

### REGIONAL DISTRICT OF BULKLEY-NECHAKO

## RURAL DIRECTORS COMMITTEE AGENDA Thursday, September 5, 2019

PAGE NO.		ACTION
	AGENDA- September 5, 2019	Approve
	Supplementary Agenda	Receive
	MINUTES	
2-5	Rural Directors Committee Meeting Minutes -June 20, 2019	Receive
	REPORTS	
6	Deneve Vanderwolf, Regional Transit Coordinator – Bulkley-Nechako Regional Transit Service – Grant in Aid	Direction
7-9	John Illes, Chief Financial Officer – Distribution of Northern Capital and Planning Grant	Recommendation (Page 9)
10-11	John Illes, Chief Financial Officer - Community Works Fund (Gas Tax) Allocation Methods	Receive
	DEVELOPMENT SERVICES	
	<u>Memo</u>	
12-19	Sam West, Planning Technician Land Referral File No. 0282536 (MOTI) (Area F)	Recommendation (Page 13)
	SUPPLEMENTARY AGENDA	
	NEW BUSINESS	
	ADJOURNMENT	

### REGIONAL DISTRICT OF BULKLEY-NECHAKO

### RURAL DIRECTORS COMMITTEE MEETING

### Thursday, June 20, 2019

PRESENT:

Chair

Rob Newell

**Directors** 

Mark Fisher Tom Greenaway Clint Lambert Mark Parker Jerry Petersen

Michael Riis-Christianson

Staff

Cheryl Anderson, Acting Chief Administrative Officer/Manager of

Administrative Services

John Illes, Chief Financial Officer

Jason Llewellyn, Director of Planning – arrived at 10:38 a.m.

Wendy Wainwright, Executive Assistant

Other

Gerry Thiessen, Director, District of Vanderhoof

**CALL TO ORDER** 

Chair Newell called the meeting to order at 10:01 a.m.

**AGENDA** 

Moved by Director Greenaway Seconded by Director Petersen

RDC.2019-6-1

"That the Rural Directors Committee Agenda for June 20, 2019 be

approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES** 

Rural Directors Committee

Meeting Minutes -June 6, 2019

Moved by Director Greenaway Seconded by Director Petersen

RDC.2019-6-2

"That the minutes of the Rural Directors Committee meeting of June 6,

2019 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS** 

Burns Lake Paintball

Moved by Director Riis-Christianson

Association - Request for Grant Seconded by Director Lambert in Aid - Electoral Areas "B" (Burns Lake Rural) and "E"

Francois/Ootsa Lake Rural)

RDC.2019-6-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake Paintball Association be given \$925 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with insurance."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rural Directors Committee June 20, 2019 Page 2 of 4

### **DISCUSSION ITEM**

### Northern Capital Planning Grant (NCPG)

Chair Newell spoke of how well the Regional District model in B.C. operates. He noted the importance of determining an equitable distribution of the Northern Capital Planning Grant (NCPG).

Discussion took place regarding the limitations imposed by the Province in regard to Regional Districts and the Northern Capital and Planning Grant (NCPG).

Rescind Motion
RDC 2019-5-12 Northern
Capital Planning Grant

Moved by Director Riis-Christianson Seconded by Director Parker

RDC-2019-6-4

"That the Rural Directors Committee rescind Motion RDC.2019-5-12 – Northern Capital Planning Grant."

Opposed: Director Fisher

CARRIED

Director Greenaway Director Petersen

(All/Directors/Majority)

Discussion took place regarding:

- > Approaching Regional Districts of Fraser-Fort George and Kitimat-Stikine to determine any challenges in allocating NCPG funding
- > Bringing forward the issue at the Union of B.C. Municipalities Convention September, 2019.
  - o Present a rationale to the Province that would be beneficial for both the Province and Regional Districts
  - Request that the parameters be changed to enable the funds to be used as leverage funding
  - o More flexibility is needed to allocate the funds
- > Challenges in regard to criteria e.g. Need an established service to allocate funds and monies can't be allocated to an Electoral Area
- Potential Funding Allocation Options
  - o Rural Directors having the option to provide funding to support member municipalities and assist with projects that benefit rural and municipal residents
  - o Economic Development Services an option for allocating funds
  - o Establishing a Parks and Recreation Service
  - o Allocating funding to planning in Electoral Area "A" (Smithers Rural)
    - Economic Development projects
    - Water service planning
    - Emergency Management planning
- > Determining an equitable method to allocate the funding
- > Two potential opportunities
  - o utilize funding for new opportunities
  - utilize funding for capital expenses such as Fort Fraser Sewer
- > Rural Directors to bring forward a list of potential opportunities to the Regional Board
- > Staff outlined potential funding allocation ideas
  - o Rural Government
  - Environmental Services
    - Reduce taxation
    - Increase Special Projects budget
- > Accountability.

