

AGENDA

MEETING NO. 12

AUGUST 15, 2024

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VISION

“A World of Opportunities
Within Our Region”

MISSION

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, August 15, 2024

First Nations Acknowledgement

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA - August 15, 2024</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
7-22	Board Meeting Minutes – July 18, 2024	Approve
	<u>DELEGATION</u>	
	<u>BC HYDRO</u> Debra Lamash, Stakeholder Engagement Advisor Mark Alexander, Project Manager Re: North Coast Electrification Update	
	<u>ELECTORAL AREA PLANNING</u>	
	<u>Bylaw for 3rd Reading</u>	
23-50	Danielle Patterson, Senior Planner Rezoning Application RDBN 03-21 Third Reading Bylaw Nos. 2037, 2024 and 2038, 2024	Recommendation
	<u>DEVELOPMENT SERVICES</u>	
	<u>ALR Application</u>	
51-60	Cameron Kral, Planning Technician ALR Subdivision Application No. 1272 Electoral Area F (Vanderhoof Rural)	Recommendation

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	<u>Other</u>	<u>ACTION</u>
61-62	Jason Llewellyn, Director of Planning Coastal GasLink Pipeline Electrification Optionality Amendment	Recommendation
	<u>REGIONAL TRANSIT</u>	
63-70	Jason Llewellyn, Director of Planning Fort St. James and Telkwa Transit Service Participation	Recommendation
	<u>ENVIRONMENTAL SERVICES</u>	
71-72	Alex Eriksen, Director of Environmental Services – Asbestos Safety Program Implementation - Update	Receive
	<u>ADMINISTRATION REPORTS</u>	
73	Cheryl Anderson, Director of Corporate Services – Union of B.C. Municipalities Convention – Provincial Government Staff Meetings	Direction
74-77	Cheryl Anderson, Director of Corporate Services – Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2060, 2024	Recommendation
78-80	John Illes, Chief Financial Officer/ Nellie Davis, Manager of Regional Economic Development – Community Works Fund Grants For Non-government Assets	Recommendation
81	Nellie Davis, Manager of Regional Economic Development – Canada Community Building Fund Electoral Area B (Burns Lake Rural) - Village of Burns Lake	Recommendation

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
82	Nellie Davis, Manager of Regional Economic Development – Northern Capital and Planning Grant from Electoral Area B (Burns Lake Rural) - Environmental Services Capital	Recommendation
83-86	Nellie Davis, Manager of Regional Economic Development – Grant in Aid Request – Nechako Valley Regional Cattlemen’s Association	Recommendation
87-99	John Illes, Chief Financial Officer - Local Service Area Contract – Fraser Lake and District Rebroadcasting	Recommendation
100	Jason Blackwell, Regional Fire Chief - Trailer Purchase for the Rural Fire Departments	Recommendation
101	Nellie Davis, Manager of Regional Economic Development – Canada Community Building Fund Electoral Area A (Smithers/Telkwa Rural) - Northern Edge Sports Association	Receive
102	Jason Blackwell, Regional Fire Chief - Disposal of Mobile ESS Trailer	Receive
103-128	Christopher Walker, Emergency Services Manager – 2023 After-Action Summary Report	Receive
129-169	Christopher Walker, Emergency Services Manager – Simon Fraser University Policy Report on <i>Emergency Wildfire Evacuation Rates In British Columbia</i>	Receive
170-172	John Illes, Chief Financial Officer – June 30, 2024 Statement of Operations	Receive
173-186	John Illes, Chief Financial Officer – Local Government Climate Action Program (LGCAP)	Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
187-188	Minister of Housing – Small-Scale Multi-Unit Housing	Receive
189	Peace River Regional District – Request for Audit of Northern Health	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), and 90 (2)(b) of the *Community Charter* for the Board to deal with matters relating to the following:

- Labour Relations
- 9-1-1

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 11****Thursday, July 18, 2024**

PRESENT:	Chair	Mark Parker
	Directors	Gladys Atrill Shane Brienen – arrived at 10:18 a.m., left at 10:34 a.m., returned at 10:40 a.m. Leroy Dekens Martin Elphee Clint Lambert Linda McGuire Shirley Moon Kevin Moutray Chris Newell – arrived 10:09 a.m. Michael Riis-Christianson Stoney Stoltenberg Henry Wiebe
	Directors Absent	Judy Greenaway, Electoral Area C (Fort St. James Rural) Sarrah Storey, Village of Fraser Lake
	Alternate Director	Audrey Fennema, Village of Fraser Lake
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Director of Corporate Services John Illes, Chief Financial Officer Jason Blackwell, Regional Fire Chief – left at 12:56 p.m. Megan D'Arcy, Regional Agriculture Coordinator – via Zoom – arrived at 11:13 a.m. Nellie Davis, Manager of Regional Economic Development -arrived at 10:25 a.m., left at 10:30 a.m., returned at 11:39 a.m. Janette Derksen, Waste Diversion Supervisor – arrived at 10:22 a.m., left at 10:30 a.m. Alex Eriksen, Director of Environmental Services – arrived at 10:22 a.m., left at 10:30 a.m. Jason Llewellyn, Director of Planning – via Zoom – left at 10:20 a.m. Christopher Walker, Emergency Program Coordinator – left at 11:16 a.m. Wendy Wainwright, Deputy Director of Corporate Services
	Others	Tyler W. Banick, Public Affairs, CN Rail – via Zoom – arrived at 10:25 a.m., left at 11:38 a.m. Lara Beckett, Chair, Regional District of Fraser-Fort George – via Zoom – arrived at 12:50 p.m.

Others (Cont'd) Chris Calder, Chief Administrative Officer, Regional District of Fraser-Fort George – via Zoom – arrived at 12:50 p.m.
 Abigail Campbell, Dangerous Goods & Emergency Response, CN Rail– via Zoom – arrived at 10:29 a.m., left at 11:38 a.m.
 Chris Kellett, Chris Kellett & Associates, Ltd. – via Zoom – arrived at 12:50 p.m.
 Mike Linder, Environmental Field Operations, CN Rail– via Zoom – arrived at 10:30 a.m., left at 11:38 a.m.
 Annemarie Middleton, Senior Manager, Infrastructure Advisor, Colliers Project Leaders – via Zoom – arrived at 12:55 p.m.

CALL TO ORDER

Chair Parker called the meeting to order at 10:00 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director Stoltenberg
 Seconded by Director Lambert

2024-11-1

“That the Board Meeting Agenda of July 18, 2024 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
-June 20, 2024

Moved by Director Stoltenberg
 Seconded by Director Elphee

2024-11-2

“That the Board Meeting Minutes of June 20, 2024 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORT

What We Heard Report on
(EDMA) Regulations for
Local Authorities

Moved by Director McGuire
 Seconded by Director Riis-Christianson

2024-11-3

“That the Board receive the Emergency Program Coordinator’s What we Heard Report on Regulations for Local Authorities memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

ALR Application

ALR Non-Farm Use
Application No. 1270
Electoral Area A (Smithers/
Telkwa Rural)

Moved by Director Stoltenberg

Seconded by Director Atrill

2024-11-4

1. "That Agricultural Land Reserve Non-Farm Use Application No. 1270 be forwarded to the Agricultural Land Commission (ALC) with the recommendation that the application be approved.
2. That the ALC be requested to ensure adequate invasive plant management on the subject property.
3. That the ALC be requested to include the entire looped portion of the driveway in the Non-Farm Use area."

Opposed: Director Stoltenberg CARRIED

(All/Directors/Majority)

Land Referrals

Crown Land Application
Referral No. 7410331
Electoral Area C (Fort St.
James Rural)

Moved by Director Elphee

Seconded by Director Moutray

2024-11-5

"That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Referral No. 7410331."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crown Land Application
Referral No. 0260271
Electoral Area C (Fort St.
James Rural)

Moved by Director Elphee

Seconded by Director Lambert

2024-11-6

"That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Referral No. 0260271."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Other

Coastal GasLink Pipeline
 Electrification Optionality
 Amendment

Moved by Director Riis-Christianson
 Seconded by Director Wiebe

2024-11-7

"That the Board direct staff to respond to the Environmental Assessment Office that the Coastal GasLink Pipeline's response does not address the RDBN's comments and concerns and that the RDBN's comments and concerns remain applicable."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Advisory Planning
 Commission Meeting
 Minutes June 3, 2024
 - Electoral Area A (Smithers
 /Telkwa Rural)

Moved by Director Stoltenberg
 Seconded by Director Dekens

2024-11-8

"That the Electoral Area A (Smithers/Telkwa Rural) Advisory Planning Commission Meeting Minutes for June 3, 2024 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PARKS AND TRAILS

Recreation Contribution
 Grant Program Applications

Moved by Director Riis-Christianson
 Seconded by Director Newell

2024-11-9

1. "That the Board approve the Recreation Contribution Grant Program funding requests as recommended by the Recreation Contribution Service Advisory Committees.
2. That the Board authorize staff to enter into funding agreements with the applicants and release the funds in accordance with the agreements.
3. That funding agreements with the Backcountry Horsemen (Committee Recommendation 1) and the Burns Lake Airsoft Association (Committee Recommendation 9) not be entered into until Zoning Bylaw compliance issues are resolved to the Board's satisfaction."

PARKS AND TRAILS (CONT'D)

Moved by Director Elphee
Seconded by Director Atrill

2024-11-10

That Motion 2024-11-9 Recommendation 1. be amended as follows:

1. "That the Board approve the Recreation Contribution Grant Program funding requests as recommended by the Recreation Contribution Service Advisory Committees with the removal of Recommendation 8 regarding the Lakes District Fall Fair, and the amendment of Recommendation 15 to read "That the Committee recommend to the Regional District Board that up to \$10,000 of grant funding per year for three years be approved for the Stuart Lake Golf Club to be used solely for increased regular employee hours on maintenance resulting in decreased volunteer work on maintenance."

(All/Directors/Majority) CARRIED UNANIMOUSLY

"That the question be called on Motion 2024-11-9 as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Privacy Management Program

Moved by Director Stoltenberg
Seconded by Director Atrill

2024-11-11

1. "That the Director of Corporate Services be appointed the RDBN Privacy Officer with the authority to designate another RDBN staff member to act as the Privacy Officer in their absence or to assist in carrying out the responsibilities of the Privacy Officer as deemed necessary.
2. That the RDBN Privacy Management Program Guidelines be adopted.
3. That the Privacy and Accountability Policy be adopted.
4. That the Privacy Breach Policy be adopted."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Workplace Video
Surveillance Policy

Moved by Director Moutray
Seconded by Director Elphee

2024-11-12

"That the Board approve the Workplace Video Surveillance Policy."

Moved by Director Riis-Christianson
Seconded by Director Newell

2024-11-13

"That #2. Purpose of Surveillance, first bullet in the Workplace Video Surveillance Policy be amended as follows:

- 2. Purpose of Surveillance
 - Video surveillance shall be used for the purpose of enhancing the safety and security of the workplace, preventing theft, vandalism, or other criminal activities, and protecting RDBN assets.

Opposed: Director Moutray CARRIED

"That the question be called on Motion 2024-11-12 as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Request from District of
Houston – Relocation of the
Recycling Depot

Moved by Director Brienon
Seconded by Director McGuire

2024-11-14

"That the Board direct staff to re-analyze the costs of establishing a Recycling Depot and/or Transfer Station within the boundaries of the District of Houston, and to present the options and costs to the Board as part of the 2025 budget process."

(All/Directors/Majority) CARRIED UNANIMOUSLY

DELEGATION

CN RAIL - Tyler W. Banick, Public Affairs, Mike Linder, Environmental Field Operations, and Abigail Campbell, Dangerous Goods & Emergency Response Re: CN Update and Rail Safety Response Programs and Initiatives

Chair Parker welcomed Tyler W. Banick, Public Affairs, Mike Linder, Environmental Field Operations, and Abigail Campbell, Dangerous Goods & Emergency Response, CN Rail.

Messrs. Banick and Linder and Ms. Campbell provided a PowerPoint Presentation.

CN Overview and Update

- Track maintenance
 - o July 3-July 31 – Smithers to Terrace
 - o July 16 – August 24 – Endako to Smithers
 - o August 20-21 CN BC Spill Exercise – Witsset & Smithers
- Capital Investment
- Infrastructure and equipment investments to support growth
- Environmental benefits of shipping by rail
- Safety first – always
 - o Engaging with communities
 - o AskRail App
 - o Contractors/Service Providers
- Moving forward through Innovation
 - o Technology Investments
 - o Dense network of advanced detector technologies
 - o Autonomous Track Inspection Program (ATIP)
 - o About CN's firefighting railcars – Poseidon, Neptune and Trident
 - o Automated Inspection Portals
 - o Markets CN serves.

Discussion took place regarding:

- Large scale spill response exercise in Witsset & Smithers
 - o Ensuring local government participation and training is available across the region
- CN response times and process for hazardous goods incidents
- Trains blocking level crossings for lengths of times
 - o Providing specific information such as mileage markers to CN Customer Service allows CN to have direct contact with train and crew
 - o Mr. Banick will follow up with public inquiry information
- Livestock producer fencing adjacent to railway tracks
 - o Difficulty repairing fencing along railway tracks due to lack of information regarding regulations
 - o Mr. Banick will follow up with information
- Invasive plants along railway tracks
 - o CN Vegetation Management Program
 - CN sprays on right of way and on ballast/rock
 - Work with contractor to follow provincial and federal guidelines
 - Vehicles being washed

DELEGATION (CONT'D)

- RDBN awarded Transport Canada's program to enhance rail safety engagement
 - o RDBN hired consultants Calian Ltd.
 - o Hear issues, concerns and gather information regarding rail safety from residents, First Nations, first responders and local governments to address the gap in understanding CN's role and available resources provincially and federally
 - o CN's willingness to be engaged during the process
 - Mr. Banick and Ms. Campbell will reach out to RDBN staff
- Industrial companies investing in communities requiring rail access and/or ability to cross rail tracks
 - o Mr. Banick can facilitate and assist in determining what is required
- Priority of VIA Rail vs. freight trains
 - o Scheduling
 - o Rail traffic coordinators
 - o Mr. Banick will follow up regarding the determination of priorities for VIA Rail and freight trains in northern B.C
- Prince Rupert Port Authority development and impact to rail activity
 - o Anticipated activity and who will bear the responsibility
- CN Rail emergency response and communication with volunteer fire departments
 - o Encourage regional fire departments reach out to Ms. Campbell to ensure updated contact information
- Vegetation management to address fire mitigation and prevention along railways.

Chair Parker thanked Messrs. Banick, Linder and Ms. Campbell for attending the meeting.

ADMINISTRATION REPORTS (CONT'D)

Telkwa Rural Fire Protection Moved by Director Stoltenberg
Service Area Boundary Seconded by Director Dekens
Amendment Bylaw No. 2060

2024-11-15

"That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2060, 2024 be given first, second, and third reading this 18th day of July, 2024.."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

The Northwest BC Regional
 Funding Agreement
 Commitments

Moved by Director Atrill
 Seconded by Director Riis-Christianson

2024-11-16

"That the Board commit to implement asset management practices and the development of an asset management plan for core services by 2028; and further,

That the Board commit to using the 2024 Annual Northwest BC Funding Agreement payment for an eligible purpose as described in Appendix 2 of that Agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chinook Community Forest

Moved by Director Riis-Christianson
 Seconded by Director Lambert

2024-11-17

"That Rilla Middleton be appointed to represent Electoral Area B (Burns Lake Rural) on the Chinook Community Forest Board (Chinook Comfor Limited Partnership and Chinook Comfor Limited) of Directors; and,

That the Chinook Community Forest Appointments Policy be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort Fraser Cemetery Service

Moved by Director Lambert
 Seconded by Director Stoltenberg

2024-11-18

"That the annual grant to the Fort Fraser Cemetery Society be increased from \$2,000 to \$4,000 beginning in 2025."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional District Grant in Aid
 -Granisle Connectivity

Moved by Director Newell
 Seconded by Director McGuire

2024-11-19

"That the Village of Granisle be provided a Regional District Grant in Aid in the amount of \$20,000 for the Area G Connectivity Analysis project; and

That \$20,000 of Northern Capital and Planning Grant be realized in Environmental Services towards the purchase of the capital equipment, and that this transaction be included in the next budget amendment."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Remuneration Bylaw &
 Incidental Policy Changes

Moved by Director Stoltenberg
 Seconded by Director Elphee

2024-11-20

"That the following policies be repealed:
 - RDBN Conference, Conventions and Seminars (Section 6a)
 - RDBN Conventions – Expenses of Spouses of Staff (Section 6b)
 - RDBN Travel Outside the Regional District (Section 6c)
 - RDBN Expenses (Section 6d)
 - RDBN Travel
 - RDBN Expense Claims – Directors (Policy #B-(a))
 - RDBN Board Members Attendance at Events as a Representative of the RDBN (Policy #B-3(d))."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Remuneration and Travel
 Summary

Moved by Director Dekens
 Seconded by Director Moon

2024-11-21

"That the Board receive the Chief Financial Officer's Director Remuneration and Travel Summary memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2024-2034 Community Works
 Fund Agreement

Moved by Director Stoltenberg
 Seconded by Alternate Director Fennema

2024-11-22

1) "That the Board approve signing the 2024-2034 Community Works Fund Agreement with UBCM under the Administrative Agreement on the Canada Community Building Fund.
 2) That the Board authorize the Chair and Corporate Officer to sign on behalf of the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Grant in Aid for Electoral Area
 D (Fraser Lake Rural) Fort
 Fraser Community Hall Society
 -New Furnace

Moved by Director Riis-Christianson
 Seconded by Director Moutray

2024-11-23

"That the Board approve allocating \$5,628 in Electoral Area D (Fraser Lake Rural) Grant in Aid monies to the Fort Fraser Community Hall Society."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Grant in Aid Under \$2,500
 Approval Update

Moved by Director Brienens
 Seconded by Director Stoltenberg

2024-11-24

"That the Board receive the Manager of Regional Economic Development's Grant in Aid Under \$2,500 Approval Update memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Departmental Quarterly
 Reports – 2nd Quarter

Moved by Director Stoltenberg
 Seconded by Director Lambert

2024-11-25

"That the Board receive the Director of Corporate Services' Departmental Quarterly Reports – 2nd Quarter memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

TC Energy – Coastal
 GasLink – Socio-Economic
 Effects Management Plan
 (SEEMP) Status Report #11

Moved by Director Stoltenberg
 Seconded by Alternate Director Fennema

2024-11-26

"That the Board receive the correspondence from TC Energy – Coastal GasLink regarding the Socio-Economic Effects Management Plan (SEEMP) Status Report #11."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

City of Prince George
 Letter to Minister of
 Municipal Affairs Re:
 Recommendations from the
 Office of the Ombudsperson
 Tax Sale Process

Moved by Director Brienens
 Seconded by Director Wiebe

2024-11-27

"That the Board receive the letter from the City of Prince George to the Minister of Municipal Affairs regarding Recommendations from the Office of the Ombudsperson about the Tax Sale Process."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

Office of the Ombudsperson Moved by Director Riis-Christianson
BC Quarterly Report Seconded by Director Dekens

2024-11-28 "That the Board receive the correspondence from the Office of the Ombudsperson – BC Quarterly Report."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Union of B.C. Municipalities Moved by Director Stoltenberg
2024 NCLGA Resolution(s) Seconded by Director Atrill
-Endorsed

2024-11-29 "That the Board receive the correspondence from the Union of B.C. Municipalities 2024 NCLGA Resolution(s) – Endorsed."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Union of B.C. Municipalities Moved by Director Dekens
2024 NCLGA Resolution(s) Seconded by Director Wiebe
-Vaccine Mandate for
Healthcare Workers

2024-11-30 "That the Board receive the correspondence from the Union of B.C. Municipalities 2024 NCLGA Resolution(s) – Vaccine Mandate for Healthcare Workers."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Union of B.C. Municipalities Moved by Director Dekens
2024 UBCM Resolution(s) Seconded by Director Stoltenberg
Submissions

2024-11-31 "That the Board receive the correspondence from the Union of B.C. Municipalities 2024 UBCM Resolution(s) Submissions."

(All/Directors/Majority) CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Agriculture Water
 Infrastructure Program
 Application

Moved by Director Lambert
 Seconded by Director Moon

2024-11-32

1) "That the Board approve submission of an application to Investment Agriculture's Agriculture Water Infrastructure Program for a project in Area F (Vanderhoof Rural), and;
 2) That the Board approve allocating \$40,000 in Northern Capital and Planning Grant funds from the Agriculture Budget as the required 50% matching funds for the application."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break at 11:58 a.m.

Reconvened at 12:40 p.m.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Village of Granisle

Director McGuire spoke of the following:

- Granisle Day Celebrations - "Memories are Made Here" will be held August 10th
- 12-unit Senior Housing Project groundbreaking to take place July 19th
- Northern Health is coming to the community to assess fire access of the Granisle Health Clinic
- Thank you to Fort St. James and Smithers for sharing information regarding their splash parks and skateboard parks.

Electoral Area A (Smithers/
 Telkwa Rural)

Director Stoltenberg mentioned that he has been working with the newly formed Smithers Men's Shed to assist them in opening. Director Stoltenberg also noted that the Tye Lake Triathlon took place July 14, 2024.

District of Vanderhoof

Director Moutray announced the Concert in the Park will be held in Vanderhoof on July 20th and that he will also be playing at the event.

Electoral Area G (Houston/
 Granisle Rural)

Director Newell noted that concerns have been raised regarding long term camping in the region.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS (CONT'D)

Village of Burns Lake

Director Wiebe recently attended three community barbecues: Burns Lake Community Forest, CityWest and Wet'suwet'en First Nation.

District of Houston

Director Brien provided the following update:

- Paving program underway
- Attended the Wet'suwet'en Wednesday gathering
- New physician in Houston
- Wildfire season and ensuring messaging regarding fire prevention.

Town of Smithers

Director Atrill thanked those that attended the Northwest B.C. Resource Benefits Alliance signing in Smithers. She also commented on the following:

- 37-unit housing project between the Dze L'Kant Friendship Society and BC Housing groundbreaking will take place July 31st
- July 26th Witsset will host its 'Welcome to Salmon Ceremony' – welcoming the return of the fish to the canyon
- Bulkley Valley Artisan Studio Tour taking place July 20th to 21st
- Main Street Markets taking place August 3rd and 17th.

Electoral Area E (Francois/Ootsa Lake Rural)

Director Lambert spoke of:

- Wildfire preparedness when haying and remaining vigilant
- Omineca Princess Ferry dismantle is complete and work is now being done on the dry docks
- Pioneer Days taking place on the Southside.

District of Fort St. James

Director Elphee provided the following update:

- Attending a welcome dinner for a new doctor and their partner, who is a Licensed Practical Nurse this evening
- Dr. Stent's retirement after 35 years
- Paving project complete
- Fort St. James Seniors facility is now open
- July 15th had the final Council to Council meeting with Nak'azdli Whut'en prior to their August 8th Elections.

Electoral Area F (Vanderhoof Rural)

Director Moon noted that hay production has improved from 2023 and cattle prices remain good. She also mentioned that Vanderhoof held a Class Reunion for graduates from the 1950s, 1960s and 1970s. The event was well attended and there was a lot of positive feedback regarding the community.

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

Village of Telkwa

Director Dekens commented that work is being done on infrastructure projects in the community.

Electoral Area B (Burns Lake Rural)

Director Riis-Christianson attended the Burns Lake Community Forest Annual Barbeque and noted that next year will be the 25th Anniversary. He also mentioned that Burns Lake is having Western Days on July 20th and 21st.

Village of Fraser Lake

Alternate Director Fennema spoke of the following:

- Historical signing with Stellat'en First Nation regarding fire protection services
- New Economic Development Officer started July 15th
- Attended tri-council meeting between the Village of Fraser Lake, Districts of Vanderhoof and Fort St. James
- Residents moving due to mill closure
- Completed desludging project
- Working on water tower and arena projects.

Chair Parker – Electoral Area D (Fraser Lake Rural)

Chair Parker provided the following update:

- Attended National Indigenous Day at Nadleh Whut'en
- Attended a meeting at Le Jac in relation to Highway 16 being rebranded the Highway of Strength and Hope. Chair Parker identified the benefits of transit to First Nations communities along the Highway 16 corridor
- Along with RDBN staff Chair Parker attended a meeting with the Honourable Bowinn Ma, Ministry of Emergency Management and Climate Readiness in Prince George and toured the Regional District of Fraser-Fort George's Emergency Operations Centre
- Visited the Fort St. James Transfer Station with CAO Helgesen and will be visiting the Knockholt Landfill in August.

Receipt of Verbal Reports

Moved by Alternate Director Fennema
 Seconded by Director Elphee

2024-11-33

"That the Board receive the various Directors verbal reports."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Northwest B.C. Resource
 Benefits Alliance (RBA)
 Signing- Smithers

Moved by Director Stoltenberg
 Seconded by Director McGuire

2024-11-34

"That the Board ratify the attendance of the Rural Directors at the Northwest B.C. Resource Benefits Alliance (RBA) Signing in Smithers on July 12, 2024."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CN Rail

Director Brienien spoke of potentially coordinating a meeting with CN and the Fire Chiefs in the region to discuss CN Rail's emergency response training opportunities. Jason Blackwell, Regional Fire Chief will reach out to Regional Fire Chiefs to discuss the topic.

CN will be attending a meeting with Stelat'en First Nation and Village of Fraser Lake Council on July 25th.

Discussion took place regarding taxation paid by CN to the regional district.

IN-CAMERA MOTION

Moved by Director Stoltenberg
 Seconded by Director McGuire

2024-11-35

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

- Labour Relations
- Northwest B.C. Resource Benefits Alliance RBA
- 9-1-1
- Connectivity
- First Nations."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Brienien
 Seconded by Director Lambert

2024-11-36

"That the meeting be adjourned at 1:07 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Danielle Patterson
Date: August 15, 2024
Subject: **Rezoning Application RDBN 03-21**
Third Reading for Bylaw No. 2037 and Bylaw No. 2038

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

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2037, 2024" be given third reading.
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2038, 2024" be given third reading.

EXECUTIVE SUMMARY

In 2020, the Regional District repealed "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" and adopted "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw). Since the adoption of the new Zoning Bylaw in 2020 staff have been keeping track of required changes and fine tuning of the regulation. Changes relate to agricultural uses are presented in proposed Bylaw No. 2037. Other changes which are generally minor in nature are presented in proposed Bylaw No. 2038. The changes are summarized below, with the existing Zoning Bylaw page numbers provided in parenthesis for convenience. Appendix A (see Attachments) presents the changes in a comparison chart.

Pursuant to Section 52(3)(a) of the Transportation Act, Bylaw No. 2037 and Bylaw No. 2038 require approval from the Ministry of Transportation and Infrastructure (MoTI) after third reading and prior to adoption as the bylaws effect properties within 800 m of controlled access intersections throughout the Regional District.

Staff recommend Bylaw No. 2037 and Bylaw No. 2038 receive third reading.

PROPOSED BYLAW NO. 2037 – AGRICULTURE-RELATED ZONING BYLAW AMENDMENTS

1. The "Agriculture" definition does not contemplate beekeeping. Staff propose amending the Agriculture definition to include "beekeeping". (Page 4).

2. The “Agriculture, Intensive” definition includes the slaughter of up to 10 Animal Units (AUs), which aligned with the former Provincial “Class E” slaughter licence requirements. In October 2021, the BC Ministry of Agriculture and Food overhauled and simplified slaughter licensing categories as follows:

- “Farmgate”, for slaughtering between 1 and 5 AUs;
- “Farmgate Plus” for slaughtering up to 25 AUs; and
- “Abattoir” for slaughtering unlimited AUs.

Staff propose amending the Intensive Agriculture definition to permit Parcels 2.0 ha (4.94 ac) or larger to slaughter up to 25 AUs annually. This would align with the Ministry’s new licensing system while limiting higher slaughter volumes on undersized Parcels where Intensive Agriculture is a permitted use. (Page 4/5). Approximately 53 per cent of Parcels where Intensive Agriculture is a permitted use have an area of 2.0 ha or less, with the majority zoned Rural Resource (RR1).

3. The cultivation, production and harvesting of industrial hemp is considered “Cannabis Production” under the *Cannabis Act*. Cannabis Production is currently permitted as an Intensive Agriculture use in the Large Holdings (H2), Agriculture (Ag1), Rural Resource (RR1), Heavy Industrial (M2), and the Agricultural Industry (M3) Zones. Staff propose that the cultivation of hemp be considered the same as the cultivation of other agricultural crops in the Zoning Bylaw by excluding hemp from the Cannabis Production definition and clarifying the Cannabis Production definition with the following change:

- Replace the Cannabis Production definition. (Page 6).

4. When Parcels are zoned for Agriculture use but are not within the Agricultural Land Reserve (ALR), Section 3.0.13. – Livestock and Poultry regulates the number of Livestock, Poultry, and rabbits for the lands. Section 3.0.13. also states all Parcels are permitted ten hens and ten rabbits, regardless of zoning. Staff propose amendments to Section 3.0.13. to simplify and clarify these regulations. Additionally, staff propose adding beekeeping to this section. Beekeeping was not contemplated in the new Zoning Bylaw, and as such is only permitted for Parcels in the ALR. The proposed changes are as follows:

- Replace the Section 3.0.13. heading with “Livestock, Poultry, and Beekeeping outside of the Agricultural Land Reserve”. (Page 29).
- Replace Section 3.0.13.3. with “Beekeeping is permitted only on a Parcel where Agriculture is a permitted use, with the exception that a maximum of two beehives are permitted on any Parcel, subject to the following:

“a) beehives must be located as follows:

- i. a minimum of 7.5 metres (24.6 feet) from any Parcel Line, or

ii. a minimum of 2.5 metres (8.2 feet) above the adjacent ground level.

b) Beekeeping occurring on a Parcel less than 2 hectares (4.94 ac) in area shall locate beehives so that the entrance to the beehives face away from abutting properties.” (Page 29).

- Replace Section 3.0.13.4. with the following:

“Subject to Sections 3.0.13.(1), (2), and (3) where Agriculture is a permitted use on a Parcel, the maximum number of Livestock, Poultry, and beekeeping hives shall be in accordance with the following Agricultural Density Table. (Page 29/30).

AGRICULTURAL DENSITY TABLE				
Parcel size	Livestock	Beekeeping	Poultry	Rabbits
0 m ² – 1,999 m ²	0	2 beehives	10 hens	10
2,000 m ² – 0.49 ha	0	4 beehives	25	25
0.5 ha – 0.99 ha	2	8 beehives	25	25
1 ha – 1.49 ha	4	12 beehives	100	100
1.5 ha – 1.99 ha	6	16 beehives	100	100
2 ha – 2.49 ha	8	20 beehives	No limit	No limit
2.5 ha – 2.99 ha	10	No limit	No limit	No limit
3 ha – 3.49 ha	12	No limit	No limit	No limit
3.5 ha – 3.99 ha	14	No limit	No limit	No limit
4 ha – 4.49 ha	16	No limit	No limit	No limit
4.5 ha or greater	No limit	No limit	No limit	No limit

PROPOSED BYLAW NO. 2038 – GENERAL HOUSEKEEPING ZONING BYLAW AMENDMENTS

Changes to Section 1 – Interpretation and Definitions

1. Section 1.0.1.1 – Units of Measure states that brackets are used for imperial units of measurement. Staff propose correcting this to state parentheses are used (Page 4).
2. The current definition of Hotel was intended to simplify and combine aspects of both hotels and motels. The definition refers to a hotel meaning a “Building” and the requirement for a lobby, limiting some hotel and motel configurations. Staff propose adding “Building or Buildings” to the definition as well as the removal of the

requirement for a lobby to broaden the range of hotel and motel configurations permitted in the Zoning Bylaw. (Page 10).

3. Currently the Institutional definition lists “church” as a use. Staff propose to changing the word “church” to “place of worship”. (Page 10).
4. The Parcel definition only includes Parcels designated under the *Land Title Act* and *Strata Property Act*. The definition is proposed to be amended to include Parcels created by the Province under the *Land Act*. (Page 13).
5. The current definition of “Retail Store, Convenience,” uses the abbreviation of “Gross Floor Area”, which will be amended to the full text. (Page 16).
6. The Sleeping Unit definition references Sleeping Units as being a self contained “portion of a building” for Temporary Accommodation. This has had the unintended consequence of not allowing a full Cabin to be used for Temporary Accommodation. Staff propose to amend the Sleeping Unit definition to be “a room or suite of rooms” to provide clearer language for Temporary Accommodation in Cabins. (Page 17).
7. The existing Structure definition does not specifically state solar panels are a Structure, as the existing definition states a Structure “means any construction or erection of any kind, of any material, which is fixed to, supported by or sunk into land or water ...”. Given the increase in public enquiries and interest in solar panels and the implications to setbacks specifically, staff propose adding “solar panel” to the list of Structures to provide clarity. (Page 17).
8. Staff propose removing “liquid natural gas pipeline compressor station” from the definition of “Utility” and replacing it with “compressor station”. This broader definition would continue to capture natural gas pipeline compressor stations and expand the definition to add clarification that telecommunications, including fibre optics data and cooling system compressor stations are a “Utility”. (Page 18).
9. Staff propose amending the “Watercourse” definition to incorporate more inclusive language, replacing “man-made” with “human-made”. (Page 19).

Changes to Section 2 – Administration and Enforcement

10. Minor changes are proposed to the wording under Section 2.0.2-Prohibition to clarify zoning references.

Changes to Section 3 - General Provisions

11. There is a demand for structures such as RV shelters, picnic shelters, and gazebos on vacant properties used for seasonal recreational purposes. Staff propose adding an “Open Air Shelter to definitions with an “Open Air Shelter” with a Total Floor Area of 100 m² (1,076 ft²) to the Section 3.0.1.1. - Uses Permitted in All Zones. This Open Air Shelter would be in addition to the 55 m² storage Structure already allowed on

any property. This change would require the following two amendments to the Zoning Bylaw:

- Add Open Air Shelter to Section 1.0.1. – Definitions.
 - Add Open Air Shelter to Section 3.0.1. – Permitted Uses in All Zones. (Page 23).
12. In General Provisions Section 3.0.1., a list of Uses Permitted in All Zones is provided. Additionally, Section 3.0.1.2. states that these uses, except for Park, Unattended Utility, and Utility uses, are not considered Principal Uses. Staff propose adding to the end of this sentence “for the purpose of determining Secondary and Accessory Uses” to provide clarity. (Page 23).
 13. Staff propose deleting Section 3.0.8.2. which states a setback from a Natural Boundary does not apply to an Accessory Building used exclusively for the storage of boats or boating accessories. (Page 27). Staff propose combining this exemption for boats or boating accessories to an amended version of 3.0.10. – Intrusion into Setback Areas, discussed below. (Page 28).
 14. The new Zoning Bylaw added a section that exempts uncovered steps, landings, decks, and patios from the Natural Boundary setback requirements if they do not extend into the setback area by more than 5 metres (16.4 feet) and subject to other conditions. The Zoning Bylaw also contains a Natural Boundary setback reduction, from 15 metres to 7.5 metres, for properties smaller than 2,025 m² (0.5 ac). This had the unintended consequences of allowing uncovered steps, landings, decks, and patios constructed on parcels smaller than 2,025 m² to be permitted to be placed as close as 2.5 metres from the Natural Boundary. Staff propose adding language to Section 3.1.10.c) to ensure these exempted structures on Parcels smaller than 2,025 m² in area do not extend any closer than 5 metres (15.40 feet) from the Natural Boundary. (Page 28).
 15. Staff propose amending Intrusion into Setback Areas Section 3.0.10.1.b) to include solar panels in the list of setback intrusions of up to 50 per cent (to a maximum of 1.2 metres) when the intrusion is supported only by the face of the Structure. The existing list includes awnings, fire escapes, sunshades, and canopies. (Page 28).
 16. Staff propose amending Intrusion into Setback Areas Section 3.0.10. to include the following:
 - “2. The setbacks from a Natural Boundary identified in Section 3.0.8. do not apply to an Accessory Building used exclusively for the storage of boats, boating accessories, seaplanes or seaplane accessories. may be located along a lake or river without having to comply with the required setback from the Parcel Line abutting the lake or river.” (Page 28).

This proposed amendment replaces the Accessory Building exemption for the storage of boats or boating accessories which is to be deleted from Section 3.0.8. It also adds seaplanes to the exemption list and clarifies the requirement to comply with the Regional District Floodplain Management Bylaw.

17. Staff propose changing the name of Section 3.0.12 from “Short Term Accommodation” to “Camping Vehicle Occupation for Building Purposes”. (Page 29). This is to distinguish the Zoning Bylaw regulations to allow short term occupation of Camping Vehicles while building/during construction from the Province’s use of the term “Short Term Rentals” to describe short duration accommodations, similar to the Regional District’s Temporary Accommodation and Bed and Breakfast uses.

Changes to Section 4 – Zone Designations (Page 32)

18. Staff propose to amend Section 4.0.1.5. by deleting “in the case of change resulting from natural erosion or accretion of land” from the end of Section 4.0.1.5. which currently reads:

“If a Zone boundary is shown as following the edge of a body of water or a watercourse, the Natural Boundary of the body of water or Watercourse is to be considered the zone boundary and shall be construed as to move along with the Natural Boundary in the case of change resulting from natural erosion or accretion of land.”

