



REGIONAL DISTRICT OF BULKLEY-NECHAKO
SUPPLEMENTARY AGENDA
Thursday, August 15, 2019

| <u>PAGE NO.</u> | <u>ADMINISTRATION REPORTS</u> | <u>ACTION</u> |
|------------------------|--|-----------------------------|
| 2-11 | Wendy Wainwright, Executive Assistant -Smithers Christian Reformed Church -Request for Grant in Aid – Electoral Area “A” (Smithers Rural) | Recommendation (Page 2) |
| 12-17 | Wendy Wainwright, Executive Assistant -Lakes District Fair Association - Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) | Recommendation (Page 12) |
| 18-20 | Wendy Wainwright, Executive Assistant -Invitation to the 6 th Annual Resource Series – September 2019 hosted during the 2019 UBCM Convention | Recommendation (Page 18) |

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

Bylaw for 1st and 2nd Reading

| | | |
|-------|--|-----------------------------|
| 21-27 | Jennifer MacIntyre, Planner 1 Bylaw No. 1880, 2019, Rezoning File A-02-19 Electoral Area “A” | Recommendation (Page 24) |
|-------|--|-----------------------------|

Applications

| | | |
|-------|---|---------|
| 28-29 | Area “A” Advisory Planning Commission Minutes - ALR Application 1216 (Goebel) See agenda pg 218-266 | Receive |
|-------|---|---------|

NEW BUSINESS

ADJOURNMENT

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

TO: Chair Thiessen and Board of Directors

**FROM: Wendy Wainwright
Executive Assistant**

DATE: August 13, 2019

SUBJECT: Smithers Christian Reformed Church– Request for Grant in Aid – Electoral Area “A” (Smithers Rural)

Attached is a request for Grant in Aid monies from the Smithers Christian Reform Church.

The Society is seeking \$2,500 from Electoral Area “A” (Smithers Rural) grant in aid monies towards the purchase of a dishwasher.

Director Fisher has indicated that he is supportive of this application.

RECOMMENDATION: (All/Directors/Majority)

“That the Smithers Christian Reformed Church be given \$2,500 grant in aid monies from Electoral Area “A” (Smithers Rural) towards the purchase of a dishwasher.

- ii) What funding opportunities have been considered, (ie. fund raising, grants from senior levels of government, etc.).
- iii) Benefits to the community as a whole.
- iv) Amount of grant requested.
- v) Whether or not the applicant has previously received assistance from the Regional District of Bulkley-Nechako.
- vi) Whether or not there is an opportunity for individuals to make direct contributions.

RECEIVED

AUG 09 2019

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

3. If a grant in aid is approved the following will apply:

- A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
- If the grant exceeds \$1,000, a report must be submitted to the Regional Board inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures).

4. The Regional Board may at the time of grant approval:

- a) Impose additional requirements to be met by an organization prior to receipt of grant funds;
- b) Reduce or modify the requirements to be met for an organization prior to receipt of grant funds.

5. Applications for Assistance under Section 263(1)(c) of the LOCAL GOVERNMENT ACT will NOT be approved for:

1. Purposes for which the Regional Board identifies as potentially exposing the Regional District of Bulkley-Nechako to risk of unacceptable liability;
2. Purposes disallowed by the LOCAL GOVERNMENT ACT;
3. Section 273 – As a limitation on section 263(1)(c), a Board must not provide assistance to an industrial, commercial or business undertaking.

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6. No grants shall be approved for individuals or for privately-owned businesses

4

ORGANIZATION Required

Smithers Christian Reformed Church

CONTACT NAME Required

Nancy DeVries

MAILING ADDRESS (Please include PO Box/Civic Address, Town and Postal Code)

Required

Box 2126 Smithers, BC V0J 2N0

EMAIL Required

npdevries@telus.net

PHONE Required

250 847 2724

AMOUNT BEING REQUESTED Required

\$2500.00

PLEASE PROVIDE THE DATE, TIME AND LOCATION OF YOUR ORGANIZATIONS ANNUAL GENERAL MEETING (AGM). IF UNKNOWN PLEASE CONTACT THE ELECTORAL AREA DIRECTOR WITH THE INFORMATION ONCE DATE AND TIME ARE CONFIRMED.

Back to

Required

Smithers Christian Reformed Church AGM March

Section 2: Application Summary

PROJECT OR PURPOSE FOR WHICH YOU REQUIRE ASSISTANCE Required

Commercial dishwasher for the downstairs kitchen

TO THE BEST OF MY KNOWLEDGE, ALL OF THE INFORMATION THAT IS PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT. FURTHERMORE, I HEREBY CERTIFY THAT THIS APPLICATION FOR ASSISTANCE IS NOT BEING MADE ON BEHALF OF AN INDIVIDUAL, INDUSTRY, COMMERCIAL OR BUSINESS

Required

I Agree

Section 3: Applicant Profile

PLEASE DESCRIBE THE SERVICES/BENEFITS THAT YOUR ORGANIZATION PROVIDES TO THE COMMUNITY. ARE THESE SERVICES/BENEFITS AVAILABLE TO THE COMMUNITY FROM ANOTHER ORGANIZATION OR AGENCY

Required

Sundays soup kitchen for the community (mainly those who do not have homes to go to)
Several children and teen programs. The church is the center for emergencies. (ex. summer of 2018 fire evacuees) Town of Smithers fire department for some of their meetings

DESCRIBE THE GEOGRAPHIC AREA THAT RECEIVES SERVICES OR BENEFITS FROM YOUR ORGANIZATION.