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### DISCUSSION ITEM (CONT'D)

### Northern Capital Planning Grant (NCPG) (Cont'd)

Northern Capital Planning

Grant Criteria

Moved by Director Riis-Christianson Seconded by Director Fisher

RDC- 2019-6-5

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to contact the Regional Districts of Kitimat-Stikine and Fraser-Fort George in regard to the Provincial Government's Northern Capital Planning Grant criteria and parameters; and further, that a written report be prepared to bring forward to the Provincial Government to identify the inequities of the criteria and parameters of the Northern Capital Planning Grant to

Regional Districts."

CARRIED UNANIMOUSLY (All/Directors/Majority)

Northern Capital Planning

Grant

Moved by Director Riis-Christianson Seconded by Director Greenaway

RDC- 2019-6-6

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors allocate the majority of the Northern Capital and Planning Grant funding for projects that benefit Electoral Areas; and further, that Electoral Area Directors have the discretion to provide funding to municipal projects that support municipal and electoral area residents."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Newell and the Rural Directors committee gave permission for Director Thiessen to speak.

Director Thiessen spoke of a number of projects that he, on behalf of the District of Vanderhoof, and Director Petersen, Electoral Area "F" (Vanderhoof Rural) have worked on together to benefit both municipal and rural area residents.

Northern Capital Planning Grant - July 4, 2019 RDBN Meeting

Moved by Director Riis-Christianson Seconded by Director Fisher

RDC- 2019-6-7

"That the Regional District of Bulkley-Nechako Board of Directors at its July 4, 2019 Special Board Meeting regarding Northern Capital Planning Grant develop a funding allocation that meets the current criteria, and further, that the RDBN Board of Directors request a meeting with the Minister of Municipal Affairs and Housing in regard to changing the criteria and parameters of the Northern Capital Planning Grant for Regional Districts."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Cheryl Anderson, Acting CAO commented that potential ideas for the allocation of NCPG funding can be provided to staff for the July 4, 2019 Board Agenda. Staff can assist with cost analysis if required. Ms. Anderson spoke of the time line required to develop a new service.

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### **NEW BUSINESS**

Role of Regional District's

Re: Wildfires

Director Lambert brought forward Regional Districts and their position in regard to wildfire stay and defend decisions. Discussion took place in regard to the Emergency Program Act and the mandate of the Regional District. Jason Llewellyn, Director of Planning indicated that staff are following up in regard to the position of the Regional District and will provide a report to the Regional Board. He also spoke of the RDBN resolutions submitted to UBCM in regard to Permitting Entry into an

Evacuation Order Area and Stay and Defend Policy.

**ADJOURNMENT** 

Moved by Director Riis-Christianson Seconded by Director Lambert

RDC.2019-6-8

"That the meeting be adjourned 10:46 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rob Newell, Chair

Wendy Wainwright, Executive Assistant



# Regional District of Bulkley-Nechako Rural Directors Memorandum

To: Chair Newell and Rural Directors Committee

From: Deneve Vanderwolf, Regional Transit Coordinator

**Date:** August 19, 2019

Re: Bulkley-Nechako Regional Transit Service – Grant in Aid

In 2018, Electoral Areas B, G and the Regional District of Fraser-Fort George Electoral Area C contributed Grant in Aid monies towards operating costs for the Bulkley-Nechako Regional Transit Service.

Staff is looking for direction on whether the Rural Directors would like to contribute Grant in Aid monies in 2019 towards operating costs for the Bulkley-Nechako Regional Transit Service.

A request was made to the Regional District of Fraser Fort George for grant in aid from Electoral Area "C" (Chilako River-Nechako).

I would be pleased to answer any questions.

Recommendation:	(all/directors/majority)
Direction	



# Regional District of Bulkley-Nechako Rural Directors Agenda – September 5, 2019

To:

Chair Newell and Electoral Area Directors

From:

John Illes, Chief Financial Officer

Date:

August 19, 2019

Re:

Distribution of Northern Capital and Planning Grant

Of the \$5.8 Million received for the Northern Capital and Planning Grant the board decided that 30% (\$1,740,000) should be allocated to region-wide projects. A summary of these projects follows:

\$100,000,00 Broadband Connectivity Study	\$420,000.00 \$169,248.00 \$ 25,000.00 \$100,000.00	Recycling Projects RBA Community Sustainability Plan Agricultural Plan Parks and Trails Plan Broadband Connectivity Study
\$ 73,000.00 Emergency Fire Apparatus and Water Tanker Trucks for landfills \$887,248.00  \$852,752.00 Remaining Funds from the regional wide allocation.	\$887,248.00	Emergency Fire Apparatus and Water Tanker Trucks for landfills  Remaining Funds from the regional wide allocation.

Of the \$5.8 M, 70% (or \$4,060,000) was allocated to Regional District established services at the discretion of the Electoral Area Directors. At this time, only one allocation of funds has been made:

Electoral Area "F"

\$ 40,000.00

Cluculz Lake Fire Service Study

There have been several methods discussed for "allocating" these funds; however some method of a fixed amount plus an additional amount by population was generally agreed upon.

Outlined below are several scenarios for consideration:



	Opti	on 1	-	ion 2	Opt	ion 3	
	•	Fixed and 3/4 opulation	-	Fixed and 1/2 Population	Ву Г	Population Only	2016 Census
Area A	\$	1,130,378.65	\$	946,919.10	\$	1,313,838.20	5256
Area B	\$	508,330.25	\$	532,220.17	\$	484,440.34	1938
Area C	\$	410,279.83	\$	466,853.22	\$	353,706.44	1415
Area D	\$	420,966.01	\$	473,977.34	\$	367,954.69	1472
Area E	\$	443,650.72	\$	489,100.48	<b>,</b> \$	398,200.96	1593
Area F	\$	832,102.88	\$	748,068.59	\$	916,137.18	3665
Area G	\$	314,291.65	\$	402,861.10	\$	225,722.20	903
	\$	4,060,000.00	<b>*</b> \$	4,060,000.00	\$	4,060,000.00	16242

Another set of options would be to remove 25% of the Electoral Area allocation (or \$1,015,000) to be allocated to projects that may benefit Electoral Areas as a whole. Projects for such services as Parks and Trails, the Recycling Consolidation Centres in Smithers and Vanderhoof, and projects associated with Protective Services may be worthy of consideration. Removing 25% for shared Electoral Area projects, will reduce the above options by 25%. The table above, reduced by 25%, is presented below for convenience.

	•	on 1 A Fixed and 3/4	•	ion 2 A  Fixed and 1/2	Opti	on 3 A	
	Ву Р	opulation	By F	opulation	Ву Р	opulation Only	2016 Census
Area A	\$	847,783.99	\$	710,189.32	\$	985,378.65	5256
Area B	\$	381,247.69	\$	399,165.13	\$	363,330.25	1938
Area C	\$	307,709.87	\$	350,139.92	\$	265,279.83	1415
Area D	\$	315,724.51	\$	355,483.01	\$	275,966.01	1472
Area E	\$	332,738.04	\$	366,825.36	\$	298,650.72	1593
Area F	\$	624,077.16	\$	561,051.44	\$	687,102.88	3665
Area G	\$	235,718.74	\$	302,145.83	\$	169,291.65	903
	11						16242
	\$	3,045,000.00	\$	3,045,000.00	\$	3,045,000.00	

Once a formula for an Electoral Area distribution of funds has been decided upon, staff will revisit the list of projects that were previously described and provide some advice on prioritization and make recommendations at the October Board Meeting.

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Considering the demand for capital to support the immediate need for a consolidation centre in Smithers and later for a similar centre in Vanderhoof and the consistent and growing demand from the public for additional Parks and Trails, staff recommend Option 1A.

I would be pleased to answer any questions.

### Recommendation:

(All/Directors/Majority)

"That the Rural Directors receive the Chief Financial Officers memo titled "Distribution of Northern Capital and Planning Grant" and

"That the Rural Directors recommend to the Board of the Regional District of Bulkley-Nechako that the 'Rural' portion of the Northern Capital and Planning Grant be allocated as per Option 1A."