19. Currently, Section 4.0.1.8.b) outlines Dwelling Unit density requirements for Parcels located in more than one zone and does not contemplate Sleeping Units. To clarify Sleeping Unit density for Parcels located in more than one zone, planning staff propose deleting and replacing Section 4.0.1.8.b) with the following:

“the number of Dwelling Units or Sleeping Units permitted on a Parcel must not exceed the maximum number of Dwelling Units or Sleeping Units permitted in any zone that applies to that Parcel;”

Changes to Structure and Use Setbacks

20. Staff propose to add a two-metre setback from the “Rear Parcel Line which does not abut a highway” to the Waterfront Residential I (R3), Waterfront Residential II (R4) and Hudson Bay Mountain Recreational Residential (R8) Zones. Currently there is no setback in place for the Rear Parcel Line in these zones. (Pages 36, 37, and 41).
21. The Hudson Bay Mountain Multiple Family Residential (R10) Zone Section 12.2.9. – Other Regulations includes a requirement for a minimum separation between Principal Buildings to be 6 metres (19.68 feet). (Page 45). Given that the B.C. Building Code regulates building separations within a parcel and the separation between Principal Buildings does not effect parcel line setbacks, staff propose removing this section. Currently, no lands in the Regional District are zoned R10.

22. Crematoriums are a permitted use in the Light Industrial Zone (M1), Heavy Industrial Zone (M2), Agricultural Industry Zone (M3), and the Special Civic/Institutional Zone (P1A). All these zones, except the P1A, have a setback of 7.5 metres (24.60 feet) from any Parcel Line or 15 metres (49.21 feet) from any Parcel Line which abuts a Residential Zone. Staff recommend that a setback be added to the P1A Zone specifically for Crematoriums so that the setbacks for Crematoriums are consistent throughout the bylaw:

2. "No Building or portion thereof used for a Crematorium shall be located within:

a) 7.5 metres (24.60 feet) of any Parcel Line which does not abut a Residential Zone; or

b) 15 metres (49.21 feet) of any Parcel Line which abuts a Residential Zone" (Page 70).

Changes to Section 10.0.2.2. – Rural Residential (R6) Density (Page 39)

23. Staff propose removing Section 10.0.2.2. – Density. Bylaw No. 1841 added this section to the Country Residential Zone (R5) in repealed Zoning Bylaw No. 700 in 2018. It was mistakenly added to both the R5 and R6 in Bylaw No. 700 and the mistake was carried over into Zoning Bylaw No. 1800.

Changes to Section 11.0.1. and 11.0.5.1. – Manufactured Home Park Zone (R7) Secondary Use and Building Heights (Page 40)

24. R7 Section 11.0.2.3. permits up to one Single Family Dwelling that is not a Manufactured Home on a Parcel. R7 omitted this Single Family Dwelling as a Secondary Use in error and did not contemplate the maximum permitted height for the Single Family Dwelling. Staff propose adding Secondary Uses as a new section, which would list Single Family Dwelling as a Secondary Use. Staff propose changing the maximum "Principal Building Height" to "Building Height" to align the maximum height of a Single Family Dwelling with the maximum height of a Manufactured Home.

Addition to Section 25.0.1.2. – Civic/Institutional Zones (P1) Secondary Uses (Page 70)

25. There are instances during events and activities associated with the Community Recreation use and the Clubhouse use, such as community events and weddings, where attendees tent overnight. The Zoning Bylaw only permits a maximum of two Camping Vehicles for recreational purposes and does not contemplate tenting in the P1 Zone. To address the gap between the perceived need and practice for tenting, staff propose adding "Primitive Campground" as a Secondary Use in the P1 Zone

only in association with activities or events occurring on a Parcel where Clubhouse or Community Recreation is a Principal Use.

Changes to Section 29 - Off Street Parking and Loading Space Requirements

26. The text of Section 29 states parking and loading requirements are identified in "Column 1" and "Column 2" of the provided tables. "Column 1" and "Column 2" where omitted in error. Staff propose adding in the column numbers for clarity. (Pages 76/78).
27. Staff propose to change the word "church" to "place of worship" in Section 29.0.1 Off-Street Parking table. (Page 76).
28. The Zoning Bylaw only requires parking for Restaurants that provide seating, with one space per three seats. Currently take-out Restaurants do not require parking. Staff propose amending Restaurants parking to require a parking minimum of two spaces per Restaurant, with an additional one space per three seats. (Page 77).

REFERRALS

Bylaw No. 2037 and Bylaw No. 2028 were referred to Regional District Building Inspection to ensure the proposed changes aligned with the building inspection process. Bylaw No. 2037 was referred to the Regional District's Agriculture Coordinator, whose response included the following:

"Including beekeeping and modifying the number of animal units that are permitted to be slaughtered in order to align with the current BC Meat Inspection Regulation under the Food Safety Act seem to me to be timely amendments to the current bylaw."

Both Bylaw No. 2037 and Bylaw No. 2038 have been referred to the both the MoTI Bulkley-Stikine District office and Fort George District office as the changes may affect lands within 800 metres of an intersection with a controlled access highway. MoTI has stated they are prepared to sign the bylaws after third reading.

Given the housekeeping nature of these Bylaws they were not referred to the Advisory Planning Commissions.

PUBLIC HEARING

The Public Hearing for both bylaws was held on Wednesday, July 24, 2024 (see Attachments for Public Hearing Report). There were no written submissions from the public.

ATTACHMENTS:

- Appendix A: Proposed zoning amendments comparison chart
- Bylaw No. 2037, 2024 and Bylaw No. 2038, 2024
- Public Hearing Report for Bylaw No. 2037, 2024 and Bylaw No. 2038, 2024.

Appendix A: Proposed Zoning Amendments Comparison Chart

Proposed Changes Highlighted in **Yellow**

Bylaw No. 1800, 2020 (current)	Bylaw No. 2037 Proposed Amendments
<p>AGRICULTURE means the use of land, Buildings or other Structures for one or more of the following:</p> <ul style="list-style-type: none"> • growing, cultivating, harvesting and storage of plants and crops in fields, nurseries and greenhouses; • the rearing of Livestock and Poultry; • the selling of plants and crops harvested, and Livestock and Poultry reared, on the same Parcel; <p>the slaughter of up to ten Animal Units of Livestock and Poultry annually, where the Livestock and Poultry slaughtered are reared on the same Parcel.</p>	<p>AGRICULTURE means the use of land, Buildings or other Structures for one or more of the following:</p> <ul style="list-style-type: none"> • growing, cultivating, harvesting and storage of plants and crops in fields, nurseries and greenhouses; • the rearing of Livestock and Poultry; beekeeping; • the selling of plants and crops harvested, and Livestock and Poultry reared, on the same Parcel; <p>the slaughter of up to ten Animal Units of Livestock and Poultry annually, where the Livestock and Poultry slaughtered are reared on the same Parcel.</p>
<p>AGRICULTURE, INTENSIVE means the use of land, Buildings or other Structures for one or more of the following:</p> <ul style="list-style-type: none"> • the auction of agricultural products; • a feedlot; • the growing of mushrooms; • the rearing of fur bearing animals for the purpose of harvesting their pelts; the slaughter of up to ten Animal Units annually; • the compaction of hay using electrically powered equipment only, including the associated storage and drying of hay; • Cannabis Production. 	<p>AGRICULTURE, INTENSIVE means the use of land, Buildings or other Structures for one or more of the following:</p> <ul style="list-style-type: none"> • the auction of agricultural products; • a feedlot; • the growing of mushrooms; • the rearing of fur bearing animals for the purpose of harvesting their pelts; • the slaughter of up to ten Animal Units annually on Parcels smaller than 2.0 ha, and the slaughter of up to 25 Animal Units annually on parcels 2.0 ha (4.94 ac) or greater in area; • the compaction of hay using electrically powered equipment only, including the associated storage and drying of hay; • Cannabis Production.
<p>CANNABIS PRODUCTION means the use of land, buildings or Structures for the propagation, production, cultivation, or harvesting of cannabis or any part of a cannabis plant as permitted by the Access to Cannabis for Medical Purposes Regulations (ACMPR) or Bill C-45 (the Cannabis Act), and any subsequent regulations or acts</p>	<p>CANNABIS PRODUCTION means the use of land, buildings or Structures for the propagation, production, cultivation, or harvesting of cannabis or any part of a cannabis plant as permitted by the Access to Cannabis for Medical Purposes Regulation (ACMPR) or Bill C-45 (the <i>Cannabis Act</i>), and any subsequent regulations or acts which may be enacted henceforth, but excludes</p>

<p>which may be enacted henceforth, but excludes the growing of cannabis by an individual for their personal use and consumption. This use includes the processing, packaging, storage, or distribution of cannabis produced and harvested on the same property.</p>	<p>the growing of cannabis by an individual for their personal use and consumption. This use includes the processing, packaging, storage, or distribution of cannabis produced and harvested on the same property. Cannabis productions excludes the growing of hemp.</p>																																																		
<p>3.0.13 Livestock and Poultry</p>	<p>3.0.13 Livestock, Poultry, and Beekeeping Outside of the Agricultural Land Reserve</p>																																																		
<p>3.0.13.3. Subject to Section 3.0.14.(1), where Agriculture is a permitted use on a Parcel the maximum number of Livestock permitted on that Parcel is:</p> <ul style="list-style-type: none"> a) 0 on Parcels that are less than 0.5 ha (1.2 acres) in area; b) 2 on Parcels that are 0.5 ha (1.2 acres) or greater in area, plus an additional 2 for every additional 0.5 ha (1.2 acre) of land (for example a 1 ha Parcel may contain 4 head of Livestock and a 2 ha Parcel may contain 8 head of Livestock; c) no limitations on Parcels that are 5.0 ha (12 acres) or greater in area. 	<p>3.0.13.3. Beekeeping is permitted only on a Parcel where Agriculture is a permitted use, with the exception that a maximum of two beehives are permitted on any Parcel, subject to the following:</p> <ul style="list-style-type: none"> a) beehives must be located as follows; <ul style="list-style-type: none"> i. a minimum of 7.5 metres (24.6 feet) from any Parcel Line, or ii. a minimum of 2.5 metres (8.2 feet) above the adjacent ground level. <p>beekeeping occurring on a Parcel less than 2 hectares (4.94 ac) in area, shall locate beehives so that the entrance to the beehives face away from abutting properties.</p>																																																		
<p>3.0.13.4. Subject to Section 3.0.13.(2) and (3), where Agriculture is a permitted use on a Parcel the maximum number of Poultry or rabbits permitted on that Parcel is:</p> <ul style="list-style-type: none"> a) 10 on Parcels less than 2,000 square metres (0.49 acres); b) 25 on Parcels that are 2,000 square metres (0.49 acres) or greater, but less than 1.0 ha (2.47 acres); c) 100 on Parcels that are 1.0 ha (2.47 acres) or greater, but less than 2.0 ha (4.94 acres) d) no limitations on Parcels of 2.0 ha (4.94 acres) or greater. 	<p>3.0.13.4. Subject to Sections 3.0.13.(1), (2), and (3) where Agriculture is a permitted use on a Parcel, the maximum number of Livestock, Poultry, and beekeeping hives shall be in accordance with the following Agricultural Density Table.</p> <table border="1" data-bbox="846 1297 1398 1850"> <thead> <tr> <th colspan="5">AGRICULTURAL DENSITY TABLE</th> </tr> <tr> <th>Parcel size</th> <th>Livestock</th> <th>Beekeeping</th> <th>Poultry</th> <th>Rabbits</th> </tr> </thead> <tbody> <tr> <td>0 m² - 1,999 m²</td> <td>0</td> <td>2 beehives</td> <td>10 hens</td> <td>10</td> </tr> <tr> <td>2,000 m² - 0.49 ha</td> <td>0</td> <td>4 beehives</td> <td>25</td> <td>25</td> </tr> <tr> <td>0.5 ha - 0.99 ha</td> <td>2</td> <td>8 beehives</td> <td>25</td> <td>25</td> </tr> <tr> <td>1 ha - 1.49 ha</td> <td>4</td> <td>12 beehives</td> <td>100</td> <td>100</td> </tr> <tr> <td>1.5 ha - 1.99 ha</td> <td>6</td> <td>16 beehives</td> <td>100</td> <td>100</td> </tr> <tr> <td>2 ha - 2.49 ha</td> <td>8</td> <td>20 beehives</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>2.5 ha - 2.99 ha</td> <td>10</td> <td>No limit</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>3 ha - 3.49 ha</td> <td>12</td> <td>No limit</td> <td>No limit</td> <td>No limit</td> </tr> </tbody> </table>	AGRICULTURAL DENSITY TABLE					Parcel size	Livestock	Beekeeping	Poultry	Rabbits	0 m ² - 1,999 m ²	0	2 beehives	10 hens	10	2,000 m ² - 0.49 ha	0	4 beehives	25	25	0.5 ha - 0.99 ha	2	8 beehives	25	25	1 ha - 1.49 ha	4	12 beehives	100	100	1.5 ha - 1.99 ha	6	16 beehives	100	100	2 ha - 2.49 ha	8	20 beehives	No limit	No limit	2.5 ha - 2.99 ha	10	No limit	No limit	No limit	3 ha - 3.49 ha	12	No limit	No limit	No limit
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<p>3.0.13.5. Section 3.0.13 does not apply to land that is within the Agricultural Land Reserve. Agricultural Parcels</p> <table border="1"> <thead> <tr> <th>Parcel size</th> <th>Livestock</th> <th>Poultry</th> <th>Rabbits</th> </tr> </thead> <tbody> <tr> <td>0 - 2,000 m²</td> <td>0</td> <td>10 hens</td> <td>10</td> </tr> <tr> <td>2,000 m² - 0.5 ha.</td> <td>0</td> <td>25</td> <td>25</td> </tr> <tr> <td>0.5 ha - 1 ha.</td> <td>2</td> <td>25</td> <td>25</td> </tr> <tr> <td>1ha. - 1.5 ha.</td> <td>4</td> <td>100</td> <td>100</td> </tr> <tr> <td>1.5 ha. - 2 ha.</td> <td>6</td> <td>100</td> <td>100</td> </tr> <tr> <td>2 ha. - 2.5 ha.</td> <td>8</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>2.5 ha. - 3 ha.</td> <td>10</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>3 ha. - 3.5 ha.</td> <td>12</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>3.5 ha. - 4 ha.</td> <td>14</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>4 ha. - 4.5 ha.</td> <td>16</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>5 ha. or larger</td> <td>No limit</td> <td>No limit</td> <td>No limit</td> </tr> </tbody> </table>	Parcel size	Livestock	Poultry	Rabbits	0 - 2,000 m ²	0	10 hens	10	2,000 m ² - 0.5 ha.	0	25	25	0.5 ha - 1 ha.	2	25	25	1ha. - 1.5 ha.	4	100	100	1.5 ha. - 2 ha.	6	100	100	2 ha. - 2.5 ha.	8	No limit	No limit	2.5 ha. - 3 ha.	10	No limit	No limit	3 ha. - 3.5 ha.	12	No limit	No limit	3.5 ha. - 4 ha.	14	No limit	No limit	4 ha. - 4.5 ha.	16	No limit	No limit	5 ha. or larger	No limit	No limit	No limit	<p>See text and table above (3.0.13.4.) which is replacing 3.0.13.4. and 3.0.13.5.</p>
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<p>Units of Measure</p> <p>1. Metric units are used for all measurements in this bylaw. Approximate imperial unit equivalents are shown in brackets following the metric units for convenience only and are not operative in the event of conflict.</p>	<p>Units of Measure</p> <p>1. Metric units are used for all measurements in this bylaw. Approximate imperial unit equivalents are shown in parentheses following the metric units for convenience only and are not operative in the event of conflict.</p>																																																
<p>HOTEL means a Building containing one or more habitable rooms or Sleeping Units that are used exclusively for Temporary Accommodation. A Hotel must include a lobby area utilized for public entry and reception purposes. A Hotel may include one or more of the following incidental and subordinate uses:</p> <ul style="list-style-type: none"> recreation facilities; Restaurant; Personal Services; convenience store. 	<p>HOTEL means a Building or Buildings, each containing one or more habitable rooms or Sleeping Units that are used exclusively for Temporary Accommodation. A Hotel may include one or more of the following incidental and subordinate uses:</p> <ul style="list-style-type: none"> recreation facilities; Restaurant; Personal Services; convenience store. 																																																

<p>INSTITUTIONAL means the use of land, Building or other Structure for one or more of the following uses:</p> <ul style="list-style-type: none"> • school; • church; • Cemetery; • Visitor Information Centre. 	<p>INSTITUTIONAL means the use of land, Building or other Structure for one or more of the following uses:</p> <ul style="list-style-type: none"> • school; • place of worship; • Cemetery; • Visitor Information Centre.
<p>NEW to Section 1.0.2.2 - Definitions</p>	<p>OPEN AIR SHELTER means a roofed Structure such as a gazebo, picnic shelter, or a Recreational Vehicle pavilion. A maximum of 50% of the total perimeter of an Open Air Shelter may be enclosed by walls, doors, screens, or windows.</p>
<p>PARCEL means an area of land which is designated under the <i>Land Title Act</i> as a separate and distinct Parcel on a legally recorded plan or description registered in the Land Title Office. A strata lot pursuant to the Strata Property Act is a Parcel.</p>	<p>PARCEL means:</p> <ul style="list-style-type: none"> • an area of land which is designated under the <i>Land Title Act</i> as a separate and distinct Parcel on a legally recorded plan or a description registered in the Land Title Office; • an area of land designated under the <i>Land Act</i>. <p>A strata lot pursuant to the <i>Strata Property Act</i> is a Parcel.</p>
<p>RETAIL STORE means the use of land, Building or other Structure for the retail sale of goods, wares, merchandise, substances, articles or things. This use does not include a Motor Vehicle Dealer or Light or Heavy Equipment Repair and Sales.</p>	<p>RETAIL STORE, CONVENIENCE means a Retail Store where the maximum Gross Floor Area dedicated to retail sales is 150 square metres (1,615 square feet).</p>
<p>SLEEPING UNIT means any self-contained portion of a Building not used for residential purposes that provides Temporary Accommodation for up to five persons, and may or may not contain sanitary and cooking facilities.</p>	<p>SLEEPING UNIT means a room or suite of rooms not used for residential purposes that provides Temporary Accommodation for up to five persons and may or may not contain sanitary and cooking facilities.</p>
<p>STRUCTURE means any construction or erection of any kind, of any material, which is fixed to, supported by or sunk into land or water and includes:</p> <ul style="list-style-type: none"> • a building; • tent; • awning; • bin; • container; 	<p>STRUCTURE means any construction or erection of any kind, of any material, which is fixed to, supported by or sunk into land or water and includes:</p> <ul style="list-style-type: none"> • a building; • tent; • awning; • bin; • container;

<ul style="list-style-type: none"> • tower; • harbour; • trellis; • gazebo; • swimming pool; • dock. 	<ul style="list-style-type: none"> • tower; • harbour; • trellis; • gazebo; • swimming pool; • dock; • solar panel.
<p>UTILITY means the infrastructure and facilities providing sewage disposal, water electricity, natural gas, solid waste disposal, telecommunications, and other services to the public, and may include one or more of the following:</p> <ul style="list-style-type: none"> • sewage treatment plants; • water treatment plants; • major pump houses; • water towers or tanks; • sewage lagoons; • sludge disposal beds; • power terminal and distributing stations; • liquid natural gas pipeline compressor station; • power generating stations; • cooling plants; • district heating plants; • incinerators. <p>This use does not include <u>Waste Disposal</u>.</p>	<p>UTILITY means the infrastructure and facilities providing sewage disposal, water electricity, natural gas, solid waste disposal, telecommunications, and other services to the public, and may include one or more of the following:</p> <ul style="list-style-type: none"> • sewage treatment plants; • water treatment plants; • major pump houses; • water towers or tanks; • sewage lagoons; • sludge disposal beds; • power terminal and distributing stations; • liquid natural gas pipeline compressor stations; • power generating stations; • cooling plants; • district heating plants; • incinerators. <p>This use does not include <u>Waste Disposal</u>.</p>
<p>WATERCOURSE means any natural or man-made depression with well-defined banks and a bed 0.6 metres or more below the surrounding land serving to give direction to, or acting as a retention area for, a current of water that flows at least six months of the year or drains an area of two square kilometres or more upstream of the point of consideration.</p>	<p>WATERCOURSE means any natural or human-made depression with well-defined banks and a bed 0.6 metres or more below the surrounding land serving to give direction to, or acting as a retention area for, a current of water that flows at least six months of the year or drains an area of two square kilometres or more upstream of the point of consideration.</p>
<p>2. Uses not expressly listed as permitted in this Bylaw are prohibited.</p> <p>3. In each zone, no land, <u>Building</u> or other <u>Structure</u> may be used, occupied, developed, constructed, erected, altered, modified, replaced, located, enlarged, or maintained for a use that is not specifically listed in that zone</p>	<p>1. In each zone, uses not expressly listed as permitted in this Bylaw are prohibited.</p> <p>2. In each zone, no land, <u>Building</u> or other <u>Structure</u> may be used, occupied, developed, constructed, erected, altered, modified, replaced, located, enlarged, or maintained for a use that is not specifically listed in that zone unless that use</p>

unless that use is permitted under Sections 3.0.1, 3.0.13, or 3.0.14.	is permitted under Section 3 .
NEW to Section 3.0.1.1.	j) An Open Air Shelter with a Total Floor Area of 100 square metres (1,076.4 square feet) or less, with no interior walls, used for recreation purposes and not associated with any commercial operation or business.
3.0.1.2. The uses identified in Section 3.0.1 (1) (a), (b), (e), (f), (g), (h), and (i) are not Principal Uses.	3.0.1.2. The uses identified in Section 3.0.1(1) (a), (b), (e), (f), (g), (h), (i), and (j) are not Principal Uses for the purpose of determining Secondary and Accessory Uses.
Section 3.0.8 does not apply to an Accessory Building used exclusively for the storage of boats or boating accessories.	2. Section 3.0.8 does not apply to an Accessory Building used exclusively for the storage of boats or boating accessories.
c) fire escapes, awnings, balconies, sunshades, and canopies supported only by the face of the Structure provided that the features do not extend into the setback area by more than fifty percent of the width of the required setback to a maximum of 1.2 metres (3.93 feet);	c) fire escapes, awnings, balconies, sunshades, solar panels , and canopies supported only by the face of the Structure provided that the features do not extend into the setback area by more than fifty percent of the width of the required setback to a maximum of 1.2 metres (3.93 feet);
c) uncovered steps and landings, and uncovered decks and patios provided the top of the floor is less than 0.6 metres above finished grade and the top of any associated screen or railing is less than 1.8 metres (5.90 feet) above finished grade provided that the features do not extend into the setback required from a Natural Boundary by more than 5 metres (16.4 feet);	c) uncovered steps and landings, and uncovered decks and patios provided the top of the floor is less than 0.6 metres above finished grade and the top of any associated screen or railing is less than 1.8 metres (5.90 feet) above finished grade provided that the features do not extend into the setback required from a Natural Boundary by more than 5 metres (16.4 feet) provided that the features or projections does not extend closer than 5 m (16.40 feet) from the Natural Boundary;
NEW to Section 3.0.10.	2. The setbacks from a Natural Boundary identified in Section 3.0.8. do not apply to an Accessory Building used exclusively for the storage of boats, boating accessories, seaplanes or seaplane accessories
3.0.12 Short Term Accommodation	3.0.12 Camping Vehicle Occupation for Building Purposes

<p>5. If a zone boundary is shown as following the edge of a body of water or a Watercourse, the Natural Boundary of the body of water or Watercourse is to be considered the zone boundary, and shall be construed to move along with the Natural Boundary in the case of change resulting from natural erosion or accretion of land.</p>	<p>5) If a zone boundary is shown as following the edge of a body of water or a Watercourse, the Natural Boundary of the body of water or Watercourse is to be considered the zone boundary, and shall be construed to move along with the Natural Boundary. in the case of change resulting from natural erosion or accretion of land.</p>
<p>b) the number of Dwelling Units permitted on a Parcel must not exceed the maximum number of Dwelling Units permitted in any zone that applies to that Parcel.</p>	<p>b) "the number of Dwelling Units or Sleeping Units permitted on a Parcel must not exceed the maximum number of Dwelling Units or Sleeping Units permitted in any zone that applies to that Parcel;"</p>
<p>SECTION 7.0 - WATERFRONT RESIDENTIAL I ZONE (R3)</p> <p>NEW</p>	<p>SECTION 7.0 - WATERFRONT RESIDENTIAL I ZONE (R3)</p> <p><u>Setback</u></p> <p>1. No <u>Structure</u> or part thereof, shall be located within the setback prescribed below:</p> <ul style="list-style-type: none"> a) 7.5 metres (24.60 feet) from the <u>Front Parcel Line</u>; b) 2 metres (6.56 feet) from the Rear Parcel Line which does not abut a Highway; c) 2 metres (6.56 feet) from each <u>Side Parcel Line</u>, which does not abut a <u>Highway</u>; d) 4.5 metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Highway</u>.
<p>SECTION 8.0 - WATERFRONT RESIDENTIAL II ZONE (R4)</p> <p>NEW</p>	<p>SECTION 8.0 - WATERFRONT RESIDENTIAL II ZONE (R4)</p> <p><u>Setback</u></p> <p>1. No <u>Structure</u> or part thereof, shall be located within the setback prescribed below:</p> <ul style="list-style-type: none"> a) 7.5 metres (24.60 feet) from the <u>Front Parcel Line</u>; b) 2 metres (6.56 feet) from the Rear Parcel Line which does not abut a Highway; c) 2 metres (6.56 feet) from each <u>Side Parcel Line</u> which does not abut a <u>Highway</u>; d) 4.5metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Highway</u>.

<p>SECTION 10.0 - RURAL RESIDENTIAL ZONE (R6)</p> <p><u>Density</u></p> <p>2. Not more than one <u>Single Family Dwelling</u> or one <u>Two Family Dwelling</u> shall be located on a <u>Parcel</u>.</p> <p>3. Notwithstanding Section 10.03 (1), two <u>Single Family Dwellings</u> are permitted on the Parcel legally described as Parcel A, Section 26, Township 15, Range 5, Coast District, Plan BCP8721.</p>	<p>SECTION 10.0 - RURAL RESIDENTIAL ZONE (R6)</p> <p><u>Density</u></p> <p>2. Not more than one <u>Single Family Dwelling</u> or one <u>Two Family Dwelling</u> shall be located on a <u>Parcel</u>.</p> <p>3. Notwithstanding Section 10.03 (1), two <u>Single Family Dwellings</u> are permitted on the Parcel legally described as Parcel A, Section 26, Township 15, Range 5, Coast District, Plan BCP8721.</p>
<p>SECTION 11.0 - MANUFACTURED HOME PARK ZONE (R7)</p> <p>2) NEW</p> <p><u>Height</u></p> <p>1) The maximum Height for a Principal Building is 7.6 metres (25 feet).</p>	<p>SECTION 11.0 - MANUFACTURED HOME PARK ZONE (R7)</p> <p>2. <u>Secondary Uses</u></p> <p>a) A <u>Single Family Dwelling</u> that is not a <u>Manufactured Home</u>.</p> <p><u>Height</u></p> <p>1. The maximum Height for a <u>Principal Building</u> is 7.6 metres (25 feet).</p>
<p>SECTION 12.0 - HUDSON BAY MOUNTAIN RECREATIONAL RESIDENTIAL ZONE (R8)</p> <p>NEW</p>	<p>SECTION 12.0 - HUDSON BAY MOUNTAIN RECREATIONAL RESIDENTIAL ZONE (R8)</p> <p><u>Setback</u></p> <p>1. No <u>Structure</u> or part thereof shall be located within the setback prescribed below:</p> <p>a) 7.5 metres (24.60 feet) from the <u>Front Parcel Line</u>;</p> <p>b) 2 metres (6.56 feet) from the <u>Rear Parcel Line</u> which does not abut a <u>Highway</u>;</p> <p>c) 2 metres (6.56 feet) from each <u>Side Parcel Line</u> which does not abut a <u>Highway</u>;</p> <p>d) 4.5 metres (14.76 feet) of any <u>Parcel Line</u> which abuts a <u>Highway</u>.</p>
<p>SECTION 12.2 - HUDSON BAY MOUNTAIN MULTIPLE FAMILY RESIDENTIAL (R10)</p> <p>12.2.9 Other Regulations</p> <p>The minimum permitted separation between Principal Buildings is 6 metres (19.68 feet).</p>	<p>SECTION 12.2 - HUDSON BAY MOUNTAIN MULTIPLE FAMILY RESIDENTIAL (R10)</p> <p>12.2.9 <u>Other Regulations</u></p> <p>The minimum permitted separation between <u>Principal Buildings</u> is 6 metres (19.68 feet).</p>

<p>SECTION 25.0 - CIVIC/INSTITUTIONAL ZONE (P1)</p> <p>NEW</p>	<p>SECTION 25.0 - CIVIC/INSTITUTIONAL ZONE (P1)</p> <p>1. <u>Secondary Uses</u></p> <p>a) <u>Dwelling Unit</u> in a building containing a <u>Principal Use</u></p> <p>b) <u>Single Family Dwelling</u></p> <p>c) <u>Primitive Campground only in association with activities or events occurring on a Parcel where Clubhouse or Community Recreation is a Principal Use.</u></p>
<p>SECTION 25.1 – SPECIAL CIVIC/INSTITUTIONAL ZONE (P1A)</p> <p>NEW</p>	<p>SECTION 25.1 – SPECIAL CIVIC/INSTITUTIONAL ZONE (P1A)</p> <p>25.1.5 <u>Setback</u></p> <p>1. No <u>Structure</u> or part thereof, shall be located within:</p> <p>a) 7.5 metres (24.60 feet) of the <u>Front Parcel Line</u>;</p> <p>b) 2 metres (6.56 feet) from any other <u>Parcel Line</u> which does not abut a <u>Highway</u>;</p> <p>c) 4.5 metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Lane or Highway</u>.</p> <p>2. No building or portion thereof used for a <u>Crematorium</u> shall be located within:</p> <p>a) <u>7.5 metres (24.60 feet) of any Parcel Line</u> which does not abut a <u>Residential Zone</u>;</p> <p>b) <u>15 metres (49.21 ft) of any Parcel Line which abuts a Residential Zone.</u></p>
<p>Minor changes to names and labels in off-street parking and off-street loadings sections.</p>	<p>Minor changes to names and labels in off-street parking and off-street loadings sections.</p>
<p><u>OFF-STREET PARKING REQUIREMENTS</u></p> <p>Restaurant: 1 space per 3 seats.</p>	<p><u>OFF-STREET PARKING REQUIREMENTS</u></p> <p>Restaurant: <u>2 space minimum per Restaurant plus 1 additional space per 3 seats.</u></p>



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2037, 2024

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

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

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended as follows:

1. Interpretation and Definitions

- a) The definition of "Agriculture" in Section 1.0.2.2. is amended by adding "beekeeping" as a use.
- b) The definition of "Intensive Agriculture" in Section 1.0.2.2. is amended by replacing "the slaughter of up to ten Animal Units annually" with the following:
"the slaughter of up to ten Animal Units annually on Parcels smaller than 2.0 ha, and the slaughter of up to 25 Animal Units annually on parcels 2.0 ha (4.94 ac) or greater in area."
- c) The definition of "Cannabis Production" in Section 1.0.2.2. is deleted and replaced with the following:
"CANNABIS PRODUCTION means the use of land, buildings or Structures for the propagation, production, cultivation, or harvesting of cannabis or any part of a cannabis plant as permitted by the Access to Cannabis for Medical Purposes Regulation or Bill C-45 (the *Cannabis Act*), and any subsequent regulations or acts which may be enacted henceforth. This use includes the processing, packaging, storage, or distribution of cannabis produced and harvested on the same property. Cannabis production excludes the growing of hemp."

2. General Provisions

a) The heading for Section 3.0.13. is deleted and replaced with "Livestock, Poultry, and Beekeeping outside of the Agricultural Land Reserve."

b) Section 3.0.13.3. is deleted and replaced with the following:

"Beekeeping is permitted only on a Parcel where Agriculture is a permitted use, with the exception that a maximum of two beehives are permitted on any Parcel, subject to the following:

a) beehives must be located as follows:

- i. a minimum of 7.5 metres (24.6 feet) from any Parcel Line, or
- ii. a minimum of 2.5 metres (8.2 feet) above the adjacent ground level.

b) beekeeping occurring on a parcel less than Parcel 2 hectares (4.94 ac) in area shall locate beehives so that the entrance to the beehives face away from abutting Parcels."

c) Section 3.0.13.4. is deleted and replaced with the following:

"Subject to Sections 3.0.13.(1), (2), and (3) where Agriculture is a permitted use on a Parcel, the maximum number of Livestock, Poultry, and beekeeping hives shall be in accordance with the following Agricultural Density Table.

AGRICULTURAL DENSITY TABLE				
Parcel size	Livestock	Beekeeping	Poultry	Rabbits
0 m ² – 1,999 m ²	0	2 beehives	10 hens	10
2,000 m ² – 0.49 ha	0	4 beehives	25	25
0.5 ha – 0.99 ha	2	8 beehives	25	25
1 ha – 1.49 ha	4	12 beehives	100	100
1.5 ha – 1.99 ha	6	16 beehives	100	100
2 ha – 2.49 ha	8	20 beehives	No limit	No limit
2.5 ha – 2.99 ha	10	No limit	No limit	No limit
3 ha – 3.49 ha	12	No limit	No limit	No limit
3.5 ha – 3.99 ha	14	No limit	No limit	No limit
4 ha – 4.49 ha	16	No limit	No limit	No limit
4.5 ha or greater	No limit	No limit	No limit	No limit

This bylaw may be cited as the 'Regional District of Bulkley-Nechako Rezoning Bylaw No. 2037, 2024'.

READ A FIRST TIME this 20th day of June 2024

READ A SECOND TIME this 20th day of June 2024

PUBLIC HEARING HELD this 24th day of July 2024

READ A THIRD TIME this day of 2024

I hereby certify that the foregoing is a true and correct copy of 'Regional District of Bulkley-Nechako Rezoning Bylaw No. 2037, 2024'

DATED AT BURNS LAKE this ____ day of _____, 2024

Approved pursuant to section 52(3)(a) of the *Transportation Act*
 this ____ day of _____, 20____

for Minister of Transportation & Infrastructure

Corporate Administrator

ADOPTED this ____ day of _____, 2024

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2038, 2024

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

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

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended as follows:

1. Interpretation and Definitions

a) The word "brackets" in Section 1.0.1.1. is deleted and replaced with the word "parentheses."

b) The definition of "Hotel" in Section 1.0.2.2. is deleted and replaced with the following:

"HOTEL means a Building or Buildings, each containing one or more habitable rooms or Sleeping Units that are used exclusively for Temporary Accommodation. A Hotel may include one or more of the following incidental and subordinate uses:

- recreation facilities;
- Restaurant;
- Personal Services;
- convenience store."

c) The word "church" in the definition of "Institutional" in Section 1.0.2.2. is deleted and replaced with the words "place of worship."

d) The following definition of "Open Air Shelter" is added to Section 1.0.2.2.:

"OPEN AIR SHELTER means a roofed Structure such as a gazebo, picnic shelter, or a Recreational Vehicle pavilion where a maximum of 50% of

the total perimeter of an Open Air Shelter is enclosed by walls, doors, screens, or windows.”

- e) The definition of “Parcel” in Section 1.0.2.2. is deleted and replaced with the following:

“PARCEL means:

- an area of land which is designated under the Land Title Act as a separate and distinct Parcel on a legally recorded plan or a description registered in the Land Title Office;
- an area of land designated under the Land Act.

A strata lot pursuant to the Strata Property Act is a Parcel.”

- f) The acronym “GFA” in the definition of “Retail Store, Convenience” in Section 1.0.2.2. is deleted and replaced with the words “Gross Floor Area.”

- g) The definition of “Sleeping Unit” in Section 1.0.2.2. is deleted and replaced with the following:

“SLEEPING UNIT means a room or suite of rooms not used for residential purposes that provides Temporary Accommodation for up to five persons and may or may not contain sanitary and cooking facilities.”

- h) The definition of “Structure” in Section 1.0.2.2. is amended by adding “solar panel” to the list of included structures.

- i) The words “liquid natural gas pipeline compressor station” in the definition of “Utility” in Section 1.0.2.2. is deleted and replaced with the words “compressor stations.”

- j) The words “man made” in the definition of “Watercourse” in Section 1.0.2.2. is deleted and replaced with the words “human made”.

2. Administration and Enforcement

- a) Section 2.0.2.2. is deleted and replaced with the following:

“In each zone, uses not expressly listed as permitted in the Bylaw are prohibited.”

b) Section 2.0.2.3. is deleted and replaced with the following:

"In each zone, no land, Building or other Structure may be used, occupied, developed, constructed, erected, altered, modified, replaced, located, enlarged, or maintained for a use that is not specifically listed in that zone unless that use is permitted under Section 3."