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Smithers area from Telkwa to Morricetown

IS YOUR ORGANIZATION VOLUNTARY AND NON-PROFIT?

Yes



6

PLEASE DETAIL ANY REMUNERATION PAID, OR FUNDS OTHERWISE MADE AVAILABLE TO MEMBERS, OFFICERS, ETC. OF YOUR ORGANIZATION

We have a paid pastor, secretary and janitor

PLEASE COMMENT ON THE NUMBER OF MEMBERS/VOLUNTEERS IN YOUR ORGANIZATION AND HOW LONG YOUR ORGANIZATION HAS BEEN IN OPERATION

Several members in the church 10 persons on the church kitchen committee

Section 4: Project/Proposal Profile

ASSISTANCE IS BEING REQUESTED FOR Required

- a capital project and/or equipment
- a special event
- another purpose

OTHER PURPOSE IF ANY

Back to

PLEASE DESCRIBE THE PROPOSAL FOR WHICH YOU ARE REQUESTING ASSISTANCE. IF YOU ARE APPLYING FOR AN EXEMPTION FROM FEES AND/OR CHARGES OR OTHER CONSIDERATION, PLEASE PROVIDE DETAILS OR YOUR REQUEST HERE. ATTACH ADDITIONAL INFORMATION IF REQUIRED.

DESCRIBE HOW THIS PROPOSAL WILL BENEFIT THE COMMUNITY

several of these groups have meals therefore the need of a dishwasher

Section 5: Funding and Financial Information

SUPPORTING FINANCIAL INFORMATION SUCH AS A BUDGET OR FINANCIAL REPORT. ENSURE THE FOLLOWING INFORMATION IS CLEARLY ITEMIZED: - TOTAL COST OF PROJECT/PROPOSAL; - GRANTS/FUNDING FROM OTHER SOURCES; - FUNDING CONTRIBUTED BY APPLICANT THROUGH FUNDING RAISING

Browse...

HAVE YOU APPLIED FOR A GRANT/FUNDING FROM OTHER SOURCES?

No



NAME OF 1ST GRANT OR FUNDING AGENCY

Back to

AMOUNT APPLIED FOR FROM 1ST AGENCY

STATUS OF 1ST GRANT APPLICATION

Approved



NAME OF 2ND GRANT OR FUNDING AGENCY

AMOUNT APPLIED FOR FROM 2ND AGENCY

STATUS OF 2ND GRANT APPLICATION

Approved



NAME OF 3RD GRANT OR FUNDING AGENCY

AMOUNT APPLIED FOR FROM 3RD AGENCY

STATUS OF 3RD GRANT APPLICATION

Approved



NAME OF 4TH GRANT FUNDING AGENCY

AMOUNT APPLIED FOR FROM 4TH AGENCY

**HAVE YOU RECEIVED ASSISTANCE (GRANT IN AID/WAIVING OF FEES , ETC.),
FROM THE REGIONAL DISTRICT OF BULKLEY-NECHAKO IN PREVIOUS YEARS?**

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Required

** None



**IF YES, YEARS, AMOUNTS AND PURPOSES FOR WHICH ASSISTANCE WAS
USED**

DOES YOUR ORGANIZATION

- Offer direct financial assistance to individuals or families?
- Duplicate services that fall within the mandate of either a senior government or a local service agency?
- Provide an opportunity for individuals to make direct contributions?
- OR, is your organization: Part of a provincial or national fund raising campaign?



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Board of Directors (<https://www.rdbn.bc.ca/departments/administration/board-of-directors>)

Board & Committee Meetings (<https://www.rdbn.bc.ca/departments/administration/regional-board-committee-meetings>)

Referenda & Local Elections (<https://www.rdbn.bc.ca/departments/administration/referenda-local-elections>)

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Career Opportunities (<https://www.rdbn.bc.ca/departments/administration/career-opportunities>)

Newsletters & Brochures (<https://www.rdbn.bc.ca/departments/administration/newsletters-brochures>)

Paul & Nancy

From: "Smithers CRC" <sbeditor@telus.net>
Date: April 16, 2019 12:32 PM
To: " Paul De Vries" <npdevries@telus.net>
Subject: List of Users

Hi Nancy,
 Here is a list that I've come up with... hope I didn't miss anything.
 Sylv

Emergency Support Services (Reception area for local wildfires)
 Emergency site for Child Development Centre
 Emergency Responders Support Café
 Cops for Cancer overnight stay
 Seventh Day Adventist Regional Gathering
 Recitals (community)
 Local Vocals Concerts
 Community Christmas Concerts
 Town of Smithers
 Club Volley Ball
 Local Sea Cadets
 Pro-Life Workshops / Movies
 Cascade Christian Counselling
 High Road Christmas Dinners
 B'day Parties
 Figure Skating Club
 Bulkley Valley Christian School Concerts / Graduation
 Walnut Park Christmas Concert
 Orchestra North Summer Program
 Weddings
 Soup Kitchen
 Pickle Ball
 Alpha Program
 Friendship Ministry
 Coffee Break
 Gems
 Cadets
 Sunday School
 Friday morning playgroup
 Youth / Teen events
 Fundraising Dinners

*Sylvia Buikema
 Smithers Christian Reformed Church
 Box 2257 Smithers BC V0J 2N0
 250.847.2333
 Office hours: Tues-Fri 9:30-1:30*

* Netty I still need your Voltage & phase for Dishwasher Power

QUOTATION / SALES CONTRACT

SHEET 1 OF 1

Okanagan Stainless Ltd.

