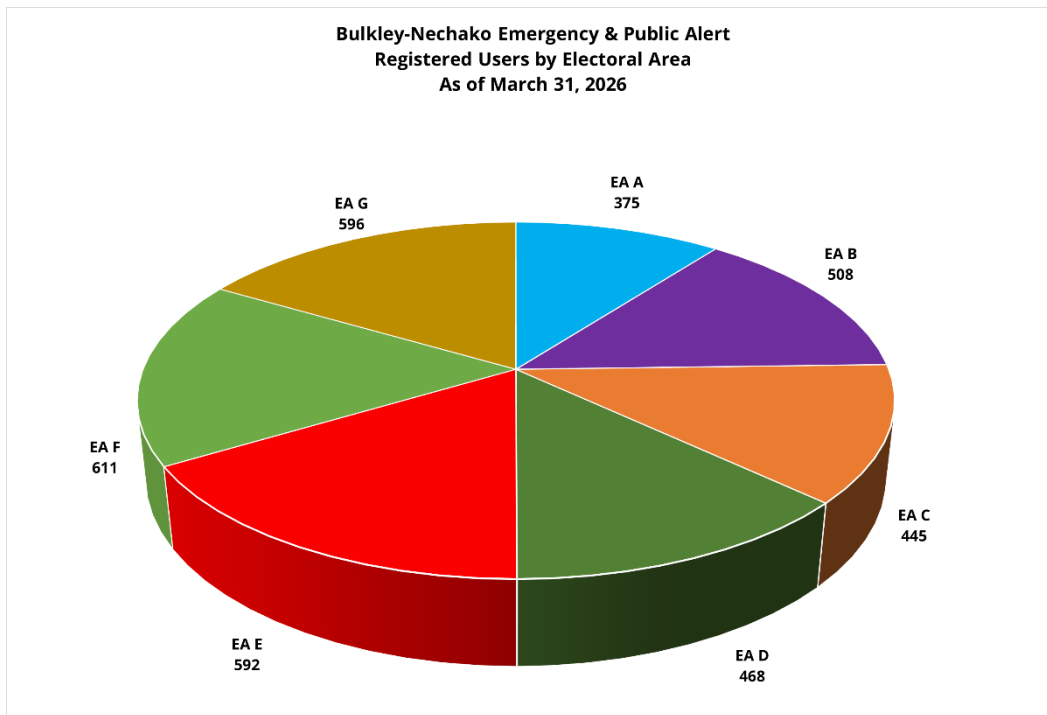
The advertising campaign continues to be successful. Residents continue to sign up on their own or utilize staff for assistance. Staff will be working with the Communications department to create new promotional videos this year.

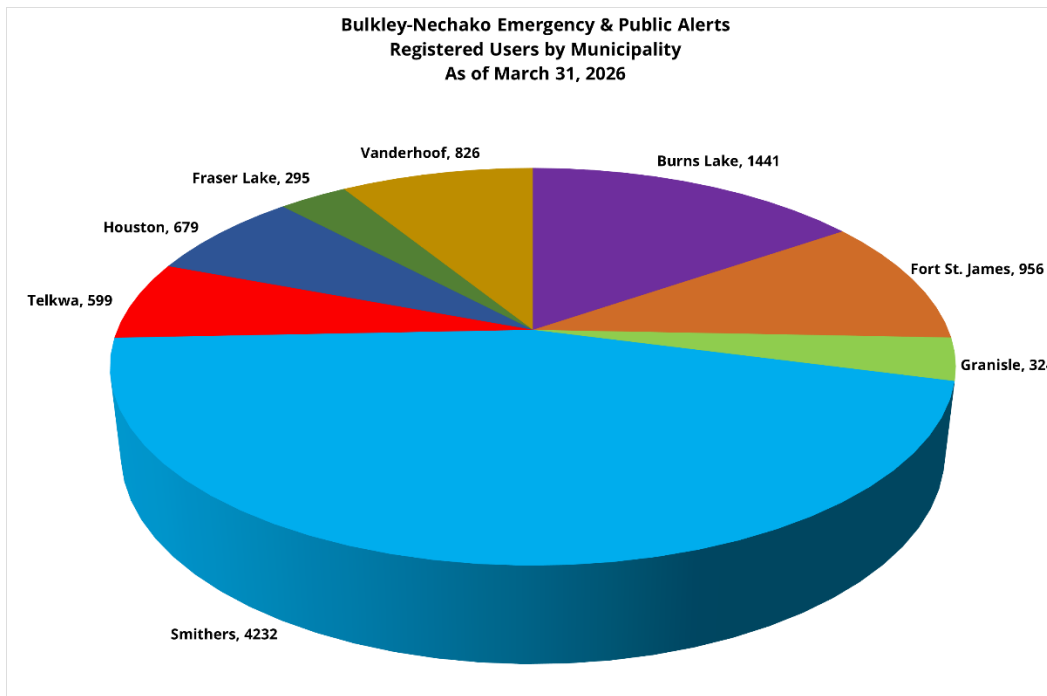
There were **33** new users in the electoral areas and **42** new users in the municipalities.





There are a total of **3,595** users signed up in the electoral areas and **9,352** users signed up in the municipalities.