3. General Provisions

a) Section 3.0.1.1. is amended by adding the following:

"j) An Open Air Shelter with a Total Floor Area of 100 square metres (1,076.4 square feet) or less, with no interior walls, used for recreation purposes and not associated with any commercial operation or business."

b) Section 3.0.1.2 is deleted and replaced by the following:

"The uses identified in Section 3.0.1(1)(a), (b), (e), (f), (g), (h), (i), and (j) are not Principal Uses for the purpose of determining Secondary and Accessory Uses."

c) Section 3.0.8.2. is deleted.

d) Section 3.0.10.1.b) is deleted and replaced with the following:

"fire escapes, awnings, balconies, sunshades, solar panels, and canopies supported only by the face of the Structure provided that the features do not extend into the setback area by more than fifty percent of the width of the required setback to a maximum of 1.2 metres (3.93 feet);"

e) Section 3.0.10.1. c) is deleted and replaced with the following:

"uncovered steps and landings, and uncovered decks and patios where the top of the floor is less than 0.6 metres above finished grade and the top of any associated screen or railing is less than 1.8 metres (5.90 feet) above finished grade provided that the features do not extend into the setback required from a Natural Boundary by more than 5 metres (16.4 feet) and a 5 metre (16.40 feet) setback from the Natural Boundary is maintained;"

f) Section 3.0.10. Intrusion into Setback Areas is amended by adding the following:

- “2. The setbacks from a Natural Boundary identified in Section 3.0.8. do not apply to an Accessory Building used exclusively for the storage of boats, boating accessories, seaplanes or seaplane accessories.”
- g) The heading for Section 3.0.12 is deleted and replaced with “Camping Vehicle Occupation for Building Purposes”
4. Zone Designations
- a) Section 4.0.1.5. is deleted and replaced with the following:
“If a zone boundary is shown as following the edge of a body of water or a Watercourse, the Natural Boundary of the body of water or Watercourse is to be considered the zone boundary and shall be construed to move along with the Natural Boundary.”
- b) Section 4.0.1.8.b) is removed and replaced with the following:
“the number of Dwelling Units or Sleeping Units permitted on a Parcel must not exceed the maximum number of Dwelling Units or Sleeping Units permitted in any zone that applies to that Parcel.”
5. Waterfront Residential I Zone (R3)
- a) Section 7.0.6.1. is deleted and replaced with the following:
“No Structure or part thereof, shall be located within the setback prescribed below:
- a) 7.5 metres (24.60 feet) from the Front Parcel Line;
b) 2 metres (6.56 feet) from the Rear Parcel Line, which does not abut a Highway;
c) 2 metres (6.56 feet) from each Side Parcel Line, which does not abut a Highway;
c) 4.5 metres (14.76 feet) from any Parcel Line which abuts a Highway.”
6. Waterfront Residential II Zone (R4)
- a) Setback Section 8.0.7.1. is deleted and replaced with the following:
“No Structure or part thereof, shall be located within the setback prescribed below:

- a) 7.5 metres (24.60 feet) from the Front Parcel Line;
 - b) 2 metres (6.56 feet) from the Rear Parcel Line, which does not abut a Highway;
 - c) 2 metres (6.56 feet) from each Side Parcel Line, which does not abut a Highway;
 - c) 4.5 metres (14.76 feet) from any Parcel Line which abuts a Highway."
7. Rural Residential Zone (R6)
- a) Section 10.0.2.2 is deleted.
8. Manufactured Home Park Zone (R7)
- a) Section 11.0.1. Permitted Uses is amended by adding the following:
 - "2. Secondary Uses
 - a) A Single Family Dwelling that is not a Manufactured Home."
 - b) Section 11.0.5.1. be deleted and replaced with the following:
 - "The maximum Height for a Building is 7.6 metres (25 feet)."
9. Hudson Bay Mountain Recreational Residential Zone (R8)
- a) Section 12.0.5.1. is deleted and replaced with the following:
 - "No Structure or part thereof, shall be located within the setback prescribed below:
 - a) 7.5 metres (24.60 feet) from the Front Parcel Line;
 - b) 2 metres (6.56 feet) from the Rear Parcel Line, which does not abut a Highway;
 - c) 2 metres (6.56 feet) from each Side Parcel Line, which does not abut a Highway;
 - c) 4.5 metres (14.76 feet) from any Parcel Line which abuts a Highway."
10. Hudson Bay Mountain Multiple Family Residential Zone (R10)
- a) Section 12.2.9 Other Regulations is deleted.
11. Civic/Institutional Zone (P1)

- a) Section 25.0.1.2. be amended by adding the following:
 - "c) Primitive Campground only in association with activities or events occurring on a Parcel where Clubhouse or Community Recreation is a Principal Use."

- 12. Special Civic/Institutional Zone (P1A)
 - a) Section 25.1.5. Setback is amended by adding the following:
 - "2. No Building or portion thereof used for a Crematorium shall be located within:
 - a) 7.5 metres (24.60 feet) of any Parcel Line which does not abut a Residential Zone;
 - b) 15 metres (49.21 feet) of any Parcel Line which abuts a Residential Zone."

- 13. Off-Street Parking and Loading Space Requirements
 - a) The table in Section 29.0.1.1. is amended by deleting the column heading "USE" and replaced it with the heading "COLUMN 1 - USE"
 - b) The table in Section 29.0.1.1. is amended by deleting the column heading "OFF-STREET PARKING REQUIREMENTS" and replaced it with the heading "COLUMN 2 - OFF-STREET PARKING REQUIREMENTS"
 - c) The table in Section 29.0.1.1. is amended by deleting the "Church" use and replacing it with "place of worship."
 - d) The table in Section 29.0.1.1. is amended by deleting the parking requirement for Restaurant and replacing it with the following:
 - "2 space minimum per Restaurant plus 1 additional space per 3 seats"
 - e) The table in Section 29.0.2.1. is amended by deleting the column heading "USE" and replaced it with the heading "COLUMN 1 - USE"

- f) The table in Section 29.0.2.1. is amended by deleting the column heading "OFF-STREET LOADING REQUIREMENTS" and replacing it with the heading "COLUMN 2 - OFF-STREET LOADING REQUIREMENTS"

This bylaw may be cited as the 'Regional District of Bulkley-Nechako Rezoning Bylaw No. 2038, 2024'.

READ A FIRST TIME this 20th day of June 2024

READ A SECOND TIME this 20th day of June 2024

PUBLIC HEARING HELD this 24th day of July 2024

READ A THIRD TIME this day of 2024

I hereby certify that the foregoing is a true and correct copy of 'Regional District of Bulkley-Nechako Rezoning Bylaw No. 2038, 2024'

DATED AT BURNS LAKE this ____ day of _____, 2024

Corporate Administrator

<p>Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i> this ____ day of _____, 20____ _____ for Minister of Transportation & Infrastructure</p>
--

ADOPTED this ____ day of _____, 2024

Chairperson

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2037 & BYLAW NO. 2038

Report of the Public Hearing held at 7:00 pm, Wednesday, July 24, 2024 by Zoom video/conference call regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2037, 2024," and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2038, 2024".

ATTENDANCE:

Registered Attendees:

None

Unregistered Attendees:

None identified

Public Hearing Chair:

Mark Parker, Director, Electoral Area D (Fraser Lake Rural)

RDBN Staff:

Danielle Patterson, Senior Planner (Recording Secretary)

Chloe Taylor, Planning Summer Student (Co-op)

CORRESPONDENCE: No written submissions to this Public Hearing were received.

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

BUSINESS:

Chair Parker Chair Parker gave a summary of the Public Hearing process asked Danielle Patterson to provide an overview of Bylaw No. 2037 and Bylaw No. 2038.

Danielle Patterson D. Patterson provided an overview of Bylaw No. 2037 and Bylaw No. 2038.

Chair Parker Asked for comments for Bylaw No. 2037. No comments received.

Chair Parker Asked for comments for Bylaw No. 2038. No comments received.

Chair Parker Asked again for comments for either Bylaw No. 2037 or Bylaw No. 2038. No comments received.

Chair Parker Asked for comments a second time. No comments received.

Chari Parker Asked for comments a third and final time. No comments received.

Chair Parker Adjourned the Public Hearing at 7:15 pm.

Mark Parker, Chairperson

Danielle Patterson, Recording Secretary



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cameron Kral, Planning Technician
Date: August 15, 2024
Subject: **ALR Subdivision Application No. 1272**

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

That Agricultural Land Reserve Subdivision Application No. 1272 be recommended to the Agricultural Land Commission for approval.

EXECUTIVE SUMMARY

The applicant is requesting Agricultural Land Commission (ALC) approval to subdivide the approximately 15.41 ha (38.08 ac) subject property into two parcels of approximately 4.91 ha (12.13 ac) and 10.5 ha (25.9 ac) as divided by the boundary between the Agricultural Zone (Ag1) and the Agricultural Industry Zone (M3) on the property. The purpose of the proposed subdivision is to separate the abattoir and the residence into separate parcels to facilitate the sale of the abattoir.

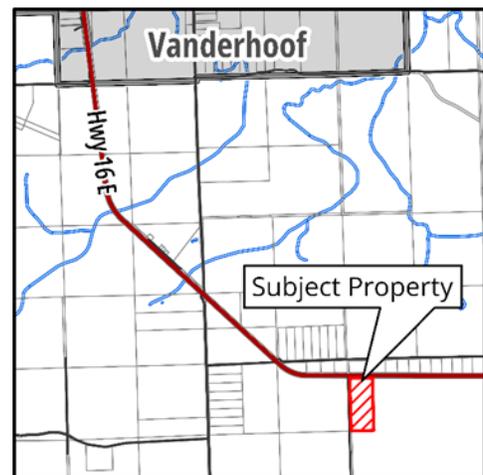
The proposed subdivision does not comply with the Ag1 Zone's minimum parcel area requirement for subdivision and the abattoir would not meet the setback requirement from the parcel line to the south between Proposed Lot 1 and the Remainder. Therefore, a successful Zoning Bylaw Amendment application and Development Variance Permit application to the RDBN will be required. The applicant has indicated they will wait for the ALC's decision before applying to the RDBN. In staff's opinion, the continued operation of the abattoir is a net benefit to agriculture in the area compared to the impact from the proposed subdivision. Planning staff recommend the application be forwarded to the ALC with a recommendation for approval.

APPLICATION SUMMARY

- Name of Agent / Owner:** Albert Koehler, Koehler Land Surveying Inc. (Agent)
Brian Funk (Owner)
- Electoral Area:** F (Vanderhoof Rural)
- Subject Property:** 6900 & 7000 Tiechroeb Road. Legally described as Lot A, Section 13, Township 2, Range 4, Coast District, Plan PRP44514 (PID 024-589-586)
- Property Size:** ~15.41 ha (~38.08 ac)
- OCP Designation:** Agriculture (AG) and Industry (I) in "Regional District of Bulkley-Nechako Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021 (the OCP)
- Zoning:** Agricultural (Ag1) and Agricultural Industry (M3) in "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)
- Existing Land Uses:** Abattoir, Agriculture and a Single Family Dwelling
- Location:** Accessed from Tiechroeb Road off Highway 16, approximately 3.5 km south of the District of Vanderhoof. To the north is a rural residential subdivision along Carman Hill Road and several farms. To the east is farmland. To the south is a residence and farmland. To the West is a residence and farmland.
- Proposed Subdivision:** **Lot 1:** ~4.91 ha (~12.13 ac)
Rem: ~10.5 ha (~25.9 ac)
- Building Inspection Area:** Yes
- Fire Protection Area:** No

PROPOSAL

The applicant is requesting Agricultural Land Commission (ALC) approval to subdivide the subject property into two parcels of approximately 4.91 ha (12.13 ac) and 10.5 ha (25.9 ac) along the Ag1 and M3 zone boundary on the property (See Applicant ALC Submission). The purpose of the proposed subdivision is to separate the abattoir and the residence into separate parcels to facilitate the sale of the abattoir to a new operator.



DISCUSSION

The property owner operates the Country Locker, an Abattoir located on the north part of the property and resides in a Single Family Dwelling located on the south part of the property. The owner also operates a small farm on the property.

The owner stated they want the Abattoir to continue operating for the benefit of the community but is concerned that they will eventually be unable to continue to operate the abattoir as they age. The owner stated an interested buyer has approached them, but it is only feasible for the buyer to purchase the Abattoir alone.

Official Community Plan (OCP) and Zoning

Proposed Lot 1

Proposed Lot 1 is designated Industry (I) under the OCP and is zoned Agricultural Industry (M3) pursuant to the Zoning Bylaw. The objectives of the I Designation are:

- (1) *To provide opportunities for limited light industrial uses in suitable locations.*
- (2) *To accommodate primary resource processing and value-added industry in proximity to areas of primary resource extraction.*
- (3) *To support industrial uses that will not have any significant negative impact on the natural environment.*

Proposed Lot 1 contains an abattoir, barn, pasture and hay field. The proposed size of Lot 1 complies with the M3 Zone's minimum parcel size at subdivision of 2 ha (4.94 ac).

Remainder

The Remainder is designated Agriculture (AG) under the OCP and is zoned Agricultural (Ag1) pursuant to the Zoning Bylaw. The intent of the AG designation is to preserve land for the purposes of farming and other related activities. Section 3.1.2 of the OCP has the following subdivision policies:



- (3) *A minimum parcel size of 16 hectares (39.5 acres) is supported unless a different parcel size is approved by the Agricultural Land Commission.*
- 6) *Severances for small lot residential (other than home site severances approved by the Agricultural Land Commission), institutional, commercial or industrial development shall be avoided. However, applications for subdivisions, non-farm uses and non-adhering residential uses within the Agricultural Land Reserve (ALR) may be supported if the proposed subdivision or use will not have a net negative impact on the agricultural use of the subject lands or surrounding agricultural lands.*

The Remainder contains a single family dwelling, hay field, riding ring and horse pen. The size of the Remainder does not comply with the Ag1 Zone's minimum parcel size at subdivision of 16 ha (39.5 ac) and would require a successful Zoning Bylaw Amendment application to the RDBN to accommodate the proposed subdivision. Depending on the proposed zoning amendment, an OCP amendment may not be required. In regard to the AG Designation, section 5.2 of the OCP states:

In areas so designated, the Small Holdings (H1), Large Holdings (H2), Agricultural (Ag1), Rural Resource (RR1), and Agricultural Industry (M3) zones, or new zones with similar uses, may be considered.

Staff Comments

Staff have discussed the need to rezone the Remainder to accommodate the proposed parcel size with the owner and their agent. The owner has indicated to staff they intend to wait for the ALC's decision before applying to the RDBN to rezone.

During a site visit on July 19, 2024 staff noted the proposal would result in the Abattoir, and possibly a barn, being in contravention of the M3 Zone's structural setbacks from the parcel line between proposed Lot 1 and the Remainder. The applicant has indicated to staff that they intend to apply to the RDBN for a Development Variance Permit (DVP) after the ALC's decision.

Section 24.0.5.2a) of the M3 Zone states no building or portion thereof used for Intensive Agriculture shall be located within 60 metres (196.85 feet) of a Parcel Line. Section 24.0.5.1a) of the M3 Zone states no structure or part thereof, shall be located within 7.5 metres (24.60 feet) of any Parcel Line which does not abut a Residential Zone; or 30 metres (49.21 feet) of any Parcel Line which abuts a Residential Zone).

In staff's opinion, the continued operation of the Abattoir is a net benefit to agriculture in the area compared to the impact from the proposed subdivision.

Agricultural Capability and Previous ALC Application

Canada Land Inventory mapping indicates that the application area has an agricultural capability of 5D, limited by undesirable soil structure and 5T, limit by topography (see Appendix A for more details).

In 1996, the ALC approved Resolution #109/96 allowing the establishment of a meat cutting and processing shop on the subject property (See Appendix B for more details).

Referrals

As part of a subdivision referral response pilot project, the Ministry of Agriculture and Food sent a standardized letter providing broad comments on the impact on land value per hectare from subdivisions, and links to resources for the landowner (see attached letter)

The **RDBN Rural Agriculture Coordinator** provided the following comments:

I have reviewed the ALR 1272 Referral document and feel that this is an instance where it makes sense to subdivide the parcel in question. Country Locker is a vital business to the regional agriculture industry. Based on current information, it appears that having the abattoir on it's own land parcel would potentially increase the chances of continuity with respect to retaining this service.

The **Area F Advisory Planning Commission** reviewed the application on August 7, 2024 and their comments are included on the supplemental agenda.

Referral responses from the **Ministry of Transportation and Infrastructure**, and the **District of Vanderhoof** were not yet received at the time of writing this report. Any comments received will be included on the supplemental agenda.

ATTACHMENTS

- Appendix A – Agriculture capability
- Appendix B – Surrounding ALR applications
- [Site visit photos](#) (Link)
- [Applicant subdivision sketch plan](#) (Link)
- [Referral responses](#) (Link)

Appendix A

Agricultural Capability based on Canada Land Inventory Mapping

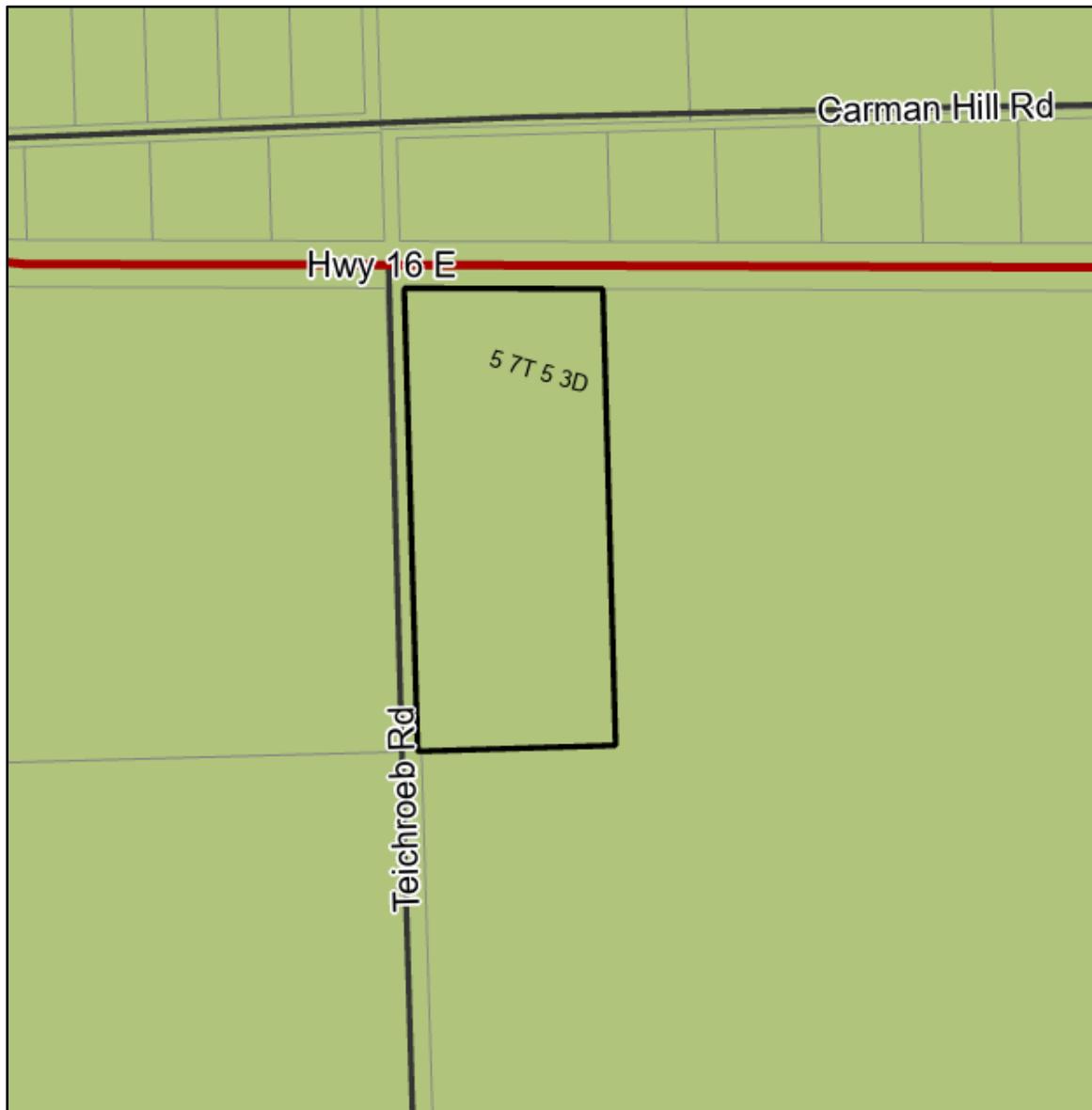
100% of the subject lands are:

70% Class 5T (limited by topography)

30% Class 5D (limited by undesirable soil structure)

Class 5 Land in this class has limitations that restrict its capability to producing perennial forage crops or other specially adapted crops.

Agricultural Capability Map



Appendix B

Surrounding Applications

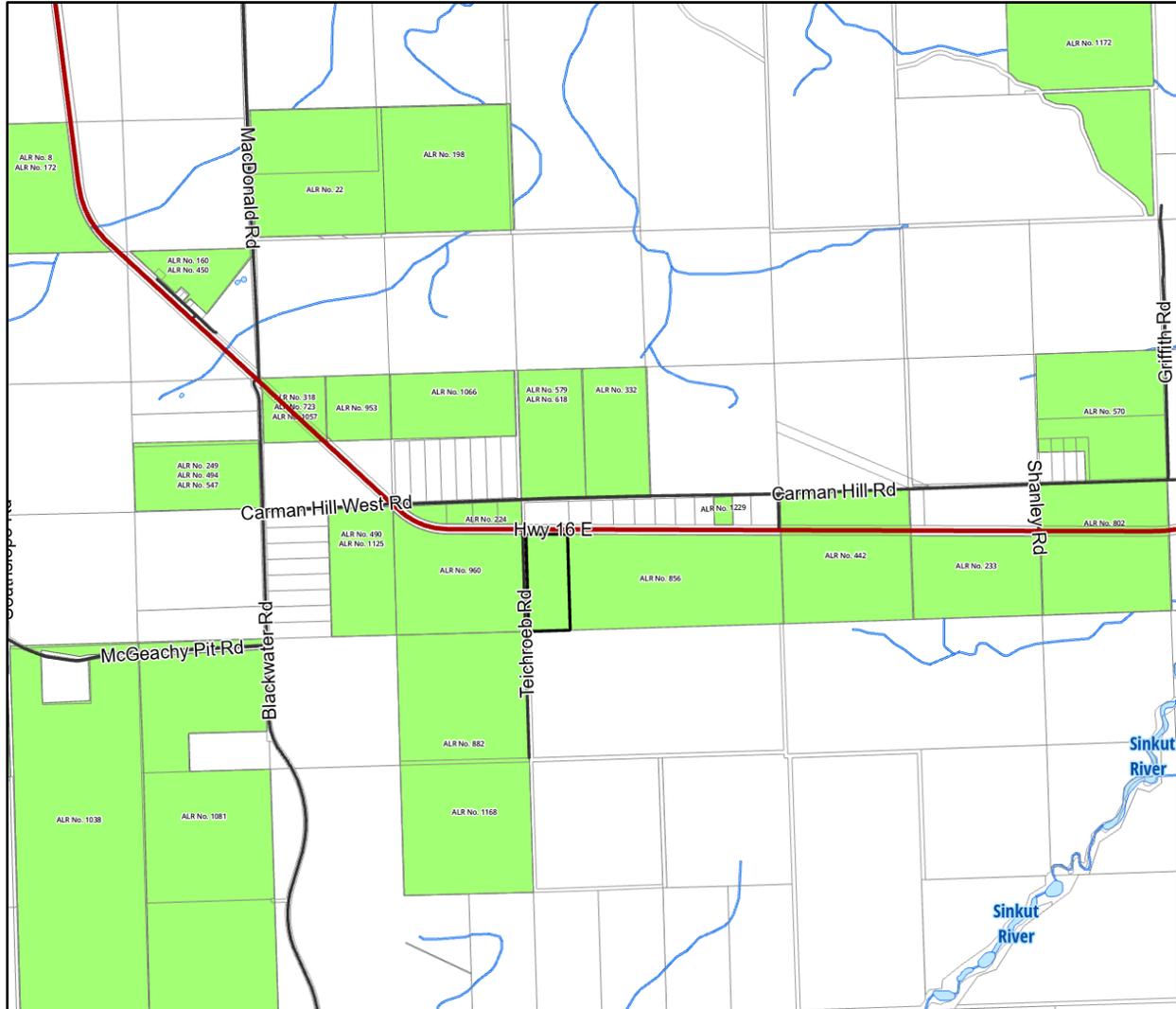
ALR Application	Legal Description	Summary	Recommendation
8	Fr. SW 1/4 Section 27, Township 2, Range 4, Coast District	Application for exclusion from ALR.	Staff: Denial
			Board: Denial
			ALC: Denied
22	SW 1/4, Section 26, Township 2, Range 4, Coast District	Appeal to subdivide the SE1/4 of Section 26, Township 2, Range 4, CD into two 77.2 ac hobby farms.	Staff: Approval
			Board: Approval
			ALC: Denied
160	Part of Lot 1, NE 1/4, Section 22, Township 2, Range 4, Coast District, Plan 4998	Application to subdivide one parcel of 0.69 ac.	Staff: Approval
			Board: Approval
			ALC: Approved
172	Remainder SW 1/4, Section 27, Township 2, Range 4, Coast District	Application for subdivision.	Staff: Denial
			Board: Denial
			ALC: Denied
198	Part E 1/2 of Lot 2, Section 26, Township 2, Range 4, Coast District, Plan 10239	Application to subdivide the proposed lands.	Staff: Denial
			Board: N/A
			ALC: N/A
224	Part NE 1/4, Section 14, Range 4, Township 2, Coast District, lying North of N.T. P.H. Plan 3756	Application to subdivide into four parcels of ±5 ac.	Staff: Denial
			Board: Approval
			ALC: Approved
233	Range 4, Coast District Part of the NE 1/4, Section 18, Township 1, Range 4, Coast District, lying south of the south boundary of Plan 3738	Application to place two mobile homes on the subject property.	Staff: Approval (Conditional)
			Board: Denial
			ALC: Approved
249	Lot 1, Section 22, Township 2, Range 4, Coast District, Plan 5211	Application to subdivide proposed lands into 5 ac lots. (total 30-35 ac).	Staff: Denial
			Board: Denial
			ALC: Denied
318	NW 1/4 of SW 1/4 Section 23, Township 2, Range 4, Coast District, except R/W Plan 8882	Application to subdivide subject property.	Staff: Denial
			Board: Approval
			ALC: Denied
332	East 1/2 of SW 1/4 Section 24, Township 2, Range 4, Coast District	Application to subdivide, subject property.	Staff: Denial
			Board: Denial
			ALC: Denied
442			Staff: Denial

	NW 1/4 of Section 18, Township 1, Range 4, Coast District, except Plan 3738	Application to subdivide 59 ha into one parcel of 16.95 ha and one parcel of 42.93 ha (As divided by Highway 16).	Board: Approval ALC: Denied
450	Lot 1, NE 1/4 Section 22, Township 2, Range 4, Coast District, Plan 4998	Application to subdivide 16.0 ha into seven parcels.	Staff: Denial Board: Denial ALC: Denial
490	NW 1/4 Section 14, Township 2, Range 4, Coast District, except Plans 3756 & 6299	Application to subdivide one 2 ha parcel from 31.8 ha.	Staff: Denial Board: Approval ALC: Denied
494	Lot 1, Section 22, Township 2, Range 4, Coast District, Plan 5211	Application to subdivide two 3 ha parcels and one 25.4 ha parcel from 31.4 ha.	Staff: Denial Board: Denial ALC: Denied
547	Lot 1, Section 22, Township 2, Coast Range 4, Plan 5211, except Hwy R/W Plan 8882	Application to exclude 31.38 ha to subdivide either one or two rural residential lots for their son(s).	Staff: Denial Board: Denial ALC: Denied
570	S 1/2 of the SW 1/4 Section 20, Township 1, Range 4, Coast District, except Plan 6464	Application to subdivide one parcel of 4.05 ha from the subject property.	Staff: Approval Board: Approval ALC: Approved
579	W 1/2 of SW 1/4 Section 24, Township 2, Range 4, Coast District	Application to subdivide three \pm 2 ha parcels and one \pm 27.8 ha parcel from \pm 32.4 ha	Staff: Denial Board: Denial ALC: Denied
618	W 1/2 of SW 1/4 Section 24, Township 2, Range 4, Coast District	Application to subdivide one 2 ha parcel from 32.4 ha.	Staff: Denial Board: Denial ALC: Denied
723	NW 1/4 of the SW 1/4 Section 23, Township 2, Range 4, Coast District, except Hwy. Plan 8882	Application to subdivide \pm 12.7 ha into two parcels: one of \pm 7.1 ha and one of \pm 5.5 as divided by Hwy 16.	Staff: Denial Board: Denial ALC: Denied
802	NW 1/4 of Section 17, Township 1, Range 4, Coast District, except Plan 3738	Application to subdivide 59 ha into two parcels of 38.9 ha and 20.2 ha as divided by the highway.	Staff: Denial Board: Denial ALC: Denied
856 (Subject Property)	N 1/2 Section 13, Township 2, Range 4, Coast District except Plan 3756, 6577, 6659.	Application to establish a meat cutting and processing shop on approximately 2 ha of the subject property.	Staff: Approval Board: Approval ALC: Approved

882	NE 1/4 Section 11 Township 2, Range 4, Coast District and SE 1/4 Section 14, Township 2, Range 4, Coast District	Application to subdivide the property into two parcels of ± 64 ha.	Staff: Approval
			Board: Approval
			ALC: N/A
953	NE ¼ of SW ¼, Section 23, Township 2, Range 4, Coast District, except Plan 3756	Application to allow the development of a church/school building on the 16.2 ha property	Staff: Approval
			Board: Approval
			ALC: Approved
960	Part of the NE ¼ of Section 14, Township 2, Range 4, Coast District	Application to subdivide one 8.4 ha parcel from the subject property.	Staff: Denial
			Board: Denial
			ALC: Denied
1038	Lot 2, Sections 10 & 15, Township 2, Range 4, Coast District, Plan 12252	Application to subdivide a ±3.6 ha parcel from the subject property.	Staff: Approval
			Board: Approval
			ALC: Denied
1057	The NW ½ of the SW ¼ of Section 23, Township 2, Range 4, Coast District except part road on plan BCP 35413	Application to allow the property to be subdivided into two parcels as divided by Highway 16.	Staff: Denial
			Board: Approval
			ALC: Approved
1066	Lot 1, Section 23, Township 2, Range 4, Coast District, Plan 7199	Application to subdivide the property into four parcels ranging from ±7.6 ha (±18.8 ac) to ±7.9 ha (±19.5 ac).	Staff: Denial
			Board: Denial
			ALC: Denied
1081	Lot 3, Sections 10 & 15, Township 2, Range 4, Coast District, Plan 12252	Application to subdivide the property into two parcels of approx. 60 ha (±148 ac) and one parcel approx. 50 ha (±123 ac).	Staff: Approval
			Board: Approval
			ALC: Approved
1125	The NW ¼ of Section 14, Township 2, Range 4, Coast District, except Plans 3756 and 6299	Non-farm Use application to allow the establishment of a hay processing business.	Staff: Approval
			Board: Approval
			ALC: Approved with conditions
1168	SE1/4 of Section 24, Township 2A, Range 5, Coast District	Application to subdivide into two 16.3 ha parcels and one 32.3 ha parcel.	Staff: Approval
			Board: Approval
			ALC: Approved
1172	Lot 2, Section 29 & 30, Township 1, Range 4, Coast District, Plan BCP49346	Application to allow subdivision of the property into one 24.9 ha parcel and one 70 ha parcel as divided by an undeveloped road right of way.	Staff: Denial
			Board: Denial
			ALC: N/A (Application withdrawn)
1229		Non-Adhering Residential Use Application so that the	Staff: Approval
			Board: Approval

	<p>Lot 3, Section 13, Township 2, Range 4, Coast District, Plan 6577</p>	<p>property owner can live in the existing older manufactured home on the subject property while a new 93 m2 dwelling is constructed.</p>	<p>ALC: N/A (Application withdrawn)</p>
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Surrounding Applications Map





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: August 15, 2024
Subject: Coastal GasLink Pipeline Electrification Optionality Amendment

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

That the Regional District Board direct staff to respond to the Environmental Assessment Office that the Coastal GasLink Pipeline's response does not address the RDBN's comments and concerns and that the RDBN's comments and concerns remain applicable.

BACKGROUND

The RDBN received a referral from Coastal GasLink on May 13, 2024 regarding Coastal GasLink's proposal to amend its EAC to include the option to install either natural gas-powered or electric-powered compressor units at compressor station locations.

This application does not include an evaluation or consideration of the transmission lines required to supply power to compressor stations. The applicable Provincial regulatory body would approve required transmission lines prior to construction. It was anticipated that this process would include a referral to the RDBN. However, the referral process would not be adequate to allow the Board to identify any issues and opportunities associated with developing the transmission lines. Therefore, it was recommended that the Socio-economic Effects Management Plan (SEEMP) for the Coastal GasLink Pipeline be amended to require consultation with stakeholders, including local governments, regarding the planning and development of transmission lines and associated infrastructure required to supply power to compressor stations.

No information was provided regarding the anticipated timing of installation of the electric-powered compressor units or where the first installations are anticipated to occur.

RDBN COMMENT and CGL RESPONSE

At the May 23, 2024 Board Meeting the Board directed staff to respond to the referral stating that:

"The RDBN has no objection to the installation of electric-powered compressor units, subject to the amendment of the SEEMP to require consultation with

stakeholders, including local governments, during the planning and development of transmission lines and associated infrastructure. The RDBN also expressed concerns about the allocation of power and the decision to exclude the transmission lines from the Environmental Assessment Process and would like to see those issues addressed as part of the SEEMP implementation process.”

Coastal GasLink responded with the following:

“The Amendment Application proposes optionality to install electric-powered compressor units or natural gas-powered compressor units within the footprints of the proposed compressor stations. Transmission lines therefore do not form part of the scope of the Amendment Application. Coastal GasLink would expect that if a scope is confirmed at a later date, the proponent responsible for that scope would conduct the appropriate Indigenous and stakeholder engagement as per the requirements of the applicable regulatory process.”

The EAO asked the RDBN to confirm whether the above comments provided by Coastal GasLink have “sufficiently answered the RDBN’s questions or if there is further information required.” At the July 18, 2024 Board Meeting the Board directed staff to respond to the referral stating that:

“The Coastal Gaslink Pipeline's response does not address the RDBN's comments and concerns and the RDBN's comments and concerns remain applicable.”

Coastal GasLink responded with the following:

“Coastal GasLink acknowledges the comments and concerns of Regional District of Bulkley-Nechako (RDBN). Transmission lines and associated infrastructure are not within the scope of the Coastal GasLink EAC or approved SEEMP. Coastal GasLink would be willing to meet with RDBN to discuss further comments or concerns related to this specific application.”

The decision to exclude the transmission lines from the Environmental Assessment and the SEEMP implementation process was made by the Province. Should the Board wish to continue with efforts to address this issue the Board may direct its efforts towards engaging directly with the Environmental Assessment Office and the Ministers responsible for approving the amendment to the Environmental Assessment Certificate.

ATTACHMENTS:

[EAC No. E14-03 Amendment: Compressor Station Electrification Optionality, March 25, 2024 link](#)



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Llewellyn, Director of Planning
Date: August 15, 2024
Subject: **Fort St. James and Telkwa Transit Service Participation**

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

That the Board provide direction to staff regarding the preparation of a bylaw amending "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016" to remove the District of Fort St. James and Village of Telkwa from the service area.

BACKGROUND

The Board has been discussing for a number of years the need to increase the maximum requisition amount allowed pursuant to "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016" to ensure adequate long-term funding for the BC Transit Bus Service in the RDBN.

In 2023 the Board gave first and second readings to "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Amendment Bylaws No. 2011, 2012, 2013, 2015, and 2016, 2023" to include Electoral Areas B, C, D, F, and G in the transit service area and increase the maximum requisition amount from \$90,000 to \$200,000. Electoral Areas A and E were not interested in participating in the service. At the October 26, 2023 Board Meeting the Board amended Bylaw No. 2017, 2023 to decrease the maximum requisition amount from \$200,000 to \$115,000 and subsequently gave third reading to Bylaws No. 2011, 2012, 2013, 2015, 2016, and 2017 (as amended). Bylaws No. 2011, 2012, 2013, 2015, and 2016, and 2017, 2023 were subsequently sent to the municipalities participating in the service for authorization.

The Council's for the Town of Smithers, the Village of Burns Lake, the Village of Fraser Lake, and the District of Vanderhoof authorized the bylaw; however, the Councils for the Village of Telkwa and the District of Fort St. James declined to give approval. Given the refusal of

Fort St. James and Telkwa Councils to authorize the bylaws the bylaws cannot proceed; therefore, the District of Houston Council did not take a final position on authorization.

The District of Fort St. James and Village of Telkwa Councils have now requested (attached) to be removed from "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016" as they no longer wish to participate in the service. This report requests direction from the Regional District Board regarding preparation of the Bylaws to remove the District of Fort St. James and Village of Telkwa from the service.

DISCUSSION

The table below shows the financial implications to the remaining participants in the service should the District of Fort St. James and Village of Telkwa be removed (using 2024 taxation as an example).

Taxation Area	With Telkwa and FSJ	Without Telkwa and FSJ
Town of Smithers	\$27,210	\$30,291
District of Vanderhoof	\$21,989	\$24,478
District of Houston	\$15,443	\$17,191
Village of Burns Lake	\$8,394	\$9,344
Village of Telkwa	\$7,458	\$0
Village of Fraser Lake	\$4,882	\$5,435
District of Fort St. James	\$1,402	\$0
Village of Granisle	\$341	\$380
Electoral Area A	\$0	\$0
Electoral Area B	\$0	\$0
Electoral Area C	\$0	\$0
Electoral Area D	\$0	\$0
Electoral Area E	\$0	\$0
Electoral Area F	\$0	\$0
Electoral Area G	\$0	\$0
TOTAL	\$87,118	\$87,118

As noted in previous reports to the Board the taxation limit under the existing bylaw is \$90,000. Based on this taxation limit moving forward the service can continue to operate for approximately 4 years using reserve funds (intended for bus and other capital purchases). In 2028 reserve funds will be depleted and the service will not be funded without an increased contribution from the Province, a reduction in service provided, or

amendment to the service establishment bylaw to increase the maximum taxation requisition.

The attached letter was sent to the Province asking that they work with local governments, First Nations, and stakeholders to rationalize public transportation services in the north and develop a regional transportation service model which better meets the needs of northern BC in the hope of avoiding unnecessary disruptions to services provided in the region. The Province's response is attached.

This report is seeking the Board's direction regarding the drafting of a bylaw for the Board's consideration which amends "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016" by removing the District of Fort St. James and Village of Telkwa from the service area. Should the Board wish to proceed with consideration of an amendment bylaw the Board should provide this direction to staff.

A bylaw to amend Service Establishment Bylaw No. 1790 can not proceed without the support of all municipal Councils, and the Province.

ATTACHMENTS:

District of Fort St. James April 13, 2024, resolution

Village of Telkwa December 12, 2023, resolution

Letter to Minister of Transportation and Infrastructure April 12, 2024

Letter from the Office of the Minister of Transportation and Infrastructure June 19, 2024



District of Fort St. James
477 Stuart Drive West, P.O. Box 640
Fort St. James, B.C. V0J 1P0
Phone 250 996-8233 Fax 250 996-2248
Email district@fortstjames.ca
OFFICE OF ADMINISTRATION

RESOLUTION NO. 2024-13-04

BE IT RESOLVED

THAT Council request that the Regional District of Bulkley Nechako remove Fort St. James from the Regional Public Transit and Para-Transit service.

Carried unanimously

I hereby certify the foregoing to be the Original True Copy of Council Resolution Number 2024-13-04 adopted on 9 Jul 2024.



Corporate Officer





February 27, 2024

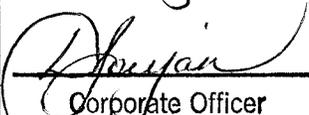
RE: RDBN Regional Public Transit & Para-Transit (Hwy 16) Service Establishment Amendment Bylaws Nos. 2011, 2012, 2013, 2015, & 2017

At the December 12, 2023 Regular Meeting of Council, the following resolution was passed:

THAT Ltr 0275 from the Regional District of Bulkley-Nechako regarding RDBN Regional Transit and Para-Transit (Highway 16) Service Establishment Bylaw Nos. 2011, 2012, 2013, 2015, and 2017, and proposed Amendment Bylaw, be received; **AND THAT** Council withdraw the Village of Telkwa's participation in said Bylaw and Service. **CARRIED**

I, Debbie Joujan, Chief Administrative Officer/Corporate Officer, CMC, for the Corporation of the Village of Telkwa, hereby confirm that the above is a certified true copy of said resolution of the Village of Telkwa Council.


Debbie Joujan
Chief Administrative Officer/
Corporate Officer, CMC

Certified a true copy of the
Village of Telkwa
Resolution No. 23-12-188
Dated this 27th day of
February, 2024

Corporate Officer
Village of Telkwa



April 15 , 2024

Honourable Rob Fleming
Minister of Transportation and Infrastructure

Via email: Minister.MOTI@gov.bc.ca

Dear Minister Fleming:

Public Transportation in the RDBN

As you are aware the Regional District of Bulkley-Nechako (RDBN) has been challenged to secure adequate long-term funding for the BC Transit Bus Service along Highway 16. Part of this challenge is the limited certainty regarding the Province's long-term commitment to the current funding formula and future capital costs. The RDBN also has concerns regarding the efficiency and effectiveness of the existing public transportation services in the RDBN.

Please be advised that the RDBN is currently taxing at the maximum amount authorized under "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016." The RDBN projects that it has adequate reserve funds to continue funding the service as it currently exists until 2027; although, the use of these funds will also impact the financial viability of the service into the future. At this time, the RDBN does not anticipate being able to enter into an Annual Operating Agreement with BC Transit for the service in 2028.

The RDBN Board asks that the Province work with local governments, First Nations, and stakeholders (including the Northern Development Initiative Trust) to rationalize public transportation services in the north and develop a regional transportation service model which better meets the needs of northern BC. This request is made in the hope of avoiding unnecessary disruptions to services provided in the region.

Sincerely,

Mark Parker
Chair

cc: NDIT



June 19, 2024

Mark Parker, Chair
Bulkley-Nechako Regional District
37 3rd Avenue
PO Box 820
Burns Lake BC V0J 1E0

Reference: 325556

Dear Chair Parker:

Re: Public Transportation

Thank you for your letter of April 15, 2024, regarding public transportation services in the Regional District of Bulkley-Nechako.

I appreciate you sharing the Regional District of Bulkley-Nechako's (RDBN) funding situation in relation to the Highway 16 Regional Transit service. As you know, this service was implemented as part of the [Highway 16 Transportation Action Plan](#) to improve safety and reduce hitchhiking, particularly among Indigenous women, following the release of "[Forsaken: The Missing Women's Commission of Inquiry Report.](#)"

Safety along Highway 16 continues to be a priority for our government. We understand that public transportation is an essential service which many British Columbians use to access medical appointments, employment, education and other needs such as grocery shopping.

We are currently developing long-term options for transportation in Northern B.C. and the future of the Highway 16 Regional Transit service beyond March 31, 2025. You can be sure your feedback will be considered as we continue to develop options for public transportation in the region, and I have shared your letter with staff involved in this work. Like you, we want to ensure that public transportation services meet the needs of people in Northern B.C., and more collaboration between funding partners, service providers and communities could help bring this about.

We hope to be able to update you about this matter soon. In the meantime, please feel free to contact Kate Mukasa, Executive Director of the Transit Strategy and Policy Branch if you have any questions. Ms. Mukasa would be pleased to share the progress of our work and the potential next steps and can be reached at 778 698-3280 or at Kate.Mukasa@gov.bc.ca.

.../2

Thank you again for taking the time to write.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rob Fleming". The signature is fluid and cursive, with the first name "Rob" being more prominent than the last name "Fleming".

Rob Fleming
Minister

Copy to: Kate Mukasa, Executive Director
Transit Strategy and Policy Branch



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Alex Eriksen, Director of Environmental Services
Date: August 15, 2024
Subject: **Asbestos Safety Program Implementation - Update**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

In September of 2023, the RDBN received a WorkSafe BC inspection report for the Smithers/Telkwa Transfer Station (STTS) which included a safety compliance order relating to the risk associated with receiving Demolition, Renovation and Construction Material (DRC) that had not been tested for asbestos. Material with a potential to contain asbestos pose a risk to RDBN waste facility employees.

From September 2023, staff worked with field staff, WorkSafe BC and Occupational Hygiene experts to develop a thorough Asbestos Exposure Control Plan (ECP) for STTS, which included a risk assessment for site activities, waste screening procedures and emergency clean-up procedures. The ECP was approved by WorkSafe on June 24, 2024.

Each Transfer Station and Landfill will require a separate risk assessment and ECP. On June 25 and 26, 2024, the Consultant conducted risk assessments at all remaining RDBN waste facilities. ECP's for the sites are currently in-progress.

Implementation of asbestos related procedures have been focused on the western sites. Working through challenges at a limited number of sites was manageable and will help with the implementation to other sites.

The Knockholt and Clearview Landfills have an established asbestos disposal procedure and will continue to operate as normal.

IMPLEMENTATION AND TRAINING UPDATE

October 12, 2023: All RDBN field Staff attended an Asbestos Awareness Training Session.

October 12, 2023: Asbestos awareness training was incorporated into staff orientation.

November 1, 2023: Incident reporting program for asbestos related incidents was implemented and all field safety meetings included an asbestos component.

November 2023 through to March 2024: The respirator program and fit testing was implemented.

February 1, 2024 to present: public education program and website updates.

June 12, 2024: Knockholt Landfill (Houston Transfer Station) gate-check and load screening was initiated. Utilized existing staff. established a bin for residents to drop "potential asbestos containing material".

June 22, 2024: Smithers/Telkwa Transfer Station Gate-check and load screening was initiated. Additional Staff required for 42 hours/week. Hired as temporary employees while monitoring of implementation is conducted.

June 24, 2024: Load screening at the tip floor initiated. Utilized existing staff

August 1, 2024: All RDBN Field Staff attended an Emergency clean-up procedures training session.

August 6, 2024: Ft. St. James, Vanderhoof and Fraser Lake Transfer Stations load screening fully initiated. Utilize existing staff.

August 15, 2024: Granisle and Southside Transfer Stations load screening fully initiated. Utilize existing staff.

MOVING FORWARD

Completion of ECP's for all sites. Related training if needed.

Regular site meetings to review and practice procedures

Acquire new, enclosed asbestos waste bins at each landfill. In-progress

Ongoing evaluation of the effectiveness of procedures and staffing levels

Ongoing public education

Acquire hazardous waste permit for Transfer Stations – this will allow for the collection and storage of "potential asbestos containing material" material.

Acquire enclosed asbestos waste bins at each transfer station.

Acquire permit to transport asbestos waste. In progress

ATTACHMENTS - None



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: August 15, 2024
Subject: **Union of B.C. Municipalities Convention – Provincial Government Staff Meetings**

RECOMMENDATION: (all/directors/majority)

Direction.

BACKGROUND

The deadline to submit meeting requests for meetings with Provincial Government staff at the upcoming UBCM Convention is August 21, 2024. After this date, requests may be made at the On-Site Provincial Appointment Desk during the Convention. If any Minister meetings are declined, the Board may wish to consider this option.

At this time, staff is seeking direction from the Board in regard to meetings it would like to request with Provincial staff.

The 2024 Provincial Appointment Book can be found here: [CivicInfo BC - 2024 UBCM Convention - MACC Staff Meetings](#)

ATTACHMENTS:

None.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Cheryl Anderson, Director of Corporate Services
Date: August 15, 2024
Subject: **Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2060, 2024**

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

That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2060, 2024 be adopted this 15th day of August, 2024.

BACKGROUND

Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2060, 2024 was given three readings by the Board at its July 18 meeting. The Board may now adopt the bylaw.

ATTACHMENTS:

Bylaw 2060



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2060

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 C DISTRICT LOT 791 RANGE 5 COAST DISTRICT PLAN EPP8316

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. 2060, 2024."

Bylaw No. 2060

Page 2 of 2

READ A FIRST TIME this 18th day of July, 2024

READ A SECOND TIME this 18th day of July, 2024

READ A THIRD TIME this 18th day of July, 2024

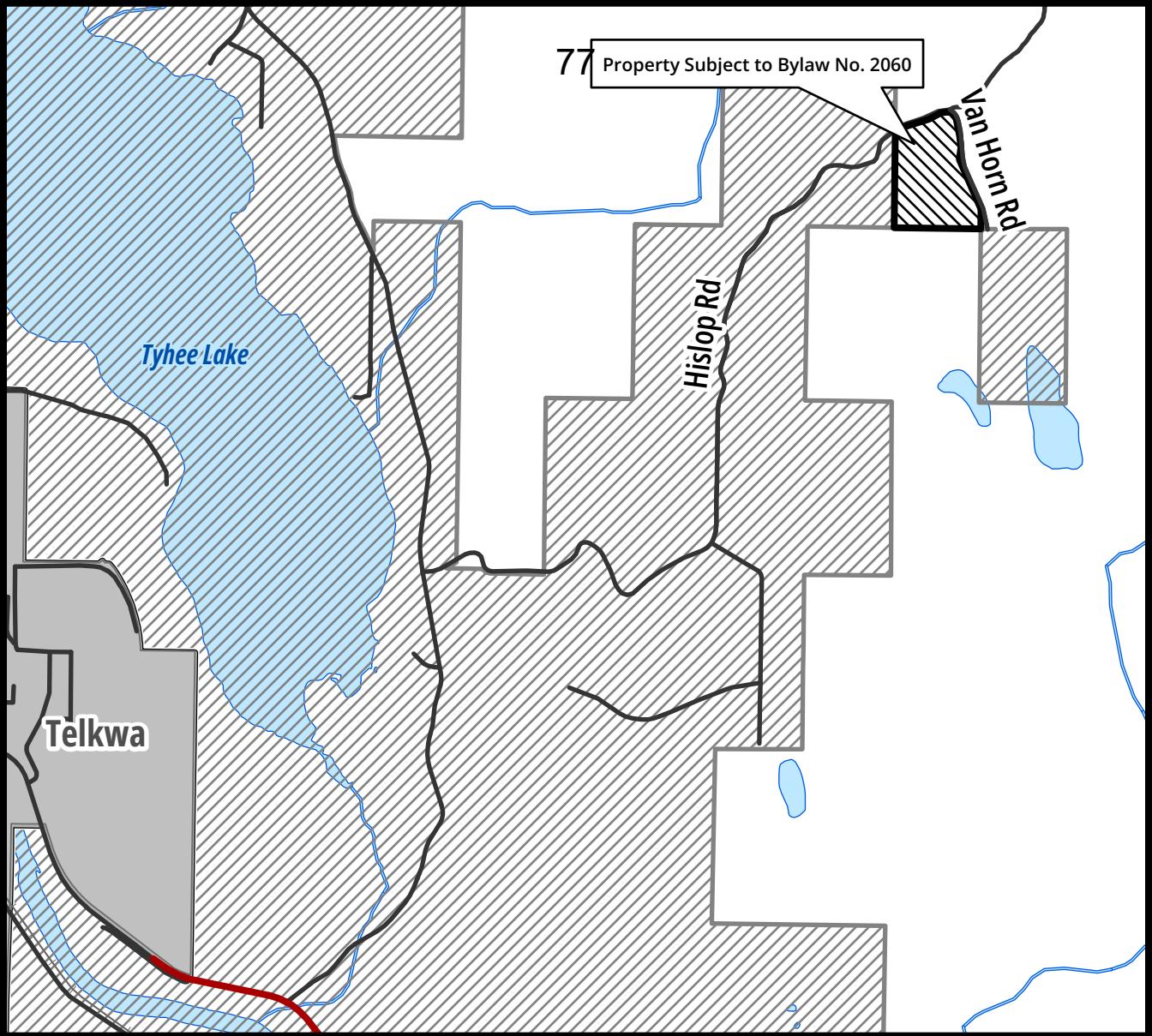
ADOPTED this day of , 2024

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2060 as adopted.

Corporate Administrator



77 Property Subject to Bylaw No. 2060

Van Horn Rd

Hislop Rd

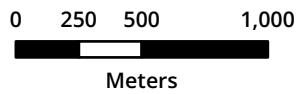
Tyhee Lake

Telkwa



Bylaw 2060: Schedule A
Regional District of Bulkley-Nechako
Produced: 2024-07-08

 Telkwa Rural Fire Protection Area





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: John Illes, Chief Financial Officer
Nellie Davis, Manager of Regional Economic Development

Date: August 15, 2024

Subject: **Community Works Fund Grants for Non-government Assets**

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

That the Board provide direction regarding third party infrastructure grants based on requirements of the new Community Works Fund Agreement.

BACKGROUND

In July 2024, UBCM forwarded the new Canada Community-Building Fund 2024-2034 Funding Agreement and Program Guide. The guidelines for administration of the funds include the following information:

'UBCM encourages local governments to prioritize projects that relate to local government assets which have been identified for renewal, enhancement or construction through a local long-term infrastructure or asset management plan.

While housing is not a standalone eligible category, communities are encouraged to invest CCBF funding in ways that strategically advance housing initiatives within their communities, when it makes sense to do so.

UBCM requires recipients to spend Community Works Funds (CWF) within 5-years of receipt unless longer timelines are identified in a long-term capital plan / long term financial plan, which has been submitted to UBCM in advance.

Local governments should consider projects that have been identified as local or regional in scope, including how they benefit local First Nation communities.'

The RDBN's CWF allocation is based on rural and First Nations population data in the region. First Nations population data comprises 16% of the RDBN's total allocation.

In addition to this encouragement to consider regionally beneficial, local government-owned projects, the requirements to grant funds to non-government infrastructure

projects have also changed. The changes will require significant re-design of the RDBN's existing infrastructure granting program. The requirements now include a Board resolution confirming the following:

- 1) Board or council has identified the project as a regional or municipal priority within a long-term capital investment plan.
- 2) Board or council has not prioritized the third party project over a local government-owned priority project.
- 3) The project is supported by asset management planning.
- 4) The project meets the minimum outcomes reporting criteria as follows: (for any project receiving more than \$25,000)
 - Population directly served by the project
 - First Nations population directly served by the project
 - Output metric
 - Outcome metric

Additionally, the agreement includes language that the RDBN is 'responsible for the completion of each Eligible Project' in accordance with Eligible Project Categories and Eligible Expenditures.

In order to move forward with non-government asset granting, RDBN staff will need to:

- Redesign the program's Application, Reporting Forms, Contracts, Memo templates and Information Packages to align with the new agreement requirements.
- Develop satisfactory processes to ensure completion of any non-government projects funded through Community Works Funds.
- Support the development of a long-term capital investment plan that includes non-government assets but does not prioritize them over local government owned assets. This may require public engagement with eligible societies to identify upcoming capital needs.
- Develop material to support non-government applicants in successfully completing the required asset management planning.

Staff time to support for the Community Works Fund grant program is currently allocated at 0.6 FTE within the Economic Development Department. It is anticipated that the work required to move forward a non-government project granting program will increase that to 1.0 FTE for the remainder of 2024, and it is estimated that administration of a CWF program for non-government assets could exceed the effort of one full time staff person in 2025

Alternatively, some funding could be made available to third party projects with less administrative impact through an annual allocation of CWF to the Environmental Services

Capital Budget in exchange for the same contribution to the annual Regional Grant in Aid budget.

The maximum allocation to Regional District Grant in Aid is currently \$314,000 and is based on the net taxable value of the municipal assessments. This is similar to the maximum Grant in Aid for each electoral area that is based on the net taxable value of the assessments in each electoral area. This maximized regional allocation could be tracked based on population by Electoral Area, or as one amount for which projects are prioritized by the Board.

This recommendation has the advantage in that the Regional District Grant in Aid program is easy to administer with less restrictions on its utilization. Grant in Aid programs have one primary disadvantage in that the maximum amount of funds each year is set by the Local Government Act. That is, the maximum funds cannot be increased each year by the unspent amount in the previous year. Therefore, to maximize the benefit of the recommendation, the Regional District Grant in Aid must be fully spent each calendar year.

This proposal has several other advantages:

- as the funds are replenished each year from taxation, the amounts will attract grant in lieu of taxes (specifically Alcan Grant in lieu of Taxes);
- the Community Works Fund will help maintain the capital assets of the Environmental Service department that currently has taxation limitations;
- the Regional District can show the Federal Government that it is utilizing the Community Works Fund to directly support its asset management plan (currently in development); and
- the larger Grant in Aid budget can support larger projects as the funds are more flexible and different Regional District third party projects can be prioritized and supported each year.

Staff are requesting direction to either:

- 1) Allocate staff time to create a new infrastructure grant program for third parties that meet the requirements of the new CWF agreement,
- 2) Transfer \$300,000 annually from special projects to Regional Grant in Aid to support larger projects, via a budget amendment in 2024 and as part of the budget process in subsequent years, or,
- 3) Both options 1 and 2.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: August 15, 2024
Subject: **Canada Community Building Fund Electoral Area B (Burns Lake Rural) – Village of Burns Lake**

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

- 1) That the Board authorize contributing up to \$90,000 of Electoral Area B (Burns Lake Rural) Canada Community-Building Fund BC allocation monies to the Village of Burns Lake for a Drinking Water Infrastructure project, and

(participants/weighted/majority)

- 2) That the Board authorize the withdrawal of up to \$90,000 from the Federal Gas Tax Reserve Fund.

BACKGROUND

This project will see the purchase of a year-round, metered water filling station for Area B and E Residents. It will ensure access to potable water for rural residents during drought conditions.

Total uncommitted Canada Community-Building Fund BC funds remaining in the Electoral Area B allocation is \$569,898.

Director Michael Riis-Christianson is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$90,000 from Area B for this Drinking Water Infrastructure project.

A Board resolution is required to contribute Canada Community-Building BC Funds to this project.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Nellie Davis, Manager of Regional Economic Development
John Illes, Chief Financial Officer

Date: August 15, 2024

Subject: **Northern Capital and Planning Grant from Electoral Area B (Burns Lake Rural) – Environmental Services Capital**

RECOMMENDATION: (all/directors/majority)

- 1) That the Board authorize contributing up to \$20,000 of Electoral Area B (Burns Lake Rural) Northern Capital and Planning Grant to the Environmental Services Capital Budget for 2024.
- 2) That the Board approve allocating \$20,000 in Regional Grant in Aid to the Village of Burns Lake to support the installation of a metered Water Filling Station.

BACKGROUND

This grant will facilitate Village of Burns Lake Public Works staff to install and operate the Water Filling Station. Own force labour costs are not eligible for Community Works Funds.

Director Michael Riis-Christianson is supportive of this project and of allocating \$20,000 from Area B Northern Capital and Planning Grant to a Solid Waste Infrastructure project, as well as allocating \$20,000 in Regional Grant in Aid to the Village of Burns Lake for the Water Filling Station project.

This exchange will be reflected in the next budget amendment.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: July 18, 2024
Subject: **Grant in Aid Request – Nechako Valley Regional Cattlemen’s Association**

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

That the Board approve allocating \$3,000 in Grant in Aid monies (\$1,000 each from Electoral Areas C (Fort St. James Rural), D (Fraser Lake Rural) and F (Vanderhoof Rural) to the Nechako Valley Regional Cattlemen’s Association for a conifer shavings Research project.

BACKGROUND

Please see the attached application for further details.

The Grant in Aid Balance for Area C as of June 30, 2024, is \$32,175.

The Grant in Aid Balance for Area D as of June 30, 2024, is \$32,089.

The Grant in Aid Balance for Area F as of June 30, 2024, is \$34,036.

Directors Greenaway, Parker, and Moon are supportive of the application.

Organization Legal Name:
Nechako Valley Regional Cattlemen's Association

Contact Email Address:
rbranch@hwy16.com

Contact Phone Number:
250-567-0774

Organization Mailing Address:
PO Box 1909

Project or purpose for which you require assistance:
To assist in funding shortfall from NVRCA to UNBC to study the chemical properties of conifer shavings compared to Aspen grinding for cattle bedding and soil amendments. This will enable the funding of 2 grad students over a 3yr period. The NVRCA has contributed \$40k but to complete the project we require \$46k. We are looking to RDBN for a contribution of \$3k

Amount of Grant Requested:
3000

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:
Yes

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?:
We represent the cattle industry in the Nechako valley and are the main contact for governments and other organizations to reach our members or contribute to policy and project development

Is your organization voluntary and non-profit?:
Yes

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

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:
160 members through 4 local associations. NVRCA has been in existence for over 40 years

Assistance is being requested for.:
Other purpose - please explain below

Other Purpose:

Funding of grad students from UNBC for formal studying of attributes of aspen grinding to replace conifer shavings for cattle bedding

Please describe the project/event 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.:

Describe how this proposal will benefit the community.:

Provide an alternative for conifer shavings as cattle bedding in the event we lose access to shavings due to sawmill curtailments in the future. A side benefit will be the soil amendment properties of Aspen vs Conifer when the product is spread back on the fields.

Have you applied for a grant/funding from other source(s)?:

Yes - please provide information below

Name of Grant or Funding Agency:

Four Rivers Coop

Amount applied for:

3000

Status of application:

Approved

Name of Grant or Funding Agency:

BC Cattlemens Association

Amount applied for:

40000

Status of application:

Approved

Name of Grant or Funding Agency:

Amount applied for:

Status of application:

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

No

If yes, please provide the year, the amount, and the purpose for the assistance.:

Does your Organization: (Please check all that apply):

Contact Name:

Mike Pritchard

Attach supporting financial information, ie: budget/financial report. Ensure all information is clearly itemized, including: total cost of project, grants/funding from other sources, funding contributed by applicant, total expenses for the fiscal year.:

Contact Name:

Contact Phone Number:

Contact Email Address:

Which RDBN electoral area(s) receive services or benefits from your organization?:

Electoral Area C (Fort St. James Rural)

Electoral Area D (Fraser Lake Rural)

Electoral Area F (Vanderhoof Rural)



Regional District of Bulkley-Nechako Board Meeting

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: August 15, 2024
Subject: **Local Service Area Contract – Fraser Lake and District Rebroadcasting**

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

That the Board authorize the Chair and CAO to enter into the Local Service Area Contract with the Fraser Lake and District Rebroadcasting Society.

BACKGROUND

Recommendations from the Municipal Insurance Association, suggest that the Regional District should move forward with a signed local service area contract with each organization that receives yearly funding.

This is the second contract to be brought forward to the board and is the agreement with the Fraser Lake and District Rebroadcasting Society to operate and manage on-air television in the Fraser Lake and Fort Fraser Area.

Additional agreements for each local service provider will be brought forward over the next six months.

Attachment:

Local Service Area Contract – Fraser Lake and District Rebroadcasting Society

LOCAL SERVICE AREA CONTRACT

THIS AGREEMENT dated for reference this ___ day of _____, 20__.

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO

37 Third Avenue, PO Box 820

Burns Lake, BC V0J 1E0

(the "**RDBN**")

PARTY OF THE FIRST PART

AND:

FRASER LAKE AND DISTRICT REBROADCASTING SOCIETY

265 Endako Avenue, PO Box 88

Fraser Lake, BC V0J 1S0

(the "**Recipient**")

PARTY OF THE SECOND PART

WHEREAS:

- A. The RDBN is a Regional District duly incorporated by Letters Patent under the *Local Government Act*, RSBC 2015, c. 1 and has the power under section 263(1)(c) of that Act to provide assistance for the purpose of benefiting the community or any aspect of the community;
- B. The Recipient is a non-profit Society duly incorporated in the Province of British Columbia in accordance with the *Societies Act*, SBC 2015, c. 18;
- C. The Recipient has submitted an application to the RDBN for a grant of assistance;
- D. The RDBN has approved the application and has authorized the grant of assistance to the Recipient as outlined in Section 3.0 of this Agreement (the "**Funds**"); and
- E. The Recipient has agreed to accept the Funds on the terms and conditions set out herein.

NOW THIS AGREEMENT WITNESSES that in consideration of the Funds, the terms, and conditions hereinafter contained, the sufficiency and receipt of which is hereby acknowledged, the parties covenant and agree each with the other as follows:

1.0 TERM

1.1 The term of this Agreement shall be for a period of five (5) years commencing on **July 1, 2024**, and ending on **June 30, 2029** (the “**Term**”) unless otherwise terminated as provided herein.

2.0 RECIPIENT’S OBLIGATIONS

2.1 The Recipient must do the following:

- (a) use the Funds solely and exclusively for the project, event, or service identified in Schedule “A” of this Agreement (the “**Services**”);
- (b) ensure the **Services** are undertaken in accordance with all statutory and other legal requirements that may apply;
- (c) maintain proper financial records and supporting documentation respecting the Recipient’s use of the Funds;
- (d) permit the RDBN, its officers, employees, and its auditors, on reasonable notice, to inspect and take copies of the records referred to in subsection 2.1 (c);
- (e) repay to the RDBN upon written demand any of the Funds not expended by the Recipient in the year in which they are received, if the Recipient possesses more than six months’ operating reserves based on its most recent financial statements; and
- (f) seek written approval by the RDBN of any changes to the **Services** or use of the Funds prior to the changes being made during the **Term**.

2.2 If the Recipient makes changes to the **Services** or the use of the Funds without the prior approval of the RDBN pursuant to subsection 2.1(f), the RDBN may, in its sole discretion, withdraw the Funds and immediately terminate the Agreement.

3.0 RDBN’S OBLIGATIONS

3.1 In consideration for providing the **Services**, the RDBN shall pay to the Recipient during the first year of this Agreement a total of **\$90,000** (the “**base amount**”) in twelve equal monthly instalments paid on or before the last day of every calendar month, until the end of the **Term**.

3.2 The base amount in Section 3.1 will be maintained for the term of the requirement.

- 3.3 The payment of Funds is subject to the RDBN being satisfied that the Recipient will use the Funds only for the provision of Services as set out in this Agreement and all requirements established herein.
- 3.4 The payment of Funds is subject to the limitations of Bylaw No. 1855.
- 3.5 No assurance is made to the Recipient that future contributions will be approved by the RDBN Board beyond the Term of this Agreement.
- 3.6 No provision of this Agreement shall be construed as creating a partnership or joint venture relationship, or a principal-agent relationship between the RDBN and the Recipient in relation to the Services, or otherwise. The Recipient does not undertake the Services as a contractor on behalf of the RDBN. Nothing in this Agreement, and no actions taken by the RDBN in implementing or enforcing this Agreement, shall:
- (a) make the RDBN responsible in any way for the management, supervision, operation, or delivery of the Services;
 - (b) give rise to any liability on the part of the RDBN, whether to the Recipient or to any other person, for any losses, damages, costs, or liabilities arising from or related to the Services;
 - (c) be interpreted as giving rise to a duty of care on the part of the RDBN to the Recipient, or to any other person, to investigate or verify whether the Services are being undertaken in accordance with the requirements of this Agreement, or in accordance with any statutory or legal requirements that may apply.

4.0 REPORTING

- 4.1 The Recipient shall present an annual report to the RDBN on or before **August 15** of the year following the year in which the Funds were received. The annual report shall include, at a minimum:
- (a) a summary of operating results showing revenues and expenditures to December 31 of the preceding year; and
 - (b) a brief narrative summarizing the goals, objectives, and results achieved for the year, including the benefits received by the community through the Services, and any challenges, program cancellations, and significant issues addressed; and
 - (c) financial statements prepared by an accountant with a completed review engagement; and
 - (d) evidence showing that the Society is in good standing with the Province of

BC and the Government of Canada.

- 4.2 The Recipient shall provide a copy of its annual *Societies Act* filing with RDBN within 30 days of the Recipient's annual filing deadline.

5.0 TAXES

- 5.1 It is the Recipient's responsibility to determine if it must be registered for GST and/or PST purposes. The amount of funding provided in this Agreement includes any GST and/or PST which may be payable by the RDBN. Any liability for GST and/or PST required in respect of this Agreement will be the responsibility of the Recipient.

6.0 INSURANCE

- 6.1 The Society agrees to obtain Commercial General Liability insurance coverage naming the Regional District as an Additional Named Insured in the amount of \$5,000,000 with respect to third-party liability claims arising from the provision of the Services when the Recipient is operating within the scope of this agreement. The Recipient agrees to carry its own statutory worker's compensation insurance and automobile liability insurance (owned and non-owned), if appropriate.

7.0 INDEMNITY

- 7.1 The Recipient shall indemnify and save harmless the RDBN, its employees, agents, officers, directors, and authorized representatives, and each of them, from and against all losses, claims, liabilities, damages, actions, causes of action, costs, legal fees, fees, fines, charges, and expenses, of any kind that the RDBN may sustain, incur, suffer, be threatened by, be required to pay or be put to at any time, by reason of or arising from acts, errors or omissions in relation to the provision of Services under this Agreement, including breaches of any term of this Agreement, negligent acts or breaches of law, contract or trust, committed by the Recipient or its employees, agents, officers or directors in relation to their use of the Funds.

- 7.2 This section 7.0 shall survive the expiry or sooner termination of this Agreement.

8.0 DIRECTORS

- 8.1 At all times, while this Agreement is in force, a representative of the RDBN nominated by the RDBN board either a RDBN staff member or elected official shall be entitled to attend as an observer all regular meetings of the Recipient's Board of Directors.

9.0 TERMINATION

- 9.1 The RDBN may terminate this Agreement with thirty days (30) written notice to the Recipient should the Recipient, in the sole discretion of the RDBN,

- (a) fail to perform any of its obligations or covenants hereunder,
- (b) use the Funds for a purpose other than the provision of the Services, or in a manner contrary to the Services, or
- (c) violate any provision of this Agreement,

and such failure, use, or violation continue beyond thirty (30) days from delivery by the RDBN to the Recipient of written notice specifying the failure, use, or violation and requiring remedy thereof.

9.2 The RDBN may terminate this Agreement immediately without notice to the Recipient should the Recipient:

- (a) make an assignment for the benefit of its creditors, be declared bankrupt, or otherwise acknowledge its insolvency;
- (b) dissolve or commence dissolution proceedings;
- (c) amalgamate with another society or person;
- (d) change its purpose as set out in its Constitution; or
- (e) cease, for any reason, to be current in its obligations under the *Societies Act* or fails to maintain the Society in good standing.

9.3 The Recipient may terminate this Agreement upon giving ninety (90) days written notice to RDBN should the Recipient, for any reason, be unable to meet its obligations with respect to the expenditure of the Funds as set forth in this Agreement.

9.4 Upon termination of this Agreement, the RDBN may immediately terminate payment of the Funds before the next instalment, if applicable. The Recipient will provide a full accounting of all portions of the Funds spent and return to the RDBN the unused portion of the Funds.

10.0 COMPLAINTS

10.1 The RDBN and the Recipient agree to forward to each other, in a timely manner, any complaint either organization receives relating to the Recipient's alleged failure to provide Service.

10.2 If the RDBN and/or Recipient receives five (5) or more different complaints relating to the Recipient's alleged failure to provide the Services during the Term of this Agreement, the RDBN shall, within thirty (30) days of receiving the fifth complaint, provide written notice to the Recipient detailing:

- (a) the Services or portion(s) thereof that the complainant states the Recipient failed to provide; and
 - (b) the date(s) the Services were allegedly not provided.
- 10.3 Upon receiving notice under section 10.1, the Recipient shall have thirty (30) days to provide a written response to the RDBN about the complaints.
- 10.4 If, in consideration of the Recipient's response pursuant to section 10.3, the RDBN determines the complaints are well-founded, the Recipient shall take reasonable steps to address the complaints, which may include:
- (a) identification and notification of the parties that are the subject of the complaints;
 - (b) provision of written warning to the relevant parties; and
 - (c) disciplinary action.
- 10.5 If five (5) or more complaints under section 10.1 are determined to be well-founded, the RDBN may, at its absolute and unfettered discretion:
- (a) reduce or terminate payment of the Funds; and
 - (b) require, on written demand, that the Recipient immediately repay in full to the RDBN the unused portion of the Funds received in that calendar year; and
 - (c) consider such complaints when determining the amount and provision of future Funds to the Recipient.

11.0 DISPUTE RESOLUTION

- 11.1 The parties agree that both during and after the performance of their responsibilities under this Agreement, each of them shall:
- (a) make bona fide efforts to resolve any disputes arising between them by amicable negotiations; and
 - (b) provide frank, candid, and timely disclosure of all relevant facts, information, and documents to facilitate those negotiations.
- 11.2 If a dispute between the parties cannot be settled within sixty (60) days, the parties will refer the matter to the arbitration of a single arbitrator mutually agreed to by the parties. If the parties cannot agree on an arbitrator, the dispute shall be referred to and finally resolved by arbitration pursuant to the *Commercial Arbitration Act* (B.C.). The cost of arbitration shall be borne equally by the parties.

12.0 NON-DEROGATION

12.1 Nothing contained or implied in this Agreement shall prejudice or affect the rights and powers of the RDBN in the exercise of its functions under any public or private statutes, bylaws, orders, and regulations, all of which may be fully and effectively exercised as if this Agreement had not been executed and delivered by the parties, and the interpretation of this Agreement shall be subject to and consistent with statutory restrictions imposed on the RDBN under the *Local Government Act* and *Community Charter*.

13.0 NOTICE

13.1 Any notice required to be given under this Agreement shall be in writing and shall be sent to the relevant Party at the relevant address, facsimile number, or e-mail address set out below. Any such Notice may be delivered, including by commercial courier, or sent by registered mail, facsimile transmission, or electronic mail.

13.2 For the purpose of providing notice, the Contact Information for the Parties is as follows:

	RDBN	RECIPIENT
NAME	Regional District of Bulkley-Nechako	Fraser Lake and District Rebroadcasting Society
ADDRESS	37 Third Avenue, PO Box 820 Burns Lake, BC V0J 1E0 Attention: Chief Financial Officer	265 Endako Avenue PO Box 88 Fraser Lake, BC V0J1S0 Attention: President
FAX	(250) 692-3195	N/A
E-MAIL ADDRESS	info@rdbn.bc.ca	Taskfor2@gmail.com 250-699-1184

13.3 Subject to sections 13.4 to 13.7, notice shall be deemed to have been given or made at the following times:

- (a) if delivered, on the date the notice is delivered;
- (b) if sent by registered mail, seventy-two (72) hours following the date the notice is mailed;
- (c) if sent by facsimile transmission, on the date the notice is sent by facsimile transmission; or
- (d) if sent by electronic mail, on the date the notice is sent by electronic mail.

13.4 If notice is delivered, sent by facsimile transmission, or sent by electronic mail after 4:00 p.m., or if the date of deemed receipt of notice falls upon a day that is not a Business Day, then notice shall be deemed to have been given or made on the next Business Day following.

- 13.5 Any notice sent by electronic mail must show the e-mail address of the sender, the name or e-mail address of the recipient, and the date and time of transmission, must be fully accessible by the recipient, and unless receipt is acknowledged, must be followed within twenty-four (24) hours by a true copy of such notice, including all addressing and transmission details, delivered, or sent by facsimile transmission.
- 13.6 Any notice given by facsimile transmission will only be deemed to be received by the recipient if the sender's facsimile machine generates written confirmation indicating that the facsimile transmission was sent.
- 13.7 If normal mail service, facsimile, or electronic mail is interrupted by strike, slow down, force majeure, or other cause beyond the control of the parties, then notice sent by the impaired means of communication shall not be deemed to be received until actually received, and the Party sending such notice shall utilize any other such services which have not been so interrupted or shall personally deliver such notice in order to ensure prompt receipt thereof.
- 13.8 Each Party shall provide notice to the other Party of any change of address, facsimile number, or e-mail address of such Party within a reasonable time of such change.

14.0 TIME

- 14.1 Time is of the essence in this Agreement.

15.0 BINDING EFFECT

- 15.1 In consideration of receiving the Funds, the Recipient agrees to be bound by the terms and conditions of this Agreement, and if the Recipient represents a group or organization, the Recipient agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement.

16.0 WAIVER

- 16.1 The waiver by a Party of any failure on the part of the other Party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

17.0 FORCE MAJEURE

If and to the extent that a Party's performance of any of its obligations pursuant to this Agreement is prevented, hindered or delayed directly or indirectly by fire, flood, earthquake, elements of nature or acts of God, acts of war, terrorism, riots, civil disorders, rebellions or revolutions, or any other similar cause beyond the reasonable control of such Party (each a "Force Majeure Event"), and such non-

performance, hindrance or delay could not have been prevented by reasonable precautions, then the non-performing, hindered or delayed Party shall be excused for such non-performance, hindrance or delay, as applicable, of those obligations affected (the affected "Services") by the Force Majeure Event for as long as the Force Majeure Event continues and, except as otherwise provided in this Section, such Party continues to use its commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay, including through the use of alternate sources, workaround plans or other means. The Party whose performance is prevented, hindered, or delayed by a Force Majeure Event shall promptly notify the other Party of the occurrence of the Force Majeure Event and describe in reasonable detail the nature of the Force Majeure Event. During the Force Majeure Event affecting the Recipient, the RDBN shall continue to pay the base amount to the Recipient for the Services.

18.0 ENTIRE AGREEMENT

18.1 This Agreement constitutes the entire agreement between the Parties with respect to the matters herein, and no representations, warranties, or conditions, express or implied, have been made other than those expressed.

19.0 LAW APPLICABLE

19.1 This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

20.0 AMENDMENTS

20.1 This Agreement may not be modified or amended except by the written agreement of the parties.

21.0 COUNTERPART

21.1 This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement.

SCHEDULE "A"

Services

Definitions

1. The following definitions apply in this Schedule "A":
 - a. **"Agreement"** means this Service Agreement;
 - b. **"Hazards"** means anything that presents a risk of personal injury or property damage to users and persons at or within the Premises;
 - c. **"Premises"** means the land and improvements located on any and all provincial leases and licenses of occupation held by the Society;
 - d. **"Term"** means the term of this Agreement as established under section 1.0 of this Agreement.

Description of Services:

1. As a condition of this Agreement, the Fraser Lake and District Rebroadcasting Society shall, to the best possible degree,
 - a. Rebroadcast no less than 8 television channels from Endako and 12 channels from Fraser Mountain and 4 FM radio Channels to the Fraser Lake and District residents from their current premises.
2. The Recipient will render the Services to the RDBN with that degree of care, skill and diligence normally provided by the operators of similar facilities elsewhere in British Columbia.
3. The Recipient will ensure that all its employees, licensees, contractors, and volunteers are appropriately trained and familiar with all rules, regulations, and bylaws applicable to the Premises, and are thoroughly familiar with and able to implement all emergency procedures as required under this Agreement. The Recipient will also ensure that its employees, licensees, contractors, and volunteers abide by the terms of this Agreement. The Recipient will ensure that its employees are qualified and, if applicable, have the certifications required by provincial or federal statute. Further, the Recipient will ensure that its licensees and contractors are registered with WorkSafeBC, and hold the required trade certifications for the project for which they are contracted.

Operation and Accessibility

1. The Society will plan to rebroadcast television and radio no less than 350 days per year except with agreement of the Regional District.

2. The Society will notify the Regional District if equipment failure or other events beyond the society's control will prevent rebroadcasting operations for more than 48 hours. The Regional District will make allowances for repairs in section 1 of this section for inclement weather conditions such as snow fall and extreme temperatures.

Cooperation

1. The Recipient shall, from time to time, communicate with the RDBN and the owners of land adjacent to the Premises with respect to matters of mutual interest or benefit, including:
 - a. public access issues;
 - b. nuisance and vandalism;
 - c. security; and
 - d. emergency preparedness.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Blackwell, Regional Fire Chief
Date: August 15, 2024
Subject: **Trailer Purchase for the Rural Fire Departments**

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

That the Board approve the purchase of one utility trailer for each of the four rural fire departments utilizing Northern Capital and Planning Grant Funding.

BACKGROUND

The Regional Fire Chief was able to acquire a brand-new firefighting skid unit for each of the rural fire departments. These units feature a 1,000L water tank, small pump and hose reel, and are designed to fit in the back of a pickup, or on a trailer for quick initial attack of wildland fires. All four of these units were donated by a company called GlobalMedic who raises money around the world to help with disaster relief. They have donated a number of these units around the province so far this year, with the most recent being the Thompson-Nicola Regional District. The only thing they ask for in return is a thank you letter and short video from the organization that receives them.

Due to the weight of these units when they are full of water, a $\frac{3}{4}$ ton truck or larger is needed which none of the departments currently have. If a trailer was purchased to haul these skid units, then any $\frac{1}{2}$ ton truck could tow them.

These would be great assets to each of the rural fire departments to quickly take action on any initial attack type of wildland fire and would allow easier navigation into areas that their large fire apparatus can't access.

Four of these trailers would cost \$28,000 plus applicable taxes and would be purchased with Northern Capital and Planning Funds which would be included in the next budget amendment.





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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Nellie Davis, Manager of Regional Economic Development
Date: August 15, 2024
Subject: **Canada Community Building Fund Electoral Area A (Smithers/Telkwa Rural) – Northern Edge Sports Association**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

At the April 23, 2020, meeting the Board approved a request from the Bulkley Valley Gymnastics Association (now called Northern Edge Sports Association) to contribute \$120,000 in Area A Community Works Funds to a roof replacement project at the LB Werner Building in Smithers.

Since that time, the project scope and renovation priorities have changed and a funding agreement for the roof project was not able to be signed prior to the implementation of the 2024-2034 Community Works Funding agreement. Since the project is not ready to be undertaken at this time, the funding committed in 2020 will be returned to the Area A allocation.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Jason Blackwell, Regional Fire Chief
Date: August 15, 2024
Subject: **Disposal of Mobile ESS Trailer**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

During the Board Meeting of October 18, 2018, the Board passed a motion to apply for grant funding for the purchase and conversion of a trailer for use as a Mobile ESS Unit. The Regional District was successful in this grant and a trailer was purchased in the early summer of 2019. The cost of this project was \$18,871.

The purpose of this trailer was to make it possible for ESS volunteers to respond in areas of the RDBN to provide services to remote residents and serve as their accommodations. The RDBN has owned this trailer for over five years now and it has never been utilized for its intended purpose. The only time it has been used was during the wildfires of 2023 as accommodation for contract staff.

Since acquiring the trailer, it was discovered that a special endorsement is required to tow it and currently only a couple environmental services staff have that endorsement, so coordinating to move the trailer has challenges. The Town of Smithers also has a mobile ESS trailer that is all set up, so if we have the need in the future, we can utilize theirs. If we need a trailer to house contract staff for any future EOC activations, the RDBN can rent one and have the cost covered under the task number. Storage of the trailer is costing the RDBN \$1,500 per year, and there are approximately \$3,000 in repairs that are required if we continue to own it.

For these reasons staff feel it is in the RDBN's best interest to sell the trailer and will be putting it and all its contents up for bid on our website.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Christopher Walker, Emergency Services Manager
Date: August 15, 2024
Subject: **2023 After-Action Summary Report**

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

After the 2023 Regional District of Bulkley-Nechako (RDBN) Wildfire Response an After-Action Review (AAR) was conducted by a contractor to then develop an AAR Report to capture best practices and provide recommendations for improvement. General themes heard through the review are as follows:

- **Staff Wellness** – it became apparent immediately that this is a primary issue. Most staff were burnt out at the end of the season, and there’s a likelihood that this could extend into the future for some. It would be prudent to monitor staff wellness and provide support as necessary. There is also the need to revisit and possibly amend the staff deployment protocol and policy that limits duty days and hours, as well as days of rest. This is important for all positions within the EOC.
- **Training & Development** – Most staff have indicated interest in cross training into other EOC functions, which helps to create depth of capacity. Any regional collaboration models under the new Emergency and Disaster Management Act (EDMA) will require a focus in inter-agency training and exercising.
- **Multi-organization collaboration** – RDBN has been evolving this and is well positioned for the requirements of the EDMA.
- **Community resilience and engagement** - Through development of Neighbourhood Emergency Program model.
- **Holding BC Wildfire Service (BCWS) & Ministry of Emergency Management and Climate Readiness (EMCR) accountable for information sharing.**

Staff are reviewing recommendations for feasibility; they will then be incorporated into work plans and budgets.

ATTACHMENTS:

RDBN 2023 Wildfire AAR Report.



Fire Season 2023 After Action Review Summary

Facilitated & Prepared by
Steve Newton
Sandy Miller



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Executive Summary

The Regional District of Bulkley-Nechako (RDBN) experienced a historically significant wildfire season, and its Emergency Program activated the Emergency Operations Centre (EOC), primarily to support evacuation related activities. The Emergency Program engaged an external contractor to facilitate an after action review (AAR), who in turn interviewed several of those organizations and communities that were part of the collaboration model.

Through previous relationship building, RDBN established a fairly robust collaboration model with member local governments, First Nations, volunteer and community organizations, responder organizations, and a myriad of assisting and supporting agencies. RDBN did joint evacuation alerts, orders, and rescinds with 8 local First Nations.

A representative from Cariboo Regional District who attended the AAR sessions in person indicated that “*RDBN is the gold standard*” in reference to its Emergency Program in general, and the work it has done to date around collaboration.

Information gathered from all sources during the AAR has been synthesized into:

- What We Heard
- What That Means
- Recommendations

General themes around what we heard that translated into potential opportunities were:

- **Staff Wellness** – it became apparent immediately that this is a primary issue. Most staff were burnt out at the end of the season, and there’s a likelihood that this could extend into the future for some. It would be prudent to monitor staff wellness and provide support as necessary. There was also the need to formalize a staff deployment protocol that limits duty days and hours, as well as days of rest.
- **Training & Development** – most staff have indicated interest in cross training into other EOC functions, which helps to create depth of capacity. Any regional collaboration models under the new Emergency and Disaster Management Act (*EDMA*) will require a focus in inter-agency training and exercising
- **Multi-organization collaboration** – RDBN has been evolving this and is well positioned for the requirements of the *EDMA*
- **Community resilience and engagement** - through development of Neighbourhood Emergency Program model
- **Holding BC Wildfire Service (BCWS) & Ministry of Emergency Management and Climate Readiness (EMCR) accountable** for info sharing

A wildfire AAR conducted in 2018 identified 82 recommendations. In a comparison against the 2023 AAR recommendations, only 14 were identified as having some commonality. Of those 14 recommendations, many have already had some partial solution underway prior to the 2023 fire season.

The RDBN response costs are as follows:

Response Costs		
Cost Type	Hours	Total Cost
Unrecoverable staff time	3,844	\$185,320.95
Unrecoverable Rest Days	168	6,721.54
Unrecoverable Employee Benefits		29,991.87
Recoverable Overtime	2,233	160,390.46
Recoverable On Call time	4,019	54,501.76
Total Time Related Expenses	10,2684	436,110.07
Unrecoverable Expenses		1,315.06
Recoverable Expenses		404,166.40
Total Expenses		405,481.46

What we heard about other assisting and supporting agencies and groups, and our thoughts about those comments are listed in the Appendices. The intent is that some of the content can be easily copied out of there and shared with those agencies for further continuous improvement as the RDBN deems appropriate.

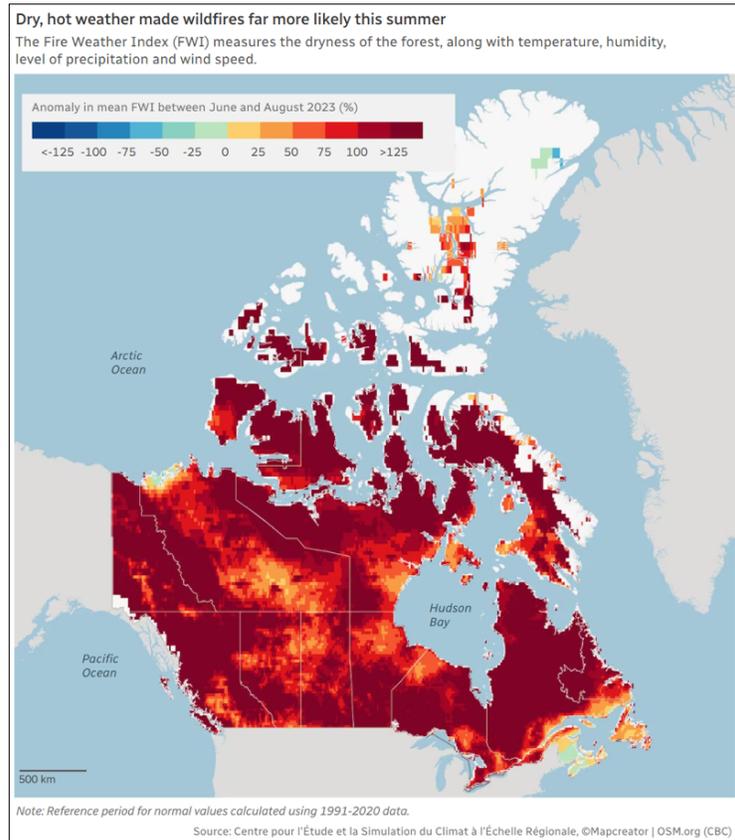
Event Overview

In 2023, the RDBN activated its EOC on June 27th in response to interface wildfires. The EOC issued approximately 150 evacuation related alerts, orders, modifications and rescinds. A State of Local Emergency was in place from June 30, 2023, to August 7, 2023, and then was reinstated from August 21, 2023, to October 3, 2023. The last evacuation alert was rescinded on October 13, 2023. Over 3,700 address points were impacted by the Evacuation Alerts/Orders. The EOC also facilitated livestock relocation support and Evacuation Zone Entry Permits. A total of four primary and 14 non-primary residence structures were lost. Additionally fencing on and off range lands was lost to fire and fire guards.

The EOC demonstrated a number of best practices, and through this AAR process has identified a number of opportunities for improvement. Many of the recommendations in the 2018 Wildfire Season After Action Review (AAR) were implemented by RDBN Emergency Program staff and by all indicators, the EOC was much better prepared for the historic 2023 fire season. This commitment to continuous improvement is foundational to the RDBN Emergency Program and contributes to it being very highly regarded provincially.

Seasonal Context

In 2023 Canada experienced a historic wildfire season with several of the provinces and territories overwhelmed by large catastrophic wildfires. A majority of its approximately 6600 fires occurred in Western Canada and northern territories. Most of Canada is experiencing multi-year drought.



British Columbia experienced one of the warmest and driest Octobers in 2022. Due to the limited moisture, drought conditions in the forests were much higher than normal. The elevated drought codes carried over into spring 2023 and set the stage for a historic fire season. Drought conditions have been trending upwards in recent years as a function of global climate change.

In May, an early season heatwave delivered temperatures six to 10 degrees above normal. Rainfall amounts were considerably lower than historical norms, with some areas receiving half of their average amount of precipitation. The exceptional summer-like conditions accelerated snow melt and the drying of fuels.

National wildfire resources were depleted, and international fire crews came from at least 10 different countries, which is unprecedented at a national level.

Due to a scarcity of trained wildfire resources across Canada, The Ministry of Emergency Management and Climate Readiness (EMCR) and the BC Wildfire Service (BCWS) engaged in a

provincial resource prioritization scheme that placed a higher priority on areas with larger population and critical infrastructure densities. The end result is that most if not all wildfires in the RDBN didn't get resourced to optimal levels.

In early spring 2024, the BCWS observed some active growth in northern wildfires over the winter so there is a likelihood of some spring fire activity in the RDBN.

RDBN Statistical Information

- Total hectares burned in 2023 by Electoral Areas to October 6, 2023 = 460,220
- Total hectares burned in RDBN 2010 to 2023 = 1,431,647 (This equates to about half of the 2,840,545 hectares burned in all of BC in 2023 and represents ~19.5% of the land base).
- In 2023, Areas D and E each had about 35% of their land base burnt.
- Approximately 2 Full Time Equivalents (FTE) of regular staff time was committed to the EOC activation. The estimated cost of regular staff time not eligible for reimbursement by the Province, is approximately \$184,256.
- RDBN staff recorded 4,068 hours of on-call time. This means that they were ready to deploy into the EOC on a moment's notice.
- The 2018 Wildfire After Action Review had 82 explicit recommendations. In a comparison, only 14 of the 2023 recommendations had linkage back to one of those. Of those 14 connected recommendations, most already had some resolution already underway through collaboration with other communities and organizations.

After Action Report Objectives

The intent of this AAR is to review the activities related to the RDBN EOC support to the 2023 wildfire season in the context of:

- What worked well
- What could be improved for next time

To do this, generally we summarized:

- What we heard
- What that means
- Recommendations or Opportunities

We also reviewed the Review of the *Regional District Bulkley Nechako Emergency Operations Centre Response to the 2018 Wildfires* document to identify:

- What recommendations had been acted upon
- What recommendations were outstanding and/or not relevant any more

Scope

In scope for this AAR was exploration of the RDBN EOC operations with the following parties:

- RDBN Board of Directors
- RDBN Staff who participated in the EOC
- Partner Agencies
 - RCMP
 - BC Wildfire Service
 - EMCR
 - SAR
 - Local community groups
 - First Nation communities
 - ESS teams
 - Cattleman's Association
 - Host communities

General EOC activities explored in this AAR included:

- Internal EOC communications
- EOC communications with external organizations and partner agencies
- Engagement with external organizations and partner agencies
- EOC Staff readiness and training
- EOC Staff deployments and wellness
- Challenges, best practices and opportunities for improvement

Out of scope for this AAR was:

- Partner agency internal business practices
- ESS program internal business practices
- RDBN daily business practices not directly related to EOC support
- Short and long-term recovery operations
- RDBN Emergency Plan

Methodology

The following activities were conducted:

- Project onboarding call with RDBN Emergency Program staff
- Preliminary scoping of season context from various partner agency sources
- Collection and summarization of debrief notes from ESS and staff unable to attend sessions
- Facilitation of guided F2F sessions with the RDBN Board of Directors, RDBN EOC Leadership Staff, RDBN EOC Staff and some Partner Agencies
- Facilitation of guided online sessions with:
 - Partner Agencies unable to attend F2F sessions
 - Regional GSAR teams
- Review of recorded session transcripts
- Review of survey results conducted by RDBN Emergency Program staff

Summary of 2023 First Nations Engagement

The RDBN experienced good engagement with local First Nations. Regular communications between the EOC and the First Nation occurred. 8 First Nations were engaged. The table is a summary of key activities. EOC staff ensured that all evacuation activities were done jointly to the extent possible.

First Nation	Fire	Joint Evacuation Alert (Y/N)	Joint Evacuation Order (Y/N)	Joint Rescind (Y/N)
Takla Nation	Albert Lake (G51411)	Y	No Order Issued	Y
Takla Nation	Big Creek (G60666)	Y	Y	Y
Saik'uz First Nation	Finger Lake (G41195)	Y	Y	Y
Saik'uz First Nation	Nechako Southeast Area Fires	Y RDBN & Fraser Lake	Y RDBN & Fraser Lake	Y RDBN & Fraser Lake
Lake Babine Nation	Nilkitkwa (R31465)	Y	Y	Y
Wet'suwet'en First Nation/Skin Tyee Nation	Parrot Lookout (R21234)	Y	Y	Y
Lake Babine Nation	Pinkut Lake/Creek (R11428) (R11274) (R11277)	Y	Y	Y
Nazko First Nation	Tatuk Lake (G41307)	Y	No Order Issued	Y

Saik'uz First Nation	Tatuk Lake (G41307)	Y	Y	Y
Wet'suwet'en First Nation/Skin Tyee Nation	Tekaiziyis Ridge (R21377)	Y	Y	Y
Cheslatta Carrier Nation	Wells Creek (R11387)	Y	Y	Y
Tl'azt'en Nation	West Creek (G51474)	Y	No Order Issued	Y

Summary of ESS After Action Review

On October 14, 2023 the regional and assisting ESS teams held a separate after action review. The RDBN holds the original information gathered during that process. This is a summary of that review.

What Worked Well

- Lots of volunteers
- Boot camp and just in time training
- Working with other teams/collaboration
- Personal connections
- Coms from Nellie
- Consistent voice from PREOC
- FNHA's response
- E-Transfer went faster
- ERA worked well w/ IT – was more efficient

What needs to be worked on

- More in person training
- Facility logistics
- Lack of volunteers
- Remote RC – personal cells
- EOC having timelines
- More community relationships
- ERA security questions
- List of resource contacts
- Not having service card
- Info on timing from arrival for evacuees
- Dedicated IT support
- More pre-planning for special requests

Ideas on what can be done to improve the systems

- Support renewals
 - Specialized needs easier to spend time
- Larger teams able to help set up a schedule
- Virtual RC in Smithers
- Collaboration
- Shift scheduling
- Communication between all levels – ESSD empowered to say no
- Branch coordinator training
- Scheduling downtime
- More ERA training
- Public education for what to expect and how to prepare
- More ERA boot camps

Summary of 2023 Best Practices Identified

A comment from the Cariboo Regional District emergency program representative attending the AAR sets context around the best practices identified:

“RDBN sets the gold standard for emergency management and EOC operations”

The following general best practices were identified:

- Staff and partner agencies identified that the RDBN Emergency Program’s commitment to continuous improvement made the EOC better prepared for the 2023 season. Most of the recommendations made in the 2018 Wildfire After Action Review had been implemented.
- Staff identified the use of Microsoft Teams to process documents as a practice to continue in the EOC.
- The RDBN brought in a communications trainer for crisis comms support for the EOC management team, Public Information Officers (PIO), and elected officials.
- A Policy Liaison position was developed as a go-between with elected officials, member municipalities, First Nations, and the EOC. The Policy Liaison position was filled by the RDBN Deputy CAO & CAO.
- The EOC established a Deputy EOC Director role, and had that position physically located between the Operations and Planning Section Chiefs to ensure good information sharing.
- The EOC established an Advance Planning Unit (APU) immediately and brought in specialists.
- Provincial Government GeoBC staff were deployed to the EOC to provide direct support and were critical in the success of the GIS mapping function. Remote assistance from other local governments was also provided.
- GIS staff monitored calls with BCWS and established a live GIS feed for display of real time map updates for confirmation with the site level responders.
- RDBN engaged GSAR teams directly for evacuation notifications. This is relatively unprecedented in BC. It took workload off the RCMP who were already stretched for resources and enabled teams with local knowledge to expedite the notification process.
- RDBN Emergency Program staff had done pre-season planning around evacuation routes and evacuation support.
- The EOC engaged community groups in evacuation and re-entry planning, who also helped organize community meetings and facilitate broader information sharing. The EOC temporarily hired a Community Liaison for Germansen Landing and for the Colleymount area. As a function of promoting higher levels of community resilience, this approach is foundational to developing a Neighbourhood Emergency Program (NEP) model where there is a higher level of engagement with, and support to, local community groups.
- The RDBN Emergency Program conducts an annual pre-season Partners of Emergency Management (POEM) meeting every spring that brings partner agencies and communities

together. This is a good way to build a strong local and regional trust-based network that is coordinated around emergency management and response support.

- The RDBN facilitated community meetings to provide updates on the regional situation. These were done for communities that were in evacuation zones, as well as those that weren't. Residents appreciated the sharing of information and it served to demonstrate a higher level of trust in the RDBN.
- The EOC engaged host communities both inside and outside the RDBN area to support evacuated residents. This approach worked and will be evolving.
- RDBN and 8 First Nations issued joint evacuation alert and/or order and/or rescind notices for remote areas, demonstrating a unity of support to all residents. This also aligns with requirements in the new provincial *EDMA*.

Summary of 2023 Recommendations

This is a summary of the opportunities identified by all groups engaged in the AAR process, as listed in the Lessons Learned and Recommendations Section.

EOC Management – EOC Preparedness

- The current training and exercising program should be revisited to align with *EDMA* requirements. Conduct an EOC training gap analysis of RDBN, member communities, and First Nation communities. Maintain a regional capacity lens on this. From the gap analysis a training and exercising schedule with budget estimates can be developed. Hosting and costs can then be shared across the collaborating communities.
- Canvas existing and new EOC staff for their interests in cross training and mentoring. Support any activity that will reinforce their skills development. Identify mentorship considerations in the EOC Director daily activities checklist. Make opportunities for staff to deploy to other community EOCs to broaden their knowledge, skills, and network.
- Host a multi-agency exercise once per year that has a main focal point on evacuation activities. Ideally, this exercise tests collaborative practices with other RDBN member and First Nation communities.
- Continue to develop business practices around the use of MS Teams and other technologies to enhance EOC operations.
- Identify the need for crisis communications expertise on the EOC activation checklist.
- Conduct an audit of existing operational checklists with a lens on the requirements for collaboration in the new *EDMA* legislation. Revise and/or develop operational “how to” checklists as required and then train and exercise to them regularly.
- Engage EOC staff to help develop a deployment policy that considers maximum duty hours per day and maximum continuous days with minimum number of days away from EOC in between deployments. Build staffing plan processes into the Planning Section based on the deployment standards. Consult other emergency programs for their best practices.

- Build staff wellness into the EOC culture and business practices. Encourage a non-punitive environment where mistakes are opportunities to learn from, and regular breaks from the EOC room are encouraged. Build into the EOC activation checklists the need for psychosocial support and reinforce the availability of employee assistance programs.
- Use an ideal state benchmark of 3 trained people for each of the 18 core positions to develop capacity to. Build a multi-year training and exercising plan around these numbers. The 18 core positions for the RDBN are:

- | | |
|-------------------------------|-----------------------------|
| 1. EOC Director | 10. Agriculture Branch |
| 2. Deputy EOC Director | Coordinator |
| 3. Public Information Officer | 11. Planning Section Chief |
| 4. Risk Management Officer | 12. Advance Planning Unit |
| 5. Liaison Officer | 13. Recovery Planning Unit |
| 6. Policy Liaison | 14. GIS Support |
| 7. Operations Section Chief | 15. Logistics Section Chief |
| 8. Evacuation Branch | 16. Finance Section Chief |
| Coordinator | 17. Cost Unit Leader |
| 9. ESS Branch Coordinator | 18. Payroll Unit Leader |

- As part of regional collaboration program development, consider advance planning training to develop some regional depth in the capability. Make it available to RDBN staff who want to participate. Invite other member communities and First Nation communities to participate in the training.
- Engage EOC staff in the spring pre-season training session to provide feedback on why they stopped using the information board and encourage them to provide solution.
- Canvas the EOC staff at the spring pre-season session for their ideas on how to manage the noise and look for a quick win that can be implemented for 2024 season. Consider adding telephone headsets to each workstation to help with noise control and enable user to multi-task.

EOC Management – EOC General Operations

- If community groups are used to provide local security, consider a contracted service with those groups for security checkpoints and roving patrols in evacuated areas. The roving patrols could be managed similar to a Neighbourhood Watch program.
- For any contracted security service, ensure that it provides remote communications and rural worker safety monitoring as part of its contracted service.
- Add a step to the EOC deactivation and demobilization checklist that engages a broader conversation about the timing. The CAO should be included, as should key EOC section chiefs. EOC staff could also provide some input in this conversation but always be aware that if staff are burnt out, they may be more inclined to want to shut down the EOC for personal reasons, and less likely to look at the bigger, long term picture.
- Engage RDBN IT staff in a solution for rapid provisioning of external agencies and their personnel onto the EOC network.

- Procure a Starlink satellite system dedicated to the EOC, as well as pay as you go satellite phones for the following positions:
 - EOC Director
 - PIO
 - Operations Section Chief
 - Planning Section Chief
 - Logistics Section Chief
 - Finance Section Chief
 - Evacuation Branch Coordinator
 - ESS Branch Coordinator
- Establish a formal check in and briefing practice for anyone assuming a position in the EOC for the first time during an event. Typically, this would be a simplified process with check-in through Planning, confirmation of any payroll and costs with Finance, and assignment to position through Logistics. A room briefing could come from the Liaison officer or another member of the Command staff as they are available.

EOC Management – Policy Group (Board of Directors & CAO)

- Streamline the re-entry waiver process, improve BCWS app and website for real-time updates, and employ local individuals at checkpoints for more effective management.
- Enhance public education initiatives to clarify the roles during emergencies and establish a robust information sharing plan with communities to ensure prompt and accurate updates.
- Recognize and maintain the experienced staff, continue fostering partnerships, and support local response teams to build upon the success.
- Build refresher training and training for newly elected officials into the annual emergency program training schedule. Include elected officials in any tabletop of fully functional exercises where they can perform in their Policy Group member role.

EOC Management – Policy Liaison (CAO/Deputy CAO)

- Consider expanding the pool of suitable staff to perform the Policy Liaison position to include a couple of other senior managers to give some depth in this role.

EOC Management – EOC/Deputy EOC Director

- Build consideration for the Deputy EOC Director position into the EOC activation checklists.
- Ensure that the EOC business processes identify the need to have the EOC Director and/or Deputy EOC Director in the EOC at all times to the greatest extent possible.
- Continue the practice of Deputy EOC Director co-locating with the Planning and Operations Section Chiefs and EOC Director co-locating with the Finance and Logistics to ensure continuity and flow of information between all sections.
- Consider developing concise “how to” playbooks for all the key EOC functions, as well as for the leadership roles including Policy Group and CAO so that the EOC Director doesn’t have to micromanage all EOC activities. Train and exercise staff to these playbooks and associated documents, forms, and tools at least once per year; ideally more so staff can be empowered to do their jobs well.
- Revisit call taking practices with a focus on keeping direct public calls out of the EOC.

EOC Management – Public Information Officer

- This can start with a dedicated 24/7 number that is call forwarded to emergency program staff during slower times and can be assigned to the front desk or outsourced to service providers for peak periods. Ensure that all levels of personnel taking public calls are kept current on event situational awareness, especially as it relates to support to the public.
- Look for ways to integrate automated information services onto RDBN website to make it the “go to” site for residents. This can be GIS based tools from other official sources and/or it can be a collection of URLs to relevant tools that contribute to local situational awareness.
- As part of RDBN collaboration development, engage the local governments and First Nations communities around the need for common messaging, and joint release timing. Explore what would be involved around establishing a joint information centre, and what the triggers for that might be.

EOC Management – Liaison Officer

- Identify the Liaison Officer function in the EOC activation and ensure it is staffed in the first operational period. Train a few key staff to fill this role and consider leveraging EPCs from other communities for this position.

EOC Management – Risk Management/Safety Officer

- Build the Risk Manager role into the EOC activation. Consider having all RDBN management staff trained in basic risk management so there is an awareness during an EOC activation. Alternately, add risk management to the RDBN pre-organized list of resources. Personnel from other local governments, industry, and/or the private sector would have the necessary skills.
- Ensure that any contractors providing remote worker services have check-in and monitoring procedures in place.

EOC Management – Operations Section

- Review all potential facilities either owned by RDBN or commercially available for short term rentals. Hotels and community centres may be good options. Similarly, reach out to collaborating network of local governments and First Nations and identify alternate locations for EOCs. Once confirmed as alternate locations, conduct EOC activation exercises in those facilities so that staff can become familiar with working in them. Also train and exercise to rapid demobilization and relocation of primary EOC to alternate locations.

EOC Management – Planning Section

- Consider hosting a full day exercise each year that is based solely on the activities and structure of the “Planning P”, as identified in common ICS literature. Invite representatives from other local governments and First Nations communities in this exercise with a goal of facilitating a larger regional pool of EOC staff trained to common business practices. Alternately, make it a mandatory part of a fuller exercise.
- Build into the Planning Section Chief position checklist a process for creating and maintaining an Issues Register or Log.

EOC Management – Advance Planning

- Build initial establishment of the APU into the EOC activation checklist for any event that is going to exceed 2 operational periods and/or has potential to grow in complexity and/or has evacuation planning requirements. Ensure that a list of appropriate activities and the necessary tools for planning are made available to the APU.
- An annual meeting with EMCR to establish clarity around the roles and responsibilities of the RDBN and PREOC has been recommended. As part of that process, ensure that there is a conversation about what advance planning is, who is doing what, and what each needs to provide the other to ensure effective planning with no duplication of efforts.

EOC Management – GIS Support

- Build into EOC activation checklist the initiation of a 3 person GIS team with one designated as lead. This team can assess the volume of support required and set up the best process to provide that service. GIS support can be outsourced to other organizations and managed remotely. Consider an annual spring regional GIS workshop for emergency management support that involves local and provincial governments, First Nations, Industry and contractors.
- Build GeoBC support requests into the RDBN EOC Planning Section business practices. Do not assume that they will always be available to deploy directly into EOCs. They may be able to provide support remotely. Continue to source other local GIS support service providers.
- Continue to put emphasis on building a robust mapping service during emergency events. Look at the opportunities for having web mapping services linked to RDBN GIS mapping so that near real-time and accurate maps can be readily available to operational and public information needs.
- Continue the practice of having GIS staff sit in on calls with the incident command agency and/or the incident management teams. Engage the GIS staff to develop a protocol around the use of the live feeds for mapping update consultations with the site level responders and share that with any other organizations that might be providing GIS support to RDBN.
- Engage RDBN GIS staff to create a minimum map standard for emergency response and evacuation related mapping. Ask GIS staff to identify other EOC mapping products that would need to be standardized.
- Regional District Fraser Fort George (RDFFG) provided some GIS support in 2023 but their staff would not deploy into the RDBN EOC. There is some indication that there were delays in getting mapping products back from them, and they were sometimes incorrect. Consider having RDBN and RDFFG GIS staff meet each spring to review RDBN needs and expectations for support. Review the agreement with RDFFG to ensure it still meets the RDBN needs.

EOC Management – Recovery Planning

- Focus the activities for a Recovery Manager on the impacts related to residents and individual properties. Develop a list of concerns related to the macro impacts on agriculture, forestry and tourism and engage support from the provincial ministries that are responsible for those sectors.
- Confirm the rationale for a recovery manager by providing a summary of the impacts, estimated costs to the local residents and economy, and have EMCR explain its considerations in determining the level of Recovery Manager funding it will provide. Identify any of the extraordinary challenges around finding a suitable Recovery Manager such as rural location and a shortage of suitable experienced Recovery Managers provincially
- Provide recovery management training to all members of the collaboration network with training in initial recovery planning and management as an interim transition solution.

EOC Management – Logistics Section

- Seek out additional staff to be trained to support the Logistics section. Consider cross training key EOC staff across multiple EOC functions over time.

EOC Management – Finance Section

- Consider hosting finance section specific training and inviting other local governments, First Nation communities and potentially members of some of the community groups in for it as a means of expanding regional capacity.

EOC Communications – Internal

- Ensure PIO is part of any conversation related to evacuations. This includes direct conversations with BCWS when they are making their recommendations. Once a decision has been made about any element of evacuation, as appropriate, inform the EOC staff.
- As a standard practice, have the EOC Director hold a 5 minute ops briefing at the beginning of each operational period. This serves to inform everyone before the morning Section Chief planning meeting. Also do short briefings after meetings and coordination calls, as well at the end of the operational period. Encourage impromptu short information briefings when something has occurred or changed.
- During large wildfire events, consider embedding a RDBN representative in the Incident or Area Command Posts to liaise directly with the BCWS teams to provide local knowledge. This will also facilitate better information back to the EOC. In some cases, a local Community Representative may be able to fill this role.
- Include elected officials in an annual exercise. Give them an annual pre-flood and fire season briefing with long-term forecasts and reinforcement of their roles and responsibilities. When a new Board is elected, hold an Emergency Management training session for them so they understand their roles and responsibilities.
- Build into the EOC Director checklist that anytime there is a call or meeting, the EOC staff should be briefed to the appropriate level, and the Deputy EOC Director should be briefed on everything.