3545 ALCAN ROAD, KELOWNA, BC V1X 7R3
 PHONE: (250) 765-6549 OR (250) 765-3634 • FAX: (250) 765-6529

TO: Smither = Christain Reform Church QUOTATION DATE May 24-2019
Smithers B.C. ORDER DATE _____

Revised Quote from Feb 28-2018
Kitchen Dishwasher

ATTENTION Netty, hubbers

QUOTATION IN EFFECT FOR 30 DAYS OR UNTIL STOCK LASTS

| ITEM | QTY. | DESCRIPTION | UNIT PRICE | PRICE |
|------|------|--|------------|-----------|
| | | <i>Note</i> We would need 2 men for 1 Day to Help. | | |
| #1 | 1ea | Dish washer Moyer Diebel Model M D 200 HT | | \$852.00 |
| #2 | 1ea | Soiled Dishwash Clw 2ea Removable Scum Basket Clw 2ea 21x22 Sinks 9" Deep Center Drains Clw 1ea Undershelf & Knitch in Corner - Counter Height to be 36" on. Fin & 25 3/4 To Match Existing | | \$3040.00 |
| #3 | 1ea | Stem Collector Hood 36x36x12 for over Dishwasher | | \$596.00 |
| #4 | 1ea | 46" Clean Dishwash Clw 1 set of keys | | \$760.00 |
| #5 | 1ea | Removable Storage Unit for 2ea Dishracks Clw Adjustable Slides Top & Bottom 36x24x30" high. | | \$383.00 |
| #6 | 1ea | 12" Backsplash over Soiled. Cover Corner of Warr. | | \$84.00 |
| #7 | 1ea | 24" Backsplash 158" Total. | | \$376.00 |
| #8 | 1ea | Pre Rinse Spray & Addn Faucet 2W Warr Bracket over 2 well Sink | | \$396.00 |
| #9 | 1ea | Hot Delivery & Custom Silicon in Place | | \$2064.00 |

TERMS BELOW

QUOTATION AUTHORIZED BY: Ken Kalkman

Subject to approval of our Credit Dept.

1. All Items F.O.B. Supply & Custom \$16,551.00
2. G.S.T. extra.
3. Provincial Sales Tax Extra. \$634.48
4. Installation, including plumbing, gas fitting, electrical and carpentry not included. CST \$827.55
5. Credit Terms.

Please Note you will need to supply knobs Grand Total \$18013.13

ACCEPTANCE OF QUOTATION (ON ACCEPTANCE, PLEASE SIGN AND RETURN ORIGINAL COPY)

I/We hereby accept the above Quotation and authorize OKANAGAN STAINLESS LTD. to order and supply the herein listed products and acknowledge any indebtedness. Plus #4 which is not to be \$7000.00

Signature _____ Title _____

Printed Name _____ Date _____

Overdue Accounts shall bear interest of 2% per Month calculated on overdue balance. All Goods and materials are sold subject to the terms listed above and on reverse side, which shall form part of this Contract.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****SUPPLEMENTARY MEMORANDUM**

TO: Chair Thiessen and Board of Directors

**FROM: Cheryl Anderson
Manager of Administrative Services**

DATE: August 9, 2019

**SUBJECT: Lakes District Fair Association – Request for Grant in Aid –
Electoral Areas “B” (Burns Lake Rural) and “E”
(Francois/Ootsa Lake Rural)**

Attached is a request for Grant in Aid monies from the Lakes District Fair Association.

The Club is seeking \$3,000 grant in aid monies from Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for insurance costs.

Directors Riis-Christianson and Lambert have each indicated their support of \$1,500 toward this application.

RECOMMENDATION: (All/Directors/Majority)

“That the Lakes District Fair Association be given \$1,500 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with insurance costs.”

REGIONAL DISTRICT OF BULKLEY-NECHAKO
ELECTORAL AREA REQUEST FOR GRANT IN AID
APPLICATION

APPLICATION SUBMITTED BY:

Applicant Name: Lakes District Fair Association

Mailing Address: 7877 Colleymount Rd. Burns Lake, B.C. V0J 1E2
Treasurer's address is: Karen Hutton
Box 1172, Burns Lake, V0J 1E0.

E-mail Address: jmcfee1@xplornet.ca

Contact(s): Joan McFee, (250) 695-6381 fax: same
Name, Telephone/Fax Number

Karen Hutton - (250) 251-7281
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: to offset costs of premium
for fire insurance policy for buildings & structures at fairgrounds.

Amount of Grant Requested \$ 3000.00 } ^{\$1500.00 - Area "B"}
_{\$1500.00 - Area "E"}

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

Joan McFee

(signature of authorized signatory)

(title) President

Amount Approved: _____
Date: _____

Signature of Electoral Area Director

APPLICANT PROFILE

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

The Lakes District Fall Fair Committee plans and hosts the annual fair each Sept. in Burns Lake. It has become the largest family, 3 day event in the Lakes District, that not only showcases our Agricultural sector, but also has many other events & activities for all ages. The Music Festival and Children's Festival are also large components of this fair. This event is not available or planned from another organization.

2. Describe the geographic area that receives services or benefits from your organization.

The entire Lakes District including Burns Lake and points east and west of Burns Lake. We also draw folks to our fair along the Highway 16 corridor, from Haida Gwaii through to Quesnel and north to Ft. St. John.

3. Is your organization voluntary and non-profit? YES NO

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

no remuneration paid to anyone.

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

Our Board consists of 18 members, who plan & host the Fair, plus we have over 300 volunteers we call on to help out, not only on Fair weekend, but also leading up to the Fair. We are celebrating our 75th year! 2018 would have been our 75th...but due to the wildfires in 2018, our Fair had to be cancelled.

PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

_____ capital project and/or equipment

_____ special event

other purpose to offset the high cost of 2019 Fire Insurance premium.

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

There has been no fire insurance on the buildings and structures, mainly because the cost was prohibitive. With the wildfires in 2018 - we were faced with reality! We were able to insure the building and structures at the fairgrounds.

The Fair Association has built or upgraded all the buildings and are responsible for their upkeep and maintenance. We need assistance this year with the premium - - and going forward we are expecting to have this cost covered under a Community Gaming Grant with the Prov. Govt.

3. Describe how this proposal will benefit the community.

Our fair attendance has grown over 200% in the past 10 years. We need to be ensured that our buildings & structures will be repaired or replaced in the event of a fire or emergency... so that we can carry on with planning and hosting this large event.

Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
 - Total cost of project/proposal;
 - Grants/funding from other sources;
 - Funding contributed by applicant through funding raising activities or other sources of revenue;
 - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
2. Have you applied for a grant/funding from other source(s)?
 _____ YES NO

If yes, complete the following chart. If not, please comment.

We do not know of any other funding opportunities that are available.

| Name of Grant or Funding Agency | \$ Amount Applied for | Status of Grant Application | | |
|---------------------------------|-----------------------|-----------------------------|------------|-------------|
| | | Approved (Y) | Denied (Y) | Pending (Y) |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

YES NO If yes, complete the following chart.

| Year: | \$ Amount | Purpose for which assistance was used |
|--------|-----------------------------------|---|
| 2013 - | \$2000.00 from Area B & E | Construction of small animal barn, 3 sets of Hitch bleachers, |
| | (Total project cost \$107,588.00) | cattle pens, Hydro upgrade, Campground expansion. |
| 2017 - | \$7500.00 from Area B & E | Construction of new washroom, new lawn mower & |
| | (Total project cost \$112,120.00) | painting of large grandstands. |
| 2018 - | 5000.00 from Area B & E | upgrade Hydro services, replace old & ineffective |
| | (Total cost \$93,249.41) | appliances, expand our camping/parking area. |

4. Does your organization: *Each of these years, Fall Fair Organization has also committed funds to the above projects.*

- a) Offer direct financial assistance to individuals or families? YES NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency? YES NO
- c) Provide an opportunity for individuals to make direct contributions? YES NO

OR, is your organization:

- d) Part of a provincial or national fund raising campaign? YES NO

Don't forget to attach the required financial report.



Regional District of Bulkley-Nechako Memo

TO: Chair Thiessen and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: August 14, 2019

SUBJECT: Invitation to the 6th Annual Resource Breakfast Series – September 2019 hosted during the 2019 UBCM Convention

This year's Resource Breakfast Series hosted during the 2019 UBCM Convention is scheduled as follows:

- Mining Sector Breakfast – Tuesday, September 24, 2019
- Energy Sector Breakfast – Thursday, September 26, 2019
- Forest Sector Breakfast – Friday, September 27, 2019.

It is being suggested that local government limit themselves to two tickets at each of the breakfasts.

At this time, staff is requesting direction in regard to attendance at the 6th Annual Resource Breakfast Series.

RECOMMENDATION

(ALL/DIRECTORS/MAJORITY)

“That the Regional District of Bulkley-Nechako Board of Directors authorize the following attendance at the 6th Annual Resource Breakfast Series:

- Director(s) _____ at the Mining Sector Breakfast Tuesday, September 24, 2019
- Director(s) _____ at the Energy Sector Breakfast Thursday, September 26, 2019
- Director(s) _____ at the Forestry Sector Breakfast Friday, September 27, 2019.



RESOURCE BREAKFAST
SERIES
Mining - Energy - Forestry

19
RECEIVED
AUG 14 2019
REGIONAL DISTRICT OF
BULKLEY-NECHAKO

August 8, 2019

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

Dear Regional District Chair and Directors,

Re: Invitation to the 6th Annual Resource Breakfast Series – September 2019

It is my sincere pleasure to invite you to attend the 6th Annual *Resource Breakfast Series*. This popular event returns to the Terminal City Club in Vancouver, BC September 24th, 26th and 27th, 2019. The *Series* is not affiliated with the Union of BC Municipalities, but the event is conveniently hosted during the Annual Convention and offers a friendly and relaxed environment to discuss BC's natural resource sector and its importance to the communities and economy of the province. The breakfasts are a must-attend event each fall, featuring the mining, energy, and forestry sectors.

| | |
|------------------------------------|-------------------------------------|
| MINING SECTOR BREAKFAST | Tuesday, September 24, 2019 |
| ENERGY SECTOR BREAKFAST | Thursday, September 26, 2019 |
| FOREST SECTOR BREAKFAST | Friday, September 27, 2019 |

The *Breakfast Series* has become an unprecedented opportunity to meet collectively and network with an important group of leaders to present the latest news and developments related to the resource sectors. **Each breakfast in last year's Series attracted over 20 Ministers and MLAs, over 30 resource sector leaders, and almost 100 local government representatives from across BC.**

Event Details:

Time: 7:00 am-8:30 am
Style: Plated breakfast
Location: Terminal City Club (837 West Hastings St, Vancouver, BC V6C 1B6)

Price: \$27.00 + tax per breakfast
 Dress: Business Casual
 Registration: <https://resource-breakfast-series-2019.eventbrite.ca>

To support and encourage a broad spectrum of participation from leaders from across the Province, we are suggesting local government limit themselves to two tickets per Municipal Council or Regional District at each of the breakfasts.

We are pleased to announce a great line-up of speakers at each of the three breakfasts including:

Mining Sector Breakfast – Tuesday, September 24, 2019

- Hon. Michelle Mungall, Minister of Energy, Mines and Petroleum Resources, Government of BC
- Mayor Lisa Pasin, City of Trail
- Kendra Johnston President & CEO, Association for Mineral Exploration
- Moderator: Michael Goehring, President & CEO, Mining Association of BC

Energy Sector Breakfast – Thursday, September 26, 2019

- Hon. Michelle Mungall, Minister of Energy, Mines and Petroleum Resources, Government of BC
- Mayor Phil Germuth, District of Kitimat
- Moderator: Bryan Cox, President & CEO, BC LNG Alliance

Forest Sector Breakfast – Friday, September 27, 2019

- Hon. Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, Government of BC
- Mayor Lyn Hall, City of Prince George
- Susan Yurkovich, President & CEO, Council of Forest Industries BC
- Moderator: Susan Dolinski, Vice President, Corporate Affairs, Western Forest Products

If you have any questions, please email events@c3alliancecorp.ca. We look forward to seeing you at the 6th Annual Resource Breakfast Series.

Respectfully,



Sarah Weber
 President & CEO
 C3 Alliance Corp.





**Planning Department 1st & 2nd Reading Report
Rezoning Bylaw No. 1880, 2019
Rezoning Application File No. A-02-19
August 12, 2019**

APPLICATION SUMMARY

| | |
|------------------------------|---|
| Name of Applicants: | Evelyn Koopmans |
| Name of Agent: | Kara Bisschop |
| Electoral Area: | A |
| Subject Property: | Lot 4, Section 36, Township 5, Range 5, Coast District, Plan 8647 |
| Property Size: | 2.12 ha. (5.26 ac.) |
| Location: | The subject property is located at 6943 Tyhee Lake Road, 4 km east of the Village of Telkwa. |
| OCP Designation: | Agricultural (AG) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 |
| Zoning: | Small Holdings (H1) zone in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 |
| Existing Land Use: | Residential |
| Surrounding Land Use: | Residential parcels that range in size from 2 ha. to 7 ha. along the lakeshore. |
| ALR Status: | Within the ALR |

Location Map

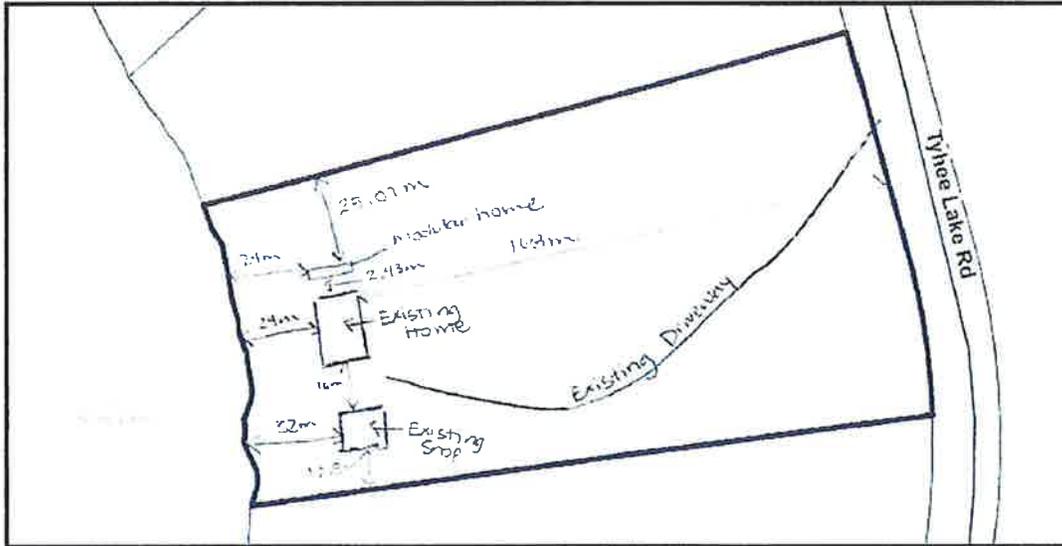


PROPOSAL

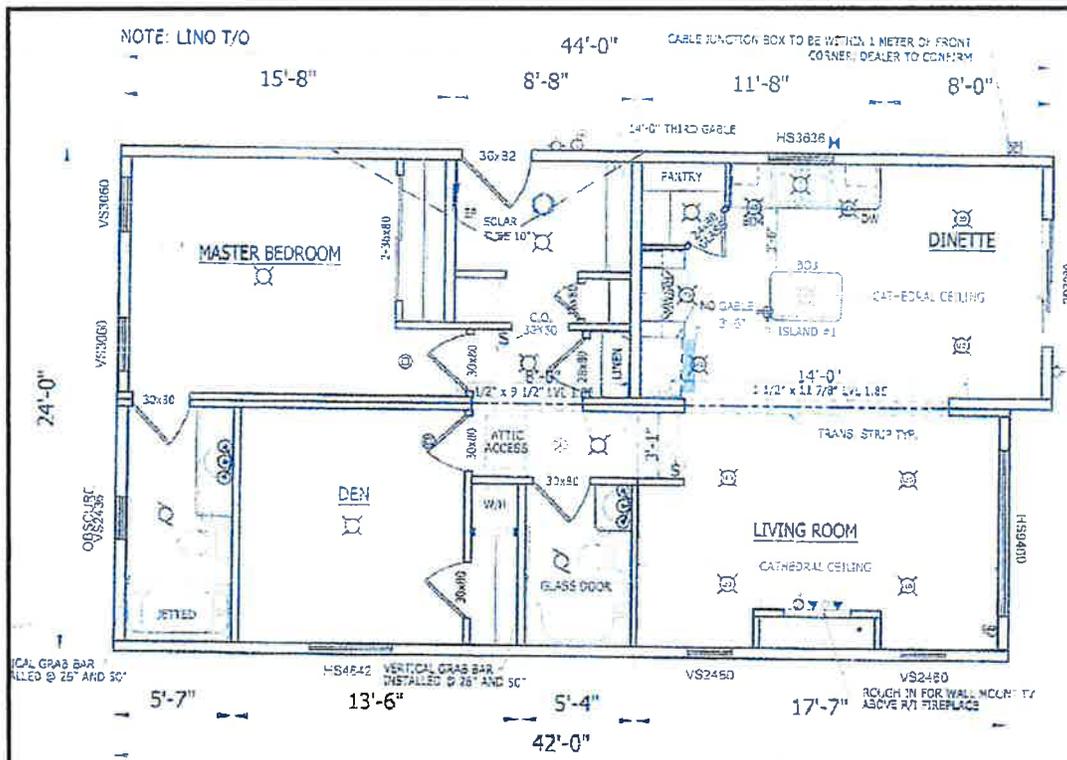
The applicant wishes to place a 98 m² (1,056 ft²) mobile home on the property to care for their grandmother, so she can age-in-place.