# Regional District of Bulkley-Nechako Rural Directors Agenda – September 5, 2019

To:

Chair Newell and Electoral Area Directors

From:

John Illes, Chief Financial Officer

Date:

August 19, 2019

Re:

Community Works Fund (Gas Tax) Allocation Methods

### Overview:

The Community Works Fund is allocated by the Federal Government through the Union of B.C. Municipalities to British Columbia's local governments based on the population of the local government found in the most recent Statistics Canada Census.

The Regional District receives its funding based on the combined population of its Electoral Areas.

Currently the Regional District Board (as a whole) holds these funds and the Board allocates these funds based on recommendations of each Electoral Area Director. Each Electoral Area Director is provided an "allocation" based on population from which they can make a recommendation.

### **Review of Current Practices of other Regional Districts:**

The current practice amongst the province's regional districts varies. Regional District of Kitimat-Stikine (RDKS) provides an equal sum to each Electoral Area and then allocates the remainder by population. Regional District of Fraser-Fort George does not allocate funds to Electoral Areas but rather the Electoral Area Directors vote on each project proposed by staff, Directors or members of the public.

Similar to RDKS, qathet Regional District distributes the funding on a base amount and then the remainder on a per capita basis; however, projects will be considered for both rural and municipal initiatives.

East Kootenay Regional District has a pooled fund administered by the Electoral Area Directors. Funds are generally distributed based on their strategic priority setting session and are primarily used for projects that benefit rural residents.

The Regional District of Okanagan-Similkameen allocates funds only to assets owned or leased by the Regional District or one of its member municipalities.

The Columbia Shuswap Regional District allocates 10% of the funds to projects that benefit all electoral areas, 80% on a per capita basis to each electoral area; and 10%



forms a base amount to be added to the per capita basis allocation for each electoral area.

### Discussion:

If the Electoral Area Directors were to establish a model similar to Columbia Shuswap, the allocation for 2019 would change from the first column to the second column in Table 1.

As the Electoral Area Directors have usually expressed a willingness to provide funding to Environmental Services for upgrades to transfer stations or recycling centres within their Electoral Areas, a third option is presented with an additional 15% of the funds added to Regional District led capital projects. Gas Tax funds can also be used to fund the capital portion of a new Regional Parks and Trail service.

Because of the heavy administrative cost of managing smaller Community Work Fund grants to other agencies, any increase in the shared funding allocation will reduce administrative costs. The current administrative cost estimate (from the allocation of staff time) is 0.7 of one full time person which is about 6% of the annual Community Works fund allocation.

TABLE 1

	Current Mode	Population 10%	10% Fixed 65% Population 25% Shared	2016 Census
Area A	\$ 277,574.36	5 \$ 234,313.13	\$ 192,676.98	5256
Area B	\$ 102,347.62	2 \$ 94,131.75	\$ 78,779.60	1938
Area C	\$ 74,727.50	\$ 72,035.65	\$ 60,826.52	1415
Area D	\$ 77,737.72	2 \$ 74,443.82	\$ 62,783.17	1472
Area E	\$ 84,127.84	\$ 79,555.92	\$ 66,936.75	1593
Area F	\$ 193,552.13	\$ \$ 167,095.36	\$ 138,062.54	3665
Area G	\$ 47,688.29	\$ 50,404.28	\$ 43,251.04	903
Shared	\$	\$ 85,775.55	\$ 214,438.87	16242
	\$ 857,755.46	5 \$ 857,755.46	\$ 857,755.46	

I would be pleased to answer any questions.

Recommendation:	(All/Directors/Majority)
Receipt	



### MEMORANDUM

To: Rural Directors

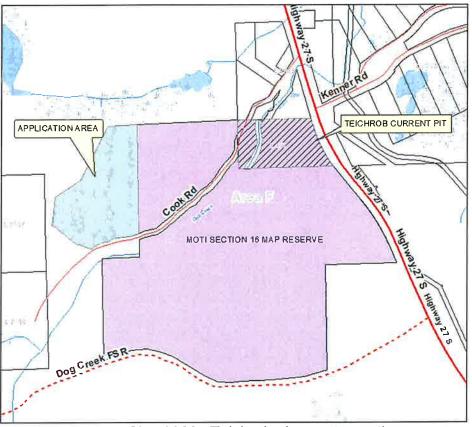
From: Sam West, Planning Technician

Date: August 19th, 2019

Re: Land Referral File No. 0282536 (MOTI)

This application is for an amendment to MOTI file 0282536. MOTI is exploring the possibility of giving up a portion of MOTI Section 16 Map Reserve to Dick Teichrob from Fort St James, should an equal size of land with suitable aggregate be made available in the vicinity. This application for an amendment would allow an investigation of the land identified as the application area.

