

REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEETING NO. 8

Thursday, July 16, 2020

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill
Shane Brienen
Mark Fisher
Dolores Funk – via teleconference
Judy Greenaway
Tom Greenaway
Clint Lambert
Brad Layton – arrived at 11:00 a.m.
Linda McGuire
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey – via teleconference – arrived at 10:54 a.m., left at 12:00 p.m.

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Nellie Davis, Regional Economic Development Coordinator – arrived at 10:53 a.m.
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services – arrived at 11:03 a.m., left at 12:01 p.m.
Jason Llewellyn, Director of Planning
Sashka Macievich, Controller – left at 12:01 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Thiessen called the meeting to order at 10:50 a.m.

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director T. Greenaway
Seconded by Director Fisher

2020-8-1

“That the Board Meeting Agenda of July 16, 2020 be approved; and further, that the Supplementary agenda be received and dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
-June 18, 2020

Moved by Director McGuire
Seconded by Director Parker

2020-8-2

“That the Board Meeting Minutes of June 18, 2020 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors)

Development Variance Permit Application

Development Variance Permit Application No. C-01-20 (Tschampa) - Electoral Area "C" Moved by Director T. Greenaway
Seconded by Director J. Greenaway

2020-8-3 "That the Board approve Development Variance Permit C-01-20 for the property located at 11186 Huffman Drive to vary Section 3.0.8 d) of Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 to decrease the setback from the natural boundary of a lake from 15 metres to 6.7 metres for the proposed addition and the existing cabin built in general compliance with Schedule A of the permit."

(Participants/Directors/Majority) DEFEATED

DEVELOPMENT SERVICES (All Directors)

Crown Land Referrals

Crown Land Application Referral No. 7410139 (Manahan) Electoral Area "D" Moved by Director Parker
Seconded by Director Lambert

2020-8-4 "That Regional District of Bulkley-Nechako Comment Sheet on Crown Land Application Referral No. 7410139 be provided to the Province."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Crown Land Application Referral No. 0145394 and 0208575 (Land Act Reserves in Lake Kathlyn) Electoral Area "A" Moved by Director Fisher
Seconded by Director Atrill

2020-8-5 "That BC Parks be informed that the RDBN has no interest in assuming responsibility for the subject property, and that BC Parks be asked to reconsider their position that the reserve on these lands, and the provision of parkland in this area, is outside of their mandate."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Mine Referral

Director Newell recused himself from the meeting at 11:08 a.m. in regard to Mine Application Referral No. 13990-02-223 (Ace Ventura Gold) Electoral Area “C” due to his employer being the Ministry of Energy, Mines & Petroleum Resources.

Mine Application Referral Moved by Director T. Greenaway
No. 13990-02-223 (Ace Seconded by Director J. Greenaway
Ventura Gold) Electoral Area “C”

2020-8-6 “That Regional District of Bulkley-Nechako Comment Sheet on Mine Referral No. 13990-02-223 be provided to the Province as the Regional District’s comments on Mine Application Referral No. 13990-02-223 (Ace Ventura Gold).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Newell returned at 11:09 a.m.

CORRESPONDENCE

Correspondence Moved by Director Parker
Seconded by Director Layton

2020-8-7 “That the Board receive the following correspondence:
➤ Province of B.C. News Release - ALR Revitalization Reduces Costs, Makes Life Better for Farmers
➤ Agricultural Land Commission (ALC) Correspondence titled Non-Adhering Residential Use Applications – Policy L-26 Adopted April 2020.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Annual UBCM Convention The Board discussed requesting the following Minister meetings
-Minister Meetings at the 2020 UBCM Virtual Convention:

- The Honourable George Heyman, Minister of Environment and Climate Change Strategy
 - Cardboard Recycling
- The Honourable ClaireTrevena, Minister of Transportation and Infrastructure
 - Highway 27 and Highway 16 Intersection - Vanderhoof weigh scales – lack of merging lane
 - Active Transportation - Cycle 16 corridor exists within Ministry of Transportation and Infrastructure right of way
- The Honourable Mike Farnworth, Minister of Public Safety and Solicitor General
 - Continue Emergency Management discussion
 - 2019 UBCM Resolutions follow-up