The proposed second dwelling does not conform to the density provision under the Small Holdings (H1) Zone. The applicant has therefore applied to amend the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Small Holdings (H1)** to **Small Holdings (Additional Dwelling) (H1 A)** to allow a second dwelling on the subject property.

Site Plan



Second Dwelling Floor Plan



In addition, the applicant states that the proposed location of the second dwelling must be close to the main residence due to the ability to take proper care of their grandmother. The H1-A zone regulates the distance between both homes to be 15 meters from one another. Therefore, the applicant proposes to amend Section 12.1.05(2) from 15 meters to 2.4 meters to allow the desired placement of the proposed mobile home.

BACKGROUND

- On June 6, the applicants came to the Regional District of Bulkley-Nechako office to discuss options for a second dwelling to better care for their grandmother. Staff confirmed that the ALC regulations were changed to not allow a manufactured home for a family member since the changes to the Agricultural Land Commission Act were implemented earlier this year (Feb 2019).
- On July 4, 2019 the provision under the ALR Use Regulation changed to now allow a manufactured home for a family member. RDBN Staff notified the applicant that the ALC provision would now allow for a mobile home for a family member.
- On July 30, 2019 the applicants applied for a Building Permit for a second residence for the subject property.
- On August 8, 2019 staff conducted the Land Use Review of the building permit application and noted that the property was zoned Small Holdings, and a second dwelling did not comply with density or the setback between dwellings provisions of the zoning bylaw.
- On August 8, 2019 Planning Staff notified the applicant that their zoning did not allow the 2nd dwelling. On August 9, 2019 the applicant submitted the rezoning application

The manufactured home has been purchased and is set to arrive on the property by September 18, 2019. Given the situation staff are making this application a priority and are recommending that the Board waive the application fee. Section 5.5.2 of the Development Procedures Bylaw states that the Application fee may be waived by an affirmative vote of at least two-thirds (2/3) of Board Members eligible to vote. Given the circumstances, the applicant has asked that the Board waive the \$700.00 rezoning application fee and \$100 signage deposit.

PLANNING DEPARTMENT COMMENTS

A key consideration in rural land use planning is the desire to keep rural densities at a reasonable level to maintain an areas rural character, avoid the environmental issues that can be associated with on-site sewage disposal and water supply, and control the need for land use regulations associated with higher density. The Small Holdings (Additional Dwelling) (H1-A) Zone only permits two single family dwellings per parcel. The Zoning Bylaw has a provision that limits the size of the second dwelling to reduce the potential visual impact associated with two large homes on a property. In addition, the size restriction also serves to limit the number of bedrooms and therefore control the on-site sewage disposal impacts. The proposed second dwelling meets the prescribed size for a second dwelling under the H1-A zone.

The applicant has given a letter from an on-site wastewater practitioner confirming the property can support a holding tank for the second dwelling. Further subdivision of the

property cannot occur under the current or the proposed zoning due to the existing parcel size of 2.0 ha. The mobile home would not be visible from the road and the proposed 2nd dwelling is not expected to impact the character of the area. Planning Department staff have no concern with the proposed 2nd dwelling.

The building inspectors have no concerns regarding the reduced separation of the two dwellings and have confirmed the 2.4 metre separation meets building code fire separation requirements.

Recommendations:

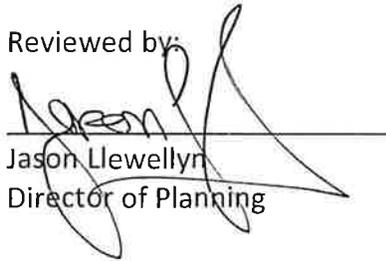
1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1880, 2019" be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1880, 2019" be delegated to the Director or Alternate Director for Electoral Area 'A'.