- Review the situation boards and redesign practices around only providing operationally relevant information. Interview EOC staff to find out why they stopped using the boards and what the solution is to get them using the boards again.
- Train staff in the EOC to ask questions to build their knowledge of the evolving situation. Establish the EOC as a safe and confidential environment where they are encouraged to ask questions.

EOC Communications – External

- Request that EMCR revisit its coordination call practices and get them refocused on succinct operational content only.
- Build into EOC business practices the requirement for any BCWS IMT working in the RDBN to have a mandatory meeting with EOC staff to confirm information sharing practices and expectations. This can be extended to include local First Nations in that meeting, so their needs are met as well. Request that BCWS revisit its information sharing practices with EOCs with a focus on improvement of those practices. In some cases, it may be prudent to have a RDBN representative embedded in the BCWS organization and/or vice versa.
- Build into the EOC daily checklists that any external assisting agency experts must receive a briefing when they first arrive. That briefing should contain facility safety, general EOC business practices, and expectations of their role within the EOC. Specifically, it should address what types of information they will need to provide the EOC, and to whom.
- Send a summarized list of opportunities and recommendations identified in the RDBN AAR to these agencies as it relates to them. Request follow up conversations on those submissions with their senior managers with a focus on improving on business practices.

Evacuation Planning & Support – Evacuation Planning

- As part of regional collaboration, pursue a model that includes local governments and First Nations communities in all aspects of evacuation and ESS support, including pre-established host communities and relevant business practices. Advise the PREOC that any planning around host communities done by regional or provincial EMCR personnel must include the RDBN, and that its Regional Managers should also be included as well.
- Conduct formal preplanning for evacuations in advance of flood and fire season with all partner agencies, local governments, First Nation communities, and local community groups. Confirm contacts and potential changes in community contacts. Consider the need for the RDBN to host its own coordination calls with supporting agencies, First Nations, local governments, and communities to clarify and support information sharing.
- Build into EOC evacuation practices a process that wherever possible, for safety reasons evacuation notifications are delivered during daylight; evacuation orders will be delivered at any time of day as necessary.
- Review with BCWS and EMCR the practice of using large area evacuation orders with a view to have them clearly explain their process for how they make the recommendations. Seek clarity around how they define their trigger points and communicate them to the communities. Educate them on the realities and implications for the local governments and First Nation communities. Reinforce the need for stronger engagement by the IMTs with the local governments and First Nations.

Evacuation Planning & Support – Evacuation Notifications

- Confirm EMCR's position on local governments having the ability to direct deploy GSAR teams for evacuation support. Build into the EOC checklists the need for a SAR representative to assist in the planning for evacuation. Invite 2 representatives from each regional SAR team to annual EOC training and exercising.
- Confirm with the regional RCMP their position on direct engagement of GSAR by the RDBN for evacuation support, what the RCMP roles and responsibilities would be in that situation, and that the RCMP will still maintain the ability to deploy GSAR teams for support per current practices
- Build into the EOC activation practices a process for engaging SAR directly for evacuation support. Bring a SAR representative into the EOC in the earliest stages for pre-planning where possible.
- Look at establishing evacuation management units across the RDBN rural communities and pre-build the evacuation alert and notification packages for them so that the process can take minutes instead of hours. Consider pre-building GSAR evacuation kits for each evacuation management unit.
- As part of a NEP model development, consider how to build in evacuation notification business practices and train the community groups to those annually.

Evacuation Planning & Support – FNESS Evacuation Support

- Clarify with local First Nation communities about their willingness to engage the First Nations Emergency Services Society (FNESS) support. Not all First Nation communities in BC are willing to work with FNESS. This may have implications for any future joint EOCs with a First Nation community.
- Engaging FNESS in an EOC won't meet the consultation and collaboration requirements for Indigenous Governing bodies as identified in the new EDMA.

Evacuation Planning & Support – Evacuation Advance Planning

- Continue to do pre-season evacuation route and evacuee support planning with all RDBN communities, First Nation communities, ESS and assisting and supporting agencies.
- Consider establishing quarterly Emergency Management meetings with partners where Evacuation planning and preparation is a standing agenda item.
- Consider training a cadre of advance planners across the collaboration network with tools and skills related to evacuation planning.

Evacuation Planning & Support – Planning for First Nations Support

- Build into EOC practices a process for engaging First Nation communities in evacuation planning and joint support to meet the *EDMA* requirements. Invite them into the RDBN emergency program planning for all things emergency management and focus on identifying business practices that support collaboration and inter-community support.

Evacuation Planning & Support – Planning for Livestock Support

- Engage local ranching community around development of a regional livestock evacuation model. This model could mirror the NEP model and/or in some cases the community representatives could have the necessary knowledge and experience. Engage this team regularly around evacuation and provide annual training and exercising for them specific to livestock evacuation. The BC Cattleman's Association may have some ability to support training.

Evacuation Planning & Support – Evacuation Re-entry Planning

- Review RDBN access management practices for evacuation areas. Where improvements are needed, look to other regional districts for their best practices.
- Build into the EOC business practices some processes around early activation of re-entry planning. This will have linkages to debris management and recovery planning as well. As part of formal regular engagement with IMTs when they are on a fire in the RDBN, include a conversation about what re-entry is and what all needs to be done. Use a the RDBN re-entry planning checklist as the basis for this conversation.

Partner Agencies - BC Wildfire Service Incident Management Teams

- When an Incident Management Team (IMT) comes into the RDBN, send an EOC representative to meet with that team to ensure they understand how to communicate with the EOC. Set ground rules for what, when and how to share information and engage with the EOC.
- Request that BCWS introduce a module in their annual IMT training that addresses how to engage with local governments and First Nations. Request they extend that to all levels of their Incident Commander training as well. Establish a protocol with both fire centres that requires any IMT coming into the RDBN to receive a briefing about expectations and information sharing.
- Invite BCWS staff and an experienced recovery manager to deliver an online workshop on the differences between fire line rehabilitation and local government recovery. This could be part of a larger training offering in recovery planning.

Partner Agencies - BC Wildfire Service Fire Centres

- As a standard practice, have a meeting with both fire centres and the PREOCs at the beginning of each season to confirm the business practices around large fire events like 2023. Clarify RDBN information sharing expectations. Extend this meeting to include local First Nation communities that RDBN collaborates with so that both provincial agencies fully understand what is expected of them. If PG Fire Centre staff continue not to attend the spring preparedness meetings, go directly to them at their offices in Prince George.
- For the POEM 2024 session, send the invite directly to the BCWS Senior Wildfire Officer – Operations with a cc to the PG Fire Centre Manager indicating that in this session the RDBN wants to review some findings specific to PG Fire Centre and that it is imperative that it be attended. At that session, review the findings along with expectations around information sharing with the RDBN for situational awareness and evacuation decision making, and the protocol for IMTs to make contact.

Partner Agencies - BC Wildfire Service Public Information

- Host Information Officer pre-season meeting with all member communities, First Nation communities, BCWS and EMCR. Review RDBN expectations about agency-to-agency and public information sharing. Invite other communities and First Nations to do the same.

Partner Agencies - Ministry of Emergency Management and Climate Readiness (EMCR)

- Canvas the EOC staff at the spring pre-season session for their ideas on how to manage the noise and look for a quick win that can be implemented for 2024 season. Consider adding telephone headsets to each workstation to help with noise control and multi-tasking.
- Advise the BCWS and EMCR of the challenges associated with information sharing, and make sure they understand the implications for local governments. Work towards identifying a better model of information sharing between the province, RDBN, and all local government and First Nation communities in the RDBN area.
- Advise EMCR leadership in both North West and North East offices that the Super PREOC model didn't serve RDBN needs very well and suggest that keeping the two PREOCs and deploying EMCR staff with decision making authority into the EOC during activations.
- Provide feedback to EMBC leadership about the lack of value in the coordination calls at their spring readiness call and reinforce that to them in alliance with other attending communities at the RDBN POEM 2024 session. Advise them of the types of operational information that you need and how you use it.

Community Groups – General

- Consider developing a formal NEP program across the RDBN. The cadre of NEP representatives across the RDBN could essentially become the community representatives that worked so well in the 2023 season. Formalize the model and business practices for supporting and engaging the NEPs.
- Build consideration for a Community Liaison into the EOC activation checklist. Work with local resident groups to identify individuals in rural communities who we be well suited to perform this role. Invite the Community Liaisons into the spring readiness training and meetings. Over time consider evolving them into a NEP model.
- Continue to engage and support the Chinook Society around community resilience. Look at the viability of establishing a formal NEP model for RDBN leveraging this group and others like it. Include them in the annual RDBN POEM sessions. Invite representatives into the EOC when activated so they can get a better sense of how they fit into the EOC program.

Contractors

- Identify the roles that contractors are suitable for. Typically, they shouldn't assume any role that has significant decision making responsibilities on behalf of the RDBN but there are some supporting functions that may work in the EOC. Pre-organize a list of contractors that would meet RDBN EOC support needs.

Emergency Support Services

- Support regional ESS teams to conduct a gap analysis of what training they need and what they would want. Assist them to build out an annual and long-term training plan (5 years) and seek out provincial funding to support the training.
- Identify potential facilities across all RDBN member communities and First Nations where pre-scheduled summer activities aren't going to be an issue and/or cancellation will be possible where there is a declaration of State of Local Emergency in effect. Consider reviewing the extraordinary powers available under the *EDMA* for assuming the facility for emergency needs.
- Build into the EOC activation process a consideration for ESS Branch Coordinator as soon as there are any evacuations anticipated or known. This person can assist with the evacuation pre-planning as well as support to the ESS teams and an information conduit back to the EOC.
- Encourage and support ESS Branch Coordinators to listen in on any of the EMCR coordination calls, evacuation order conversations with BCWS, and others that will be relevant to heightening their situational awareness.
- When briefing an ESS team on a task, remind them of the protocols. Build that process into the ESS briefing checklist. At the annual Network of Emergency Support Services Teams (NESST) each year remind all attendees of the protocols for communications with the Emergency Program and EOC.
- Support regional ESS teams to build a protocol for managing large and small domestic pet support during evacuations that aligns with the new *EDMA*.
- Encourage and support the ESS teams to seek out continuous training on the EMCR Evacuation Registration & Assistance (ERA) tool. Build it into any exercises that they are involved in.
- Develop an explainer video for the general public on how to use ERA for pre-registration and post it on the RDBN site. Remind local residents through an annual mail out campaign and by any other available means about evacuation processes in general, and the ERA pre-registration in particular.
- Include ESS team deployments when developing the standards for EOC deployments. Once developed, communicate the standard to the ESS teams. Consider sharing the standard with EMCR provincial ESS staff with the recommendation that it become part of provincial ESS policy.
- Work on a regional host community plan with local governments and First Nation communities. Ensure it aligns with provincial policy and practices. Inquire with other Emergency programs about their best practices. If appropriate, in the absence of a provincial plan model, share the plan provincially through EMCR to other local governments and First Nation communities. This approach could include engaging larger area communities like Quesnel, Prince George, Terrace, Kitimat, and Prince Rupert.
- Seek out a legal opinion on whether the new *EDMA* supports any sort of financial compensation model for ESS and other volunteers. Clarify what if any options may exist for provincial financial compensation to volunteers under a task number. Volunteer Fire Department paid-on-call models would be a good example of what to aspire to.

- Consider a light audit of each ESS team on their practices around collecting and maintaining currency on contact information for facilities, resources, and service providers. Presenting this to them in the context of looking for their best practices to improve the regional ESS capability would likely encourage their involvement. From that audit, develop a master regional list of all types of contacts, and their relevant information.

External EOCs – Cariboo Regional District

- Continue to maintain the working relationship with CRD personnel. Consider opportunities for joint training and exercising related to cross border events.
- To maintain the “Gold Standard” comment from CRD representative, maintain focus on long term continuous improvement. Don’t be afraid to try new things, empower staff, and learn from mistakes. Establish a culture of continuous improvement and solicit ideas from EOC staff.

External EOCs – Houston

- Houston staff generally indicated that there were no issues or challenges.

External EOCs – Regional District Fraser Fort George

- Review the existing agreement with RDEFG to see if it meets RDBN needs.

External EOCs – Smithers

- Continue to engage Smithers for wildfire response & ESS support.

GSAR

- Build into the EOC evacuation planning a process for direct deployment of GSAR teams for evacuation notification delivery. Include a step for bringing a local SAR Manager into the EOC to help plan and coordinate the SAR teams.
- Support the GSAR teams in developing business practices around forward positioning their mobile command posts for evacuation support. Include this in regional exercises regularly.
- Support the GSAR teams to build these evacuation pre-plans for remote communities but maintain oversight and engage local residents to the extent possible.
- Invite GSAR representatives to regular update calls. These could be hosted by RDBN or they could be the EMCR coordination calls. The caution is that the EMCR calls are becoming less operationally useful so it may make more sense for the RDBN to host its own planning calls.
- Build elements of GSAR evacuation activities into EOC tabletop and functional exercises whenever possible. Engage all GSAR teams in mini-exercises and aim for a large annual live exercise event where GSAR teams are actually in the field. To simulate evacuation notices, have them deliver personal preparedness and FireSmart information to the residents.
- Consider supporting the GSAR teams by purchasing Starlink systems and/or satellite phones for them. Seek out local corporate sponsorship opportunities for GSAR support.
- Consider building into the EOC evacuation planning activities a process for requesting and pre-positioning GSAR teams from neighbouring regions when wildfire threat is extreme. Identify thresholds for this that consider area fire behaviour and levels of evacuation alerts and orders already in place.

Host Communities

- Continue to engage and support other RDBN member communities and First Nation communities in EOC and ESS activities. Consider developing a common business practice for being a host community and share and exercise to that with all communities. Confirm with Smithers what their exact challenges were with the host community task number to determine if there is anything that RDBN can do to help make the process easier for them. Consider a review of financial tracking and cost reimbursement practices at the annual RDBN POEM sessions

NGOs & Supporting Agencies

- Continue to build relationships with the NGOs realizing that they may not always be available to provide support as expected. Look for ways to encourage and support volunteer community groups that focus on building local resilience.
- Explore options around engaging local community groups, service clubs and not-for-profit organizations that historically haven't been engaged in emergency management support. Identify their interest in participating and potential capabilities.

RCMP

- Continue to foster working relationships with the RCMP detachments. Work with them prior to next flood and fire season to ensure they understand RDBN full intent around the use of SAR for evacuation support, and what the role of the RCMP will be in that.
- Build into EOC business practices a process for advising RCMP, ESS and SAR of intent to issue evacuation alerts or orders early in the process. Ensure that EMCR and BCWS are also advised early in the process. Invite them all into the planning process and evacuation recommendation calls with BCWS as appropriate.

Saik'uz First Nation (generally applies to all First Nations)

- Invite Saik'uz First Nation to be an active participant in regional EM collaboration. Provide guidance, coaching & mentorship to SFN in the collaboration arrangement and receive same from them. Develop business practices that enable seamless collaboration. Focus on a goal of establishing common business practices around support and resource sharing to the extent possible. Train and exercise evacuation practices jointly and regularly. Ensure that RDBN EOC business practices for engaging all First Nation communities early in the incident or event are robust.
- Build a process in RDBN incident response and support business practices that reminds the provincial agencies about considering First Nation interests. Encourage Saik'uz and other First Nations to adopt practice of attaching a Community Representative to any BCWS incidents of significant interest. Ideally, any representative engaging with BCWS should have a good understanding of fire suppression and management practices.
- Build into the RDBN EOC activation practices the need for engaging First Nations upon notification of any incident or event requiring ESS support. Consult with them on what that support needs to look like. Consider identifying triggers for requesting each First Nation to

- provide a Community Representative to attend the RDBN EOC. Also consider the reciprocal needs for what RDBN providing a Representative to Saik'uz First Nation EOC might look like.
- RDBN can engage local First Nations to receive education on the impacts of wildfire and other natural disasters to their food security and seek out opportunities to support them in things like hunting closures, and replanting forest cover.



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Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: Christopher Walker, Emergency Services Manager
Date: August 15, 2024
Subject: **Simon Fraser University Policy Report on *Emergency Wildfire Evacuation Rates in British Columbia***

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

Simon Fraser University (SFU) School of Public Policy B.C. Priorities Project conducted a project examining stay & defend (also known as evacuation reluctance), evacuation rates, driving factors for low evacuation rates, and recommendations. This project is within the context of wildfire emergencies however, there is overlap in how authorities handle evacuations regardless of the event type.

The project involved Regional District of Bulkley-Nechako (RDBN) staff and community advocates as they used the 2018 wildfire response in Francois Lake area and RDBN 2023 wildfire response as two of the case studies. It was found that while stay & defend was still present in 2023, there is a difference in how the RDBN actions were received by community. The report captures how the RDBN's efforts to improve response measures, communications, and public education are working and is having a positive impact.

ATTACHMENTS:

SFU Policy Report *Emergency Wildfire Evacuation Rates in British Columbia*

POLICY REPORT

EMERGENCY WILDFIRE EVACUATION RATES IN BRITISH COLUMBIA

MAY 2024

POLICY REPORT HIGHLIGHTS

Prepared For:

**SFU Morris J Wosk Centre
for Dialogue,
BC Wildfire Service, and
Ministry of EMCR**

Prepared By:

**Canisha Dewar, Mason Kerr,
Timothé Matte-Bergeron,
Sharon Sa, Thomas Urquhart**

Too many residents are reluctant to evacuate fire-threatened areas in rural B.C. To help address these challenges, our team investigated four case studies to answer the following question: *Why are some communities more successful with wildfire evacuations than others?*

Based on a multi-criteria analysis, our findings recommend an interagency coordination plan to reduce and the public communication plan to increase transparency between residents and governments involved.

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SFU WHO WE ARE

LAND ACKNOWLEDGEMENT

We would like to acknowledge the traditional lands upon which we live, work, and conduct our research on the Vancouver campus at Simon Fraser University. We acknowledge the unceded Traditional Coast Salish Lands including the Squamish (Sḵwx̱wú7mesh Úxwumixw), Tsleil-Waututh (səlílwətaʔt) and Musqueam (xʷməθkʷəy̓əm) Nations.

SCHOOL OF PUBLIC POLICY B.C. PRIORITIES PROJECT

The B.C. Priorities Project (BCP) is a collaborative effort between a team of five Master of Public Policy students from Simon Fraser University, the SFU Morris J Wosk Centre for Dialogue's Mitigating Wildfire Initiative, and the BC Wildfire Service.

This project utilizes a multi-criteria policy analysis to provide three recommendations addressed to the Ministry of Forests (responsible for the BC Wildfire Service) and the Ministry of Emergency Management and Climate Readiness on key issues surrounding wildfire evacuation management.

Over the course of five months, our team – Canisha Dewar, Mason Kerr, Timothé Matte-Bergeron, Sharon Sa, and Thomas Urquhart – engaged with subject matter experts to address challenges and propose policy recommendations in alignment with the priorities of the province.

MITIGATING WILDFIRE INITIATIVE

The Mitigating Wildfire Initiative advances solutions to catastrophic wildfires in British Columbia. Its purpose is to support dialogue and collaboration among governments, Indigenous Peoples, local communities, rights-holders, tenure holders, knowledge-holders and other impacted groups in collectively addressing the root causes of catastrophic wildfire— while also supporting community well-being, upholding Indigenous stewardship and increasing the resilience of forests.

BC WILDFIRE SERVICE

The BC Wildfire Service (BCWS) plays a vital role in mitigating the increasing risks posed by wildfires in British Columbia.

Ongoing initiatives such as the *Cultural and Prescribed Fire program* and the *Community Resiliency Investment program* demonstrates the Service's collaborative approach, facilitating partnerships with Indigenous and non-Indigenous communities to reduce wildfire risks.

Recognizing the need for proactive measures, the Ministry has also transitioned BCWS to a year-round organization, enhancing its capacity to prepare for and respond to prolonged and intensifying wildfire seasons and flooding.

Executive Summary

Wildfire frequency and intensity are increasing in British Columbia with human welfare taking precedence above other priorities for BC Wildfire Services (BCWS). The increase in wildfire severity has brought with it an increasing reluctance of residents to evacuate affected areas, particularly from rural and remote residents across the province.

Evacuation reluctance poses multiple challenges. It increases the risk to lives and property as residents who choose not to evacuate place themselves and emergency responders at a heightened risk of harm while wildfires approach. It can also disrupt response efforts, impeding the ability of wildland firefighters to properly deploy resources for fire suppression (such as air bombers and helicopters) and to execute evacuation plans properly.

Due to limited publicly available data on this phenomenon, our team developed and reviewed four case studies. Two with higher evacuation rates – Shuswap in 2023, Sun Peaks in 2021 – and two with lower evacuation rates – François/Burns Lake, in 2018 and 2023.

To understand what leads to higher evacuation reluctance, we reached out to 32 wildfire experts and local officials of communities impacted by wildfires, conducting 13 interviews. We optimized our findings with a deductive coding framework to identify the variables affecting the evacuation rate using a qualitative analysis program, NVivo 14: *trust, effective communication, community preparedness, individual property preparedness, insurance, and local residents wildfire response training*. We also reviewed the issue in international jurisdictions to gain a better understanding of how wildfire evacuations are handled elsewhere. Analysis suggests higher levels of trust, community preparedness and communication correlated with higher evacuation rates.

This report recommends two measures to increase evacuation rates in BC communities. The BCWS should implement an Interagency Coordination Plan to mandate training for all elected officials to prepare for a wildfire emergency, including how to construct and act on a disaster management plan, as well as improve existing protocols on coordination between stakeholders such as local governments, community-led volunteer groups, the BCWS and Indigenous governments.

The BCWS should strengthen its Public Communication Plan to improve communications between local authorities, the BCWS, and residents before, during, and after a wildfire. Both options are designed to improve coordination and communication between all organizations involved in wildfire disaster management, as well as to increase the trust of rural residents towards the BCWS and their regional governments and, in turn, evacuation rates.

INTRODUCTION

British Columbia has seen record-breaking wildfires and flood events, resulting in large-scale evacuation orders throughout the province. During this time, B.C. Wildfire Service (BCWS) has encountered several challenges in securing community compliance, with some residents refusing to leave their homes.

Evacuation reluctance, or alternatively, “*stay-and-defend*,” pose multiple challenges for all parties involved.

1. It increases the risk to lives and property as residents who choose not to evacuate place themselves and emergency responders at heightened risk of harm or death as wildfires approach inhabited areas.
2. Evacuation reluctance disrupts response efforts, impeding the ability of wildfire response teams to execute evacuation plans effectively and deploy resources for fire suppression, potentially exacerbating the severity and impact of wildfires.
3. Raises legal and ethical dilemmas for authorities when attempting to enforce evacuation orders against residents who refuse to comply, leading to potential conflicts and strained community-government relations.

Drawing from SFU’s Morris J Wosk Centre for Dialogue, Mitigating Wildfire Initiative, alongside responses to concerns raised by BCWS, we have determined that the policy problem we aim to address is: Too many residents are reluctant to evacuate fire-threatened areas in rural B.C.

This trend is shaped by several factors, including the *constraints on limited emergency service resources among both authorities and residents, the role of insurance, concerns regarding livestock and land, and the perceived necessity or desire of residents to stay and defend their properties.*

To help address these challenges, our research aims to address the following question: Why are some communities more successful with wildfire evacuations than others? In efforts to merge two dialogues under one narrative, it is critical to understand the current situation and the underlying reasons behind evacuation reluctance to devise effective policy strategies to help mitigate this issue.

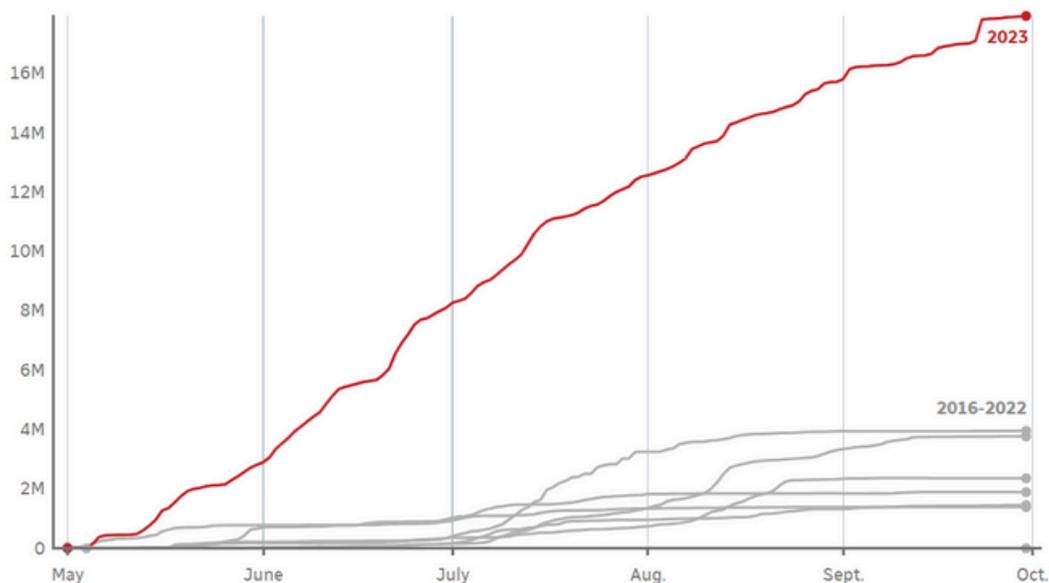
BACKGROUND

CONTEXT

During the 2023 fire season in B.C. alone, more than 185,000 people were on evacuation order or alert at one time (BC Wildfire Service, 2023b). This is the fourth catastrophic wildfire season in the last seven years, which collectively have seen more than 6.5 million hectares burned, exceeding 10 percent of the forested area across the province. Prior to our most recent fire season, 2018 burned approximately 1.4 million hectares across the province. That record-breaking year is followed by 2017 at about 1.2 million hectares. While it is not uncommon for boreal forests to experience fires starting in May, they are especially fire-prone due to prolonged drought and can cause serious strain on adaptability and resources for communities and authority responses.

With the increased intensity and duration of forest wildfires, local residents who opt to stay-and-defend have reportedly increased in multiple rural communities across B.C. The rising level of evacuation reluctance have led to strained relationships between the local residents and authorities, who are able to arrest residents when defying orders to leave their own properties. Legal penalties, including fines and detentions, currently remain active for residents who choose to stay behind during evacuations and may likely be amended under the new Emergency and Disaster Management Act once the former Emergency Program Act is repealed. However, as of our findings, no arrests or detentions have been made to date.

Figure 1. Estimated Cumulative Hectares Burned in Wildfires (Canada)



Source: Canadian Wildland Fire Information System (Graeme Bruce/CBC)

Note. As wildfires are mapped in greater detail and data is inputted from a variety of sources, numbers may fluctuate slightly depending on when they were accessed. The data on this graph includes all wildfires across Canada.



BACKGROUND

CURRENT PRACTICES

New initiatives under the Ministry of Forests aim to transition from a strict bylaw approach to encouraging local residents' participation in emergency firefighting efforts, particularly in rural and remote areas (Chan, 2024). Although these initiatives are still in a pilot phase, they are designed to enhance overall emergency response effectiveness and reduce tension caused from previously strained relationships.

B.C. forest and forest fires management impacts the scale, intensity, and severity of wildfires. For most of the twentieth century, forest management policy excluded Indigenous fire stewardship, emphasizing fire prevention and suppression, livestock grazing, and wood production to meet the demands of a growing society. These policies, compounded by the catastrophic effects of climate change have contributed to increases in the amount and distribution of forest fuel across the landscape.

"The impacts of climate change are being felt more now than they ever have been in the past in that there are things that are happening in the climates, on the microclimates, on our topography, on our geography, that I've never seen before..." - Subject E

Resource Sharing Wildfire Allocation Protocol (RSWAP)

The BCWS is tasked with coordinating the provincial government's response to wildfires in B.C and currently uses a system referred to as the Resource Sharing Wildfire Allocation Protocol (RSWAP) for prioritizing its response to wildfires when valuable assets are at risk. Its resources are first directed toward the protection of (1) human welfare, (2) safety, and (3) property (Forest Practices Board, 2023).

With higher levels of evacuation reluctance in rural communities, addressing the complexities of wildfire mitigation and response has proven to be challenging for all parties involved. Low community compliance can delay or prevent BCWS properly deploying resources in a timely fashion. While evacuation reluctance is generally low in most cases, there is a growing risk that this phenomenon will ultimately cost lives.

The BCWS is engaging rural and remote communities to better include residents in wildfire preparedness and response. For example, the Cooperative Community Wildfire Response (CCWR) program trains residents to constructively contribute to wildfire response. Conversations on how to involve communities will take time to ensure proper protocols and agreements are in place. The project is currently underway to launch its toolkits and communications by April 2024.

"I think it's also key to recognize that people are going to be staying behind. Being unhappy about that and complaining about that is not going to address the situation. That's simply the reality that we're in now." - Subject G



BACKGROUND

CURRENT PRACTICES

FireSmart

The BCWS is engaging rural and remote communities to better include residents in wildfire preparedness and response. For example, the Cooperative Community Wildfire Response (CCWR) program trains residents to constructively contribute to wildfire response. Conversations on how to involve communities will take time to ensure proper protocols and agreements are in place. The project is currently underway to launch its toolkits and communications by April 2024.

Trust and Communication

Following the ease of COVID-19 pandemic regulations, there has been an ongoing sentiment of distrust that persists within rural communities towards government authorities (Subject A). High levels of distrust complicates the efforts of authorities to secure community compliance with emergency evacuation orders. Our findings have reported several causes to distrust among rural residents (Subject, A, B, D, E, J).

Several residents we interviewed expressed a strong desire to stay and defend their properties due to wildfire interventions that they perceived as unsuccessful (Subject A, B, D, E, F, G). Some blame what they consider delayed responses from the BCWS, increasing distrust among residents who feel overlooked.

"I'll never evacuate again because I don't trust them." - Subject B

"They were there to protect their houses and farms... I think the majority of those 300, whatever the number is, people had planned to stay." - Subject D

Residents in rural communities indicated in interviews resistance to adhere to top-down commands, as their values often prioritize the spirit of collaboration within their community and place greater trust in their neighbours than in the government (Subject A, B, E, D).

This is partly due to a large number of rural residents who possess self-sufficient knowledge and skills in the agricultural and logging sectors and are familiar with the land, geography, weather and tools necessary to remain safe while fighting fires.

"[The] communication delivered was factual, but it took **time and that is the challenge. Trying to help people understand that is a really difficult piece of the puzzle in terms of how when **people are faced with anxiety and uncertainty and they want answers and you can't give it to them.**"**
- Subject C.

STUDY APPROACH

CASE BACKGROUND

This report examines four case studies to compare instances of high and low evacuation reluctance. The case studies include François/Burns Lake in 2018, François/Burns Lake in 2023, Sun Peaks and Whitecroft region in 2021, and North Shuswap in 2023. As shown in Table 1, these cases were selected to facilitate comparing communities with higher and lower of evacuation reluctance (and, as such, higher and lower levels of evacuation compliance).

Table 1: Four Case Studies

Community	Year	Evacuation Reluctance (%)
François/Burns Lake	2018	10-15%
North Shuswap Region	2023	9-10%
Sun Peaks/Whitecroft	2021	5%
François/Burns Lake	2023	Improved*

**Note: No specific data could be generated for François Lake 2023, but experts interviews suggested was significant improvement compared to the 2018 fire (Source: Subject A, B, G, I).*

We chose to do case-by-case interviews because we did not get access to enough data from the BCSW, such as internal reports or wildfire response assessments.

We acknowledge our case studies were largely focused within one region in the Northwest Fire Centre and two in the Kamloops Fire Centre and do not provide a comprehensive representation of BC as a whole (See Map in Appendix I), but do accomplish our objectives for comparative research which allowed our team to examine hypotheses and formulated potential policy options to reducing evacuation reluctance among local residents in rural communities across B.C.

Case study information was gathered through interviews with thirteen experts selected for their familiarity with the region, direct or indirect experience with wildfires, and familiarity of the subject surrounding evacuation reluctance.

As per Simon Fraser University ethics requirements, direct quotes included in this study are not attributed to individual sources although Appendix 2 includes a list of interviewees.

To investigate why some rural communities experience more evacuation reluctance than others, we conducted and assessed interviews with community leaders involved in the case studies.

Based on media reports and publicly accessible data, our team reached out to thirty-two representatives from selected regions impacted by recent wildfire events. The interviews were conducted with participants who responded to our inquiries and agreed to participate, as well as individuals recommended by previous participants. In addition, we interviewed experts located in rural B.C. to gather their opinion on the factors typically associated with successful evacuations.

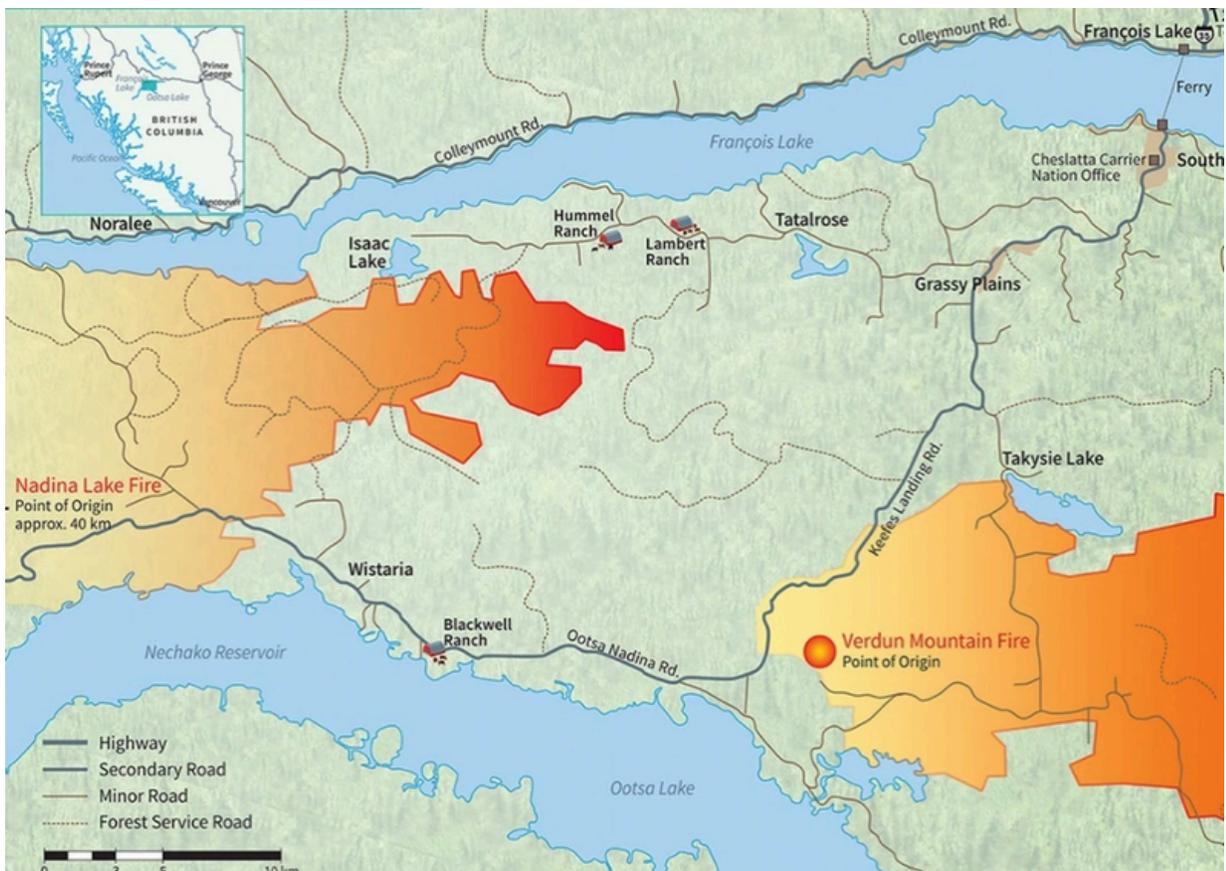
To inform our reflection, we also did some research on what international jurisdictions –such as California, Australia and France– have implemented regarding wildfire mitigation and evacuation policies.

CASE 1

FRANÇOIS/BURNS LAKE

In 2018, in the François Lake area south of Burns Lake, approximately 9 to 10 percent of residents opted to stay and defend their homes. This rural region, situated roughly 250 km west of Prince George, is located on the traditional territory of the Wet'suwet'en and Carrier Nations. It is home to a population of 1,659 residents. Despite an evacuation order issued on August 15, 2018, approximately 100 to 150 people chose to remain behind. With limited resources allocated by the BCWS across the province, many residents found themselves fighting the wildfires largely on their own. By early September, the fire was subdued. Over six weeks, the fires near François Lake had burned more than 135,000 hectares and destroyed 10 homes. No lives were lost.

Figure 2. François/Burns Lake Region



Note: 2018 Nadina Lake/Verdun Mountain wildfires. Map by Kitty Mcleod/Artboard

CASE 2

NORTH SHUSWAP

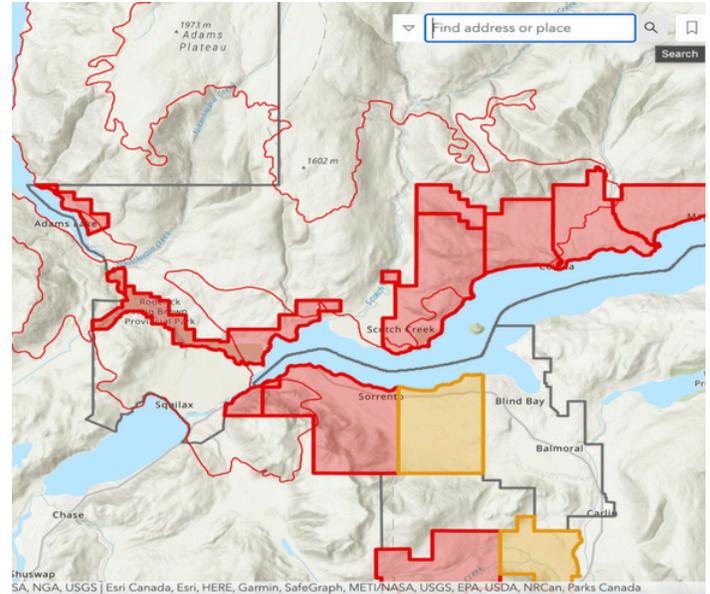
The Bush Creek East Wildfire began in early July 2023 and forced the evacuation of more than 8,000 people from eight communities in the Shuswap region, including the Indigenous community of Squilax. Despite evacuation orders, approximately 9 percent of residents chose to stay-and-defend. Electoral Area F, also known as the North Shuswap, has a total population of 3,200, with approximately 300 individuals who remained behind.

Located approximately 80 km east of Kamloops, the North Shuswap region is characterized by a mix of rural properties, cabins, and small towns. It is located on the traditional territory of the Secwépemc people. In late summer of 2023, the area faced highly unpredictable and explosive wildfires, leading to a chaotic evacuation process. The wildfire started spreading rapidly in early and mid-August, and began blazing through communities including Scotch Creek and Celista.

More than 270 structures were confirmed to have been destroyed. In addition, the Bush Creek East wildfire caused extensive damage to public infrastructure, including damage to hydro poles that resulted in power outages for thousands of residents. Most of the Bush Creek East wildfire's destruction occurred during its 20-kilometre run through the North Shuswap region on August 18, 2023. Due to the fire's rapid expansion, there was a dramatic increase in Evacuation Orders and Alerts, with about 3,500 properties subject to Evacuation Orders in the Shuswap region. The Columbia Shuswap Regional District continues to have staff and resources to assist residents impacted by the wildfire, especially those who suffered property damage or loss. No lives were lost.

Among the structures destroyed by the Bush Creek East wildfire, 31 homes were located in the First Nation community of Squilax, which also experienced a chaotic evacuation. However, our case studies concentrated on people living outside of Squilax.

Figure 3. Shuswap Emergency Program Map



Note: 2018 Nadina Lake/Verdun Mountain wildfires. Map by Kitty Mcleod/Artboard

CASE 3

FRANCOIS/BURNS LAKE

The second François Lake study builds upon the experiences of the community following their initial devastating wildfire in 2018. It examines the region's response strategies and evacuation dynamics in greater detail. In a parallel to the first case study, the François/Burns Lake area encountered another wildfire incident in 2023.

However, notable changes occurred by this time, as the community underwent a transformation through a grassroots initiative that offered basic wildfire adaptation, mitigation, and training for residents. This collaborative initiative with BCWS and a group of community members led to a considerable decrease in evacuation reluctance. No lives were lost.

The Chinook Emergency Response Society (CERS) was established by a small group of volunteers in the aftermath of the 2018 wildfires that devastated land south of François Lake. They continue this work today with the help of local residents and volunteers, and in partnership with BCWS, First Nations and local government.

To date, CERS has successfully set up cellular service signs in the area, delivered S100 training courses, and established wildfire response trailers and Neighbourhood Pods to help residents respond to wildfire and other emergencies.

During the 2023 wildfire season, CERS was successful in responding to 23 wildfires and effectively communicated evacuation orders to residents, which helped significantly lower the reluctance rate, according to the experts we interviewed.



Find out more about CERS [here](https://chinook-ers.ca/).
<https://chinook-ers.ca/>

CASE 1

SUN PEAKS/WHITECROFT

The Embleton Mountain Wildfire threatened the communities of Whitecroft, Heffley Lake and Sun Peaks in July and August of 2021 with an estimated 5 percent of residents who chose not to comply with the evacuation orders.

Located approximately 50 km north-east of Kamloops, Sun Peaks/Whitecroft comprises a ski resort town and surrounded rural areas popular to tourists and residents alike. It is located on the traditional territory of the Secwépemc people.

The fires were first discovered on July 9, 2021 and lasted for nearly a month before BCWS reduced it down by August 3, 2021. It prompted the evacuation of at least 139 properties by July 11, 2021 which were supported by BCWS response teams, including 14 firefighters, four helicopters, as well as air tankers and heavy equipment.

On July 19, 2021 the fire moved quickly towards homes. Local residents who chose to stay-and-defend ended up responding to one of the breaches themselves when a debris pile caught fire. Additional BCWS firefighters were dispatched to the southern flank of the Embleton Mountain wildfire that same night.

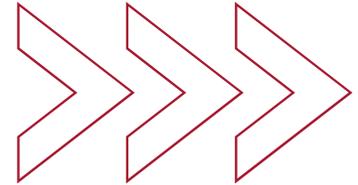
During this time, the community's Emergency Operations Centre (EOC) was established to monitor the wildfire threat and communicate with residents, staffed by volunteers and municipal officials, including the chief of Sun Peaks Fire Rescue (SPFR).

While there were some levels of evacuation reluctance, there was greater community involvement and cooperation between authorities and residents. No lives were lost.



Note: Map from Sun Peaks Resort.

Case Study Results



Trust and community preparation emerged as the most important factors

The goal of the case study analysis identify variables impacting evacuation reluctance. As shown in Table 2, trust and community preparation emerged as the most important factors in those cases with lower levels of evacuation reluctance with resident training, property preparedness, and effective communication, emerging as secondary factors. Home insurance coverage did not appear as relevant. Each is discussed below in more detail.

Table 2: Case Study Results

	Level of refusal approx. %	Firefighting training of residents	Trust	Individual FireSmart Preparation	Community Preparation	Good Communication	Home Insurance
Case 1 Francois/Burns Lake (2018)	10-15%	x	x	x	x	x	x
Case 2 North Shuswap (2023)	9-10%	x	x	x	x	x	x
Case 3 Francois/Burns Lake (2023)	Improved*	✓	✓	✓	✓	✓	x
Case 4 Sun Peaks/ Whitecroft (2021)	5%	x	✓	x	✓	x	x

TRUST

Local officials frequently cited a lack of trust between residents and authorities as a key factor contributing to high reluctance rates. Many rural residents preferred “to take matters into their own hands” and remained skeptical towards government assistance in a post-pandemic environment (Subjects D and E).

In François Lake (2018), there was significant distrust towards both the RCMP and the BCWS, with many feeling that the firefighting efforts were not as effective as they could have been, according to Subject B.

This sentiment was echoed by residents reluctant to evacuate in North Shuswap (Subject D). In both cases, the circulation of disinformation and the absence of direct contact with the BCWS did not help.

Conversely, trust levels were reported as generally good in Sun Peaks, according to Subject F. Additionally, in François Lake (2023), improved “inclusion” of the community led to higher trust (Subject A).

The relationships built between community-led groups like the

Chinook Emergency Response Society, BCWS, and the local district increased the residents’ positive feelings towards the authorities, adds Subject B. Reduced trust is a big variable influencing evacuation reluctance, confirms wildfire expert Subject H.

Case Study Results

COMMUNITY PREPAREDNESS

Community preparedness, which can include the existence of updated evacuation plans, awareness in the population, and overall community preparation to wildfires, varies among the four different cases, and appears to influence evacuation rates.

Subject D heavily condemns the regional district evacuation plans, asserting that they were not well-known by residents of North Shuswap. They also critique the absence of emergency drills. Evacuation was not smooth in the area, resulting in heavy congestion on evacuation routes. Although announcements of preparing ready-to-go bags were disseminated throughout the summer, Subject E suggests that making evacuation plans more widely known may not necessarily be beneficial, as they are mostly “frameworks” implemented differently depending on the emergency.

Community preparedness was poor in François/Burns Lake (2018) but was handled the best it could (Subject A). However, the experience in 2023 showed significant improvement. Subject B explains that the community, in collaboration with the Chinook Emergency Response Society, were better prepared on how to react and were well aware of the evacuation plans in advance. His point of view is echoed by Subject A, who emphasizes that involving the community in the evacuation process and planning contributed to an increased evacuation rate.

Similarly in Sun Peaks/Whitcroft (2021), the local fire department had a “good plan” in place, according to Subject F, and it was effectively communicated.



Experts point towards community preparedness as a factor influencing evacuation rates, especially as it relates to community involvement in the evacuation process. “Lack of preparation” increases the share of people staying behind, says Subject H, and Subject G argues that the involvement of community groups helps engage people, as those groups usually know better “the way their community functions” and “the way [it] is structured”.

Case Study Results

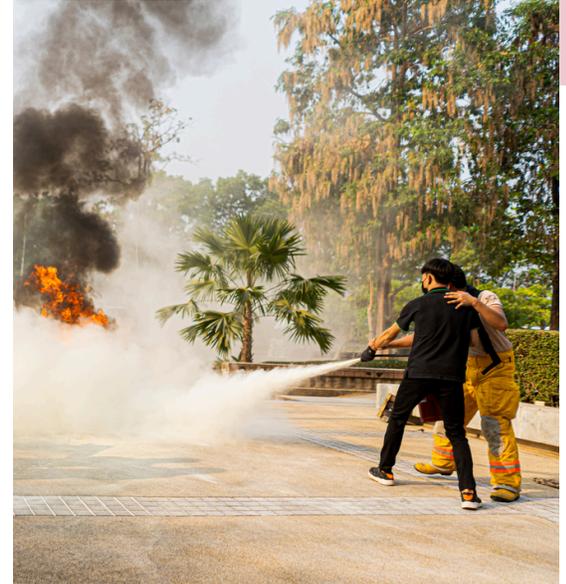
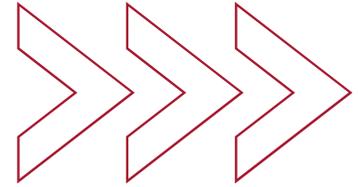
TRAINING RESIDENTS

The advanced training of residents to assist in firefighting efforts was frequently mentioned in our interviews, largely in a positive light, as having a notable impact on evacuation refusal rates. Some experts and local leaders suggest that trained residents who choose to stay and defend should be able to do so. This is based on the contingency that residents would cooperate in accordance with the authorities and without impeding BCWS's capacity to intervene or risking their own and wildland firefighters' lives. Opinions are not unanimous on this topic.

In North Shuswap, residents had not received any training prior to the 2023 wildfire. However, about 50 to 70 individuals underwent basic one or two-day training (S-100 level) approximately one week after the fire commenced. "That was initiated by some local residents", says Subject D, who also chose to stay behind during the fire. They added that some of the trained residents went on to work for the BCWS after the fire. "It was a good effort" in a situation with many "conflicts," says Subject C. "How do we work collaboratively rather than continue to oppose?"

Despite supporting advanced training, Subject E cautions that it is not a one-size-fits-all solution. They highlight those dangerous behaviors, including those endangering lives, persisted even after the training was provided.

There was no advance training either before the François Lake 2018 fire. Basic training was offered between 2018 and 2023 through the Chinook Emergency Response Society. According to Subject B, this improved wildfire response and increased levels of collaboration with BCWS.



For instance, trained volunteers knew where and when helicopters were coming, as there were "informal protocols and communication" in place. Subject A says that training can be "delicate," though, as volunteers are not covered for workplace injuries like BCWS firefighters, which can complicate interactions with them in official ways. "We can't be seen as enabling."

Subject G describes that "people want to be involved" and are usually "very happy to do low risk work" and to "have an avenue to protect, help protect their property and help the crews.... There needs to be potentially training provided for people to be able to do fire suppression." Firefighting training of residents was not present in the Sun Peaks case.

Case Study Results

INDIVIDUAL PREPAREDNESS

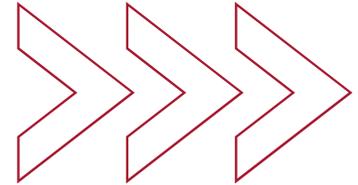
Individual property preparedness, mostly under the application of FireSmart principles (ranging from yard maintenance to renovations making buildings more resilient to wildfire), has been brought up by an overwhelming majority of experts and local officials as a path to improve fire resilience in communities. It could potentially reduce refusal rates by increasing the confidence that one's property can withstand wildfires, although the results of our case studies are not completely conclusive.

In North Shuswap, assessments vary about the FireSmart uptake in the area: from “pretty low” (Subject C) to “fairly decent” (Subject E) to “pretty good” (Subject D).

A free property evaluation is offered in the Columbia-Shuswap regional district, but applying the recommendations can have significant costs that residents are unable or unwilling to cover.

Local officials also point to inaccurate perceptions of risks by most owners, which leads to low uptakes of FireSmart in communities deemed less at risk. Interest for the program generally grows after a catastrophic wildfire event occurs, which is often too late. “Certainly FireSmart is getting a lot more attention right now”, says Subject D.

In Sun Peaks/Whitcroft (2021), a “minority” of people were following the FireSmart guidelines prior to the 2021 wildfire, according to Subject F. They agree that a lack of awareness of risk and a lack of incentives make residents unlikely to take part in that program



. “Many citizens don’t really care until they see smoke.” Low uptake does not seem to have had a negative impact on this community’s evacuation rate.

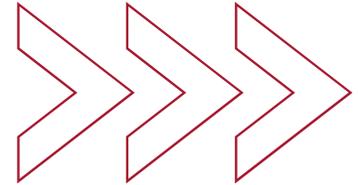
According to local experts, François Lake (2018) initially had a low FireSmart uptake on individual property but now has seen significant improvements.

“People know more about it than before”, says Subject B, who believes the knowledge and education from this program can lead to improved evacuation rates with less friction.

Other experts such as Subject A suggest it could still be improved.

Case Study Results

EFFECTIVE COMMUNICATION



Communication was also often mentioned by experts and local representatives. In North Shuswap, communication issues contributed to a chaotic evacuation, with bottlenecks on some evacuation routes. Communication was not handled extremely well in 2021 in Sun Peaks, which experienced some coordination issues. And “mishaps” in communicating evacuation plans had a negative impact on the evacuation rate for François Lake in 2018, according to Subject B, but not in 2023.

In the Shuswap area, Subject C discusses the challenges faced by local representatives in communicating timely and detailed information to residents eager to know as much as possible. This task is complicated by the fact that the BCWS, rather than regional authorities, serves as the primary source of information. Getting people to understand that local authorities needed time to assemble credible and factual information was not easy: “When people are faced with anxiety and uncertainty, and they want answers and you can’t give it to them, that’s a challenge.”

Subject D criticizes the way the BCWS communicated with residents and laments having received “missing,” “incomplete” and “late” information, at least at the beginning of the North Shuswap intervention, and of being treated “like a child.” However, Subject D noted that the establishment of a direct contact line between themselves and the BCWS later on proved beneficial in enhancing firefighting efforts.

Both Subjects C and D highlighted technical difficulties with the new Alertable app, which sends alerts on mobile phones during critical events, despite their overall support of its utility. Initially, the app wrongly targeted a very broad region for evacuation, when the evacuation order was in fact much narrower in scope.

This contributed to the chaotic evacuation. Subject D also identified a “lag” between the BCWS evacuation recommendations and the regional district issuance of the evacuation order. “That order came very late, fire was already burning in some areas of the community.” According to Subject E, however, issuing an evacuation order at the right moment is hard. “If you push the trigger too soon, you’re going to erode trust in the future.” Subject F from Sun Peaks expresses the same idea.

In Sun Peaks (2021), the evacuation was generally communicated well, according to Subject F, but there were coordination “troubles” between the BCWS (which Subject F deems “reluctant to communicate”), the local government and residents, with slow and sometimes conflicting information getting out.

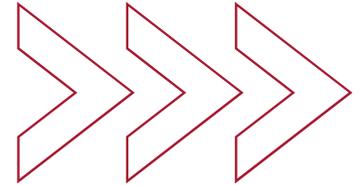
In François/Burns Lake (2023), Subject B says that the community was “in the loop” as to what was going on, which helped greatly.

Subject A concurs, mentioning that the direct communications between the community and the authorities was “key” in increasing evacuation rates.

The importance of good communication to improve evacuation processes is confirmed by the experts Subjects I and H –the latter adds that “top-down,” “patronizing” command-and-control contributes to increasing the share of people staying behind.

Case Study Results

INSURANCE



Insurance was an inconsistent but important variable that played into the potential causes of increased evacuation refusal rates (Subjects A and H).

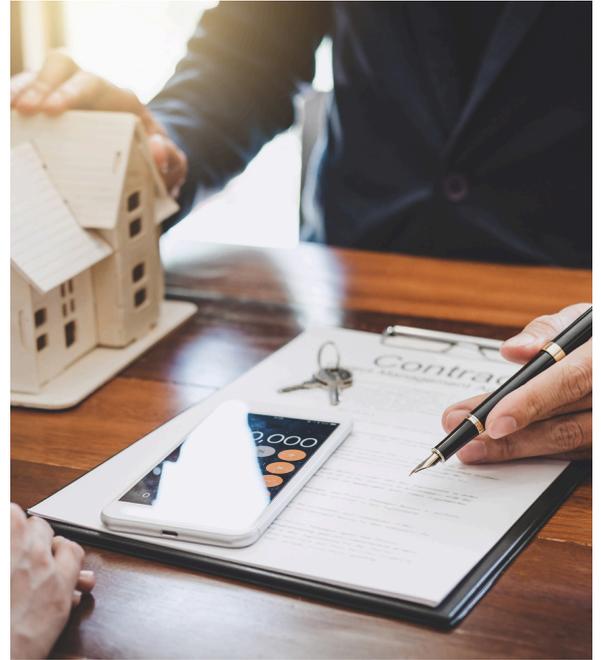
Specifically, it was argued that a lack of home insurance due to high cost can contribute to a higher proportion of people staying behind. Uninsured property owners face increased risks of losing their belongings during wildfires, including fire damage, agricultural or livestock loss, and intergenerational assets.

This vulnerability, compounded by the threat of looting, often leads them to resist evacuation orders, driven by the desire to safeguard their property at all costs.

This is especially true in rural areas (e.g. North Shuswap, François/Burns Lake), where properties can include crops, barns, animals or machinery that are crucial to make a living, argues Subject D.

Uninsured people are “making an economic decision” when choosing to stay behind, adds Subject E. Both say many properties are uninsured in the Shuswap region, and the same goes for François Lake (Subject A).

However, in addition to not being mentioned by everyone, this variable does not seem to explain differences between the four cases. Thus, it was not identified as a high priority in this study.



POLICY OPTIONS



The following section describes three possible policy options derived from our research.

It discusses what is already being done and options that were considered, but ultimately not included in our final analysis due to their shortcomings. Summarized in Table 3, each option is described in detail with evidence from the study as well as how the option interacts with current or proposed legislation and policy. Full analysis of these options follow in the next section along with recommendations.

01. Interagency Coordination

- Training elected officials
- Create and execute plans
- Standard instructions for natural disasters
- Coordination of BCWS information channels to include external stakeholders and community members

03. Firesmart Standardization

- Mandate all municipal buildings to be developed to FireSmart standards.
- Certification and sticker distribution available for residents and municipal buildings who completed FireSmart training.

02. Public Communication

- Post-fire follow-up for regions directly impacted
- Summary reports from BCWS
- Virtual press conferences during a wildfire event held
- Increase advertisements across rural B.C.
- Community liaison representative to be deployed to areas that are expecting or experiencing higher rates of evacuation refusal

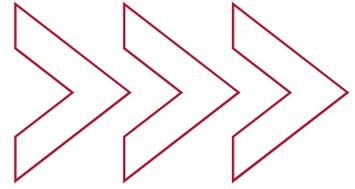
04. Status Quo

- Maintain status quo
- Change nothing



Option 1

INTERAGENCY COORDINATION PLAN



The Interagency Coordination Plan is a two-part strategy designed to improve coordination between all organizations involved in wildfire disaster management. Part one involves mandatory training for all elected officials involved in administering wildfire disaster policy on how to construct and practice wildfire disaster management plans. Part two improves existing coordination protocols between local governments, including Indigenous governments, volunteer groups, and the BCWS to prevent communication breakdowns.

This policy is derived from reports from many interviewees of coordination breakdown between all organizing groups causing problems in the administration of wildfire disaster management (Subjects A-L). Participants described intergovernmental coordination problems, with Subject F describing it as “lousy” while acknowledging that the government is “aware” of the problem.

Coordination breakdown has hindered firefighting efforts and undermined trust in the authorities. If the government does not appear to know what it is doing and who is involved or does not appear willing to engage in a group on a disaster presently unfolding, it affects community confidence. In addition, coordination breakdown is a public expression of authorities failing to deliver for the community. Therefore, improving the structures that facilitate coordination between groups in an emergency can improve trust, and effectiveness significantly.

It is important to note the new modernized Emergency Disaster Management Act (EDMA) may increase coordination. The EDMA contains several requirements for improving coordination between groups and volunteers.

However, EDMA has not yet been implemented thoroughly enough to understand what it means for disaster policy in the future. It indicates that the government is aware of several of the shortcomings found by our research and offers possible frameworks to implement some of our proposed policies.

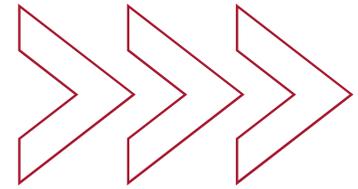
Training for elected officials is designed to fill such gaps found in our research, where local authorities may have had plans that were outdated, not well constructed, or understood (Subjects C, H, L). Subject C said that they “wish[ed] I had more training as a newly elected director on handling these emergencies” because they were unclear on their “role.”

Additionally, many local authorities do not have experience with wildfire disaster events, and the processes involved in managing them. While many jurisdictions have good plans, and experience with what to do, some do not and should be better prepared (Subjects F and G). This policy will require training in creating and executing plans, and instruction on what happens during and after disaster scenarios.

The second component to this plan is to improve the coordination between groups by establishing a coordination structure for the BCWS that includes Indigenous, volunteer groups, and local governments. Indigenous authorities will play a larger role in the administration of wildfire management in the coming years, as are volunteer groups such as the Chinook Emergency Response Society (CERS) and need to be included in information channels. This policy will integrate Indigenous and community groups into the existing protocol for information exchange in and out of BCWS.

Option 2

PUBLIC COMMUNICATION PLAN



Option 2 is a three part communication plan aimed at increasing and improving the communications between local authorities and the BCWS to residents before, during, and after a wildfire.

Communication was mentioned by all thirteen interviewees with largely negative responses. Subject D described this problem by saying that they knew the district had evacuation plans, but “they hadn’t really shared that information with the community. It was a challenge to even get [those] documents even for myself.” Incorporating communications at all stages increases the size and complexity of this option but also facilitates continuity and consistency.

The first component of this option is to increase the number and variety of wildfire preparation advertisements across B.C. Currently there is some advertising targeted at preparing for a wildfire and this option is to increase them. It would include messages about the preparation of an emergency kit, FireSmart mitigation on properties, where to get information about community resources.

Because advertisements already exist, the focus of this aspect of the policy is to increase their visibility, and to ensure that communities are being reached uniformly across B.C (Province of B.C, 2024).

The second component of this option is to improve communications to residents from the EMCR, BCWS and local authorities during a wildfire event. This can be accomplished by improving existing virtual press conferences by allowing local resident questions, and by deploying a BCWS liaison representative to specific fires with particular risk of people refusing or reluctant to evacuate.

There should be a structured communication plan in

the event of a wildfire, where residents can access direct status updates and detailed information about the fire.

Presently, BCWS and local authorities conduct press conferences at major fires, but their frequency, community access, and structure vary across fires. The key piece of this policy is to impose a structure to public meetings so that they can be counted on to provide information to residents.

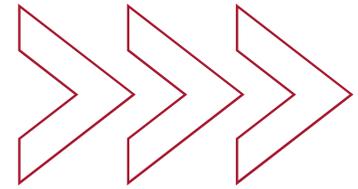
The Public Communication Plan should also include a community liaison person to be deployed to areas that are expecting or experiencing higher rates of evacuation refusal. A community liaison person was suggested by some interviewees for its trust building potential by “humanizing” the process of implementing wildfire policy (Subjects A, G and H).

The third component of the Public Communication Plan is a structured post-fire follow up and summary to be conducted by EMCR in collaboration with BCWS. It would increase the accessibility of the BCWS to residents who lack trust for the organization, and for researchers and policy makers, who are studying wildfire to improve current policy.

This policy will require the BCWS to publish reports about the fire season including information about location of fires, properties damaged or lost, injuries, number of personnel deployed, numbers of evacuees, and evacuation reluctance. Currently reports about such information are difficult to find publicly and make researching the effectiveness of current wildfire efforts difficult. Basic mandatory public reporting would be very useful for research and policy options and would improve transparency between the BCWS and residents.

Option 3

FIRESMART STANDARDIZATION



This option will standardize the implementation of FireSmart practices across the province, as well as provide additional incentives to adopt FireSmart and allow government funding for FireSmart activities on personal property more accessible.

FireSmart improvement is not as well represented in our case study analysis as, for example, “trust” and “community preparedness.” However, variables like “individual preparedness” and mitigation efforts were strongly represented in our expert interviews, as well as the multi-jurisdictional scan across multiple nations’ wildfire policies.

Increased FireSmart mitigation efforts as a policy option are designed to increase willingness to evacuate from fire because people who are staying behind are usually doing so to save their properties (Subjects F and H). Given this fact and that FireSmart has a strong track record of saving properties, we anticipate that residents will be more likely to comply if they feel confident in their personal property mitigation efforts. This option is expected to reduce instances of evacuation reluctance by increasing confidence in property survival.

The FireSmart Standardization Policy will involve both community residents and municipalities. At the residential level, the policy will focus on standardizing access to FireSmart resources.

Currently, there is a web of resources available to help people FireSmart their properties, administered by different levels of government, but they are inconsistently delivered across communities. This policy is designed to streamline these efforts, requiring local governments to have a FireSmart representative available, and FireSmart information displayed in community buildings outlining these resources and how to access them.

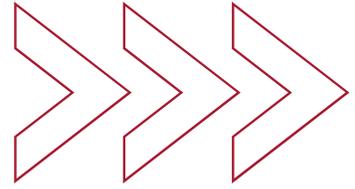
Additionally, a FireSmart assessment, conducted by the FireSmart organization would be available for residents to have their property certified FireSmart. A certification will be distributed alongside a sticker to display the building as FireSmart, in order to build civic engagement with FireSmart programs.

On the government level, this policy option recommends all new municipal buildings be developed according to FireSmart standards.

All municipal buildings will be required to be maintained as FireSmart year-round, including but not limited to Class A fire-rated roof, clearing of all flammable vegetation within 100 feet (or the property line), removing combustible structures, mowed lawns, and pruned trees. All municipal buildings will also prominently display their certification.

As a further civic engagement incentive for FireSmart, municipal buildings in municipalities with no FireSmart certification will report on the areas for improvement, and a proportion of buildings in the community not FireSmart.

Indigenous territories should have the same access to resources as every other government but would not be affected by the same requirements.



Alternatives

OTHER CONSIDERATIONS

There are several considered options not included in the final analysis worth mentioning. The first of these options is increasing the training of residents to fight wildfires in their own communities. This option was not disqualified because it is a bad policy, but rather because there is already significant engagement at the provincial level following new changes to disaster management in B.C. but not yet any assessment as to its success.

Increased punitive measures were also initially considered as a tool to increase wildfire evacuation rates. The new disaster management act does include increases in existing punitive measures for people and corporations who disobey wildfire evacuation orders.

However, our research indicates that these punitive measures are often not enforced. Increasing enforcement was also initially considered, but rejected as research suggests increased fines may not increase compliance and may even worsen the situation by undermining trust in authorities. Punitive measures on FireSmart non-compliance were also considered, but swiftly rejected again for not being likely to move our measures of effectiveness, while being costly on political, trust, and equity concerns.

Finally, several interviewees suggested connecting FireSmart compliance and insurance. Subject H said that this would be the best, and possibly only way his constituents would begin to take FireSmart seriously.

This policy option is not included in our analysis, due to possible legal complications. The impact of insurance on FireSmart, and the preparedness of a community, as well as the equity concerns for the broader community associated with having unmaintained properties in the same insurance regime is an avenue for future research.

EVALUATIVE CRITERIA

This section describes the criteria by which to evaluate policy options. They are summarized in Table 3 and detailed below.

Table 3: Criteria for evaluation

Effectiveness x2	<p>Estimate as to whether the policy option will help to improve evacuation rates in fire threatened areas.</p> <p>10 = Highly effective: Improves evacuation rates 5 = Moderately effective: Improved evacuation rates with limitations or gaps 1 = Ineffective: lacks measures to enhance evacuation rates</p>
Cost	<p>Cost to the provincial government with new investments, new operational costs and damages due to wildfire.</p> <p>- Estimated savings from reduced household and capital destruction - Cost savings to insurance premiums in wildfire-prone areas</p> <p>5 = Cost effective: Minimally predicted cost (financially viable) 3 = Moderately cost effective: incurs some costs but are reasonable/justifiable 1 = High costs: involves large expenditures, may not be justifiable</p>
Political Feasibility	<p>Expected support from stakeholders like local communities, regional directors, mayors, and relevant organizations like BCWS or third-party organizations.</p> <p>5 = Strong stakeholder cooperation: likely to receive support from all stakeholders 3 = Moderate stakeholder cooperation: some resistance, at least 1 stakeholder support 1 = Low stakeholder cooperation: lacks support, makes it difficult to implement</p>
Admin Feasibility	<p>The feasibility of the policy option according to the existing capacity among administrative bodies at all levels of government, including clear delineation of roles and responsibilities.</p> <p>5 = Clear jurisdiction: outline clearly defines roles and responsibilities of those involved 3 = Moderate complexity: can be managed effectively but may introduce complexities 1 = High complexity: unclear distribution of roles and responsibilities</p>
Equity	<p>Equitability of the policy option would include outcomes according to socioeconomic status, vulnerability of populations, inclusivity in management and planning, and accessibility.</p> <p>5 = Equitable impact: ensures equal access to evacuation resources and outcomes 3 = Moderate equitable impact: has indirect effects on addressing disparities; limitations 1 = Limited equitable impact: policy does little to none to address equitable disparities</p>



EVALUATIVE CRITERIA

EFFECTIVENESS

Effectiveness determines whether the policy option will improve evacuation rates in fire threatened areas. Our study assesses estimated rates of evacuation reluctance in percentage, calculated by the total population to the total number of residents who chose to stay and defend. A low score would indicate that the policy option will not substantially increase the success rate of evacuations, whereas a high score would indicate a high rate of success. This measure is weighted double compared to the other criteria, as we believe it to be the most important in terms of practical policy solutions.

COST

Establishes how costly we would expect the policy option to be to our partner in terms of financial expenditure. Therefore, in keeping with the direction of our scoring, a low score would indicate that the option comes at a high cost for the Ministry of Forest. Whereas a high score would indicate a relatively low cost solution. In 2022, the budget for BC Wildfire Service was \$199 million and in 2024, it increased to a total of \$204 million. However, wildfire suppression can cost way more: during the record-breaking 2023 fire season, it ended up costing \$817 million to the province (BC Wildfire Service, 2023b). A lower-cost option can be an option that would help reduce this amount, even if new funding is needed to implement it.



POLITICAL FEASIBILITY

Establishes how much conflict the policy option could generate with stakeholders, or whether there will be strong cooperation between them. Stakeholders include the BCWS, rural community members, local governments including regional districts, third party charitable organizations, and private third parties with vested interests. Public opinion is also included in this criterion to some degree, as wildfire preparedness has gained public attention in recent years due to increased intensity of wildfire seasons.



EVALUATIVE CRITERIA



EQUITY

Finally, we evaluate policy options based on equitable outcomes. This would address whether the option leads to relative equity of access for all stakeholders and whether it could lead to equitable evacuation procedures for all communities. Some communities will have better access than others to mitigation and prevention services and grants to procure these services. In addition to administrative capacity, some communities will have resources available to them in the form of knowledge, skills and machinery. There is also intra-community equity to consider, like the relative equity between property owners and renters. This criterion would consider equitable impacts according to socio-economic factors; like evacuation resources, vulnerabilities of different populations, inclusivity, accounting for diverse communities with different languages, accessibility challenges, as well as access to transportation and shelter. A low score would indicate that the option was not necessarily equitable for all parties, whereas a high score would indicate a high equity of outcomes and of access.

ADMINISTRATIVE FEASIBILITY

Distinct from political feasibility in that it is meant to establish what capacity we think would be required of organizations if the option was chosen. A low score in administrative feasibility would indicate a policy option that requires structural changes in current organisations, or the creation of new structures, and that does not clearly delineate roles and responsibilities. A high score would indicate an option that does not require these types of changes. The best option would clearly define the responsibilities of each governing body or stakeholder and their role in efficient implementation of the policy.



POLICY OPTIONS EVALUATION

As explained in detail below, the analysis in this study we strongly suggests implementing both Policy Option 1: Interagency Coordination Plan and Policy Option 2: Public Communication Plan to address the challenges of evacuation reluctance during wildfire disasters in British Columbia.

Policy Option 1 focuses on improving coordination between various stakeholders and enhancing training for local officials, equipping them with essential tools and information to navigate emergency situations effectively. By streamlining communication channels and providing standardized guidelines, this plan aims to increase trust and preparedness within communities, ultimately reducing the rate of evacuation reluctance in rural communities. Despite lacking direct engagement with residents, Option 1 offers a solid foundation for enhancing overall responsiveness to wildfires.

Complementing this, Policy Option 2, the Public Communication Plan, can be effective because it prioritizes transparent communication directly with residents. By offering direct updates, interactive sessions, and widespread advertisements, this plan enhances knowledge dissemination and fosters close engagement between residents and government authorities.

Clear and accessible information addresses trust barriers and can promote mitigation and preparation efforts alongside community liaisons and local authorities. This can humanize BCWS' efforts and ultimately help reduce misinformation and increase compliance with evacuation orders. Together, these policy options offer strategies to mitigate evacuation reluctance and improve wildfire disaster management in British Columbia.

Table 4. Multi-criteria Evaluation Analysis

	Status Quo	1. Interagency Coordination Plan	2. Public Communication Plan	3. FireSmart Standardization
Effectiveness (x2)*	5*	7*	8*	6*
Cost	2	3	3	2
Political Feasibility	4	4	3	4
Administrative Feasibility	3	4	3	4
Equity	2	3	4	2
TOTAL	16/30	21/30	21/30	18/30

OPTION 1

EVALUATION

Effectiveness

The Interagency Coordination Plan scored a 7 out of 10 for effectiveness based on a double-weighted grading system – an increase from the status quo that currently scores five. The rationale behind docking three points is due to its top-down approach and structural limitations in addressing evacuation reluctance directly to local residents.

The plan incorporates an enhanced training program that local officials must complete. This includes standard protocols for timeliness, clarity, accessibility, consistency, and empathy when addressing emergencies.

Offering residents timely and essential information, streamlined with an improved coordination structure for BCWS and other stakeholders, can help reduce misinformation and promote compliance.

Cost

The Coordination program receives a score of 4 out of 5 for cost. It does not get the maximum score as it involves expenses related to producing training modules for elected officials and establishing a comprehensive coordination structure for transparent communication. Implementing such measures may also require the creation of new and permanent positions within the BCWS and Emergency Management B.C., which involves some ongoing administrative costs. However, those costs are overall limited, compared to the status quo.

Administrative Feasibility

Administering the training coordination for local elected officials and community volunteer groups is relatively straightforward, scoring a 4 out of 5. While producing online training modules poses minimal administrative challenges, practical drills and examples could enhance the effectiveness of the training initiatives. Therefore, ensuring seamless execution of the plan may require additional resources and logistical support.

Political Feasibility

The Interagency Coordination Plan reflects the interests of many participants from our findings. Political feasibility scores high (4 out of 5) because this option is likely to be supported by various stakeholders including community leaders, Indigenous leaders and members of the community, as well as elected officials. The successful execution of this initiative relies on the willingness, capacity, and ability of the BCWS to implement the proposed coordination structure effectively.

Equity

Equity scores 3 out of 5. The Interagency Coordination Plan offers solutions but remains to be seen as a top-down policy approach, potentially limiting direct residential involvement. To address this, collaboration with community groups like the Chinook Emergency Response Society (CERS) can provide valuable insights and help bridge the gap between government authorities and residents. Furthermore, involving elected officials and local authorities alongside community volunteers can foster trust and reduce resistance to evacuation orders.