ADMINISTRATION REPORTS (CONT'D)

- The Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development
 - 2018 wildfire salvage not being carried out based on allocation
 - Moose cow calf hunt
 - Rural Development
 - Recycling ICI (Industrial Commercial Institutional) issues
 - Connectivity issues
- The Honourable Anne Kang, Minister of Citizens' Services
 - Funding envelopes for connectivity
- The Honourable Lana Popham, Minister of Agriculture
 - Follow up on the changes to ALR Policies
 - Follow up on ALC Regulations – Building Permits/New home build regulations
- BC Ambulance Service
 - Paramedics having to work in communities outside of their residents
 - BC Ambulance community coverage

Discussion took place in regard to:

- Writing a letter to Premier Horgan regarding the Ministry of Forests, Lands, Natural Resource Operations and Rural Development portfolio being large and Rural Development needing to be a standalone Ministry
- BC Assessment meeting
 - BC Assessment staff is tentatively intending to attend the August 2020 Regional District Meeting
- Eamon O'Donoghue, Assistant Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development
 - Forest Enhancement and Restoration and Crown Land
 - Staff will follow up to reschedule meeting with Mr. O'Donoghue.

Annual UBCM Convention
-September 22-24, 2020

Moved by Director T. Greenaway
Seconded by Director McGuire

2020-8-8

"That the Board authorize attendance of Chair Thiessen, Rural Directors, the Chief Administrative Officer, and Manager of Administrative Services at the virtual UBCM Convention from September 22-24, 2020;

ADMINISTRATION REPORTS (CONT'D)

2020-8-9

Moved by Director Fisher
Seconded by Director Newell

That Motion 2020-8-8 be amended to include: and the Board approve associated sub-regional networking meeting costs related to UBCM.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

“That the question was called on motion 2020-8-8 as amended.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Credit Card Payments

Moved by Director Riis-Christianson
Seconded by Director Atrill

2020-8-10

“That the Board approve entering into an agreement with Option Pay for processing credit card payments on behalf of the Regional District.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Drone Purchase

Moved by Director Riis-Christianson
Seconded by Director Atrill

2020-8-11

“That the Board approve the purchase of a Drone similar to the Phantom RTK with a cost not to exceed \$15,000.”

2020-8-12

Moved by Director Riis-Christianson
Seconded by Director Lambert

That the Board defer Motion 2020-8-11 and that staff provide a detailed financial analysis and capabilities of private companies to provide service.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Concerns were brought forward in regard to the ownership and additional costs associated.

ADMINISTRATION REPORTS (CONT'D)

Gas Tax and NCPG Allocation Moved by Director Fisher
Seconded by Director T. Greenaway

2020-8-13

"That the Board receive the 2020 Gas Tax allocation;

That the Board "swap" \$179,252 (\$129,252 from Area "C", \$25,000 from Area "D" and \$25,000 from Area "B") of NCPG to Electoral Area "A" in exchange for Gas Tax from Electoral Area "A";

That the Board allocate \$60,000 from the Area "C" NCPG allocation to the Luck Bay Fire Department local service; an additional \$384,756 from the Area "A" NCPG allocation to the Parks and Trails local service; and an additional \$50,000 from the Area "A" NCPG allocation to the Area "A" Emergency Response Plan and that these amounts be included in the next budget amendment."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2019 Statement of Financial Information

Moved by Director Lambert
Seconded by Director Parker

2020-8-14

"That the Board approve the 2019 Statement of Financial Information (SOFI) for filing with the Ministry of Municipal Affairs and Housing pursuant to the *Financial Information Act*, and that the Board authorize the signing of the SOFI Approval by the RDBN Chief Financial Officer and Chair."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- SOFI - Legislative Requirement yearly including Financial Statements
- Municipalities required to complete a yearly Annual Report
- Regional Districts are not required to complete an Annual Report
 - o Utilization of Annual Reports
 - o Process to develop and interrelate strategic documents for an Annual Report
- Staff will request the 8 municipal Annual Reports within the region
- Future Committee of the Whole RDBN Strategic Planning Session and Annual Report discussion

Break for lunch at 12:01 p.m.

Reconvened at 12:58 p.m.