## Rural Fire Protection

### Expansion of Fire Protection Areas

At the request of Nee Tahi Buhn, staff is working on expanding the Southside Fire Protection Area to include IR Francois Lake Number 7.

Staff are in early discussions with Nadleh Whut'en to include IR Nautley Number 1 into the Fort Fraser Fire Protection Area.

Staff have received a council resolution from the Village of Telkwa to include a property in the Telkwa Rural Fire Protection Area. The Bylaw Amendment is being drafted.

### Administration, Training, and Support

The Topley and Cluculz Lake apparatuses purchased with RBA funding were delivered in late February and are now in service at each department. The Regional Fire Chief attended the Fort Garry factory in early February to conduct the final inspections prior to delivery.

Tower Communications has been contracted to install a generator at the Topley Fire Hall in 2026. The generator is currently being built, with an installation date estimated at later this spring / early summer.

Staff continue to work on updating the regulatory documents that apply to the rural fire departments. Bylaws, Level of Service Policy, and Standard Operating Guidelines have been

reviewed and sent to the rural fire departments for input. Changes will help outline and clarify requirements and reporting standards for both the fire departments/societies, and the Regional District.

Plans for the instillation of the underground water tank in Luck Bay are moving forward with the start of the project scheduled for April 2026. Staff are still looking for suitable locations for the tanks in the Burns Lake and Telkwa fire protection areas.

Tower Communications has determined the best location for the radio repeater in Cluculz Lake. It will be installed on Sinkut Mountain, and staff are currently working on a Land Use Agreement for the equipment.

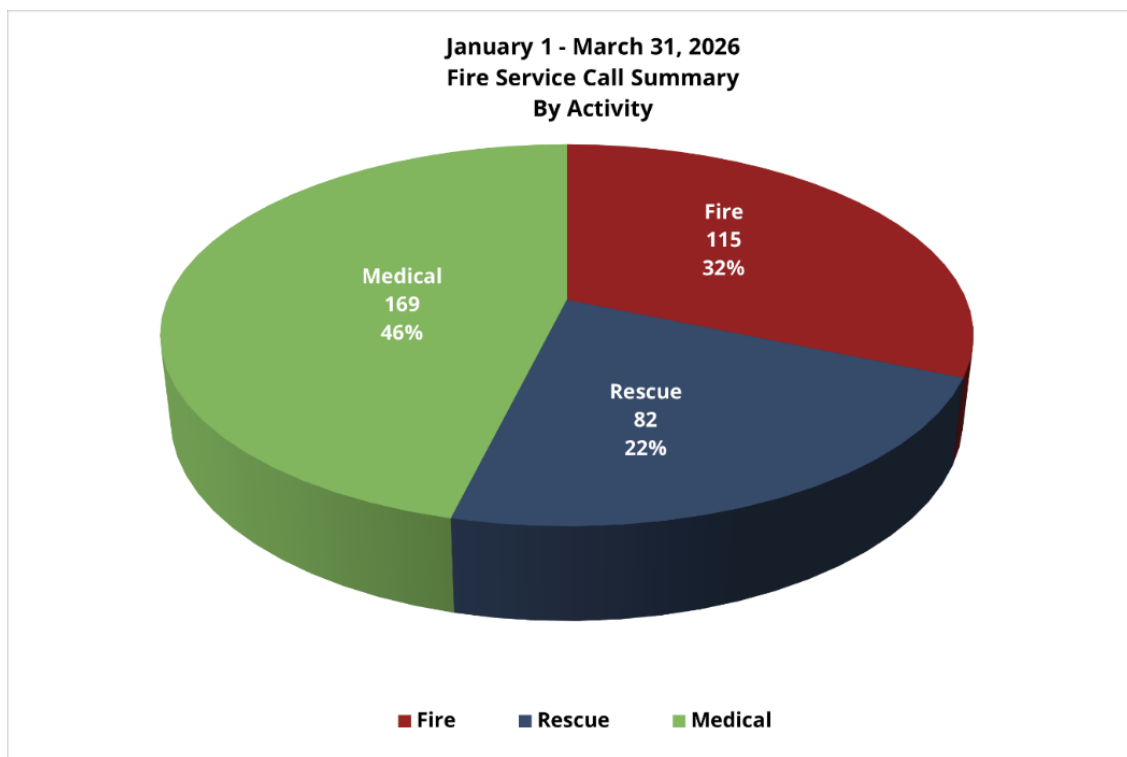
A Regional Fire Chiefs meeting was held at the end of January in Vanderhoof. The majority of the fire departments within the RDBN attended along with the new Fire Service Advisor for the OFC who is based out of PG. The next meeting is slated for the end of April in Houston.