Electoral Area Planning – All Directors / Majority

3. That the \$700.00 application fee and signage deposit for Rezoning Application A-02-19 be waived.

All Directors / 2/3 Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I

To: Whom It May Concern

Date: August 12, 2019

Over the past number of months as an extended family, we have been navigating a plan to care for my grandmother, Evelyn Koopmans, who lives at 6943 Tyee Lake Road, Telkwa BC. Evelyn has been widowed for the past three years and although she has done very well as an 84 year old living alone, the retirement home and property which my grandad and her had built and moved to in 1989 has proven to become too much for her to care for. In addition, she no longer feels comfortable being on her own at the property. Bird watching, the lake, and gardening are several things that she very much enjoys and so her strong desire is to be able to stay living on her property. We began to investigate the possibility of my husband and I (James and Kara Bisschop- granddaughter to Evelyn) selling our home in Smithers and moving into the house and having grandma move into a suit attached to the home. This seemed like a great solution which would allow her to have some independence and remain where she wished, while having us take care of the property and to be able to easily check in on her as well and provide more assistance to her as she ages and her needs change.

Our original plan was to attach a modular home to the existing home which would act as a temporary suite. When the modular home was no longer needed by our grandma, it would be sold and moved off the property. In early June, we met with Jennifer MacIntyre and Jason Berlin to discuss the logistics of whether or not this was an allowable plan. We were told that it would work, with the provision that the modular home was altered so that it fell under the 968 square foot requirement. We proceeded to move forward with this plan and chose a modular to order through Pine Ridge Modular Homes. The original modular model was 1032 square feet, so we had them adjusted and reduce it so that it would fit within regulations. Just before our plans were finalized, we were contacted that regulations for the ALR had changed, which would allow for us to have the modular act as a second dwelling for our grandma, and would negate the necessity of having the modular floor plan altered to be less square footage. So, we went ahead and had the modular home order reverted back to the original floor plan of 1032 square feet.

Unfortunately, last week we were told that there was a problem with our building permit due to an oversight in the new information that we were given about an allowable second dwelling. It was explained to us that since the property is zoned as H1, it would not allow for the modular to act as a second dwelling for our grandma. In the meantime, the modular home had already been ordered and is expected to arrive to the property on September 18. In addition, we have sold our home in Smithers and will be moving out on August 30.

Thus, we are applying to have the property rezoned to H1A to allow for this modular home to act as a second dwelling on the property (since it no longer meets the requirement of being a suite due to the fact that it is 1032 square feet). We are also requesting a variance to allow for the modular to be situated 2.4 meters from the existing home as per our original plan.

Thank-you,

Kara and James Bisschop



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1880

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

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

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1 A)" Zone.

'Lot 4, Section 36, Township 5, Range 5, Coast District, Plan 8647', shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the wording of Section 12.1.05 (2) is deleted and replaced with the following:

"In the Small Holdings (Additional Dwelling) Zone, the distance between single family dwellings on the same parcel shall not be less than 15 m. (49.21 ft.), except for the land described as Lot 4, Section 36, Township 5, Range 5, Coast District, Plan 8647 where the distance between single family dwellings shall not be less than 2.4 m. (7.87 ft.)"

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1880, 2019".

READ A FIRST TIME this day of , 2019

READ A SECOND TIME this day of , 2019

PUBLIC HEARING HELD this day of , 2019

READ A THIRD TIME this day of , 2019

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1880, 2019"