ADMINISTRATION REPORTS (CONT'D)

Bulkley Valley Pool Update Moved by Director Fisher
Seconded by Director Layton

2020-8-15 "That the Board contact the Province and request an exemption from liability (for COVID related claims) for societies that manage recreation services on behalf of a local government."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Lakes Economic Development Service Establishment Repeal Bylaw No. 1910, 2020 Moved by Director Riis-Christianson
Seconded by Director Lambert

2020-8-16 "That Lakes Economic Development Service Establishment Repeal Bylaw No. 1910, 2020 be adopted this 16th day of July, 2020."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Electoral Area "A" Pedestrian Crosswalk Local Services Establishment Repeal Bylaw No. 1911, 2020 Moved by Director Fisher
Seconded by Director Layton

2020-8-17 "That Electoral Area "A" Pedestrian Crosswalk Local Service Establishment Repeal Bylaw No. 1911, 2020 be adopted this 16th day of July, 2020."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Chair Thiessen, as Mayor of the District of Vanderhoof recused himself from the meeting at 1:03 p.m. in regard to Federal Gas Tax Funds – Electoral Area "F" (Vanderhoof Rural) District of Vanderhoof.

Federal Gas Tax Funds -Electoral Area "F" (Vanderhoof Rural) District of Vanderhoof Moved by Director Petersen
Seconded by Director Brienen

2020-8-18 1. "That the Board authorize contributing up to \$310,962 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof for Recreation Infrastructure projects at Riverside Park and the Vanderhoof Arena, as well as for a Rehabilitation project at the Vanderhoof Municipal Airport, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Board authorize the withdrawal of up to \$310,962 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Chair Thiessen returned at 1:04 p.m.

ADMINISTRATION REPORTS (CONT'D)

Cluculz Lake Fire Services Agreement

Moved by Director Petersen
Seconded by Director Layton

2020-8-19

“That the Board enter into the Cluculz Lake Rural Fire Protection Agreement with the Cluculz Lake Volunteer Fire Department for a five (5) year term ending on June 30, 2025.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crisis Communications Plan

Moved by Director Layton
Seconded by Director T. Greenaway

2020-8-20

“That the Board approve the Crisis Communications Plan.”

2020-8-21

Moved by Director Riis-Christianson
Seconded by Director Lambert

That Motion 2020-8-20 be amended to include: revisit the Crisis Communication Plan at the completion of the Hazard Risk Vulnerability Assessment”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

“That the question be called on Motion 2020-8-20 as amended.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Predeveloped media releases
 - o Drafts exist in the RDBN EOC Operations Plan
- Crisis Communications Plan being built using the HRVA (Hazard Risk Vulnerability Assessment)
- Developing a detailed Crisis Communication Plan
- Social Media has changed the importance of immediate communication
- Revisit the Crisis Communication Plan at the conclusion of the HRVA
 - o Potentially utilizing Northern Capital Planning Grant Funding to complete a detailed Crisis Communication Plan.

UBCM Community Excellence Awards

Moved by Director McGuire
Seconded by Director J. Greenaway

2020-8-22

“That the Board support an application to the Union of BC Municipalities (UBCM) for the 2020 Community Excellence Awards – Excellence in Service Delivery for the RDBN's FireSmart Home Assessment & Rebate Database Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

RDBN Metal Recycling Update Moved by Director Layton
Seconded by Director T. Greenaway

2020-8-23 "That the Board receive the Director of Environmental Services' July 16, 2020 memo titled RDBN Metal Recycling Update."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place in regard to continuous changes and creative and innovative ideas in regard to recycling business solutions. The potential to revisit the RDBN Metal Salvaging Policy was also discussed. Staff will bring forward possible options in regard to metal salvaging/recycling.

VERBAL REPORTS (CONT'D)

Town of Smithers By-Election -Mayor Director Atrill mentioned that the By-Election for Mayor of the Town of Smithers will be called at the end of July 2020. Director Atrill announced that she intends to run for the position thus she will need to resign her current position of Councillor/Acting Mayor.

District of Houston 9th Street Revitalization Project Director Brienens reported that the District of Houston is moving forward with its 9th Street Revitalization Project.

Former Mayor of District of Houston Passed Away Director Brienens commented that former District of Houston Mayor Adrian Meeuwissen passed away recently. He served as Mayor from 1980 to 1987 and also served as Councillor and in other roles in the community.