21/30

Effectiveness 7/10

Cost 4/5

Admin Feasibility 4/5

Political Feasibility 4/5

Equity 3/5

OPTION 2

EVALUATION

Effectiveness

Option 2, the Public Communication Plan, scores 8 out of 10 for effectiveness. It enhances direct communication between BCWS and residents through virtual conferences, improving trust and knowledge dissemination and advertisements. The multi-faceted approach bridges gaps between residents and authorities, enhancing responsiveness to wildfires in B.C.

Cost

Cost scored 3 out of 5. Major expenses involve post-fire data collection and analysis, potentially straining resources and necessitating additional hires. Widespread advertisements across rural British Columbia also contribute to costs. However, virtual press conferences and structured communication protocols are cost-effective. Virtual data collection minimizes expenses, aiding the BCWS in responding to wildfires and reducing fire damage.

Administrative feasibility

Administrative feasibility scores 3, requiring new hires, restructuring, and additional tasks. Implementing the plan demands adjustments within BCWS and other involved authorities, feasible with proper planning. Post-fire data collection and analysis, detailing fire locations, damage, injuries, personnel, evacuations, and reluctance, demand significant administrative effort. Some aspects, like virtual press conferences, are simpler to implement than post-fire follow-up and reporting.

Political feasibility

Political feasibility scores a 3 as well, indicating potential internal resistance due to the magnitude of change and increased workload associated with the plan. However, recent shifts within the BCWS, including its transition to year-round operations, may provide the organization with greater capacity to implement and manage these programs effectively. Additionally, other stakeholders, such as residents and local governments, would likely support this option.

Equity

Equity scores a 4, as the plan aims to reach residents who may not typically be included in standard government protocols or communication channels. By facilitating direct communication and increasing transparency, the plan strives to ensure equitable access to information and resources for all residents, regardless of their location or circumstances. Overall, the Public Communication Plan offers a multifaceted approach to wildfire communication that addresses key challenges among residents who choose to stay and defend. The implementation of this strategy will improve transparency within affected communities.

21/30

Effectiveness 8/10

Cost 3/5

Admin Feasibility 3/5

Political Feasibility 3/5

Equity 4/5

OPTION 3

EVALUATION

Effectiveness

With a score of 6 out of 10, the FireSmart plan demonstrates potential effectiveness in improving trust and individual preparedness. By increasing property survival rates through FireSmart practices, residents may be more inclined to cooperate with evacuation orders, thereby reducing reluctance to evacuate. However, its effectiveness may vary depending on the level of adoption and enforcement of FireSmart standards across municipalities.

Cost

Scoring 2 out of 5, the FireSmart plan may incur moderate costs, particularly in providing grants to municipalities for FireSmart initiatives and hiring personnel to assist with implementation. While grants can help offset costs, the financial burden may still pose challenges, especially for municipalities with limited resources.

18/30

Effectiveness 6/10

Cost 2/5

Admin Feasibility 4/5

Political Feasibility 4/5

Equity 2/5

Administrative Feasibility

With a score of 4 out of 5, the FireSmart plan appears administratively feasible, as it does not require significant structural changes or new obligations. Based on our reports, many jurisdictions and local governments offer resources and some information on FireSmart. This option would merely enhance the current programs that they offer or introduce a new program into communities that lack the organizational structure. It is important to note that reporting the percentage of FireSmart buildings in municipalities may require additional administrative efforts, albeit manageable within existing frameworks.

Political Feasibility

Scoring 4 out of 5, the FireSmart plan is much more politically feasible than the status quo due to its existing nature and is not yet mandatory among residents. The option aligns with existing policy goals and expressed community interests. Mandating municipality buildings can encourage residential buildings to consider FireSmart without explicit objection. However, potential challenges may arise from financial constraints and varying levels of municipal support for FireSmart initiatives.

Equity

With a score of 2 out of 5, the FireSmart plan may not address equity concerns adequately, as it primarily relies on voluntary adoption of FireSmart practices. While grants may facilitate implementation, residents with limited financial resources may still face barriers to participation, potentially exacerbating existing inequalities. It is important to note that the policy is not forcing individuals to undertake specific actions but does not address the underlying socioeconomic disparities that affect residents' ability to participate.

FINAL REMARKS

As the Ministry of Forests, Ministry of Emergency Management and Climate Readiness (EMCR), and BC Wildfire Service move forward, it is imperative that each uphold their commitment to reconciliation within their mandate. This includes recognizing and respecting the rights, perspectives, and contributions of Indigenous peoples in wildfire management and emergency response efforts. Incorporating Indigenous knowledge systems and practices into policies is not only a matter of reconciliation but also essential for promoting resilience and sustainability in the face of increasing climate-related challenges.

Even though our report does not concentrate on Indigenous communities, it is important to acknowledge that First Nations are disproportionately impacted by wildfires in British Columbia and Canada. A study in the Canadian Journal of Forest Research found that 4 million people –or 12.3 percent of the Canadian population– reside within areas threatened by wildfires (Erni et al., 2021). But living in a First Nations community makes a person three times more likely to be impacted by wildfires, as 32.1 percent of the on-reserve population lives in an area at risk.

According to Indigenous Services Canada, 95 evacuations involving almost 25,000 people in Indigenous communities were conducted in 2023 in the country. This number increases year after year.

First Nation wildfire evacuations over the past ten years



Chart: Matteo Cimellaro • Source: Indigenous Services Canada • [Get the data](#) • Created with [Datawrapper](#)

Moreover, the traditional knowledge and practices of Indigenous peoples, including cultural and prescribed burns, are now considered essential by the B.C. government and the BCWS to the development of future fire mitigation strategies. Third party organizations like First Nations Emergency Services and Gathering Voices Society are already operating to standardize these practices across communities. These organizations are well-positioned to inform future policy solutions to wildfire prevention and evacuation preparedness.

Additionally, the role of insurance cannot be overstated. Insurance is a complex issue that requires further exploration. Many respondents have described insurance, or the lack thereof, as a critical factor influencing rural residents' decisions to stay and defend during evacuation orders. When individuals lack access to home insurance, often due to financial constraints, they risk losing their entire livelihoods, some of which are multi-generational. During our research, we have found that many residents who chose to stay behind did not have home insurance.

Moving forward, it is essential to incorporate considerations of insurance and Indigenous-led initiatives to reduce tensions between authorities and residents, thereby reducing evacuation reluctance. These avenues are essential to help foster an inclusive and effective approach to wildfire management and safety.





CONTACT US

If you have any further questions, inquiries, or comments you would like to provide, please contact one of our team members below.

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Website

<https://www.sfu.ca/policy-school/>
Link to our references [here](#).



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APPENDIX

Appendix 1: Map of British Columbia Fire Centres



Source: BC Wildfire Service government website.



APPENDIX

Interviews

François/Burns Lake

Subject A: Local official responsible for emergency management (2018 and 2023)

Subject B: Community leader who experienced both fire seasons.

North Shuswap:

Subject C: Elected representative in office at the time of the wildfire in 2023.

Subject D: Elected representative in office at the time of the wildfire in 2023.

Subject E: Non-elected local official in office at the time of the wildfire in 2023.

Sun Peaks/Whitcroft

Subject F: Elected representative in office at the time of the wildfire in 2021.

General Experts:

Subject G: Former wildland firefighter and a researcher.

Subject H: Former elected official at the time of wildfire in 2021 and a current wildfire management facilitator.

Subject I: Professional forester and a local government official.

Subject J: Professional forester and forest manager

Subject K: Natural resources consultant who works with First Nations in B.C.

Subject L: Provincial politician and ex-local official of an Indigenous community in the Okanagan.



APPENDIX

NVivo Coding Framework

1. Community Preparedness

- Examples of coding may involve:
 - Prompt evacuation vs. delayed
 - emergency management plans
 - conducting regular drills
 - FIRESMART
 - Programs
 - educating/training residents about evacuation procedures

2. Communication and Information Flow

- Examples of coding may involve:
 - Communities with robust communication system
 - early warning systems
 - clear evacuation instructions
 - accessible information channels
 - How often they rely on the province of BC's Emergency Alert vs other notification forms

3. Community Engagement and Participation

- a. Social Capital
- b. Trust
- c. Frustration/distress
- Examples of coding may involve:
 - Community involvement in planning, communicating, cooperation
 - Sense of importance/fostering a sense of responsibility
 - Trust between stakeholders vs. frustration
 - Trust within the community vs. frustration

4. Infrastructure and Accessibility

- Examples of coding may involve:
 - Fire proofing homes
 - Evacuation routes and accessible infrastructure
 - Roads, transportation system
 - Needs of vulnerable populations (such as the elderly or those with disabilities)



5. Economic Resources

- Examples of coding may involve:
 - “Financial capacity”
 - Invest in evacuation preparedness
 - E.g. Better infrastructure, emergency services, and community outreach programs.

6. Experience and Past Incidents

- Examples of coding may involve:
 - “Learning from past incidents”
 - Refining evacuation plans
 - Incorporating “lessons”

7. Political/Institutional Support

- a. Government Leadership and Coordination
- Coordination between government agencies, emergency services, local organizations
- Examples of coding may involve:
 - Any mentions of Emergency Act or BC Province
 - Any mention of other nearby municipalities or local organizations
 - Funding (internal/external)
 - Legislative backing



APPENDIX

GLOSSARY

The definitions of these terms are based on how they are being used in the context of the BCP project. The definitions of these terms have been collated from the CIFFC Canadian Wildland Fire Glossary (2023) and the MWI. Where definitions were taken from an alternative source, the source has been referenced.

Catastrophic wildfire: A wildfire that causes catastrophic impacts to the things we value, including life, livelihoods, property and infrastructure, the landscape and our social and cultural fabric (such as sense of community). Catastrophic wildfires are destructive rather than regenerative; however, not all wildfires are catastrophic, and not all catastrophic wildfires have the same characteristics (such as severity or size).

Check-in process: in which all responders, regardless of agency affiliation, must report in order to receive an assignment in accordance with the procedures established by the Incident Commander.

Climate change: This refers to the long-term alteration of temperature, precipitation patterns, and other climate parameters due to human activities such as the burning of fossil fuels, leading to increased frequency and intensity of wildfires in regions like British Columbia.

Community compliance: This refers to the extent to which residents and communities adhere to evacuation directives issued by authorities during wildfire emergencies, ensuring their own safety and facilitating effective response efforts.

Cultural burning or fire: Cultural burning or cultural fire is uniquely defined and distinct among Indigenous Peoples. In general, cultural burning is a part of Indigenous fire stewardship that includes the intentional application of fire for cultural objectives according to appropriate and intergenerational protocols.

Dialogue: Dialogue brings together many voices, stories, perspectives and experiences to increase mutual understanding and identify shared solutions. Instead of arguing for what you already know, dialogue is entered into with a spirit of curiosity and an openness to be changed. Instead of a conversation with sides, dialogue has a centre.

Emergency Disaster Management Act: This legislation provides a legal framework for emergency management and disaster response, outlining the roles, responsibilities, and procedures for government agencies, emergency responders, and communities during crises such as wildfires.

Firefighter variation: Type 1 certified firefighters have the highest level of training and are employed directly by the BCWS or wildfire agencies from around Canada. Type 2 certified firefighters have enough training to support a variety of operations on lower risk incidents and are employed by contract companies.



APPENDIX

GLOSSARY

Fire severity: Degree of fuel consumption within a given area. In a forestry context, it is often associated with the proportion of mortality of above-ground trees and shrubs.

Firesmart: A wildfire risk reduction program focused on empowering communities and individuals to take proactive steps to mitigate wildfire threats. Through strategies like vegetation management and home assessment, FireSmart aims to create more resilient landscapes and structures, reducing the potential for wildfire damage.

Hazard: The probability of a severe wildfire event at a particular location in a specified time period. Hazard varies across BC depending on weather, topography and ignitions.

Incident commander: The Incident Commander is the individual responsible for overseeing and coordinating all aspects of emergency response operations, ensuring that resources are effectively utilized and response efforts are carried out in a coordinated manner.

Indigenous fire stewardship: The stewardship of fire by Indigenous Peoples to modify fire regimes and increase the abundance of favoured resources, following intergenerational teachings. Can include stewardship of both fire itself (through cultural burning) and fire-affected landscapes

Mitigation: Proactive actions, including preparedness and prevention, taken to reduce catastrophic impacts of wildfires.

Preparedness: Proactive actions including planning, resource allocation and capacity building. Some preparedness activities are focused on reducing wildfire risk (such as cooperative planning for fuels treatments) while other preparedness activities are focused on being ready for more effective wildfire response.

Prescribed burning or fire: The deliberate and planned application of fire by authorized personnel to accomplish objectives such as wildfire risk reduction and ecosystem restoration.

Prevention: Actions taken to avoid negative consequences of wildfire; can be a part of mitigation. In BC this is part of the “Mitigation” pillar of Emergency Management and can include fuels treatments, cultural and prescribed burning, Indigenous fire stewardship and education of wildfire risk.

Recovery: Post-wildfire actions, including land-based recovery through ecosystem rehabilitation and cost recovery for expenses.

Response: Actions taken during a wildfire to minimize negative impacts on values. The Government of BC’s emergency response protection priorities, from highest to lowest are: (1) human life and safety, (2) property, (3) high environmental values and (4) resource values.



APPENDIX

GLOSSARY

Risk: A function of the likelihood and consequences of a wildfire. Includes total value of potential loss to damage to life, assets, ecosystem services, values and livelihoods.

Rural: In this report, rural refers to areas outside of urban centers or cities, characterized by lower population density, agricultural activities, and natural landscapes. These regions often feature smaller communities, including villages, hamlets, and farms, and may have limited access to amenities and services compared to urban areas.

Stay and Defend: Where residents, despite being under evacuation orders or alerts, choose to remain in their homes or communities, often due to various reasons including attachment to property, disbelief in the severity of the threat, or fear of looting.

Wildfire: A fire that burns in wildland or wildland-urban interface areas whose spread is dictated by available fuels (trees, shrubs and grasses), weather and topography. Can be of human or natural (lightning) origin and spreads through embers or direct contact of fire to fuels. Many ecosystems throughout BC are adapted to wildfires of varying characteristics which, prior to widespread suppression and exclusion, maintained healthy ecosystems, biodiversity and cultural values.

Wildfire evacuation: This refers to the process of relocating individuals, families, and communities from areas threatened or affected by wildfires to safer locations, typically designated shelters or evacuation centers.

Wildfire season: The period of the year during which fires are likely to start, spread and do damage to values at risk sufficient to require organized wildfire response. In BC, the wildfire season is typically considered May to October.





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Regional District of Bulkley-Nechako Board Meeting

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: August 15, 2024
Subject: **June 30, 2024 Statement of Operations**

RECOMMENDATION: (all/directors/majority)

Receipt

BACKGROUND

There are no anomalies of concern in the statements for the first six months.

Notes for revenue:

- The additional landfilling revenue is mostly made up of revenue from the metal recovery contract.
- The additional provincial grant was the three year upfront payment of the climate action fund that was received in late March.

Notes for expenses:

- Most expenses show variability because of the seasonality of various purchases and expenses. For example, 911 fees are billed annually, and many capital projects are completed between the end of June and early October to take advantage of the summer construction season. Similarly municipal grants for services such as fire and recreation services are paid in early August.

Attachment:

Statement of Operations June 30, 2024

Regional District of Bulkley-Nechako
Cash Based Statement of Operations
For the Six Months Ending June 30, 2024

Revenue	Budget	Budget (1/2)	Actual	Variance
Requisition	\$ 14,434,051			
Service Agreements	\$ 104,908		\$ 89,144	
Investment Revenue			\$ 285,612	
Transfer from Reserve	\$ 2,650,994		\$ 1,320,760	
Donations Received	\$ -	\$ -	\$ 9,750	
Provincial Grants	\$ 297,082	\$ 148,541	\$ 725,883	\$ 577,342
UBCM Grants	\$ 326,185	\$ 163,093	\$ 74,122	\$ (88,971)
NDIT Grant	\$ 313,000	\$ 156,500	\$ 4,000	\$ (152,500)
Other Grant Revenue	\$ 300,442	\$ 150,221		\$ (150,221)
Grant in Lieu of Taxes	\$ 1,299,869			
EMBC Expense Reimbursement	\$ 316,000		\$ 2,044	\$ 2,044
Fees and Charges	\$ 99,365	\$ 49,683	\$ 93,378	\$ 43,696
Building Permits	\$ 120,000	\$ 60,000	\$ 35,317	\$ (24,683)
Recycling Revenue	\$ 392,000	\$ 196,000	\$ 87,092	\$ (108,908)
Land Filling Revenue	\$ 266,000	\$ 133,000	\$ 896,940	\$ 763,940
Misc Revenue	\$ 227,850	\$ 113,925	\$ (81)	\$ (114,006)
ALR Fees	\$ 22,000	\$ 11,000	\$ 7,450	\$ (3,550)
Transit Revenue	\$ 36,500	\$ 18,250	\$ 18,046	\$ (204)
Telus 911 Fees	\$ 72,000	\$ 36,000	\$ 39,601	\$ 3,601
Service Cost Sharing	\$ 254,072	\$ 127,036		\$ (127,036)
Municipal Debt Repayment	\$ 739,800		\$ 292,272	
Sale of Asset	\$ -		\$ 37,450	
Prior Year Surplus Brought Forward	\$ 2,690,143		\$ 2,556,448	
	\$ 24,962,261		\$ 6,575,227	

Expenditures	Budget	Budget (1/4)	Actual	Variance
Directors' Remuneration	\$ 500,469	\$ 250,235	\$ 259,510	\$ (9,275)
Directors' Travel	\$ 180,403	\$ 90,202	\$ 49,398	\$ 40,803
Grant in Aid	\$ 461,334	\$ 230,667	\$ 70,922	\$ 159,745
Elections	\$ 6,000	\$ 3,000		\$ -
				\$ 3,000
Employees Salaries	\$ 5,659,794	\$ 2,829,897	\$ 2,561,236	\$ 268,661
Employees Benefits	\$ 1,780,736	\$ 890,368	\$ 751,643	\$ 138,725
Municipal Service Grants	\$ 2,457,744	\$ 1,228,872	\$ 45,021	\$ 1,183,851
Society Service Grants	\$ 3,097,500	\$ 1,548,750	\$ 1,051,544	\$ 497,206
Agreement with BC Transit	\$ 163,002	\$ 81,501	\$ 85,365	\$ (3,864)
Utilities	\$ 209,307	\$ 104,654	\$ 96,093	\$ 8,561
Vehicle and Machinery Expense	\$ 209,000	\$ 104,500	\$ 223,072	\$ (118,572)
Vehicle and Machinery Fuel	\$ 485,000	\$ 242,500	\$ 232,691	\$ 9,809
Office Costs	\$ 1,137,555	\$ 568,778	\$ 378,805	\$ 189,973
Landfill and Transfer Station Costs	\$ 713,763	\$ 356,882	\$ 240,210	\$ 116,671
911 Costs	\$ 272,200	\$ 136,100		\$ 136,100
Emergency Services and Operations	\$ 391,500	\$ 195,750	\$ 45,471	\$ 150,279
Insurance	\$ 289,849	\$ 144,925	\$ 218,886	\$ (73,962)
Legal	\$ 45,000	\$ 22,500	\$ 10,687	\$ 11,813
Audit	\$ 42,500	\$ 21,250	\$ 26,100	\$ (4,850)
Special Projects	\$ 1,685,851	\$ 842,926	\$ 186,133	\$ 656,792
Misc Expenses	\$ 53,711	\$ 26,856	\$ 79,105	\$ (52,249)
Capital Expenses	\$ 3,495,000	\$ 1,747,500	\$ 1,593,584	\$ 153,916
Contribution to Reserves	\$ 801,480		\$ 290,336	
Long term Borrowing Expenses	\$ 777,016		\$ 312,210	
Prior Year's Deficit Brought Forward	\$ 46,547		\$ 81,547	
Total Expenses	\$ 24,962,261		\$ 8,889,569	
Net Surplus (Deficit)	\$ -		\$ (2,314,341)	



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Regional District of Bulkley-Nechako Board Meeting

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: August 15, 2024
Subject: **Local Government Climate Action Program (LGCAP)**

RECOMMENDATION: (all/directors/majority)

Receipt

BACKGROUND

In order to meet the conditions necessary to receive the annual grant the LGCAP survey must be submitted before June 30th of each year and made public (received by the Board in an open meeting) before the end of September each year.

In conversations and webinars with provincial counterparts, the province hopes to encourage each local government to create a Climate Action Plan that includes Green House Gas emission reduction targets. The creation of a community wide climate action plan is also encouraged. At this time because of competing priorities, the creation of these plans has been delayed until at least 2025.

The carbon emissions for 2023 were slightly greater than 2022 because of greater usage of diesel.

Attachment:

The submitted LGCAP Survey

Submitted date: 2024-07-29 09:29:27 Pacific Daylight Time

LGCAP 2024

Introduction

Reaching [net-zero emissions](#) and adapting to a changing climate will require a whole-of-society approach. The Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the [website](#).

What is climate action?

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions (mitigation) and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Information collected will:

- Highlight local government and Indigenous climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual [Climate Change Accountability Report](#);
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and support communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations and ministerial partners;
- National and international GHG reporting protocols; and
- The CDP (formerly [Carbon Disclosure Project](#), a global non-financial disclosure system).

Instructions

**Please do not provide any personal information (e.g. email, phone number) in the survey.*

Survey: Word Version

A survey template (i.e. a Word version) is available on the [Local Government Climate Action Program webpage](#). The template can be used to gather information from staff across departments. Then simply cut and paste into the online version where you'll be submitting the survey.

Survey: Online Version

SimpleSurvey allows multiple users to access your survey, though two people **cannot** enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.

There is a 9,999 character limit for the open-ended questions.

Attestation Form

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attests to the following:
 - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
 - That Local Government Climate Action Program funds for years 1 and 2 received in 2022 and 2023 will be spent by March 31, 2025.
 - That Local Government Climate Action Program funds for years 3-5 received in 2024 will be spent by March 31, 2028.
 - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2024.

Requirements

1. Reporting

1. Report on **at least one** project linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#). If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
 2. For communities with populations of 10,000+ (based on 2020 BC Census data figures), measuring and reporting local government's traditional services emissions is required.
 3. Attest that funds will be allocated to climate initiatives before submitting your survey.
- Open-ended questions asking for one or more initiatives related to climate action may be highlighted in Provincial materials to acknowledge innovative local climate solutions. A template to submit climate action success stories for publication can be found on the [Local Government Climate Action Program webpage](#).

2. Deadline to submit the survey & attestation form

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2024.

3. Posting the survey & attestation form publicly

- The design / format of the form **can** be changed, however, all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2024.

Download a copy for your records!

Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at LGCAP@gov.bc.ca. We will be happy to provide assistance.

Thank you!

The LGCAP Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Question 1 a): How many staff in full time equivalents (FTEs) are dedicated to working specifically on climate action?

If a staff member is a climate action coordinator and works 100% on climate-related issues, add 1.0.

0

Question 1 b): How many staff in full time equivalents (FTEs) are dedicated to working on climate action in other departments such as transportation or engineering?

For example: Can include staff in engineering, emergency management, transportation, waste management, etc. related to climate work but whose primary role is not working on climate action. If a staff member works approximately 25% (please estimate) on climate-related issues, add 0.25. Working on climate-related issues does not need to be written into the staff member's job description to be counted here.

0.25

Question 2 a): Does your local government or Nation have a community-wide climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be completed in the next two years.

Question 2 b): Does your local government or Nation have a corporate climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, but we are currently undertaking one and it will be completed in the next two years.

Question 3: Has your local government or Nation declared a climate emergency?

No

Question 4: Please select up to 3 challenges impeding the advancement of climate action in your community.

Lack of jurisdiction.

Lack of data or information.

Competing priorities.

Optional: Is local political support a challenge your local government faces that is impeding climate action?

Yes

Traditional Services Greenhouse Gas Emissions

Measuring traditional services emissions (defined in previous years as corporate emissions) is a Program requirement for all communities with a 2020 population of 10,000 and above ([see population statistics here](#)). Traditional services GHG emissions are those produced by the delivery of local government or Modern Treaty Nation “traditional services” including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- [LGCAP Traditional Services Boundaries and Scope Guidance](#),
- [Scope Summary Document](#),
- [Traditional Services Inventory Reporting Tool](#),
- [Contracted Services Emissions Guidance](#),
- [Contracted Emissions Calculator](#),
- [BC Best Practices Methodology for Quantifying GHG Emissions](#), and
- [Emission Factors Catalogue](#).

Question 5: For the 2023 calendar year, has your local government or Nation measured and reported associated traditional services GHG emissions?

Yes

If your local government or Nation measured 2023 traditional services GHG emissions, please report the GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent) from scope 1 and 2 sources.

2542.37

If your local government or Nation measured 2023 traditional services GHG emissions, please report the GHG emissions from contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.

0

If your local government or Nation measured 2023 traditional services GHG emissions, please report the total GHG emissions from both directly delivered and contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.

This would be the sum of the two questions above.

2542.37

If your local government or Nation measured 2023 traditional services GHG emissions, please report what protocol you used to measure emissions.

Standardized Emissions Factors with consumption actuals

Optional: Please indicate how many tonnes of CO₂e are associated with facilities.

1709.88

Optional: Please indicate how many tonnes of CO₂e are associated with mobile sources.

82151

Community-Wide Greenhouse Gas Emissions

B.C. [Climate Action Charter](#) signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The [Community Energy and Emissions Inventory](#) (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings and solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI) . A better understanding of community-wide emissions measurement across B.C. will help CAS as we upgrade CEEI.

Question 6: For the 2023 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.

If not, has your community or Nation measured and reported community-wide emissions in the past?

No

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).

Please enter "0" if no targets or baseline are established for the years given in the table.

2030

Reduction Percentage (format: e.g., 40)

0

Baseline Year (format: e.g., 2007)

0

2040

Reduction Percentage (format: e.g., 40)

0

Baseline Year (format: e.g., 2007)

0

2050

Reduction Percentage (format: e.g., 40)

0

Baseline Year (format: e.g., 2007)

0

Question 8: Does your local government or Nation have net-zero or carbon-neutral emissions target(s)?

Please select all that apply.

No

Question 9: Please select up to three supporting indicators that would be most valuable to your local government or Nation to advance climate action (these indicators were previously reported through the Community Energy and Emissions Inventory initiative).

Housing type: Private dwellings by structural type

Residential density: Population and dwelling units per "net" land area

Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C's plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set us on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must **report on a minimum of one project** linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS). Funding does **not** need to come from this program. For questions 10-13, if your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to the buildings sector. This should not be limited to what your LGCAP funding supported.

Corporate

Corporate buildings policies, programs and actions.

Efficiency upgrades/retrofits.

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2023 calendar year related to buildings. Please enter NA if your community reported no buildings initiatives ongoing, completed or in-progress for 2023.

Replacing heating system in main building with heat pumps

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to the transportation sector. This should not be limited to what your LGCAP funding supported.

Not applicable

Please highlight a community project(s) that was in-progress or completed in the 2023 calendar year related to transportation. Please enter NA if your community reported no transportation initiatives ongoing, completed or in-progress for 2023.

NA

Question 12: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to community-wide and corporate action. This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate climate policies, programs and actions

Not applicable.

Community-wide climate policies, programs and actions.

Not applicable

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2023 calendar year related to community-wide or corporate action. Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2023.

NA

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating climate adaptation principles into decisions and everyday activities.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or the [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 13: Please indicate all initiatives your local government or Nation had completed, ongoing or in-progress in the 2023 calendar year to adapt to and build resilience to climate impacts. This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate resilience and adaptation policies, programs and actions.

Undertaking or completing a risk assessment at the asset or project level.

Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the asset or project level.

Monitoring climate risks or impacts (floods, wildfire, etc.).

Developing emergency/hazard response plans.

Community-wide resilience and adaptation policies, programs and actions.

Undertaking or completing a risk assessment at the community level.

Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the community level.

Collaboration with other communities on resilience planning/initiatives.

Monitoring climate risks or impacts (floods, wildfire, etc.).

Please highlight one or more climate adaptation project(s) that were completed, ongoing or in-progress in the 2023 calendar year to reduce risk and increase resilience. Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2023.

Please note that highlights for resilience actions may be shared with the Ministry of Emergency Management and Climate Readiness (EMCR) for them to use on ClimateReadyBC as part of their work on sharing info on climate resilience in BC. EMCR may follow up for more details if needed.

Completed Community Wildfire Resiliency Plan

Question 14 a): Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?

Please select all that apply. In the textbox, please provide the link to the public assessment if available.

Yes at the community level

HRVA have been completed for each electoral area

Question 14 b): Are you integrating climate risk into asset management, budgeting and climate action plans?

Yes, in asset management

Yes, in climate action plans

Question 15: What are the most significant climate hazards and impacts faced by your jurisdiction and what is the timeframe of their expected impact on your community?

For each selection, please indicate if the timeframe of their expected impact is short, medium, long or not sure. (short [current/by 2025]; medium [2026-2050]; long [beyond 2050])

Extreme heat and heat stress

2024

Water shortages

2024

Wildfire

2024

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the hazards and impacts identified in Question 15? Please select one or more of what you consider the most valuable types of information for planning.

Adaptation planning information
 Technical expertise to implement solutions
 Other
Better information on aquifers

Optional: What resilience indicators are of most value to your local government or Nation?

Detailed Drought Information

Question 17: Based on the hazards and impacts you indicated as most significant in Question 15, which groups are most vulnerable to the impacts of those climate hazards and impacts?

Other
Agricultural Sector

Question 18: Of the hazards and impacts identified in Question 15, please specify the associated adaptation measures completed or in-progress in the 2023 calendar year, if any. If entering a hazard under "Other", please also write the hazard in the "Adaption measure" textbox.

Water shortages
 Adaptation measure
Applied for a study on agricultural irrigation in Electoral Area F

Wildfire
 Adaptation measure
Identified evacuation plans for each unincorporated community

Wildfire smoke
 Adaptation measure
Purchased air purifying units for all our major community halls

Equity.

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your local government or Nation ensure equitable access to and distribution of climate action opportunities and benefits?
 Please select all that apply.

There are no specific measures in place to ensure equitable access to and distribution of opportunities and benefits.
 Not sure how to integrate equity into our climate action work.

LGCAP Year 2 Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20: What did/will your local government or Nation spend its LGCAP funding on for year two of the Program (2023)? Please select all that apply and indicate the total dollar value associated with each initiative. For LGCAP 2023 funding, Regional District of Bulkley-Nechako received 112082. Please ensure the amount(s) entered for Question 20 equal this amount in total.

Corporate

Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Buildings initiatives

Corporate buildings policies, programs and actions.

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Efficiency upgrades/retrofits.
112082

Please highlight the initiative(s) your local government or Nation's LGCAP year two funding will support.

Creating a Climate Action Plan and retrofitting local government buildings

Question 21 a): How much additional funding for climate action were you able to invest by leveraging your LGCAP funds? This could include matching grants as well as private investment.

Format: no dollar sign and up to two decimal places

50000

Question 21 b): Please list the funding programs leveraged and associated funders (i.e. Investing in Canada Infrastructure Program, Canada/Province).

Please enter "NA" if no funds were leveraged.

Requisition Funds (taxation)

Question 22: What is your internal decision criteria for spending LGCAP dollars?

Regular Budget Process

Question 23: Does your local government or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

Please note on posting the survey publicly:

- All information from required questions must be included.
- Optional questions and responses can be omitted.
 - The Province will use the information for internal purposes only.
- When posting the survey publicly, the design / format of the form can be changed.

Local Government Climate Action Program Attestation Form

Instructions for the Attestor (CFO or equivalent staff person):

Complete and sign this form by filling in the fields below.

I, the Chief Financial Officer, or equivalent position, attest to the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That Local Government Climate Action Program funds for years 1 and 2 received in 2022 and 2023 will be spent by March 31, 2025.
3. That Local Government Climate Action Program funds for years 3-5 received in 2024 will be spent by March 31, 2028.
4. That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2024.

Attested by (first name, last name)

John Illes

Professional title

CFO

Local government or Modern Treaty Nation

Regional District of Bulkley-Nechako

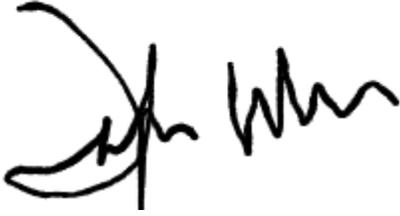
Date

2024-07-18

Attestor signature

Please note: We did hear feedback to allow for file upload e-signatures and have looked into this. Unfortunately, uploaded files do not appear on the final report. If you require a redo for the digitally-drawn signature, please click the trash can. If that doesn't work, please submit your survey then contact us at LGCAP@gov.bc.ca.

Signature captured

A handwritten signature in black ink, appearing to be "John W. [unclear]". The signature is written in a cursive style with a large initial "J" and "W".

2024-07-17 11:23:00 Pacific Daylight Time



July 24, 2024

Reference: 68879

Dear Mayors and Chairs:

Last year, to support our government's ongoing work in tackling the housing crisis and providing more homes to meet the needs of British Columbians, we passed legislation requiring local governments to update their zoning bylaws to make it easier to build Small-Scale Multi-Unit Housing (SSMUH). I would like to acknowledge the tremendous work that most local governments across BC have undertaken to comply with this new legislation.

As you are aware, the compliance date for zoning bylaw amendments was June 30, 2024. All local governments were required to notify the Ministry of Housing that they have amended their bylaws in accordance with the SSMUH requirements in Bill 44: *Housing Statutes (Residential Development) Amendment Act*, 2023 legislation by the compliance date.

The Province will be working to ensure that all local governments are in compliance with the legislation. We will be undertaking a comprehensive evaluation of the implementation of the legislation by local governments, including consideration of how recommended provincial standards have been applied, to ensure it is effective at creating the conditions across BC to get more housing built and does not deter building much needed homes for people.

As you are aware the deadline to apply for an extension to the compliance date for the SSMUH requirements has passed. Local governments that have applied for an extension for part of their community were still required to adopt an amended zoning bylaw by June 30, 2024 for all areas for which they have not requested an extension. If your local government has applied for an extension, please be assured the Ministry of Housing is currently processing applications, and decisions will be communicated as they are made.

Page 1 of 2

**Office of the
Minister of Housing**

Website:
www.gov.bc.ca/housing

Mailing Address:
PO Box 9074 Stn Prov Govt
Victoria BC V8W 9E9
Phone: 236 478-3970

Location:
Parliament Buildings
Victoria BC V8V 1X4
Email: HOUS.Minister@gov.bc.ca

Local governments who have not complied with the legislative requirements or requested an extension may receive a 30-day compliance notice. After the 30 days, the Province can issue a Ministerial Order overriding the local government zoning bylaw to comply with the legislation and putting the basic site standards from the SSMUH policy manual in place until the local government passes their own bylaw amendments. By ensuring SSMUH zoning has been adopted, we are supporting building more homes for people faster by reducing delays for anyone who wants to build this type of housing.

Please express my gratitude to your council colleagues and staff for all of their hard work to bring about these changes to make it easier for families to build this much needed housing in your community. I look forward to our continued work together to ensure that all British Columbians have access to the homes that they need.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ravi Kahlon', written in a cursive style.

Ravi Kahlon
Minister of Housing

cc: Chief Administrative Officers
City Managers



PEACE RIVER REGIONAL DISTRICT

July 26, 2024

File: 0400.20.16

Honourable Adrian Dix
 Minister of Health
 PO Box 9050 Stn Prov Govt
 Victoria, BC V8W 9E2

Via Email: HLTH.Minister@gov.bc.ca

Dear Minister Dix,

Re: Request for Audit of Northern Health

At its July 18, 2024, Regional Board meeting, the Peace River Regional District (PRRD) Board discussed their concerns regarding the number of diversions and emergency room closures taking place within the Peace Region. The Regional Board subsequently passed the following resolution:

MOVED, SECONDED and CARRIED,

“That the Regional Board send a letter to Premier Eby, Minister Dix, South Peace and North Peace MLAs Bernier and Davies, the Union of British Columbia Municipalities and the North Central Local Government Association, all Regional Districts in British Columbia, the Northern Rockies Regional Municipality and First Nations within the Peace River Regional District, requesting an audit of Northern Health; financial, operational, and without prejudice, the workplace.

The Regional Board is very concerned with the ongoing number of diversions, emergency room closures and the shortage of health-care professionals resulting in reduced access to health care services, an essential service to the region. Continual closures create frustration and fear for many residents who arrive at hospitals to find them closed. Lack of communication regarding closures/diversions is unacceptable; communications need to be streamlined with an improved process that would “get the word out” in a timelier manner. The Board believes there is urgent need to find effective solutions to solve issues causing diversions with a long-term strategy to stop them from happening.

We appreciate your consideration of the Board’s request and look forward to the audit results.

Sincerely,

Brad Sperling

Brad Sperling
 Chair

c: MLA Peace River South – Mike Bernier
 MLA Peace River North – Dan Davies
 Mayor and Council Northern Rockies Regional Municipality
 All Regional Districts in BC
 First Nations in PRRD
 UBCM and NCLGA

diverse. vast. abundant.