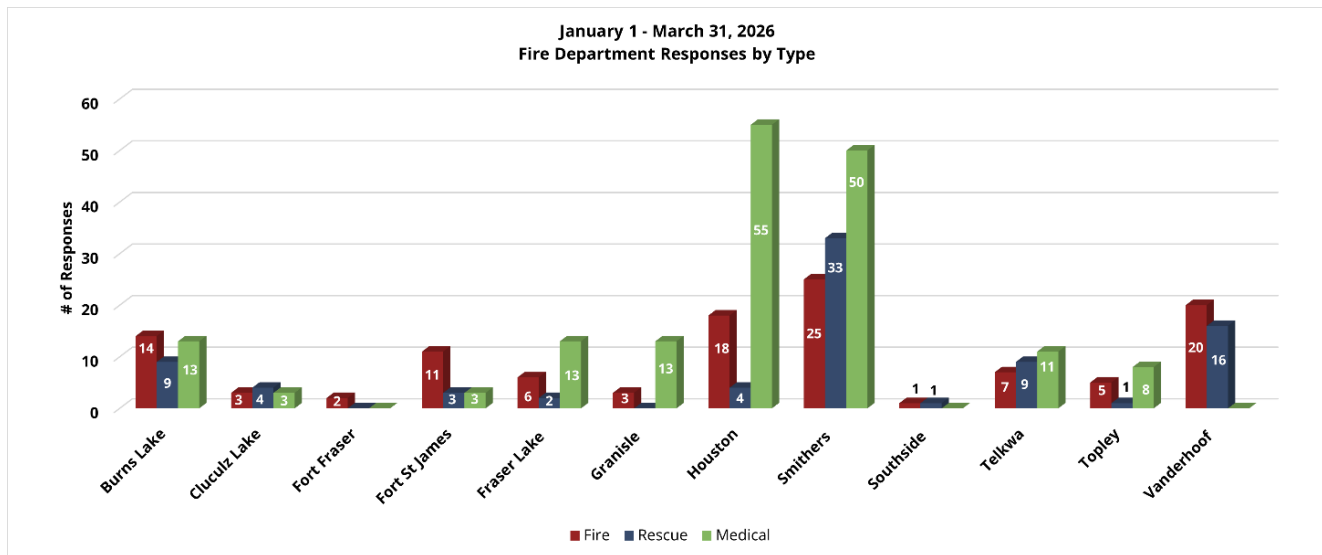
The Regional Fire Chief completed the ICS 300 course, the Fire Inspector course in the first quarter, and is registered for the Fire Chiefs Conference which takes place in June.

### Fire Department Response

Fire department responses vary in type and frequency across our region.

Of the **3,097** 911 calls received from January - March, **366** were forwarded to the Fire Operation Communication Centre for Fire Department response. The charts below show the 911 calls received by call type and Department.





## Rural Fire Departments

Rural fire departments are under increasing pressure to meet training and regulatory requirements under the current model. Several volunteers and fire chiefs have brought up the following concerns:

- Funding
- Employer/employee relationships with “Society run” departments
- Training requirements and regulations
- Capital reserves

Staff continue to work on ways to address the funding and operational challenges facing the rural fire departments.

## Emergency Management Program

### Mitigation

#### FireSmart Home Partners Program

The FireSmart program continues to be an important part of mitigation in the region. The Regional District is planning on conducting Home Assessments in the rural areas again this year. The current FireSmart contract and funding arrangement through the province expires in July 2027. Staff will continue to advocate for the continuation of this program with the province.

The RDBN hosts the Community Wildfire Resiliency Committee for interested municipalities and First Nations in the regional. The Committee meets regularly to discuss mutual concerns, collaboration, planning and advocacy for northern communities.

Staff will continue to expand community information and education as well as look at opportunities for the rural voluntary fire departments to take on a larger role in promoting the program at public events.

## Preparedness

### Development and Review of Emergency Plans

The Comprehensive Emergency Management Plan is in development and is being amended to align with the EDMA. Documents in development and awaiting department review include:

- Crisis Communications Plan (completed)
- Policy Document (on hold while regulations are being developed)
- Re-Entry Plan (drafted)
- Demobilization Plan (in progress)
- Livestock and Pet Plan (Livestock plan completed, waiting on regulations before completing pet portion)
- Air Quality Plan (in progress)

### Business Continuity Plans

Under EDMA local authorities are required to complete Emergency Plans for all critical infrastructure including water and sewer systems. Staff have draft amendments to these plans and are working to finalize the plans with Environmental Services. Staff have started working with all departments on the Business Continuity framework and plan.

### Staff and Volunteer Training

In preparation for spring freshet and summer wildfires, RDBN staff continue to train and prepare for EOC activations. Protective Services staff have been engaging in workshops and meetings throughout the region to enhance operational readiness and strengthen regional collaboration. Meetings include:

- Evacuation procedures workshop
  - Organized and hosted a two-day workshop with the five in region Search and Rescue teams and EMCR Regional Response Officer focused on familiarization of software used, mapping tools, procedures for communication and reporting, and safety.
- Development of staff training plans for all current EOC staff members.
  - These are to be implemented over the course of 2026-2027.
- Completion of courses include:
  - EMERG 1130 (Personal Preparedness Program -2 staff members)
  - ICS 300 (3 staff members)
  - EMERG 1600 (Intro to ESS)
  - EMERG 1635 (Intro to Evacuee Registration)
  - EMERG 1607 (Level one ESS)
  - EMERG 1610 (Intro to Reception Centres)
  - Farm and Ranch FireSmart

Staff have received the After-Action report from the December Functional Exercise "Double-Trouble". Staff have reviewed and begun to implement recommendations where possible. Focus is currently on the multi-year training and exercise program and building role-specific

responsibilities training. Staff are also looking at technologies that would improve EOC functionality, displays, and communications.

### Public Education

Emergency preparedness and FireSmart continue to be a focus on the Bulkley Nechako Emergency Information Facebook page. Another key component is education around changes to the process of delivering Evacuation Alerts. Evacuation Alerts will be distributed through Voyent Alert, Facebook and the RDBN website.

### Community Groups

In 2025, seven community groups applied to the Cooperative Community Wildfire Response Group program. There are 3 groups that have scheduled training for the spring of 2026. Groups that meet the training and PPE requirements set out by BCWS will have the opportunity to work with BCWWS during response. There is no ongoing funding for training and PPE.

## Response

### Administration of Emergency Support Services Program

The regional ESS program continues to grow and develop. There are currently 4 ESS teams in the region:

- Bulkley ESS
  - Covers Electoral Area A and G as well as Town of Smithers, Village of Granisle, and District of Houston
- Burns Lake ESS
  - Covers Electoral Area B and E as well as Village of Burns Lake
- Vanderhoof ESS
  - Covers Electoral Area D, F, and District of Vanderhoof
- Fort St. James ESS
  - Covers Electoral Area C and District of Fort St. James

Vanderhoof and Bulkley ESS provided support to rural residents in Q1.

Staff hosted and attended regional ESS Directors workshop focused on Reception Centre procedures, regional training, and administration changes. This was attended by representatives from each of the teams under the regional program.

The 2026 Emergency Support Services Grant application was denied in its entirety due to grant over subscription according to UBCM. This will decrease the amount of regional training that can occur as well as any larger equipment orders.

### Emergency Operation Centre

Staff continually monitor the provincial Common Operating Picture portal (COP), attend weekly hazard calls and monitor local wildfires activity in an effort to build and maintain situational awareness.

A level one EOC was activated on March 19 and staff responded to a significant sudden release of water on Goldie Creek (rural Vanderhoof) that washed out one road, cutting off two residences and flooding a property causing damage. The cause is undetermined at this time, but reports were filed with Natural Resource Officers. EOC was demobilized on March 20 with additional work being done during regular work hours.

### Recovery

No recovery actions occurred during quarter one.

### Advocacy

Staff participated in Webinars and the rollout of the new Financial Assistance Standards for emergency response and short-term recovery.



# Planning Department

January 1 – March 31, 2026

## Table of Contents

<b>Staffing</b> .....	3
<b>Land Use Applications and Referrals</b> .....	3
Agricultural Land Reserve Applications .....	3
Official Community Plan Amendments and Rezoning Applications .....	3
Temporary Use Permits .....	3
Development Variance Permits.....	3
Other Referrals.....	4
Land Use Reviews .....	4
Confirmation Letters.....	4
Land Use Applications and Services for Municipal Governments .....	4
<b>Special Projects</b> .....	5
<b>Long Range Planning</b> .....	6
<b>Building Inspection</b> .....	7
<b>Bylaw Enforcement</b> .....	8
<b>Parks and Trails</b> .....	8
Round Lake Park and Boat Launch .....	8
Trout Creek.....	8
Imeson’s Beach .....	8
Electoral Area C and G Parks and Trails Master Plans .....	8
<b>Geographic Information Systems (GIS)</b> .....	9
Mapping and Inquiries .....	9
House Numbering.....	9
<b>Transit</b> .....	9

## Staffing

Jason Llewellyn, Director of Planning and Development Services  
 Amy Wainwright, Deputy Director of Planning and Development Services  
 Maria Sandberg, Planning and Parks Coordinator  
 Danielle Patterson, Senior Planner  
 Cameron Kral, Planner  
 Jason Berlin, Senior Building Inspector  
 Steve Davis, Building Inspector  
 Mike Leamont, Building Inspector  
 Fiona Richardson, Development Services Clerk  
 Jason Thompson, Bylaw Enforcement Officer  
 Deneve Vanderwolf, Transit Coordinator / Planning Technician  
 Rowan Nagel, GIS / Planning Technician

The Planning Department includes 12 full-time positions, providing Land Use Planning, Building Inspection, Parks and Trails, Transit, GIS and Bylaw Enforcement Services. Building Inspection, Bylaw Enforcement Services, and Land Use Planning are also provided to select municipalities on a contract basis.

## Land Use Applications and Referrals

### Agricultural Land Reserve Applications

The Planning Department received zero new ALR applications in the first quarter of 2026. Two applications from previous quarters remain in progress.

### Official Community Plan Amendments and Rezoning Applications

The Planning Department received one combined OCP and Zoning amendment application in the first quarter of 2026. One application from a previous quarter was adopted.

### Temporary Use Permits

The Planning Department received one temporary use permit (TUP) application in the first quarter of 2026. One TUP for commercial use and one TUP for industrial use is carried over from previous quarters.

### Development Variance Permits

The Planning Department received two development variance permit (DVP) applications in the first quarter of 2026. One DVP is carried over from a previous quarter.

## Miscellaneous Applications

The Planning Department received one request for an exemption to the 10 percent parcel frontage requirement for subdivisions fronting a highway during the first quarter of 2026.

One Special Events License application has been carried over from a previous quarter.