Electoral Area "A" (Smithers Rural) Society Meetings Director Fisher noted that CAO Helgesen attended meetings in Electoral Area "A" (Smithers Rural) along with Director Fisher with Societies and its members within the area to ensure that the services in place are meeting current needs.

Meeting with the Town of Smithers District Chamber of Commerce Director Fisher and CAO Helgesen also met with the Town of Smithers District Chamber of Commerce to discuss cardboard recycling initiatives.

Nechako Kitamaat Development Funding Electoral Area "D" (Fraser Lake) -Fort Fraser Director Parker announced that Nechako Kitamaat Development Fund (NKDF) included the unincorporated community of Fort Fraser within Electoral Area "D" (Fraser Lake) in its funding toward COVID-19 Recovery Response initiatives. He expressed his appreciation for the funding.

Meetings – Electoral Area "E" (Francois/Ootsa Lake Rural) Director Lambert and CAO Helgesen attended a meeting in Electoral Area "E" (Francois/Ootsa Lake Rural) with the Southside Economic Development Council. Discussion items included cell towers and the new Southside Volunteer Fire Department Fire Truck.

Director Lambert and CAO Helgesen also visited the RDBN property at Hospital Point on the Southside of Francois Lake.

District of Fort St. James -Seniors Housing Project Director J. Greenaway mentioned that the District of Fort St. James partnered with Connexus for a Senior Housing project in the community. The proposal is for 28 one bedroom units.

VERBAL REPORTS (CONT'D)

<u>District of Fort St. James Municipal Office Re-opens</u>	Director J. Greenaway reported that the District of Fort St. James Municipal Office re-opened to the public on July 14, 2020. It had been closed due to the COVID-19 Pandemic.
<u>Village of Telkwa Receives Funding</u>	Director Layton commented that the Village of Telkwa received Wastewater Replacement Grant funding of \$2.4 million and they also received \$1.4 million in funding for looping its water system in anticipation of housing development.
<u>Village of Telkwa Housing</u>	Director Layton mentioned that the Village of Telkwa Council had a presentation of its Housing Study at its past meeting. He noted that staff will work with RDBN staff in regard to moving forward apartment buildings and townhouses.
<u>Federal Gas Tax Funding for Mount Pope Arts Facility</u>	Director T. Greenaway reported that the renovations to the Mount Pope Arts Facility are progressing well. Director Greenaway provided Federal Gas Tax Funding for the project.
<u>Village of Granisle – Waste Water Replacement Grant</u>	Director McGuire spoke of receiving Wastewater Replacement Grant funding in the amount of \$4.3 million.
<u>Village of Granisle – Canada Day Celebration</u>	Director McGuire mentioned that the Village of Granisle hosted its Canada Day Celebrations following COVID-19 guidelines. Due to challenges experienced during the celebrations the Village of Granisle has cancelled Granisle Days for 2020.
<u>2020 UBCM Virtual Convention</u>	Director McGuire voiced concerns in regard to the 2020 UBCM Convention being held virtually. She noted that networking will be challenging with the limitations of virtual platforms.
<u>Village of Granisle 2020 SOFI and Annual Report</u>	Director McGuire noted that the Village of Granisle has adopted its SOFI and Annual Report and both will be on the Village of Granisle website.
<u>RDBN Parks and Outdoor Recreation Discussion with Village of Granisle</u>	Director McGuire mentioned that the Village of Granisle is anticipating the presentation from Regional District staff regarding the RDBN Parks and Outdoor Recreation Services Study.
<u>Buckflats Road Traffic</u>	Director Newell brought forward concerns in regard to the increased traffic on Buckflats Road due to increased construction activity.
<u>Connectivity Issues in Areas of Electoral “G” (Houston Rural)</u>	Director Newell spoke of the challenges associated with internet connectivity in areas of Electoral Area “G” (Houston Rural).
<u>Village of Burns Lake Receives Active Living Grant</u>	Director Funk mentioned that the Village of Burns Lake received an Active Living Grant to build sidewalks.
<u>Thank You to RDBN Staff</u>	Director Funk thanked Jason Llewellyn, Director of Planning for his presentation to Village of Burns Lake Council in regard to the Parks and Outdoor Recreation Services Study. She also thanked Janette Derksen, Deputy Director of Environmental Services for providing information in regard to ICI recycling issues in the region.