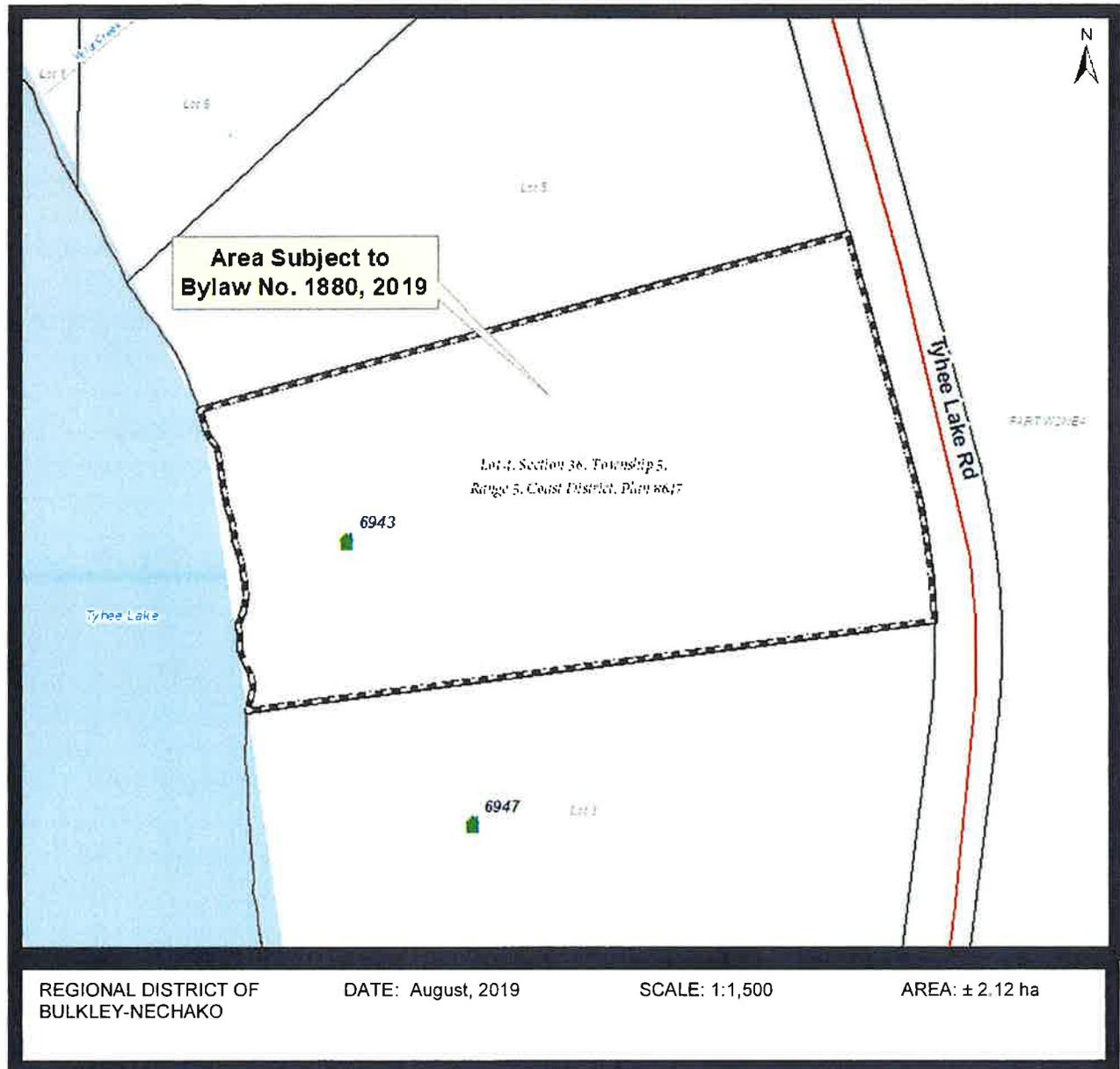
DATED AT BURNS LAKE this day of 2019

Corporate Administrator

ADOPTED this day of 2019

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1880

'Lot 4, Section 36, Township 5, Range 5, Coast District, Plan 8647', comprising of ±2.12 ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1 A)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1880, 2019.

Corporate Administrator

**Advisory Planning Commission
Meeting Agenda/Minutes**

| | | | | |
|---|---|---|---|---|
| Electoral Area A | Meeting Date: Wednesday, August 7, 2019 | Meeting Location: Telkwa Municipal Office @7:00 pm | | |
| Attendance | | | | |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>APC Members</u> <input checked="" type="checkbox"/> Brian Atherton <input checked="" type="checkbox"/> Natalie Trueit <input checked="" type="checkbox"/> Bob Posthuma <input checked="" type="checkbox"/> Sandra Hinchcliffe <input type="checkbox"/> Janik Heer <input checked="" type="checkbox"/> Stoney Stoltenberg <input type="checkbox"/> Andrew Watson <input checked="" type="checkbox"/> Alan Koopman </td> <td style="width: 50%; vertical-align: top;"> <u>Electoral Area Director</u> <input checked="" type="checkbox"/> Director Mark Fisher <input type="checkbox"/> Alternate Director Megan D'Arcy <u>Other Attendees</u> <input checked="" type="checkbox"/> _____ John Perry <input checked="" type="checkbox"/> _____ John Dodds <input checked="" type="checkbox"/> _____ Alana Tevely <input checked="" type="checkbox"/> _____ Mike Goebel </td> </tr> </table> | | | <u>APC Members</u> <input checked="" type="checkbox"/> Brian Atherton <input checked="" type="checkbox"/> Natalie Trueit <input checked="" type="checkbox"/> Bob Posthuma <input checked="" type="checkbox"/> Sandra Hinchcliffe <input type="checkbox"/> Janik Heer <input checked="" type="checkbox"/> Stoney Stoltenberg <input type="checkbox"/> Andrew Watson <input checked="" type="checkbox"/> Alan Koopman | <u>Electoral Area Director</u> <input checked="" type="checkbox"/> Director Mark Fisher <input type="checkbox"/> Alternate Director Megan D'Arcy <u>Other Attendees</u> <input checked="" type="checkbox"/> _____ John Perry <input checked="" type="checkbox"/> _____ John Dodds <input checked="" type="checkbox"/> _____ Alana Tevely <input checked="" type="checkbox"/> _____ Mike Goebel |
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| Chairperson: Sandra Hinchcliffe | | Secretary: Natalie Trueit | | |
| Call to Order: 7pm | | | | |
| Agenda Pages 1-13 Area A Decision Summary Pages 14-72 ALR 1216 (Goebel) Application Review Pages 73-98 Temporary Use Permit A-01-19 (Dodds) Application Review | | | | |
| Application Number: ALR 1216 (Goebel) | | | | |
| Resolution: The APC was unanimously in support of the Goebel's application. | | | | |
| Comments: The APC was unanimous in believing that the Goebel's building permit should have never been revoked. The nonsensical, retroactive decision by the ALC is irresponsible and inconsiderate of potentially detrimental financial consequences, personal obligations and alterations made in advance of the ALC's retroactive decision. The ALC's disregard for the preparation and planning that goes into building a house and the actual season for construction in the North is astounding. It was obvious to all that the ALC's decision has caused undo stress to the Goebel's. | | | | |

Application Number: **A-01-19 (Dodds)**

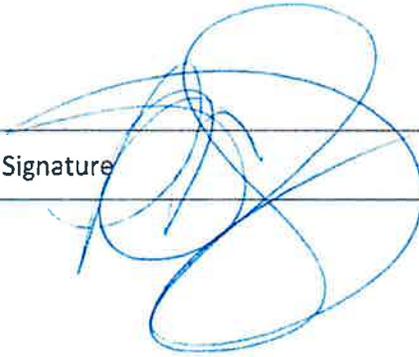
Resolution: The APC supports the TUP for the two years remaining on the original six year TUP which will expire in 2021

Comments:

Temporary is temporary and the APC believes that a permanent solution needs to be considered by the applicant.

Meeting Adjourned 8pm

Secretary Signature

A large, stylized handwritten signature in blue ink, consisting of several overlapping loops and lines, is written over the 'Secretary Signature' label.