The Teichrob pit is located in the



northeastern corner of the MOTI Reserve. Should Mr. Teichrob choose to continue operating, he may have to obtain a new source of gravel. This is likely to be directly south of the current pit. Should Mr. Teichrob apply for the use of MOTI land, another referral will be sent to the RDBN.

Quarry tenures on Crown Land are in the form of a Map Reserve with the Ministry of Forests Lands and Natural Resources Operations, and take possession of or use gravel, sand and other materials on the land authorized under Section 16 of the *Land Act*.

The subject property is legally described as the 'Unsurveyed Crown Land in the Vicinity of District Lot 2987, Range 5 Coast District' located along Cook Rd, approximately 18 kilometres south of the District of Fort St. James. The application area is approximately 12.3 ha. in size. MOTI's current section 6 reserve (85.0 ha) is seen on the map.

The application area is zoned Rural Resource (RR1).

### Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 0282536.

Rural Directors – All/Directors/Majority

Reviewed by:

Jason Llewellyn

Director of Planning

Written by:

Sam West

Planning Technician



# REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 0282536

Electoral Area: F

Applicant: Ministry of Transportation and Infrastructure (MOTI)

Existing Land Use: Vacant

Zoning: Rural Resource (RR1) under Regional District of Bulkley-

Nechako Zoning Bylaw No. 700, 1993.

Plan Designation Resource (RE) under Vanderhoof Rural Official Community

Plan, Bylaw No. 1517, 2009

**Proposed Use Comply** 

With Zoning: Yes, aggregate exploration, extraction and processing is a

permitted use in the RR1 zone.

If not, why?

Agricultural Land Reserve: Outside the ALR

Access Highway: Cook Rd

Archaeological Site: None according to provincial mapping

Building Inspection: Within the Building Inspection Area

**Fire Protection:** Outside the Rural Fire Protection Area

Other comments: None.

### Jennifer MacIntyre

From:

Front Counter BC@gov.bc.ca

Sent:

July 24, 2019 2:32 PM

To:

Jennifer MacIntyre

Cc: Subject: Maria Sandberg; Deneve Vanderwolf

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0282536 - Province of BC Referral Request on a Proposal for a Map Reserve

Regional District of Bulkley-Nechako Jennifer MacIntyre

Map Reserve

Referral Number: 115135115 - 002

Reference Number: Forests, Lands and Natural Resource Operations / 0282536

Request Sent: July 24, 2019

Response Due: September 7, 2019

You are invited to comment on the following Crown land application. A response is required in order for the application and adjudication process to move ahead.

File:0282536

Proponent: Ministry of Transportation & Infrastructure

Tenure Type: Amendment of Withdrawal from Disposition (Sec.16)
Intended Land Use/background context: Aggregates & Quarry Materials

BCGS Mapsheet: 93K.029 Location: Dog Creek

Legal Description: Unsurveyed Crown Land in the Vicinity of District Lot 2987, Range 5 Coast District

Area (ha): 12.3

Dick Teichrob from Ft St James is interested in acquiring a portion of MOTI Section 16 Reserve, File 0282536. MOTI does not usually agree to requests like this, but in this case may be able to release a small portion should an equal size of land with suitable quantity and quality of aggregate be made available to MOTI in the vicinity.

MOTI have identified an area which may have potential for aggregate, so have submitted this amendment application to have the area added to file 0282536 so that they can start the process to get the investigation completed.

If the investigation proves that there is aggregate material there suitable for MOTI use, they could then release the area that Dick is interested in.

So at this point the application area is only the amendment area to be investigated. Any additional applications will be subject to referrals/consultation when the time comes, and if the investigative area is successful.

Please <u>Click Here</u> to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit http://www.frontcounterbc.gov.bc.ca/ereferrals.html for instructional videos. To obtain a BCeID, please visit https://www.bceid.ca/

For technical assistance with e-Referrals, please contact FrontCounter BC at 1-877-855-3222.

For more information regarding this referral, please contact the "Email Coordinator" given within the referral.

Note that it can take an extended period of time to connect from the BCeID login to the e-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

Please do not reply to this email.

Maureen Tait

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Maureen.Tait@gov.bc.ca