## Subdivision Referrals

The Planning Department received three subdivision referrals in the first quarter of 2026. They were processed and comments were provided to the MoTT. One subdivision referral from the previous quarter was processed.

## Other Referrals

A total of 13 miscellaneous referrals were received in the first quarter of 2026. Five were for licences of occupation, two were for wind power projects, two were for recreation, one was for a water licence, one was for the removal of private land from a woodlot, one was for a trapline, and one was to deposit ash onto agricultural lands. Six referrals were carried over from the previous quarter were processed.

## Land Use Reviews

The Planning Department completed 20 land use reviews for building projects in the first quarter of 2026.

## Confirmation Letters

The Planning Department received a total of 11 confirmation requests in the first quarter of 2026. Four of the 11 requests were regarding confirmation that subdivision requirements have been met.

## Land Use Applications and Services for Municipal Governments

Two development permit applications are in progress in the first quarter for the Village of Burns Lake. Other municipal projects include continued oversight for the Houston Zoning Bylaw Review project and the Houston Development Approval Procedures Review project. Official Community Plan updates were completed for the District of Houston, Village of Granisle, and Village of Burns Lake. Planning support continues for an approved housing project in Houston.

## Special Projects

Special Projects refers to a wide variety of projects that do not fit within the regular day to day work program of the Planning Department. In the first quarter of 2026 the Planning Department had the following special project accomplishments.

- In January the Planning Department provided a report to the Board requesting approval of a Direct Action Enforcement Policy.
- In January the Planning Department provided a report to the Board on the process to repeal "Pump and Haul Local Service Establishment Bylaw No. 1095, 1998" and "Pump and Haul Sewage Disposal Regulation Bylaw 1101, 1999".
- In January the Planning Department provided a report to the Board on a request to amend "Unightly Premises Bylaw No. 1649, 2012".
- In January the Planning Department provided a Regional Housing Initiative update to the Board.
- In January the Planning Department provided a report to the Board on lessons learned from the review and approval process for the Coastal GasLink Pipeline process.
- In January the Planning Department provided a report to the Board on the Lawyers Ranch Project Environmental Assessment process.
- In January the Planning Department provided a report to the Board on the Parks and Trails Work Plan and Recreation Grant Funding for 2026.
- In January the Planning Department provided a report to the Board requesting approval of the RDBN Parks and Trails Signage Strategy.
- In February the Planning Department provided a report to the Committee of the Whole for discussion and the Board requesting approval for a Direct Action Enforcement Policy after it was deferred by the Board at their January meeting.
- In February the Planning Department provided a report to the Board requesting first, second, and third readings of "Unightly Premises Amendment Bylaw No. 2103, 2026".
- In February the Planning Department provided a report to the Board requesting the Board waive the requirement for parkland dedication and cash in lieu for a proposed subdivision at Alpine Way.
- In March the Planning Department provided a report to the Board on a boundary redefinition application by the Village of Burns Lake to include the property at 1675 Gowan Road.
- In March the Planning Department provided a report to the Board on an amended Social and Economic Effects Management Plan (SEEMP) and Health and Medical Services Plan (HMSP) for the PRGT Pipeline Project.

- In March the Planning Department brought forward the Services Pump and Haul Repeal Bylaws for the Board's consideration of first, second, and third readings.
- In March the Planning Department presented a report on the Baptiste Nickel Project Initial Project Description and brought forward a letter of support request for Board consideration from FPX Nickel Corporation for the Baptiste Nickel Project.

## Long Range Planning

Staff are continuing work on the Houston, Topley, and Granisle Rural OCP review, with the draft plan now nearing completion. The draft incorporates feedback and comments from the working group, as well as responses from the public survey.

The next step will be to circulate the draft OCP to the working group for further review. Following that, it will be shared with the OCP consultation list to gather additional input and then presented to the public at upcoming open houses.



## Building Inspection

The RDBN received a total of 39 building permit applications in the first quarter of 2026, with a total construction value of **\$5,700,000**. This is a decrease compared to the 50 building permit applications with a total construction value of \$19,975,945 received in the first quarter of 2025.

**First Quarter Building Permit Data for 2026**

<b>Area</b>	<b>Total Permits</b>	<b>Total Construction Value (\$)</b>
A	10	2,115,000
B	7	873,000
C	2	450,000
D	0	0
E	0	0
F	2	324,000
G	0	0
Burns Lake	5	141,000
Fort St. James	2	230,000
Fraser Lake	1	15,000
Granisle	0	0
Houston	4	255,000
Telkwa	6	1,297,000
<b>First Quarter RDBN Totals</b>	<b>39</b>	<b>5,700,000</b>
Smithers	20	4,598,700
Vanderhoof	15	26,954,900
<b>Total</b>	<b>74</b>	<b>37,253,600</b>

## Bylaw Enforcement

Not available at the time of writing this report.

## Parks and Trails

### Round Lake Park and Boat Launch

Staff continue to collaborate with the Round Lake Community Association (RLCA) on the Waterfront Upgrade Project. A strip of private land has now been transferred into the road right-of-way, a key step that allows the Regional District to apply to MoTT for a Licence of Occupation to develop a park within the right-of-way.

Staff are preparing a Request for Proposals (RFP) to retain a consultant to undertake detailed design for the waterfront project, including the preparation of environmental permit applications for works in and adjacent to the lake.

### Trout Creek

A Trout Creek Advisory Group meeting was held in March and discussed how the site is operating with the addition of an outhouse, waste/recycling bins and improvements to the access road. The general feedback continues to be that the site experiences significant use and functions well.

### Imeson's Beach

A danger/hazard tree assessment and tree removal was completed early this spring around the parking lot, along the lookout trail, the beach trail and the beach.

Staff have engaged a CN approved contractor to do the crossing improvements. Staff have also entered into a crossing construction agreement with CN and received a work permit for the construction, which should allow construction to proceed in the near future.

### Electoral Area C and G Parks and Trails Master Plans

The consultant completed the two Draft Parks and Trails Master Plans in February. Public consultation—including interest holder outreach, surveys, and online workshops—was conducted in March to gather feedback on the draft plans.

The consultant is currently finalizing an engagement summary to inform completion of the Plans.

## **Geographic Information Systems (GIS)**

### Mapping and Inquiries

In the first quarter of 2026, the GIS Technician completed 104 tasks for RDBN staff. These tasks included 67 for the Planning Department, 8 for Protective Services, 6 for Administration & Finance, and one for Environmental Services. In addition, 20 public and 20 intergovernmental GIS inquiries were answered.

### House Numbering

A total of 276 addressing changes were processed in the first quarter. A majority (190) were changes to municipal addressing in preparation for NG911. 15 new addresses were issued by the RDBN, 23 were issued by municipalities, and five by First Nations. Additionally, there were 14 corrections/updates to the road network.

## **Transit**

First quarter ridership numbers were not available at the time of writing this report.



# Environmental Services

January 1 to March 31, 2026

## Table of Contents

Priorities .....	3
Services Provided.....	3
Staffing.....	4
Notable Department Activity.....	5
Administration.....	5
Operations .....	5
Water & Sewer .....	5
Environmental Compliance .....	6
Safety & WorkSafe Compliance .....	6
Diversion & Disposal .....	6
Solid Waste Management Plan Monitoring.....	7
2026 Capital Projects.....	8

## Priorities

All efforts made by Environmental Services staff are continually working towards improving “the 5 C’s”:

- Continuity – Minimize the impact of disruptive events/circumstances
- Capacity – Ensure that there is manpower and resources to maintain the services we provide
- Compliance – Ministry of Environment and Climate Change Strategy and WorkSafe BC
- Consistency – Establish equal and consistent region-wide access to diversion services
- Competency – Ensure a high level of competency of RDBN staff with a reliable training program that ensures a safe work environment.

## Services Provided

Solid Waste Management:

- Operation of two (2) sub-regional landfills located near Houston (Knockholt) and Vanderhoof (Clearview) and one (1) local landfill in Manson Creek.
- Operation of eight (8) transfer stations located in Smithers/Telkwa, Houston, Granisle, Burns Lake, Southside, Fraser Lake, Ft. St. James and Vanderhoof,
- Operation of eight (8) recycling depots located in Smithers/Telkwa, Houston, Granisle, Burns Lake, Southside, Fraser Lake, Ft. St James and Vanderhoof.
- Waste hauling operations transport waste from Transfer Stations to Landfills
- Environmental monitoring and reporting to the Ministry of Environment and Climate Change Strategy as per RDBN Operational Certificates.

Liquid Waste Management:

- Operation of septage receiving facilities at Smithers/Telkwa, Houston, Burns Lake and Fort Fraser.

Fort Fraser Water and Wastewater Systems:

- Operation of a small water supply and distribution system
- Operation of small wastewater collection and treatment system

Somerset Sewer Collection & Distribution System

- Operation of small sewage collection and leach field distribution system

## Staffing

### Full-time Permanent:

- Director of Environmental Services – Alex Eriksen
- Waste Diversion Supervisor – Janette Derksen
- Operations Supervisor – Cole Minger
- Training & Safety Supervisor – Will Roberts
- Environmental Technician – Jay Finstad
- Recycling Program Coordinator – Sarah Brand
- Environmental Services Office Assistant - dormant
- Field Assistant West – Philip Peters
- Field Assistant East – Ken Wiebe
- 11 x Transfer Station & Recycling Depot Attendants (1 vacant)
- 2 x Landfill Operators (0 vacant)
- 4 x Landfill Attendants (0 vacant)
- 3 x Waste Haul Drivers (0 vacant)

### Part-time Permanent

- 0 x Landfill Attendant (0 vacant, position dormant)
- 8 x Transfer Station & Recycling Depot Attendants (0 vacant)
- 1 x Waste Haul Drivers (0 vacant)
- 2 x gate check (0 vacant)

### Casual (holiday and sick coverage):

- 7 x Transfer Station and Recycling Depot Attendants (1 vacant)
- 1 x Landfill Attendant (0 vacant)
- 0 x gate check (1 vacant)

### Temporary

- none

## Notable Department Activity

### Administration

- 2026 operations and capital project planning
- Solid Waste Facility and User Fee Bylaw amendment
- Procurement for purchases and projects
- Labour Management and Human Resources
- Project management – Various
- WorkSafe - Guardrail variance
- Waste Facility Bylaw Amendment

### Operations

- Management Staff focus on continuing operations
- Winter Operations
- Seasonal preparedness planning
- Recruitment and training of new staff to fill vacant positions
- Supervisors continued to prioritize weekly site visits to monitor and evaluate operations, address inconsistencies and support field staff.
- Manson Creek site visits & maintenance on February 17 and March 31
- Maintenance projects
  - Planning & Procurement for multiple projects
  - Prepare 2026 project schedule
  - Commence multiple projects – still in progress
  - Complete multiple small projects
  - Complete several Capital Repairs
- Fleet management:
  - Multiple minor repairs and upgrades
  - Explore Power fleet system for fleet tracking
  - Work with Finance on asset management plan
- Introduced several new procedures and trained staff
- Cross-training of Transfer Station and Recycling Depot Attendants continues

### Water & Sewer

- Somerset sewer system:
  - Summer maintenance planning
- Fort Fraser Water:
  - Continue to Monitor and Adjust Chlorination
  - Secondary Well pump replacement
  - Develop SCADA system RFQ

Environmental Services

Q1 Quarterly Report – 2026

- Planning for 2026 maintenance and capital projects
  - Seasonal maintenance
- Fort Fraser Sewer:
  - Monitor and maintain Aeration System
  - Seasonal maintenance
- Knockholt Leachate
  - Updating Design, Operation & Closure Plan to incorporate leachate treatment
  - Preparing to update Operational Certificate to incorporate active leachate treatment

### Environmental Compliance

- Knockholt - Design, Operation and Closure Plan amendments finalization
- Knockholt Compliance Inspection on January 26
  - Prepare and submit additional information
  - Corrective actions
- Operational Certificate amendments – in-progress
- Research composting options for lagoon sludge and brown matter
- Legacy Landfills
  - Update 3 of 13 Closed Landfill Closure Plans.
  - Prepare for final closure requirements
- Soil Sampling for final landfill cover soil mix design
- Quarterly ground water sampling of active landfills

### Safety & WorkSafe Compliance

- FSJ WorkSafe variance investigation
- Continued efforts to ensure asbestos screening is compliant
- In progress are multiple procedures that will support the safe operation of RDBN facilities
- Multiple minor improvements to sites and equipment to improve safety
- Conduct internal safety inspections and correct deficiencies
- Conduct regular safety meetings at sites
- Participated in Joint Health & Safety Committee

### Diversion & Disposal

- Continue to operate Recycling Depots
- Household Hazardous Waste
  - program evaluation and improvements
  - design & planning of central storage site

- Reinforce Recycling Program training
- Monitored the existing and new Extended Producer Responsibility (EPR) recycling programs – focus on reducing contamination
- Waste Facility Bylaw amendment

## Solid Waste Management Plan Monitoring

The 2018 Solid Waste Management Plan (SWMP) is a long-term vision of how the RDBN would like to manage its solid waste in accordance with the pollution prevention hierarchy (Reduce, Reuse, Recycle, Recover and Residuals Management). Section 4 of the SWMP gives clear direction on how to achieve our regions goals via a series of strategies and recommendations, listed below along with an implementation update for this quarter.

### **Reduce, Reuse, Recycle Strategies**

#### Strategy 1: Increase Reduction and Reuse

- Ongoing operations
- Planning for improvements to some facilities

#### Strategy 2: Expand Access to Residential Recycling

- Continue to operate 8 Recycling Depots
- Planning for upgrades to some facilities

#### Strategy 3: Increase Industrial Commercial Institution (ICI) Sector Recycling

- No actions

#### Strategy 4: Increase Organics Diversion

- Continue to accept brush and yard waste at Transfer Stations
- Research composting possibilities at Landfills

#### Strategy 5: Increase Construction and Demolition (C&D) Waste Diversion

- No actions

#### Strategy 6: Support Expansion of Extended Producer Responsibility Programs

- Continue operating full range of available EPR programs
- Investigate feasibility of introducing Automotive fluids and container recycling

#### Strategy 7: Support Household Hazardous Waste (HHW) Diversion

- Continue operating Household Hazardous Waste Recycling Program
- Investigate options for substances not included in program

#### Strategy 8: Support Recycling and Diversion of Agricultural Plastics

- No action

#### Strategy 9: Expand Regional Education and Behaviour Change Programs

- Staff has continued working closely with the communications department to update the website and other educational material.
- Planning education targeted at re-use sheds

### Supporting Policies and Bylaws

#### Assess Cost Recovery Through User Fees

- Amended the user fee Bylaw which included a fee increase over 5 years to catch up with the provincial average

#### Update Current Facility Regulation and User Fee Bylaw

- Amended the waste facility and consolidated with the user fee Bylaws
- Submitted to the Province for evaluation

#### Implement Disposal Charges for Camp Waste and Other Industries

- Completed in 2020. No new updates

#### Mitigate Illegal Dumping

- Reports of illegal dumping continue to be redirected to the RAPP line

### 2026 Capital Projects

The first quarter of 2026 has primarily been used for planning and preparing for procurement of various minor and major projects and purchases. Several early purchases and capital repairs were completed.

Environmental Services Capital - 2026 Q1					
Reference	Site	Project	Status	Budget	To-date Cost
Landfill Expansion	CLF	Leachate Lagoon	In-progress	\$1,000,000	\$91,400
Rolling stock	CLF	Dump Truck	Planning	\$400,000	\$0
Landfill Expansion	KLF	Phase 4 design and Prep	Planning	\$250,000	\$0
Landfill Expansion	KLF	6 monitoring Wells	Planning	\$150,000	\$0
Major Improvement	FLTS	Transtor Replace	In-progress	\$200,000	\$0
Rolling stock	VTS	2 skid steers	In-progress	\$240,000	\$0
Rolling stock	HAUL	New Tractor Truck	Planning	\$300,000	\$0
Minor Improvements	Various	18 projects	In-progress	\$415,000	\$11,800
Minor Improvements	Various	4 projects	Complete	\$140,000	\$94,100
Safety	ADMIN	5 projects	In-progress	\$180,000	\$15,400
Capital Repairs	Vehicles	2 projects	Complete	\$135,000	\$118,700
<b>Total</b>				<b>\$3,410,000</b>	<b>\$331,400</b>



April 21, 2026  
Our Ref. 24615

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

Email Address: [mark.parker@rdbn.bc.ca](mailto:mark.parker@rdbn.bc.ca)

Dear Chair Parker:

Thank you for your letter of December 18, 2025, regarding the need to restore the Nechako River and the BC Natural Resources Forum in January 2026. I apologize for the delay in responding.

The Regional District of Bulkley-Nechako's ongoing dedication to restoring the Nechako River is greatly appreciated, and I want to commend you for the excellent work you have done to date. I encourage you to continue your dialogue with the Ministry of Water, Land and Resource Stewardship to advance this important project.

As you have noted, Bill 15, the *Infrastructure Projects Act* (the Act), establishes a framework to expedite infrastructure projects that are provincially significant and deliver public benefits. Eligible projects may be considered by the Minister of Infrastructure for recommendation to government for designation and subsequent access to the tools available under the Act.

We expect eligibility criteria for provincially significant projects will be established shortly, at which point we will be able to assess whether or how those streamlining tools could be applied to the Nechako River projects.. To that end, proponents are strongly encouraged to work closely with the Ministry of Water, Land and Resource Stewardship, which remains the appropriate point of contact to support project refinement and help position proposed initiatives for future opportunities, including recommendation for designation under the Infrastructure Projects Act.

.../2

Thank you again for taking the time to write. I look forward to working alongside the Regional District of Bulkley-Nechako on infrastructure projects that help protect lands and waters in BC.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bowinn". The signature is fluid and cursive, with a large initial "B" and a trailing flourish.

Honourable Bowinn Ma  
Minister of Infrastructure

cc: Honourable Randene Neill  
Minister of Water, Land and Resource Stewardship

**From:** [Sonya Webster](#)  
**To:** [Info](#)  
**Subject:** Support for Accessible Hospice & Palliative Care in Vanderhoof and Fraser Lake  
**Date:** March 31, 2026 10:19:13 PM

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

Caution: The sender name (Sonya Webster) is different from their email address ([sawnyeah@icloud.com](mailto:sawnyeah@icloud.com)), which may indicate an impersonation attempt. Verify the email's authenticity with the sender using your organization's trusted contact list before replying or taking further action.

Dear Regional District of Bulkley-Nechako (RDBN),

I am reaching out on behalf of the Vanderhoof Hospice Society, where I currently serve as Vice President. I am writing to bring forward a pressing concern regarding access to hospice and palliative care within our rural communities of Vanderhoof and Fraser Lake.

As you may be aware, hospice care in rural British Columbia is not fully government funded. Our society works diligently to provide compassionate, end-of-life care through our hospice suite and community supports; however, there are still associated costs that families must bear. Recently, it was brought to my attention that an individual in our community had to decline hospice services due to the inability to afford the \$50 per day fee. This is deeply concerning and highlights a critical gap in accessible care for those who need it most.

We believe that no individual or family should have to make decisions about end-of-life care based on financial limitations. In a system where individuals can access hospital care without direct cost, it feels inequitable that palliative care—at such a vulnerable and significant stage of life—remains financially out of reach for some of our residents.

As a society, we are committed to addressing this barrier. My goal during my term as Vice President is to explore sustainable ways to subsidize or fully cover these daily costs for lower-income individuals and families in our community. To achieve this, we are seeking guidance and support from RDBN in the following areas:

- Information on grants, funding streams, or regional programs that may be available to support hospice and palliative care services
- Opportunities to partner with local government, organizations, or initiatives that align with community health and wellness
- Insight into potential collaborations with local businesses or sponsorship programs that could help offset these costs
- Any resources or direction that would assist us in developing long-term, sustainable funding solutions

Our vision is to raise enough funds to cover the \$50 per day cost for at least one full year, ensuring that those facing financial hardship can access hospice care without added stress during an already difficult time.

We would greatly appreciate any guidance, connections, or support that RDBN can provide as we work toward making hospice care more accessible and equitable in our region.

Thank you for your time, consideration, and ongoing commitment to the well-being of our communities.

Warm regards,  
Sonya Webster  
Vice President  
Vanderhoof Hospice Association

Sent from my iPhone