VERBAL REPORTS (CONT'D)

District of Vanderhoof - Paving Projects Chair Thiessen mentioned that paving is taking place within the District of Vanderhoof.

Rio Tinto – Reservoir Chair Thiessen brought forward concerns in regard to the significant changes in the levels of the reservoir. He noted that in April 2020 the reservoir levels were abnormally low and currently the levels are unusually high. He mentioned that data has been requested for the past ten years and the impact of the Mountain Pine Beetle.

LBN Foundation Agreement Meeting Chair Thiessen and CAO Helgesen met with the Lake Babine Nation in regard to the LBN Foundation Agreement on July 6, 2020 at the LBN Band Office. There is a want to create partnerships and work together to move initiatives forward. Chair Thiessen expressed his appreciation that LBN requested an opportunity to meet and discuss the Agreement as it is not part of the process.

Receipt of Verbal Reports Moved by Director Brienens
Seconded by Director Petersen

2020-8-24 "That the verbal reports of the various Board of Directors be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE & ACTION LIST

Administration Correspondence and Action List Moved by Director McGuire
Seconded by Director T. Greenaway

2020-8-25 "That the following be received:

Administration Correspondence

- Northern Development Initiative Trust – Regional Business Liaison Program – Bulkley Nechako ND Project Number 6957 20
- Northern Development Initiative Trust – Regional Business Liaison Program – Bulkley Nechako Northwest ND Project Number 6958 20
- Nechako-Kitamaat Development Fund Society – NKDF COVID-19 Recovery Response
- Union of BC Municipalities – Gas Tax Agreement Community Works Fund Payment
- University of Northern BC – Nechako Valley Ag – Partnership Development

Action List

-June, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ENVIRONMENTAL SERVICES REPORT

Conditional Suspension of Cardboard Ban at the Knockholt Landfill

Moved by Director Fisher
Seconded by Director Atrill

2020-8-26

“That the Board rescind motion 2020-5-21 that reads as follows:
“That the Board re-establish the ban on cardboard at the
Knockholt Landfill on August 1, 2020.”

And that the Board temporarily suspend the cardboard ban at the
Knockholt Landfill on a month-by-month basis, but not to exceed
November 1, 2020, to support the progress that is being made
on an ICI (Industrial Commercial Institutional) cardboard solution
for the region.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PLANNING

Submissions

Correspondence

Moved by Director T. Greenaway
Seconded by Director Lambert

2020-8-27

“That the Board receive the following

Planning Submissions

Development Variance Permit Application No. C-01-20
(Tschampa) – Electoral Area “C”:
-Submission from Tschampa
-Submission from Schlueter

Administration Correspondence

-BizBiz BC – New Online Resource Marketplace Supports BC
Agri-Food Sector.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

2020 UBCM Minister Meeting Request

Director Fisher mentioned requesting a meeting with the Minister
of Municipal Affairs and Housing in regard to the impact of the
Step Code and implementing a sub-category for tiny homes.

Home Insurance in the Region

Director Lambert spoke of concerns regarding Insurance
companies significantly increasing insurance rates or not
providing coverage for homes in some rural areas of the region
due to the potential for wildfires. Director Lambert brought
forward the potential to utilize FireSmart initiatives to advocate
for reasonable rates. Chair Thiessen mentioned that a number
of concerns have been brought forward due to various insurance
companies not providing insurance for homes due to perceived
potential issues in regard to such things as plumbing, heating,
etc. Staff will investigate having an insurance delegation present
to the Regional Board.

IN-CAMERA MOTION

Moved by Director Lambert
Seconded by Director McGuire

2020-8-28

“In accordance with Section 90 of the Community Charter, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(c) - labour relations or other employee relations (Fire Services); 90(1)(e) - the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality (Property Acquisition); 90(1)(g) - litigation or potential litigation affecting the municipality (Building Regulations); and 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Boundary Expansion/First Nations Agreements) must/may be closed to the public, therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director J. Greenaway
Seconded by Director McGuire

2020-8-29

“That the meeting be adjourned at 1:55 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant