

REGIONAL DISTRICT OF BULKLEY-NECHAKO AGENDA Thursday, August 14, 2025

CALL TO ORDER

First Nations Acknowledgement

AGENDA

MINUTES

Board Meeting Minutes - July 10, 2025

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DELEGATIONS

MLA BULKLEY VALLEY-STIKINE

Sharon Hartwell Re: Update

BC ENERGY REGULATOR - via Zoom

Wade Abbott, Strategy Director, Regulatory Re: Renewables Framework: Policy Intention

ELECTORAL AREA PLANNING

Bylaw for First and Second Reading

Cameron Kral, Planner - Rezoning Application RZ F-03-25 First and Second Reading for Rezoning Bylaw No. 2081, 2025 Electoral Area F (Vanderhoof Rural)

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Recommendation

Danielle Patterson, Senior Planner - Rezoning Application RZ F-01-25 First and Second Readings for Rezoning Bylaw No. 2080,

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2025Electoral Area F (Vanderhoof Rural)

Recommendation

Amy Wainwright, Deputy Director of Planning and Development OCP Amendment and Rezoning Application RZ RDBN-01-25 First and Second Reading for OCP Amendment Bylaw No. 2083, 2025 and Rezoning Bylaw No. 2084, 2025

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Recommendation

Bylaw for Third Reading

Danielle Patterson, Senior Planner - Rezoning Application RZ G-01-25 Third Reading for Rezoning Bylaw No. 2075, 2025 Electoral Area G (Houston/Granisle Rural)

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Recommendation

Bylaw for Adoption

Cameron Kral, Planner - Rezoning Application RZ F-02-25 Adoption for Rezoning Bylaw No. 2077, 2025 -Electoral Area F (Vanderhoof Rural)

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Recommendation

Danielle Patterson, Senior Planner - Rezoning Application RZ A-01-25 Adoption for Rezoning Bylaw No. 2079, 2025 Electoral Area A (Smithers/Telkwa Rural)

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Recommendation

Other

Jason Llewellyn, Director of Planning and Development Services - OCP Bylaws Review

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DEVELOPMENT SERVICES

ALR Applications

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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)(k), and 90(2)(d) of the *Community Charter* for the Board to deal with matters relating to:

• Solid Waste

ADJOURNMENT



REGIONAL DISTRICT OF BULKLEY-NECHAKO MEETING MINUTES Thursday, July 10, 2025

Directors Present:

Chair Mark Parker

Gladys Atrill

Shane Brienen - arrived at 10:23 a.m.

Martin Elphee Judy Greenaway

Clint Lambert - arrived at 10:20 a.m.

Linda McGuire Shirley Moon Kevin Moutray

Chris Newell - arrived at 10:06 a.m.

Michael Riis-Christianson

Stoney Stoltenberg

Sarrah Storey - arrived at 10:06 a.m.

Henry Wiebe

Directors Absent: Leroy Dekens, Village of Telkwa

Alternate Directors:

Staff: Curtis Helgesen, Chief Administrative Officer

Cheryl Anderson, Director of Corporate Services

John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning

Wendy Wainwright, Deputy Director of Corporate Services

Amy Wainwright, Deputy Director of Planning and

Development Services

Others: Jake Wray, Lakes District News - arrived at 10:50 a.m., left at

11:58 a.m.

CALL TO ORDER

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

First Nations Acknowledgement

AGENDA & SUPPLEMENTARY AGENDA

July 10, 2025 2025-BM-057

Moved by Director Stoltenberg Seconded by Director McGuire That the Board Agenda of July 10, 2025 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes - June 19, 2025 2025-BM-058

Moved by Director Greenaway Seconded by Director Elphee That the Board Meeting Minutes of June 19, 2025 be approved.

CARRIED UNANIMOUSLY

DELEGATIONS

FIRST NATIONS MAJOR PROJECTS COALITION

Scott Caven, VP Member & External Relations - Re: Overview

Mr. Caven provided a PowerPoint Presentation.

First Nations Major Project Coalition (FNMPC)

- Members of FNMPC
- The First Nations Major Projects Coalition
- FNMPC Operating Principles
- · Services to Members

- The FNMPC provides a range of services to its First Nations members to support informed decision making on major projects that are of \$100 million in capital cost or more
- What FNMPC does and doesn't do
- Project Development
- · Current Project Portfolio
- Environmental Services
- Spirit of the Land Toolkit
- Public Policy & Research
- Roundtable Participation.

Discussion took place regarding the Environmental Assessment Process. Mr. Caven will connect the FNMPC Environmental Assessment team with the Regional District.

Chair Parker thanked Mr. Caven for attending the meeting.

ELECTORAL AREA PLANNING

Bylaw for First and Second Reading

Danielle Patterson, Senior Planner - Rezoning Application RZ G-01-25 - First and Second Reading for Rezoning Bylaw No. 2075, 2025 - Electoral Area G (Houston/Granisle Rural)

2025-BM-059

Moved by Director Newell Seconded by Director McGuire

- 1. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025 be given first and second reading this 10th day of July, 2025.
- 2. That the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025 be delegated to the Director or Alternate Director for Electoral Area G (Houston/Granisle Rural).

CARRIED UNANIMOUSLY

Bylaw for First, Second and Third Reading

Danielle Patterson, Senior Planner - Rezoning Application RZ A-01-25 First, Second, and Third Readings for Rezoning Bylaw No. 2079, 2025 - Electoral

Area A (Smithers/Telkwa Rural)

2025-BM-60

Moved by Director Stoltenberg Seconded by Director Atrill

- 1. That the Public Comments on the Supplementary Agenda be received.
- 2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2079, 2025 be given first, second, and third reading this 10th day of July, 2025.

CARRIED UNANIMOUSLY

Bylaw for Third Reading

Cameron Kral, Planner - Rezoning Application RZ F-02-25 Third Reading for Rezoning Bylaw No. 2077, 2025 - Electoral Area F (Vanderhoof Rural) 2025-BM-061

Moved by Director Moon Seconded by Director Moutray

- 1. That the Board receive the Report of the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025.
- 2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025 be given third reading this 10th day of July, 2025.

CARRIED UNANIMOUSLY

Other

APC Meeting Minutes - June 2, 2025 - Electoral Area A (Smithers/Telkwa Rural)

2025-BM-062

Moved by Director Stoltenberg Seconded by Director Atrill

That the Electoral Area A (Smithers/Telkwa Rural) APC Meeting Minutes of June 2, 2025 be received.

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

ALR Application

Danielle Patterson, Senior Planner - ALR Subdivision Application No. 1275 - Electoral Area A (Smithers/Telkwa Rural)

Fred Reitsma, the Applicant, provided an overview of their ALR Subdivision Application. They have been living and using the property for agriculture purposes for ~30 years. They are aging and want to transfer the operations to their children, allowing themselves to remain on the property as well. Due to the poor soil type the land has been used for pasture only and not cultivated. Their children have a plan and the capacity to utilize the areas microclimate, opportunities for gardening, and small intensive farming to increase the area's agriculture output. They would like to subdivide the property to allow their children independent ownership of the land. Mr. Reitsma indicated that he has consulted with neighbours and received letters of support. They are proposing to subdivide the 127 acres to gift the land to their family for agricultural opportunities in the region.

The following was discussed:

- Subdividing the property into two ~60-acre properties is not unreasonable
- Ranching and farming succession planning challenging
 - Application provides an opportunity to succession plan
- Agriculture capabilities of the land based on the Canada Land Inventory mapping and poor soil quality
- Keeping housing density to a minimum on subdivided ALR lands
- Staff review the OCPs and RDBN Agriculture Plan when considering ALR Subdivision Applications
- Large agriculture land parcels allow for grazing and cattle use where smaller parcels are less likely to be used for agriculture and more likely to be used for residential density
- · Long-term considerations
- Asking the Applicant to consider amending their application to put a covenant on title limiting the number and/or size of dwelling on one or both parcels at the discretion of the applicant
 - RDBN could forward the information to the ALC for consideration
- ALC's historical consideration of similar requests.

2025-BM-063

Moved by Director McGuire Seconded by Director Atrill

Thursday, July 10, 2025

That the Agricultural Land Commission Subdivision Application No. 1275 be sent to the Agricultural Land Commission with a recommendation to deny.

DEFEATED

2025-BM-064

Moved by Director Stoltenberg Seconded by Director Atrill

That the Agricultural Land Commission Subdivision Application No. 1275 be sent to the Agricultural Land Commission with a recommendation to approve; and, that the ALC restrict the number of dwellings per parcel to two.

CARRIED UNANIMOUSLY

Jason Llewellyn, Director of Planning and Development Services - ALR Exclusion Application No. 1261 - Electoral Area A (Smithers/Telkwa Rural) 2025-BM-065

Moved by Director Stoltenberg
Seconded by Director Atrill
That the Board receive the Director of Planning and Development Services' ALR
Exclusion Application No. 1261 - Electoral Area A (Smithers/Telkwa Rural)
memorandum.

CARRIED UNANIMOUSLY

Land Referral

Chloe Taylor, Planning Summer Student - Crown Land Application Referral No. 6406510 - Electoral Area E (Francois/Ootsa Lake Rural)

2025-BM-066

Moved by Director Lambert Seconded by Director Newell

That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 6406510.

CARRIED UNANIMOUSLY

Rowan Nagel, GIS/Planning Technician - Crown Land Application Referral No. 7410372 - Electoral Areas D (Fraser Lake Rural) & E (Francois/Ootsa Lake Rural)

2025-BM-067

Moved by Director Storey

Seconded by Director Riis-Christianson

That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7410372.

Opposed: Director Greenaway

Director Lambert

CARRIED

Rowan Nagel, GIS/Planning Technician - Crown Land Application Referrals Nos. 7410368, 7410369, and 7410370 - Electoral Area C (Fort St. James Rural)

2025-BM-068

Moved by Director Greenaway

Seconded by Director Elphee

That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application Nos. 7410368 (pt.1), 7410369 (pt.2), and 7410370 (pt.3).

CARRIED UNANIMOUSLY

Cameron Kral, Planner - Crown Land Application Referral No. 7410374 - Electoral Area C (Fort St. James Rural)

2025-BM-069

Moved by Director Greenaway Seconded by Director Elphee

That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Referral 7410374.

CARRIED UNANIMOUSLY

Chloe Taylor, Planning Summer Student - Crown Land Application Referral No. 7410376 - Electoral Area F (Vanderhoof Rural)

2025-BM-070

Moved by Director Moon

Seconded by Director Moutray

That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7410376.

CARRIED UNANIMOUSLY

Telecommunications Referral

Jason Llewellyn, Director of Planning and Development - BC Hydro Telecommunications Towers (Palling, Saranovich, and Walcott areas)

2025-BM-071

Moved by Director Riis-Christianson Seconded by Director Wiebe

- 1. That the Board receive the Public Comments on the Supplementary Agenda.
- 2. That the Board direct staff to send a letter to BC Hydro stating that the RDBN has no objections to the Palling, Saranovich, and Walcott areas proposed telecommunication tower locations, with the receipt and confirmation of the required public consultation.

CARRIED UNANIMOUSLY

Other

Jason Llewellyn, Director of Planning and Development Services - BCER Renewables Framework: Policy Intentions Document

2025-BM-072

Moved by Director Riis-Christianson Seconded by Director Greenaway

That the Board submit the following comments to the BC Energy Regulator: "The RDBN Board supports the BCER's policy intentions, and options to assess and mitigate possible impacts associated with wind power and solar energy projects, as outlined in the "Renewables Framework: Policy Intentions" document. However, there is inadequate reference to local governments (local authorities) in the "possible options" section of the document. The intentions regarding consultation with local governments, and the opportunity for local governments to comment on impact mitigation plans, needs to be confirmed with greater clarity."

CARRIED UNANIMOUSLY

Jason Llewellyn, Director of Planning and Development Services - Letter from the Minister of Housing

2025-BM-073

Moved by Director Stoltenberg Seconded by Director Storey That the Board receive the correspondence from the Minister of Housing.

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

John Illes, Chief Finance Officer - Glacier Gulch Regional Service Bylaw Update

2025-BM-074

Moved by Director Stoltenberg Seconded by Director Atrill

That Glacier Gulch Water Diversion Local Service Establishment Amendment Bylaw No. 2078, 2025 be given first, second, and third reading this 10th day of July 2025.

CARRIED UNANIMOUSLY

John Illes, Chief Finance Officer - Funding Agreement with Lakes District Fair Association

2025-BM-075

Moved by Director Riis-Christianson Seconded by Director Lambert

That the Board enter into the Funding Agreement with Lakes District Fair Association.

CARRIED UNANIMOUSLY

John Illes, Chief Finance Officer - Disposal of Surplus Skid Steers 2025-BM-076

Moved by Director Stoltenberg Seconded by Director Lambert

That the Board approve the disposal of four surplus skid steers from the Environmental Services skid steer fleet.

CARRIED UNANIMOUSLY

John Illes, Chief Finance Officer - Updates to the Regional District's Procurement Policy

2025-BM-077

Moved by Director Stoltenberg Seconded by Director Storey

That the revised Procurement Policy be approved, and that previous versions of the procurement policy be repealed.

CARRIED UNANIMOUSLY

Jason Blackwell, Regional Fire Chief - Fire Engine Purchase 2025-BM-078

Moved by Director Stoltenberg Seconded by Director Moon

That the Board approve the purchase of two stock fire engines from Fort Garry Trucks for delivery to Cluculz Lake and Topley Volunteer Fire Departments at a base purchase price of \$594,900 each (plus additional taxes) plus optional features that will not exceed the total budget of \$650,000 for each unit.

CARRIED UNANIMOUSLY

Nellie Davis, Manager of Strategic Initiatives and Rural Services' - FCM Report 'The Future of Rural Canada'

2025-BM-079

Moved by Director Moon Seconded by Director Stoltenberg

That the Board receive the Manager of Strategic Initatives and Rural Services' FCM Report 'The Future of Rural Canada' memorandum.

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Ministry of Transportation and Transit - Highway 16 and Highway 27 Improvement Project

2025-BM-080

Moved by Director Greenaway Seconded by Director Moon

That the Board receive the correspondence from the Ministry of Transportation and Transit regarding Highway 16 and Highway 27 Improvement Project.

CARRIED UNANIMOUSLY

Union of BC Municipalities - 2025 NCLGA Resolutions 2025-BM-081

Moved by Director Wiebe

Seconded by Director Greenaway

That the Board receive the correspondence from the Union of BC Municipalities - 2025 NCLGA Resolutions.

CARRIED UNANIMOUSLY

VERBAL REPORTS AND COMMITTEE CHAIR REPORTS

District of Vanderhoof

Director Moutray announced that the Concert in the Park and Street Vendor event will take place on July 26, 2025.

District of Fort St. James

Director Elphee provided an update regarding:

- Public works projects
 - Water system cleanout is complete
 - Cell 1 & 2 of lagoon desludging is complete
- Bulk Water Project in collaboration with the RDBN will be operational by the end of July, 2025.

Village of Fraser Lake

Director Storey mentioned the following update:

- Announcement of the building of a hotel in Fraser Lake in partnership with Stellat'en First Nation
- · Waterfront Development Plan is moving forward
- Held a Community Open House and survey
- Water Tower Project to be completed by the end of October, 2025
- Fraser Lake Arena Project is nearing completion
- Received a new chainsaw carving on Canada Day.

Village of Granisle

Director McGurie commented:

- Remediation project in the Granisle strip mall continues
- · Community paving projects are ongoing
- Thanked RDBN Planning staff for meeting with the Village of Granisle CAO
- Invitation to the Board to attend Granisle Day, taking place August 9, 2025
 - Ellis Ross, MP Skeena-Bulkley Valley and John Rustad, MLA Nechako Lakes will be joining the Village of Granisle parade float
- Enhanced parking area at the Granisle Marina has been completed with a parking metre and overnight parking lanes to allow truck and trailers to spend the night for a cost of \$10 per night.

Village of Burns Lake

Director Wiebe provided an update:

- The Foundry building is nearing completion and planning for a fall 2025 opening
- On July 9th crews started work to install services to Village Heights
- The 3rd Avenue and Government Street Intersection improvement project is awaiting the curb machine to arrive
- Attended meetings with Northern Health regarding ER closures.

Electoral Area C (Fort St. James Rural)

Director Greenaway noted the following:

- Attended a meeting with Northern Health and discussed the 69 ER closures throughout the Region to date, equaling ~828 hours
 - Northern Health indicated Vanderhoof may have doctors from Prince George to provide coverage, but the initiative has yet to come to fruition
- Attended the NCLGA Executive Meeting June 20-21
 - Four new members on the NCLGA Board
 - President Atrill endorsed a letter to UBCM requesting Legislative Reform for Regional Districts be a workshop topic at the UBCM Convention in September and that the topic also be added to UBCM's work plans
- BC Housing approved an Extreme Weather Shelter for Fort St. James from October 2025 to March 2026.

Electoral Area G (Houston/Granisle Rural)

Director Newell reported that the Ministry of Forests is upgrading the Owen East Forest Service Road.

Town of Smithers

Director Atrill provided an update of events:

- Midsummer Music Festival took place July 4-6
- Bulkley Valley Artisans Tour is July 18-20
- Main Street Market is July 19
- · Parks Day Fossil Fest is July 19
 - Collaboration between Smithers Exploration and BC Parks
 - Geologist and Paleontologist on site at Driftwood Canyon Park
- Attended the official opening of Dome Mountain Mine July 9
 - Lake Babine Nation Hereditary Chiefs, investors and employees were in attendance
 - Received provincial approvals for a water treatment project
 - Starting production July 10
- North Central Local Government Association update
 - A newsletter will be sent to members to provide a progress report.
 - 2026 NCLGA Conference dates are May 20-22, 2026 in Prince George.

Chair Parker, Electoral Area D (Fraser Lake Rural)

- Working with Fort St. James on the Bulk Water Project
- Connectivity fiber build underway connecting Stellat'en First Nation, Nadleh Whut'en First Nation and residents along the route
- Attended the Fraser Lake Canada Day celebrations.

RECEIPT OF VERBAL REPORTS

2025-BM-082

Moved by Director Brienen Seconded by Director Moon That the Board receive the various Directors' verbal reports.

CARRIED UNANIMOUSLY

NEW BUSINESS

2025-BM-083

Moved by Director McGuire Seconded by Director Stoltenberg

That the Board authorize Director Riis-Christianson's attendance at the Canada Rural & Remote Broadband Community Conference in Kelowna, BC on November 12-14, 2025.

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

2025-BM-084

Moved by Director Storey Seconded by Director Stoltenberg

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

- Environmental Assessment
- Labour Relations.

CARRIED UNANIMOUSLY

ADJOURNMENT

2025-BM-085

Moved by Director Lambert Seconded by Director Newell That the meeting be adjourned at 1:00 p.m.

CARRIED UNANIMOUSLY

Mark Parker, Chair	
Wendy Wainwright, Deputy Di	rector of Corporate Services



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Cameron Kral, Planner

Date: August 14, 2025

Subject: Rezoning Application RZ F-03-25

First and Second Reading for Rezoning Bylaw No. 2081, 2025

Electoral Area F (Vanderhoof Rural)

RECOMMENDATION:

(all/directors/majority)

- 1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025" be given first and second reading and subsequently taken to public hearing.
- 2. That the public hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025" be delegated to the Director or Alternate Director for Electoral Area F (Vanderhoof Rural).

EXECUTIVE SUMMARY

This application proposes to amend the Zoning Bylaw by adjusting the area of the subject property zoned Civic/Institutional (P1) to allow the construction of an approximately 929 m^2 (10,000 ft²) addition to the Woodland Centre Congregation's church. The total area of the subject property zoned P1 would remain approximately 3.0 ha (7.4 ac).

It appears the location of a church, the proposed addition, a portable classroom, and an ice rink on the property do not fully align with existing zoning. The proposed rezoning boundary adjustment would bring these uses into conformity with the Zoning Bylaw and better reflect the location of activities on the ground.

In staff's opinion, the proposal aligns with the Official Community Plan (OCP), and no negative impacts are expected. Planning Department staff recommend that Bylaw No. 2081, 2025 receive first and second readings and subsequently be taken to public hearing.

Pursuant to Section 52 of the *Transportation Act*, the proposed bylaw requires approval from the Ministry of Transportation and Infrastructure after third reading and prior to adoption as the property is within 800 m of an intersection on Highway 16.

APPLICATION SUMMARY

Name of Agent / Owner: Jonathan Toews (Agent)

Woodland Centre Congregation (Owner)

Electoral Area: Electoral Area F (Vanderhoof Rural)

Subject Property: 7360 & 7362 Highway 16 East, legally described as the

Northeast 1/4 of the Southwest 1/4 of Section 23, Township 2, Range

4, Coast District, Except Plan 3756 (PID: 015-719-189)

Property Size: ≈ 16.03 ha (39.6 ac)

OCP Designation: Agriculture (AG) Designation in "Vanderhoof Rural Official

Community Plan Bylaw No. 1963, 2021 (the OCP)

Zoning: Agricultural Zone (Ag1) and Civic/Institutional Zone (P1) in

"Regional District of Bulkley-Nechako Zoning Bylaw No. 1800,

2020" (the Zoning Bylaw)

Building Inspection Within the Building Inspection area

Fire Protection Within the Vanderhoof Rural Fire Protection area

Existing Land Uses: The subject property contains a church, cemetery, portable

classroom, ice rink, baseball field and a residence for teaching staff. The northern half of the property is farmed by members of

the congregation (see Attachments for Site Plan).

Location: Approximately 3 km south of the District of Vanderhoof, off

Highway 16.

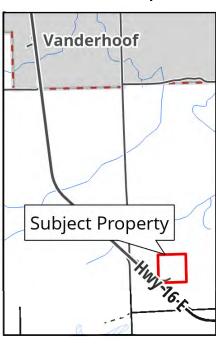
PROPOSAL

In March 2002, the ALC gave Non-Farm Use (NFU) approval to develop a church/school building, a separate church building, and a cemetery on a 3.0 ha (7.4 ac) portion of the subject property.

In September 2002, the RDBN Board rezoned a 3.0 ha portion of the subject property from the Agricultural Zone (Ag1) to the P1 Zone to allow the construction of the existing church, resulting in the current P1 Zone boundary (see attached ALC Decision and Staff Report for more details).

During preliminary discussions with RDBN staff, a discrepancy was discovered between the P1 Zone boundary and the NFU area approved by the Agricultural Land Commission (ALC). It also appears the church, portable classroom and ice rink are not fully within the P1 Zone.





Therefore, the applicant is applying to adjust the P1 Zone boundary to align with the ALC's NFU approval area, to accommodate the proposed addition, and to bring all the institutional uses on the property into full conformity with the Zoning Bylaw.

DISCUSSION

Official Community Plan

The subject property is designated Agriculture (AG) pursuant to the OCP. The intent of the AG Designation is to preserve these lands for the purposes of farming and other related activities.

Section 3.1.2(1) under the AG Designation states:

"Agriculture, grazing, and other compatible uses of land provided within the Agricultural Land Commission Act and Regulations will be permitted"

Section 3.5.2(2) of the OCP states:

"The Regional Board will permit additional

Civic Institutional uses by way of rezoning, without the requirement for an OCP amendment subject to the following criteria:

- (a) there is a demonstrated need for the proposed service;
- (b) The proposed civic institutional use will not create an amount of traffic that will adversely affect the rural character of the area;
- (c) The proposed civic institutional development will minimize negative impacts on the environment;
- (d) The proposed civic institutional use will minimize negative impacts on neighbouring land uses or property owners; and
- (e) The proposed civic institutional use has the support of the Agricultural Land Commission if the land is in the ALR."

In staff's opinion, the proposed rezoning aligns with the OCP and an OCP amendment is not required.

Staff Comments

No negative impacts are anticipated from this rezoning. Planning Department staff recommend that Bylaw No. 2081, 2025 receive first and second readings and subsequently be taken to public hearing.

Proposed P1 Zone Boundary



REFERRAL RESPONSES

The **ALC** has no concerns.

The **Ministry of Agriculture and Food's** interests are unaffected provided the rezoning complies with the ALC's existing approval.

The **Ministry of Transportation and Transit** has no objections.

The **Electoral Area F Advisory Planning Commission** (APC) will be reviewing the application at their August 7, 2025 meeting. The APC meeting minutes will be included on the supplemental agenda.

The **District of Vanderhoof Council** will be reviewing the application at their August 11, 2025 meeting. Any response received will be included on the supplemental agenda.

ATTACHMENTS:

- Bylaw No. 2081, 2025
- Applicant Submission
- Referral Responses
- Site Visit Photos
- ALR 953 ALC Decision, dated March 18, 2002
- RZ 1227 Adoption Report, dated September 19, 2002

STRATEGIC PLAN ALIGNMENT:

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

4. Community and Economic Sustainability

Current Zoning



Proposed Zoning





for Minister of Transportation & Transit

REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2081, 2025

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

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

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the portion of the following lands totalling ±0.92 ha are rezoned from the Agricultural Zone (Ag1) to the Civic/Institutional Zone (P1); and the portion of the following lands totalling ±1.02 ha are rezoned from the Civic/Institutional Zone (P1) to the Agricultural Zone (Ag1), as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

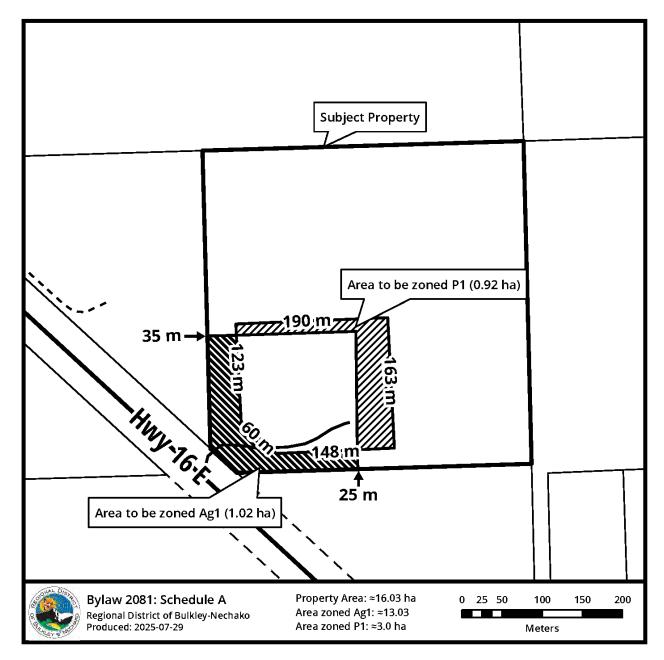
The Northeast ¼ of the Southwest ¼ of Section 23, Township 2, Range 4, Coast District, Except Plan 3756.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025".

READ A FIRST TIME this day of, 2025.
READ A SECOND TIME this day of, 2025.
PUBLIC HEARING HELD this day of, 2025.
READ A THIRD TIME this day of, 2025.
I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025".
DATED AT BURNS LAKE this day of, 2025.
Corporate Administrator
Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i> this day of, 20

ADOPTED this d	ıy of, 2025.
Chairperson	Corporate Administrator

SCHEDULE "A" BYLAW NO. 2081

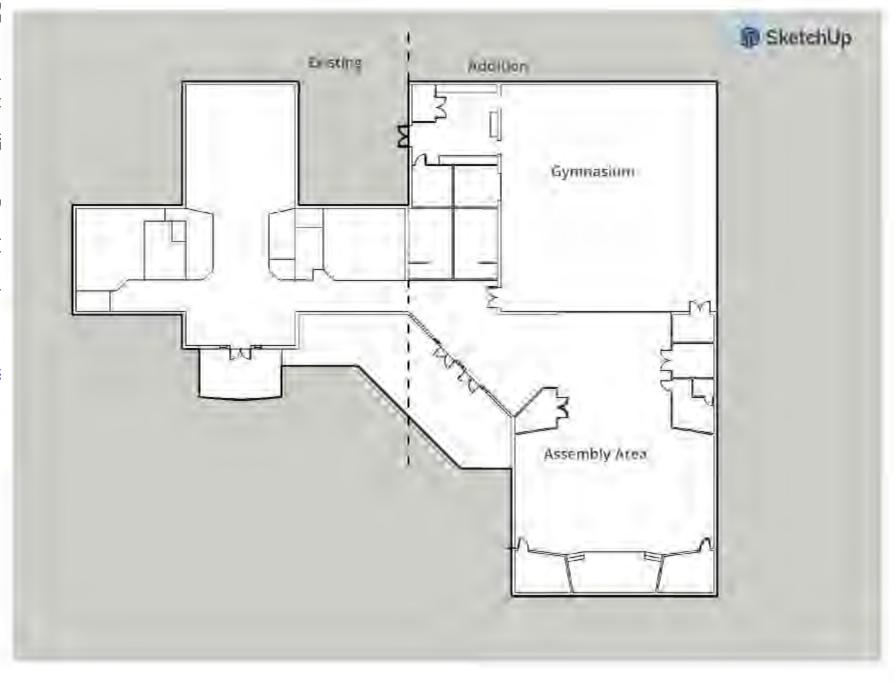


The ± 0.92 ha portion of the lands legally described as The Northeast ¼ of the Southwest ¼ of Section 23, Township 2, Range 4, Coast District, Except Plan 3756 being rezoned from the Agricultural Zone (Ag1) to the Civic/Institutional Zone (P1); and the ± 01.02 ha portion being rezoned from the Civic/Institutional Zone (P1) to the Agricultural Zone (Ag1), as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 2081, 2025

Corporate Administrator







Your File: RZ F-03-25

Response To: Regional District of Bulkley-Nechako

Item Referred: Zoning Amendment

Civic Address: 7360 & 7362 Highway 16 East

Legal Description: Northeast ¼ of the Southwest ¼ of Section 23, Township 2, Range 4, Coast

District, Except Plan 3756

Reviewed By: Leah Labarrere, Senior Development Officer

RESPONSE SUMMARY

The Ministry of Transportation & Transit (MoTT) has received the above noted referral from the Regional District of Bulkley-Nechako regarding the proposed rezoning from Ag1 Agricultural to P1 Civic/Institutional. The Ministry has reviewed the application and has no objections to the proposal as submitted. However, please note the following comments and recommendations:

- Should the rezoning be approved, the Ministry's signature on the zoning bylaw would be required
 as this property is within an 800-meter radius of an intersection with a Controlled Access
 Highway, as per section 52 of the Transportation Act. Please quote file 2025-03299 when
 providing the bylaw for Ministry approval.
- No storm drainage shall be directed to the MoTT drainage system. This includes, but is not limited to, collection and run-off of the internal road system.
- MoTT setback requirements are to be followed as per Section 12 of the Provincial Undertakings Regulation (here)

Restriction on placement of buildings or other structures

12 An owner, occupier or lessee of land must not, without the consent of the minister, place or cause or allow to be placed any building, trailer, mobile home or other structure within the following distance from the property line fronting on any arterial highway within a municipality or on any highway in unorganized territory:

(a) if a public lane or alley provides secondary access to the property, 3 m;

(b)in any other case, 4.5 m.



If you have any questions please feel free to contact myself at (250) 649-7726, or by email at leah.labarrere@gov.bc.ca.

Sincerely,

Leah Labarrere

A/ Senior Development Officer

Fort George District

From: ALC Referrals ALC:EX
To: Cameron Kral

Subject: RE: RDBN Rezoning Application F-03-25 Referral

Date: Monday, July 14, 2025 10:55:59 AM

Hi Cameron,

Thanks for forwarding this for ALC review. I have no concerns with this.

Michael



Michael McBurnie (he/him)

Regional Planner, North and Kootenay regions Agricultural Land Commission ALC.North@gov.bc.ca | 236-468-3246 From: Bailey, Reed AF:EX
To: Cameron Kral

Cc: Tabe, Karen L AF:EX; ALC Referrals ALC:EX

Subject: RE: RDBN Rezoning Application F-03-25 Referral

Date: Tuesday, July 22, 2025 3:02:26 PM

Hi Cameron,

Re: PID: 015-719-189; Associated with ALC File: 34139

Thank you for sending this referral to the Ministry of Agriculture and Food (Ministry) for response. Ministry staff have reviewed the zoning bylaw amendment materials and note that the Agricultural Land Commission (ALC) approved the actual construction of the church over 20 years ago and this rezoning is simply to align the RDBN's 3 ha P1 zone to the area that was approved by the ALC. Further, it also appears that RDBN staff is in touch with the ALC to ensure that the proposed rezoning is in compliance with the previous ALC approval.

As such, provided that the rezoning is in compliance with the ALC's application approval, the Ministry's interests are unaffected by the rezoning.

Thanks again for sending.

Reed Bailey
Team Lead - Land Use Planning (acting)
Strengthening Farming Program
BC Ministry of Agriculture and Food
778 698 3455

RZ F-03-25 Site Visit Photos, dated July 2, 2025

Church (centre) and proposed south P1 Zone boundary (yellow), facing east:



Proposed east P1 Zone boundary (yellow) and church (left), facing north:



Proposed west P1 Zone boundary (yellow) & west access road (left) facing north:



Cemetery, facing northeast across proposed west P1 Zone boundary (yellow):



Proposed north P1 Zone boundary (yellow), facing east along farmfield:



Hockey rink (left), church (centre), baseball field (right), facing south:



Proposed north P1 Zone boundary (yellow), facing west along farmfield & lagoon:



Facing northwest towards proposed north P1 Zone boundary and farmfield:



Church (left) & portable classroom (right), facing west:



Single Family Dwelling, facing east







Working Farms, Working Forests

Reply to the attention of Sherry Gordon

Woodland Centre Congregation RR #1 - Site 2 - Box 1 Vanderhoof, BC - V0J 3A0

Dear Sir/Madam:

RE: A

Application #B-34139

Northeast 1/4 of the Southwest 1/4, Section 23, Township 2, Range 4 Coast District, EXCEPT Plan 3756

We write to advise that pursuant to section 22(1) of the Agricultural Land Reserve Act (the "ALRA"), the Land Reserve Commission (the "Commission") by Resolution #78/2002, has allowed your application to develop a church/school building on the 16.2 ha property. This approval also applies to your long term plans to develop a separate church building and cemetery on the site. Please note that this decision is subject to the development area being reduced in size to more accurately reflect the site plan which was submitted with the application and which is attached hereto.

The property remains subject to the provisions of the ALRA, the Soil Conservation Act and applicable regulations except as provided by this approval.

Please note that this approval is not to be construed as a justification for future subdivision.

The Commission's approval does not relieve you of the responsibility of adhering to any other enactment, legislation or decision of any agency having jurisdiction. Please contact the Bulkley Nechako Regional District as other approvals may be needed before your development can proceed.

Please quote your application number in any future correspondence.

Yours truly,

LAND RESERVE COMMISSION

Per:

K. B. Miller, Chief Executive Officer

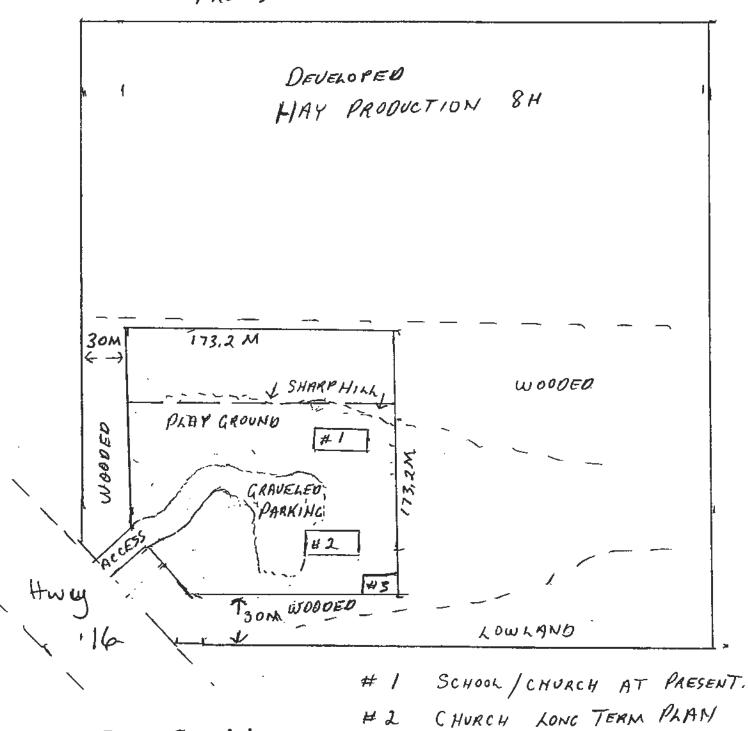
cc: Regional District of Bulkley Nechako (#953)

Approving Officer, Ministry of Transportation, Prince George

BC Assessment, Prince George

SG/Iv Encl.

PROPOSED DEVELOPEMENT.



***** 3

CEMETARY

Land Reserve Commission

File: B- 34/39 Resolution # 78/2002



Planning Department Report Bylaw No. 1227 <u>To Rezone Land</u> September 19, 2002

Name of Applicant: Woodland Centre Congregation

Electoral Area: F

Subject Properties: The NE ¼ of the SW ¼, Section 23, Township 2, Range 4,

Coast District except Plan 7828. The subject property is ±

16.2 ha (40 acres).

Location: The subject property is located east of Vanderhoof on

Highway 16.

Proposal: To amend the Regional District of Bulkley-Nechako Zoning

Bylaw No. 700, 1993 from Agricultural (Ag1) to

Civic/Institutional (P1) for a 3 hectare portion of the subject

property.

The purpose of this application is to allow a church/school building to be placed on the property for the use of the

building to be placed on the property for the

Woodland Centre Congregation.

OCP Designation: Agricultural (A) in the Vanderhoof Rural Official Community

Plan Bylaw No. 842, 1995

Zoning: Agricultural (Ag1)

Existing Land Use: Undeveloped/Agricultural

ALR Status: In the ALR

Previous Applications:

ALR Application # 953 The Land Reserve Commission approved the applicant's

non-farm use application in March 2002. The purpose of the application was to develop a church/school building on

the property.

Comments

Northern Health Authority: Approval is recommended, as a site

assessment conducted on May 13, 2002 indicated that an adequate sewage disposal system could be accommodated on the property to serve the proposed development.

Ministry of Transportation: Approval is recommended subject to the

development of proper highway access.

Water, Land and Air Protection: Interests unaffected.

Advisory Planning Commission: No objections.

Planning Department: This bylaw is currently being presented for

adoption.

Since being given third reading, the bylaw has been signed by the Ministry of Transportation.

Considering that there have been no concerns expressed by the various government agencies

and there were no concerns raised at the public hearing, the Planning Department recommends that the bylaw be adopted.

Recommendation

That the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1227, 2002" be recommended to the Regional District Board for adoption.

Electoral Area Planning - Participants/Directors/Majority



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Danielle Patterson, Senior Planner

Date: August 14, 2025

Subject: Rezoning Application RZ F-01-25

First and Second Readings for Rezoning Bylaw No. 2080, 2025

Electoral Area F (Vanderhoof Rural)

RECOMMENDATION:

(all/directors/majority)

- 1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2080, 2025" be given first and second readings.
- 2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2080, 2025" be delegated to the Director of Alternate Director for Electoral Area F (Vanderhoof Rural).

EXECUTIVE SUMMARY

Coastal GasLink Pipelines Ltd. (CGL) has submitted a zoning amendment application to rezone an approximtely 16.02 hectare portion of two Crown land parcels located at 15682 Highway 27 from the Rural Resource Zone (RR1) to the Light Industrial Zone (M1). The purpose of the request is to permit the construction of a compressor station as part of Phase 2 of the Coastal GasLink Pipeline Project.

The proposal area is close to Highway 27, reducing potential traffic onto secondary rural roads. The area is not densely populated and the few dwellings in the area are a fair distance away from the compressor station. The initial construction and set-up are anticipated to have traffic and noise impacts associated with the construction process. However, the longer-term impacts, particularly with respect to noise, on adjacent residents is unclear.

Staff recommend Bylaw No. 2080, 2025 receive first and second readings to allow the application to proceed to the public hearing. This will allow area residents the opportunity to provide their comments and concerns, and will allow CGL to provide additional information for consideration at the public hearing.

APPLICATION SUMMARY

Name of Agent / Owner: Nicole Stuckert, Coastal GasLink Pipelines Ltd. / Province of BC

(owner)

Electoral Area: Electoral Area F (Vanderhoof Rural)

Subject Properties: 15682 Highway 27 South, legally described as Section 22,

Township 19, Range 5 Coast District and Section 21, Township 19,

Range 5, Coast District (PINs 2188860 & 2188730)

Property Sizes: Section 21: ~ 259 ha (640.7 ac)

Section 22: ~ 259 ha (640.7 ac)

Size of Rezoning Area: ~16.02 ha (~41.3 ac)

OCP Designation: Resource (RE) pursuant to "Vanderhoof Rural Official Community

Plan" (the OCP)

Zoning: Rural Resource Zone (RR1) pursuant to "Regional District of

Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)

Existing Land Use: Partially cleared land / pipeline Statutory Right-of-Way (RoW)

Location:

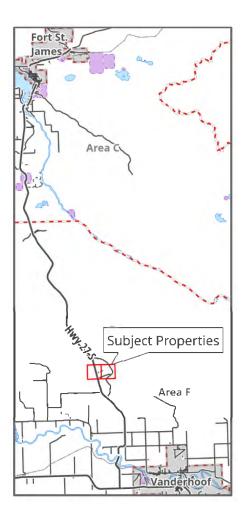
Approximately 12 km northwest of the District of Vanderhoof; approximately 32 km south of the District of Fort St. James; and approximately 500 m from Highway 27, situated between Blue Mountain Road and Fourteen Mile Road. There are 15 known dwellings within 3 km of the proposed site. Of these dwellings, one dwelling is approximately 1 km away and five dwellings are approximately 1.1 km to 2 km away.

Proposal:

Coastal GasLink Pipelines Ltd. (CGL) plans to construct the "Clear Creek Compressor Station" on an approximately 16.02 ha portion of two parcels of Crown land shown below.

The compressor station is proposed to consist of up to three gas turbines driven by 30 Megawatt compressor units. The compressor station would be designed to allow for conversion to electric power, in the future, if applicable.

The purpose of the compressor station is to increase natural gas capacity through the CGL pipeline as part of Phase 2 of the CGL Pipeline Project (see Applicant's Submission for further details). The applicant provided an example of a



similar compressor station from another site as a visual (see Figure 1 and the Applicant's submission).

The subject lands are currently zoned Rural Resource (RR1), which does not permit compressor stations. Given this, the applicant is requesting to rezone the lands to the Light Industrial Zone (M1) to facilite the construction of the compressor station. The area proposed for rezoning overlaps with CGL's Statutory RoW.

Proposed Compressor Station Siting

CGL anticipates the compressor station will be constructed over a three-to-five-year period between 2025 and 2030. During construction there will be a requirement for equipment, material stockpile sites, and temporary workforce housing which are not part of this rezoning proposal. Given the temporary nature of these proposed uses, CGL is only applying to rezone the lands for the compressor station facility and will apply for a Temporary Use Permit (TUP) in the future for these uses.

DISCUSSION:

Official Community Plan (OCP)

The subject property is designated Resource (RE) under the OCP. It is the intent of this designation to protect the resource values of the designated area and to minimize resource conflicts among recreation, grazing, mining and wildlife by discouraging settlement on Resource designated lands.

RE Designation Policy 3.7.2(1) states, "[o]nly uses directly associated with agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, wilderness oriented recreation, and necessary institutional, public, utility or transportation services use will be permitted in the Resource (RE) designation.



Figure 1: TC Energy Operating Compressor Station (Note: This figure depicts a 2 unit facility, and the Proposed Clear Creek Compressor Station may have up to 3 units)

A very limited amount of low density residential use may be permitted within this designation, where appropriate."

Given that Compressor Stations are defined in the Zoning Bylaw as a Utility Use, an OCP amendment is not required as part of this application.

Existing and Proposed Zoning

Table 1 below provides a comparison of the permitted uses in the existing RR1 Zone and the permitted uses in the proposed M1 Zone. The applicant's BC Energy Regulator's permitting limits activities that may be carried out to "oil and gas or storage activities and related activities."

The M1 Zone also includes a forty percent parcel coverage limit and a requirement that industrial activity and all associated materials to be enclosed within a 2 metre or higher Landscape Screen.

Table 1 – Comparison of RR1 and M1 Zones						
RR1 Zone (current)	M1 Zone (proposed)					
<u>Principal Uses</u>	<u>Principal Uses</u>					
- Agriculture - Cabin	- Agriculture	- Utility				
- Large Kennel - Farmers' Market	- Large Kennel	- Aggregate Processing				
- Rural Retreat	- Veterinary Clinic	- Agricultural Feed Store				
- Veterinary Clinic	- Contracting	- Crematorium				
- Portable Sawmill	- Light Manufacturing	- Service Station				
- Primitive Campground	- Motor Vehicle Repair	- Motor Vehicle Wash				
- Intensive Agriculture	- Warehousing	- Transportation Terminal				
- Single Family Dwelling	- Building and Garden Supplies	- Light Equipment Repair and Sales				
- Two Family Dwelling	- Recreational Vehicle Storage	- Heavy Equipment Repair and Sales				
Secondary Uses	<u>Secondary Uses</u>					
- Guest Ranch only on a Parcel where	- Dwelling Unit in a building with a Principal Use					
Agriculture or Intensive Agriculture is	- Single Family Dwelling					
a Principal Use						

Local Impacts

CGL state in their application that "the project has been designed in accordance with applicable codes, standards and regulations on noise including the BCER Noise Control and Best Practices Guideline (Version 2.2, July 21, 2021). An assessment of the potential noise impact of the proposed facility has been completed, indicating that noise at the facility will meet the BCER permissible sound level requirements during operation. Various mitigation measures will be integrated into the design of the facility to support compliance with the BCER Guideline including (but not limited to):

- using silencers on equipment where applicable
- building enclosures and utilizing sound dampeners around the turbine
- keeping doors closed to prevent noise from escaping during operations."

It was noted by CGL representatives during the Advisory Planning Commission meeting that compressor station sites experience a substantial increase in the level of noise during approximately the first 100 hours of operations.

CGL also state in their application that they do not anticipate any air, odour or dust control issues as a result of the operation of the Clear Creek Compressor Station; if an air, odour or dust complaint is received from the public, CGL would investigate it in association with the BCER.

CGL stated in their application that noise issues are not anticipated, and they do not indicate that noise complaints will be investigated in association with the BCER.

Staff Comments

The proposal area is close to Highway 27, reducing potential traffic onto secondary rural roads. The area is not densely populated and the few dwellings in the area are a fair distance away from the compressor station. The initial construction and set-up are anticipated to have traffic and noise impacts associated with the construction process. However, the longer-term impacts, particularly with respect to noise, on adjacent residents is unclear.

Staff recommend Bylaw No. 2080, 2025 receive first and second readings to allow the application to proceed to the public hearing. This will allow area residents the opportunity to provide their comments and concerns, and will allow CGL to provide additional information for consideration at the public hearing.

REFERRAL RESPONSES

At their June 24, 2025 meeting, the Electoral Area F Advisory Planning Commission (APC) unanimously passed a motion recommending the Board support the proposal. The meeting minutes are physically submitted by the Area F APC, were not ready at the time of the writing of this report. The minutes shall be included in the supplemental agenda.

At their June 23, 2025 meeting, the District of Vanderhoof Council passed a resolution stating, "THAT staff be directed to inform the Regional District of Bulkley-Nechako that District of Vanderhoof Council has no concerns with RDBN rezoning application RZ F-01-25."

The Ministry of Transportation and Transit (MoTT) provided a letter dated July 11, 2025 (see Attachments). The letter states MoTT has no objections, and the letter provides information for the applicant regarding MoTT structure setback requirements, drainage, and industrial access use permit requirements.

No response was received from the District of Fort St. James at the time of writing this report. Any response received will be included in the supplemental agenda.

ATTACHMENTS:

- Bylaw No. 2080, 2025
- Applicant Submission package
- Applicant provided link to CGL Environmental Management Plan (link)
- Applicant provided link to BC Compliance and Enforcement for EA Projects (link)
- Ministry of Transportation and Transit referral response dated July 11, 2025
- RR1 and M1 Zones

STRATEGIC PLAN ALIGNMENT:

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

4. Community and Economic Sustainability

5. REQUESTED AMENDMENT

Existing Zoning:	Rural Resource 1 (RR1)			
Proposed Zoning Amendment:	Heavy Industrial Zoning (M2)			
Existing OCP Designation:	Resource (RE) Designation			
Proposed OCP Amendment:	OCP to Industrial (I)			
development, describe that use and / or or development to be appropriate for the a letter as necessary.	If the application is to allow a proposed new land use or development. Also discuss why you consider the proposed use and / e land under application. Attach separate pages to the application, or discussion.			
and Operational Details.	d Olear Oreek Compressor Station - Application information			

6. APPLICATION FEES

An application fee as set out in Schedule A to the Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1898, 2020 must accompany this application. An application is not considered complete and cannot be processed until the required application fee and information has been received by the Regional District. Fees can be paid in the following ways:

- Cheques payable to the Regional District of Bulkley-Nechako
- Debit card or cash payments can be made at the RDBN office, 37 3rd Avenue, Burns Lake, BC.
- ETransfer to pay@rdbn.bc.ca (Include in message box what you are paying for)
- Credit card through Option Pay on the RDBN Webpage (fees will apply)

The following fees are required: Check the box that applies to your application

□ Official Community Plan (OCP) Amendment
 □ Zoning Bylaw Amendment
 □ Combined OCP and Zoning Bylaw Amendment
 \$1,000
 \$1,000
 \$1,500

^{*}Please note that the fee for an application to legalize an existing bylaw contravention is increased by an additional 50%.

CGL Access Road

CGL Contractor Footprint

Clear Creek Stockpile

Untitled Provincial Land

Watercourse

- Forestry Road

REFERENCES

Projection: NAD 1983 UTM Zone 10N

Disclaimer: This map includes data collected by Roy Northern from various third party sources. This map is provided "as-let" and it is not a legal survey or a legal description. Roy Northern explicitly disclaims any representations and warrantee as to the accuracy, timeliness, reliability or completeness of this data. In no event will Roy Northern or its employees be liable for any losses or diamages that might arise from the use of the map and data, if this map is in a digital PDF from, it must be printed to scale specified on the map before it outsit be used as a hardcopy map.

Untitled Provincial Land PIN: 1275211



Overview Map CLEAR CREEK STOCKPILE WITHIN 62-G/093-K-01

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GIS: AA
Date: Mar 12, 2025
Revision: N/A
RN Project: 120496



Fort St. John, BC www.roynorthem.com Phone: 250.281.8844 Fax: 250.281.8915



March 5, 2025

VIA EMAII

Coastal GasLink Pipeline Ltd. 450 1st Street SW Calgary, AB T2P 5H1

Attention: Nicole Stuckert, Manager, Land - BC Projects

Dear: Ms. Stuckert

Re: Letter of Authorization from BC Energy Regulator for specified scenarios

This letter authorizes Coastal GasLink Pipeline Ltd. (CGL), or its authorized representation, to apply for a change to the Official Community Plan and Zoning designation for the proposed Clear Creek Compressor Station, as required by the Regional District Bulkley Nechako (RDBN) bylaws. The area of land noted in the application is:

Facility Application Name	Section	Land Type	AD#	Permit Status	Location
Proposed Clear Creek Compressor Station	4	Crown Land	100118640	Under Review	Unit 62 Block G, Group 93-k-1, REM N ½ Sec. 21-19-R5C and NW ¼ Sec. 20-19-R5C
Clear Creek Stockpile	4	Crown Land	100100769	Active (to be cancelled)	

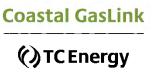
The BC Energy Regulator (BCER) confirms that CGL holds or has applied a right to occupy and use the above noted Crown land for purposes related to the construction and operation of a compressor station. Where an application for use of this areas is still under review, this letter is to not imply final approval under the *Energy Resource Activities Act*.

It is CGL's choice to proceed with any approvals from the RDBN and CGL is solely responsible for any costs of outcomes associated with such approvals.

Should you or any representative of the RDBN have any questions regarding this matter, please contact me directly at 250-645-2906.

Sincerely,

Shannon Weatherill Director, Authorizations, Responsible Development Schedule "A" – Proposed Clear Creek Compressor Station – Application Information and Operational Details



Reason for Application

Coastal GasLink Pipeline Ltd. (Coastal GasLink) is filing an application to amend the applicable zoning and Official Community Plan (Resource (RE) Designation) for the lands noted as Unit 62 Block G, Group 93-K-1, REM N ½ Sec. 21-19-R5C and NW ¼ Sec. 20-19-R5C at kilometer post 330+450 along the Coastal GasLink Pipeline Project in order to facilitate the construction and operation of the proposed Clear Creek Compressor Station, which is an industrial natural gas pipeline compressor station. The site is located within lands covered by the Vanderhoof Rural Official Community Plan (Electoral Area F) with a Resource (RE) Designation. The zoning on the lands is designated Rural Resource 1 (RR1). The primary and secondary uses of these designations do not permit industrial activity and therefore, as per the Regional District Bylaws, a change is required and Coastal Gaslink is seeking Regional District Board approval to amend the applicable zoning of these lands to Heavy Industrial Zoning (M2) and the OCP designation to Industrial (I).

Purpose

Coastal GasLink is proposing to construct and operate the Clear Creek Compressor Station (the Project) within the Regional District of Bulkley-Nechako in British Columbia (BC) within Unit 62 Block G, Group 93-k-1, REM N ½ Sec. 21-19-R5C and NW ¼ Sec. 20-19-R5C at kilometer post 330+450 along the Coastal GasLink Pipeline Project. On March 11, 2014, Coastal GasLink submitted an application for an Environmental Assessment Certificate (EAC) to the British Columbia (BC) Environmental Assessment Office (EAO) for the Coastal GasLink Pipeline Project. On October 23, 2014, Coastal GasLink received an EAC (EAC Number No. E14-03) for the Coastal GasLink Pipeline Project, which included the approval of the proposed Clear Creek Compressor Station. As part of Coastal GasLink's regulatory requirements, a facility application for the Project was submitted to the BC Energy Regulator (BCER) on December 18, 2023 (Application Determination # 100118640) and it is currently with the BCER for consideration.

The Project is part of Phase 2 of the Coastal GasLink Pipeline Project, an expansion proposed to increase capacity of the Coastal GasLink Pipeline Project to meet requested incremental demand for the delivery of sweet natural gas to the west coast. The Project will require a footprint of 16.7 ha of Crown land. This site has been cleared and graded as it was previously used as a BCER permitted stockpile and laydown yard on the Coastal GasLink Pipeline Project (AD No. 100100769). A mainline block valve (MLBV) is also located within the Coastal GasLink pipeline right-of-way at this location. The existing clearing within the Project footprint is 16.7 ha and no new cut is required. Access to the site will be through the use of existing Forest Service Roads (FSRs) connected to a permanent access road situated on the south side of the proposed Clear Creek Compressor Station site.

The proposed Clear Creek Compressor Station would consist of up to three gas turbine driven compressor units and associated equipment. Each compressor unit would consist of a compressor paired with an enclosed turbine driver installed within a dedicated compressor building. The compressor packages would each have a power rating of approximately 30 MW. In addition to the compressor units, the facility may include the following key systems and components required to support safe and efficient operations:

- gas suction scrubbers/separators
- air cooled heat exchangers (coolers)
- primary power units and auxiliary power units
- skid mounted electrical and control buildings housing controls and uninterruptible power systems
- skid mounted mechanical building housing glycol heating boiler systems, air compressors, air dryers and air receivers.
- skid mounted personnel building housing interface controls and washroom facilities
- storage buildings, drum rack building(s), and utility gas regulation enclosure

In March 2024, Coastal GasLink submitted an amendment application to the BCER to amend its EAC to include the option to install either natural gas powered compressor units or electric powered compressor units at compressor station locations. The proposed Clear Creek Compressor Station will be designed to accommodate a potential future conversion from gas turbine driven compressor units to electric powered compressor units. There would be no change in the compressor station footprint and no additional clearing is required to support installation of electric powered compressor units and associated components. All electrification equipment would be installed within the current proposed Clear Creek Compressor Station site footprint.

During operations, the proposed Clear Creek Compressor Station will be monitored 24/7 by safety systems, which automatically shut the appropriate system down in case of abnormal operating conditions. Technicians will also be employed to monitor and maintain the compressor station.

Location and Size

Compressor station sites along the Coastal GasLink Pipeline route were selected based on optimization of system hydraulics, and evaluations against other site selection criteria including operational, safety, environmental and social considerations. The Project site is adjacent to the Coastal GasLink pipeline and overlaps a BCER stockpile site permit for this location (AD No. 100100769). The stockpile site footprint was previously cleared to use during construction of the Coastal GasLink Pipeline.

The size of the proposed Clear Creek Compressor Station site (400 m × 400 m) is required to support safe and efficient Operations. The plot includes space allocation for the compressor packages and all required ancillaries to support the compressor packages. Perimeter drainage ditching and fencing are also included. A portion of the plot plan has been selected as an area for topsoil storage to store the topsoil stripped from the facility footprint prior to construction and to facilitate future remediation.

Figure 1 provides a high-level overview of the location of the proposed Project along the Coastal GasLink Pipeline. Figure 2 depicts the proposed Clear Creek Compressor Station site via Google Earth, and the associated level of existing disturbance at the site from use as a stockpile site for construction of the Coastal GasLink Pipeline. Figure 3 depicts the Plot Plan for the proposed Clear Creek Compressor Station.

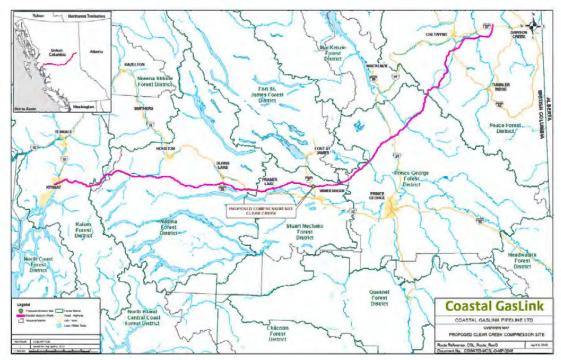


Figure 1: Coastal GasLink Pipeline Overview - Clear Creek Compressor Station



Figure 2: Proposed Clear Creek Compressor Station Location – Existing Disturbance

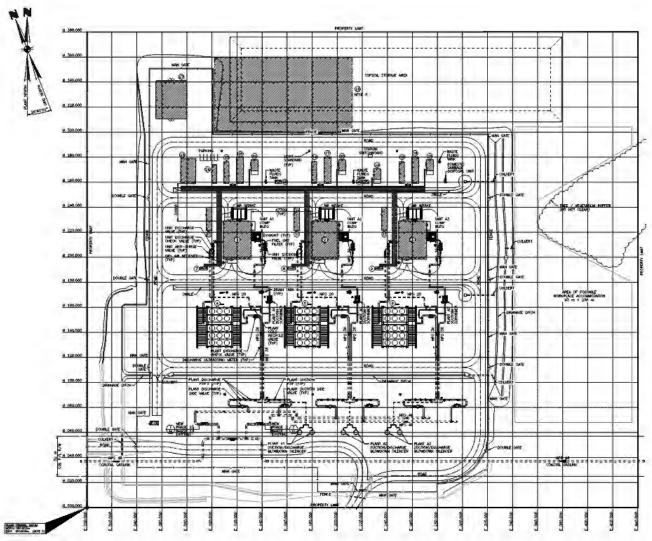


Figure 3: Proposed Clear Creek Compressor Station Plot Plan

Relevant Approvals/Permits

The Project is a component of the Coastal GasLink Pipeline Project and will connect to the Coastal GasLink Pipeline via an existing MLBV within the Coastal GasLink Pipeline Project footprint overlapping the proposed Clear Creek Compressor Station site. The Project will require temporary infrastructure during construction (consistent with industry requirements for construction of a compressor station in remote/mountainous terrain), that may include temporary bridges, stockpile sites, borrow sites, a potential slurry pit, contractor trailer yard and laydown/storage areas and construction workforce accommodations. Selection of specific locations of additional temporary infrastructure remains under review, however previously disturbed areas in close proximity to the Project area will be prioritized for use to the extent reasonable.

Environmental Management Plan

The Coastal Gaslink Pipeline Project Environmental Management Plan (EMP) outlines environmental protection measures to be implemented to avoid or reduce potential adverse effects during construction of the Project, including the proposed Clear Creek Compressor Station. Mitigations identified in the EMP will be applied, as appropriate, including those within any applicable appendices including the Wildlife and Wildlife Habitat Management Plan, Access Control Management Plan, Traffic Control Management Plan,

Grizzly Bear Mitigation and Monitoring Plan, and the Human-Wildlife Conflict Management Plan. A copy of the EMP can be accessed via the following link: <u>CGL Environmental Management Plan</u>.

A hard copy or electronic copy can be provided upon request.

Project Schedule/Timeline

Facility construction is subject to the receipt of regulatory approval and a positive financial decision. At this time, the construction of the proposed Project is expected to occur over a 4-year period.

The Project will follow the conventional construction methods for a compressor station that entail clearing (no new cut is currently required), soil/timber management and conservation, civil work, foundation development, piling, building/piping construction and commissioning. Limited pre-build infrastructure (e.g. supports) would be planned and installed during the initial construction phase to support future conversion to electric driven compressor units. Should a decision be made to proceed with the conversion in the future, additional electrical equipment would be installed within the proposed Clear Creek Compressor Station site.

The Project will require temporary infrastructure during construction that may include temporary bridges, stockpile sites, borrow sites, a potential slurry pit, contractor trailer yard, laydown/storage areas, and construction workforce accommodations. Construction and commissioning will be followed by the full operating life of the Clear Creek Compressor Station and then by the eventual end of operations, shut down and decommissioning, equipment removal and site restoration/reclamation.

More details about construction are found in Schedule "C" - Construction Details.

Operational Details

Equipment and Personnel:

The proposed Clear Creek Compressor Station would consist of up to three gas turbine driven compressor units and associated equipment. Each compressor unit would consist of a compressor paired with an enclosed turbine driver installed within a dedicated compressor building. The compressor packages would each have a power rating of approximately 30 MW. In addition to the compressor units, the facility may include the following key systems and components required to support safe and efficient operations:

- gas suction scrubbers/separators
- air cooled heat exchangers (coolers)
- primary power units and auxiliary power units
- skid mounted electrical and control buildings housing controls and uninterruptible power systems
- skid mounted mechanical building housing glycol heating boiler systems, air compressors, air dryers and air receivers.
- skid mounted personnel building housing interface controls and washroom facilities
- storage buildings, drum rack building(s), and utility gas regulation enclosure

Operations technicians will be required to reside near the facility with a typical work shift of 40 hours per week (7:00 am to 4:30 pm, Monday to Friday) at the Clear Creek Compressor Station, unless otherwise determined. There is anticipated to be up to four technicians to support day-to-day routine operations.

Noise and Vibration:

Coastal GasLink will work closely with area residents, local governments, regional districts, and other stakeholders to proactively communicate any planned construction activities anticipated during operations.

The Project has been designed in accordance with applicable codes, standards and regulations on noise including the BCER Noise Control and Best Practices Guideline (Version 2.2, July 21, 2021). An assessment of the potential noise impact of the proposed facility has been completed, indicating that noise at the facility will meet the BCER permissible sound level requirements during operation. Various mitigation measures will be integrated into the design of the facility to support compliance with the BCER Guideline including (but not limited to):

- using silencers on equipment where applicable
- building enclosures and utilizing sound dampeners around the turbine
- keeping doors closed to prevent noise from escaping during operations

Air, Odours and Dust Control:

Coastal GasLink does not anticipate any air, odour or dust control issues as a result of the operation of the Clear Creek Compressor Station. If an air, odour or dust complaint is received from the public, Coastal GasLink would investigate it in association with the BCER.

Light:

Coastal GasLink will adhere to the published BCER Light Control Guideline (Version 1.0, March 2, 2021) throughout operation of the Clear Creek Compressor Station.

Coastal GasLink has several design and operating practices that reduce light pollution during operation of compressor facilities. This includes the use of directional and full cut-off lighting which helps keep the illumination limited to the facility yard while reducing light pollution. In accordance with Coastal GasLink Operating Procedures, lighting at all facilities will be controlled by photocells. Exterior lighting at the compressor station will consist primarily of wall-mounted fixtures above the access doors and light posts within the facility. However, additional lighting in the yard may be installed as required once operational. Exterior lighting is used to provide sufficient lighting for site security and employee safety.

There may be exceptions to ensure adequate illumination to meet safety regulations and where applicable, lighting will be adjusted to comply with local conditions and bylaws.

Telecommunications:

Coastal GasLink Pipeline Project Phase 2 project planning is in the early stages and permanent communications infrastructure is yet to be determined. Potential permanent telecommunication solutions include, but is not limited to, a telco data line (fiber), cellular, or low-earth orbit satellite connection(s).

Wildlife:

The full site area (16.7 ha) will be unavailable for use and access by wildlife and/or the practice of treaty rights during the construction and operation timeline for the facility. The permanent compressor station site will be fenced to ensure public and employee safety and security and would remain unavailable for use and access by wildlife and/or the practice of treaty rights for the full life cycle of Project.

Stream/Riparian Values:

The proposed Project does not have the potential to impact streams or riparian values as there are no watercourses or wetlands located within the proposed Project footprint.

Site Drainage:

Coastal GasLink will construct the Project in accordance with the commitments outlined in the EMP and associated Erosion and Sediment Control Plan. The Project footprint will be designed and constructed to prevent erosion and sedimentation and to prevent stormwater from pooling around the perimeter of the site and will match predevelopment natural drainage patterns as much as practicable.

Water Sourcing:

Coastal Gaslink does not anticipate large volumes of water to be required for operational use. Water required for day-to-day operations would be primarily for domestic purposes such as washroom facilities and equipment washing and may be hauled in. Should water resource(s) be required, the appropriate permits will be obtained from the BCER, and the associated conditions followed. Water usage, tracking and reporting will be in accordance with the applicable regulations, and permit conditions.

Waste Management:

No living quarters will be required on the site. Low volumes of waste are anticipated (general domestic and sewage). Should waste disposal be required, the Regional District would be engaged about potential local options for waste management. All waste will be managed per the appropriate standards and requirements.

Hazardous Material Storage and Handling:

There are low quantities of hazardous products used and stored onsite during operation of the compressor station. As a result, small volumes of hazardous waste are anticipated to be managed. Typical wastes include scrubber liquid (pipeline waste liquid), oily water from the air compressors and soak washes, oily rags and filters, and used lube oil and glycol. Provincial regulations outlined within the EMP *Chemical and Waste Management Plan* will be followed when dealing with procurement, storing and handling of hazardous materials required for the Project. All waste will be managed and disposed of at appropriate facilities.

Access and Traffic Management:

New access into the Project area is not required. Access to the site will be through the use of existing roads (Highway 27 South and Forest Tenure Roads). Approximately 100 m of new access was recently constructed by Coastal GasLink under Road Permit AD No. 100101667 to access the MLBV located within the Coastal GasLink pipeline right-of-way at this location, which will be utilized to access the proposed Clear Creek Compressor Station site. Existing roads and bridges may be upgraded to provide access during construction and/or permanent access to the facility location.

Once construction is complete there will be minimal traffic for routine operations and maintenance. Operational traffic would be to support routine and preventative maintenance and would primarily include light duty pick-up trucks. The site technicians would be planned to be locally employed and travel in from surrounding communities.

Potential for Future Electrification:

On April 8, 2024, Coastal GasLink submitted an application to amend the EAC to include the option to switch from gas-fired compressor stations along the pipeline route to electricity-powered. This proposed amendment is based on Coastal GasLink's continued refinement of the Coastal GasLink Pipeline Project and is consistent with the CleanBC Roadmap to 2030 and government priorities in support of net-zero targets. Coastal GasLink has not investigated electrical transmission lines to supply power to compressor stations and is not currently considering applying for or constructing transmission lines.

Safety & Emergency Response Plan:

When planning, constructing, and operating compressor and meter stations, safety is Coastal GasLink's top priority. Prior to operations the Clear Creek Compressor Station site will be fenced, limiting access to the facility to ensure the safety of the public. A number of systems are built into the stations to ensure the safety of the facility, our employees, the surrounding community, and the environment. Compressor stations and meter stations are remotely monitored 24/7 by safety systems, which automatically shut the facility down in case of abnormal operating conditions. Technicians will also be employed to monitor and maintain each compressor station location. Compressor and meter station equipment communicates with Supervisory Control and Data Acquisition (SCADA) system. Coastal GasLink has worked with local emergency responders to develop a comprehensive Emergency Response Plan that outlines procedures to protect the public and environment in the unlikely event of an emergency.

Should the Project proceed, upon and before completion of construction, Coastal GasLink will work to incorporate the Clear Creek Compressor Station into its existing Emergency Response Plan.

Schedule "B" – Proposed Clear Creek Compressor Station – Consultation, Engagement and Community Investment



Required Consultation and Engagement Completed

Environmental Access Certification Engagement Process

Phase 2 of the Coastal GasLink Pipeline Project, including the proposed Clear Creek Compressor Station, was contemplated as part of both the Coastal GasLink and LNG Canada environmental assessment certificates (EAC), which were granted in 2014 and 2015, respectively. The Coastal GasLink Pipeline Project, including Phase 2, was approved through a rigorous multi-year environmental assessment, which included extensive fieldwork and consultation and engagement with local and Indigenous communities. The assessment considered the potential effects of the Coastal GasLink Pipeline Project on a number of environmental factors such as soil, wildlife, aquatic resources, air quality, land use, and traditional land and resource uses.

BCER Facility Application Engagement

As required for the currently pending BCER Facility Application for the proposed Clear Creek Compressor Station (Application Determination # 100118640), Coastal Gaslink completed the Required Notification and Consultation Process for the Project. Rights holders, license and permit holders and landowners within 3.3 km of the proposed Clear Creek Compressor Station were sent a project notification letter with an invitation to consult on July 31 and August 10, 2023. Coastal GasLink did not receive any responses from the invitation to consult other than from the Regional District of Bulkley Nechako (RDBN) on September 8, 2023. Coastal GasLink provided a response to the RDBN on October 23, 2023. Coastal GasLink submitted a summary of the consultation and notification as part of the facility application to the BCER.

Additionally, as part of the BCER Facility Application process, Indigenous communities and the RDBN were provided information about the Project and any records were captured and submitted with the application in the Pre-engagement Form.

Additional Consultation and Engagement

Resident Consultation

In early June 2024, Coastal GasLink's field land agent liaison consulted with all residents living within 3.3 kilometres of the proposed Clear Creek Compressor Station. The field agent visited residents in person where possible to discuss the Project and make them aware of the proposed Clear Creek Compressor Station, its location and the upcoming OCP/zoning amendment application. During these visits, residents did not raise any concerns related to the proposed Project, its location or site access requirements.

Indigenous Community Consultation

On May 3, 2023, Coastal GasLink initiated engagement with potentially affected Indigenous communities regarding the proposed Clear Creek Compressor Station by hosting an Indigenous Leaders' Meeting (ILM) in Fort St. John, where Coastal GasLink leadership provided a presentation to participating Nations of the proposed timelines, scope, and permitting requirements regarding the Project's Phase 2 compressor station(s). A fact sheet, map, and spatial file of the proposed Clear Creek Compressor Station were

provided at that time. On October 23, 2023, engagement continued when Coastal GasLink provided email notifications to potentially affected Indigenous communities, sharing the Project's intent to apply for a British Columbia Energy Regulator (BCER) facility permit. At that time, Coastal GasLink welcomed the opportunity to meet with Indigenous communities and discuss any questions, concerns, or comments they had regarding the application, or the Project itself.

On February 28, 2025, affected Indigenous communities were provided a courtesy notice outlining the upcoming re-zoning and OCP application.

Thus far, there has been no feedback from Indigenous communities regarding the proposed Clear Creek Compressor Station or upcoming re-zoning and OCP application.

Community Information Session

In January 2025, Coastal GasLink's Community Relations team hosted a community information session in Vanderhoof, BC as part of the proposed Clear Creek Compressor Station re-zoning process within the RDBN. Attendees were invited to learn more about the proposed facility during both construction and operations phases. The information session welcomed nearby landowners, the RCMP, local government, the RDBN Board Members, and the general public to come and learn more.

Summary of key interests at the community information session:

- Facility footprint and size of land that would be required.
- Inquiries regarding the temporary noise considerations during the construction period.
- There was some interest in learning more about the possibility of electrification. Some concern was raised about the lack of available power today within the current grid system in the area.
- Location planning for the workforce accommodation location.

Overall feedback from the event was positive and supportive of the re-zoning for the proposed facility.

Community Investment

Coastal GasLink has always strived to be a part of building strong and vibrant communities where we operate. Since 2012, Coastal GasLink and TC Energy have donated over \$15 million to Northern BC communities with focus areas in Education, Safety, Environment, and Community. All of Coastal GasLink's workforce accommodations that were used during the construction of the base project, including our Little Rock Lake Lodge, 7 Mile Lodge, Huckleberry Lodge, 9A Lodge and P2 Lodges located within the RDBN, participated in can and bottle recycling programs benefiting local non-profit organizations across the region. We are excited to share that from May 2021 to present our bottle donation program across the Project has resulted in over \$700,000 going back to support local not-for-profit and charitable organizations in Northern BC.

Some notable community investments to date in the proposed Clear Creek Compressor Station area (Vanderhoof, Fort St. James and Fraser Lake):

Vanderhoof:

- 1. Vanderhoof Aquatic Centre "Sturgeon Level" Sponsorship in early 2016 to support the construction of the new pool for the community and surrounding area
- 2. Vanderhoof Public Skating sponsorship every year since 2013 present
- 3. Vanderhoof Air Cadets funding for the purchase of a new trailer in summer 2021
- 4. Vanderhoof "Legacy" investment to support the purchase of a new Zamboni for the local community in 2021

5. Vanderhoof "Legacy" investment to support the local Airport infrastructure and the Terminal Design Plan in 2022

Fort St. James:

- 6. Fort St. James Splash Park sponsorship in 2023
- 7. The Fort St. James Fire Department purchased a new "jaws of life" tool in 2021 to assist them with road rescues replacing the prior pair they were using that was purchased in 2007.
- 8. The Fort St. James Secondary School was able to purchase a new variable speed metal lathe to replace their old, non-functional lathe for the fabrication shop at the school.
- 9. Support for the Fort St. James community wide expanded Meals on Wheels program. This funding supported the purchase of small equipment wares for the commercial kitchen.
- 10. Support of the Fort St. James community toy drive

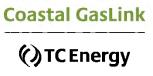
Fraser Lake:

- 11. Support for the Fraser Lake Fire Department for the purchase of a new fire engine in 2023
- 12. Support for the Fraser Lake Legion in 2024 to install an air conditioning system in their building to make it more comfortable for their guests and user groups year-round
- 13. Support for the Fraser Lake Elementary-Secondary School with purchasing a new score clock in their gym and also purchasing the basketball team new jerseys
- 14. Support for the Fraser Lake minor hockey association with purchasing new jerseys for the league and recent additional support for four sets of goalie gear and 250 pucks for the league to use
- 15. Support in Fraser Lake for the installation of a new playground at White Swan Park in 2016

Ongoing Consultation and Engagement Plan

Coastal GasLink will continue to provide updates and present ongoing information related to the proposed Clear Creek Compressor Station to the RDBN. This includes addressing any questions or comments that may arise during the OCP/zoning amendment application process itself and regular Project updates. Coastal GasLink will also provide ongoing information updates to nearby tenure holders, landowners and residents and answer any questions they may have. Engagement with Indigenous and local communities will continue as planning advances.

Schedule "C" – Proposed Clear Creek Compressor Station – Construction Information



Construction Details

Duration:

Facility construction is subject to the receipt of regulatory approval and a positive financial decision. At this time, the construction of the proposed Project is expected to occur over a 4-year period.

The Project will follow the conventional construction methods for a compressor station that entail clearing (in areas where clearing has not already occurred), soil/timber management and conservation, civil work, foundation development, piling, building/piping construction and commissioning.

The hours of construction will be determined as further planning is completed. Generally, hours of construction would be expected to be scheduled during the daytime (7 am to 10 pm).

Coastal GasLink Environmental Management Plan (EMP):

During construction, mitigations to avoid and reduce potential adverse effects will be implemented as outlined in the Coastal GasLink Environmental Management Plan (EMP) and associated management and contingency plans. All vegetation has been removed from the proposed Clear Creek Compressor Station site and no new cut is required. There is currently soil stored on site from the Coastal GasLink pipeline construction. Per the EMP, Coastal GasLink plans to re-strip all topsoil and will implement mitigations including:

- use machinery appropriate to the season and conditions for all soil salvage operations
- plan construction operations to reduce the number of times and distances that salvaged soils are moved
- salvage the organic layer (i.e., topsoil, leaf litter layer) where applicable
- stabilize exposed surface material and subsoil where the potential for erosion exists
- avoid working during and immediately after intense rainfall events or spring thaw when soils are wet, and discontinue soil-handling work under wet or windy weather conditions
- grading will be undertaken with the understanding that original contours and drainage patterns will be re-established during cleanup unless otherwise authorized by the Environmental Inspector(s) or designate
- ensure grade material does not spread off site

Additional erosion and sediment control measures outlined in EMP management and contingency plans including the Soil Erosion Contingency Plan and the Erosion and Sediment Control Plan will also be implemented during construction to minimize uncontrolled surface water runoff and sediment transport on the Project. These will be outlined within a comprehensive construction ready ESC plan specific to the proposed Clear Creek Compressor Station site that will meet all EMP commitments, EAC conditions, permits and other requirements and follow best management practices.

Equipment and Personnel:

Equipment associated with construction includes but is not limited to cranes, bulldozers, excavators, front-end loaders, pickup trucks, fuel trucks, water trucks, side booms, tractor trailers, delivery vehicles and fuel storage.

The peak expected number of personnel for facility construction is up to 250 people.

Noise:

Coastal GasLink Phase 2 facilities have been designed and will be operated and constructed in accordance with applicable codes, standards and regulations on noise including the latest revision of the British Columbia Energy Regulator (BCER) Noise Control and Best Practices Guideline.

Coastal GasLink will work closely with area residents, local governments, regional districts, and other stakeholders and rightsholders to proactively communicate any planned construction activities that may generate elevated audible noise. During construction, an increase in noise associated with our activities will be contained to the area in and around the compressor station facility. Coastal GasLink will mitigate construction operation noise wherever possible. The main activity that is anticipated to generate audible noise off-site is piling. Piling would be planned during the front-end of construction activities and be temporary.

The following mitigations will be applied to reduce effects from noise during construction activities to the extent practical:

- schedule construction activities during the daytime (7 am to 10 pm) where practical
- engage with affected stakeholders and rightsholders to ensure awareness of planned construction activity and associated timing
- maintain construction equipment in good working order with appropriate mufflers
- require company and construction personnel to avoid excessive idling of vehicles where practical (i.e., outside winter months)
- where practical, equipment will be turned off when not in use
- equipment enclosure doors will be closed as much as possible
- minimize single occupant traffic to the construction site where practical

Air/Odours:

Coastal GasLink does not anticipate any odour issues as a result of the Project construction. However, if an odour complaint is received from the public, Coastal GasLink would investigate it in association with the BCER.

Dust Control:

Dust suppression and mitigation will be implemented on access roads during construction as required. Through these measures, we do not anticipate a material increase in dust in the Project area.

Water Sourcing:

Water will be utilized during construction for dust control to minimize potential impacts to the public, as well as civil grade completion. Water may also be used for hydrotesting activities that ensure the facility is safe to transition to operations. Should a water resource(s) be required, the appropriate permits will be obtained from the BCER, and the associated conditions followed. Water usage will be in accordance with the applicable regulations, permit, and the requirements outlined within the Project EMP.

Light:

Coastal GasLink will adhere to the published BCER Light Control Guidelines throughout the construction of the facility to mitigate any potential impacts to ambient lighting. Additional lighting may temporarily be installed as required to ensure site security and employee safety during construction.

Construction is planned to take place within the recommended hours (7 am to 10 pm). If for any reason activities take place outside of these hours, there will be consideration given to ensuring excessive light pollution is not created. Coastal GasLink will ensure the construction contractor is familiar with this guideline.

Telecommunications:

Temporary communications infrastructure will likely be constructed to support construction workforce during construction of the compressor station. This is likely to be similar communications infrastructure to what was previously used along the base pipeline project route and be cellular or low earth orbit satellite connections.

Waste Management:

Coastal GasLink is committed to and will adhere to the approved EMP Chemical and Waste Management Plan and to dispose of all waste materials according to federal and provincial legislation and municipal and regional regulations. All construction waste will be documented, tracked and reported and will be disposed of at appropriate facilities.

Provincial regulations will be followed when dealing with procurement, storing and handling of hazardous materials required for the Project. Hazardous waste will be managed through proper handling, identification and characterization, documenting and storage. All Project staff with waste management and hazardous materials responsibilities will be educated in accordance with regulatory requirements specific to the site.

Coastal GasLink waste management is subject to provincial inspection at workforce accommodations and at the worksite. During construction, domestic and construction waste will be transported and disposed of at a regional facility. Hazardous waste, such as used petroleum containers and used oil, may go to appropriate facilities outside of the RDBN. Coastal GasLink anticipates there will be less Project waste compared to the recent Coastal GasLink Pipeline Project Phase 1 construction and will continue to engage the RDBN to address concerns, including local concerns about long-term landfill capacity and integrity. Coastal GasLink will continue to keep local waste management facilities and the RDBN informed to assist with waste management planning.

During construction, Coastal GasLink will continue to monitor potential impacts to local waste management facilities as part of implementation of the Socio-economic Effects Management Plan (SEEMP) and will continue to engage with the RDBN regarding potential waste management associated with the Project. Coastal GasLink will implement metals, cardboard and bottle recycling programs to divert waste from landfills.

Traffic Management Plan:

Coastal GasLink will work closely with the Ministry of Transportation and Infrastructure (MoTI) and the BC Ministry of Forests (FOR) and Forestry Road Owners to develop and implement road and traffic strategies These strategies aim to minimize traffic impacts to public roads and include: traffic controls through the implementation of speed limits, dust control through road watering and a coordination of access in sensitive areas. For construction, site specific traffic management plans will be developed, permitted where required, and adhered to.

In addition, during construction Coastal GasLink will continue to monitor potential impacts to transportation infrastructure as part of implementation of the Socio-economic Effects Management Plan (SEEMP). Coastal GasLink will engage with the RDBN regarding potential impacts associated with the Project.

Coastal GasLink anticipates there will be less Project traffic compared to the recent Coastal GasLink Pipeline Project Phase 1 pipeline construction. It is anticipated that day-to-day transportation of personnel from the workforce accommodation to the proposed Clear Creek Compressor Station site would utilize bussing. Once construction is complete, there will be minimal traffic for routine operations and appropriate dust control will be implemented as required.

Workforce Accommodation:

Coastal GasLink has not confirmed a location for the Workforce Accommodation (WFA) to support the site. Coastal GasLink will consider utilizing previously disturbed lands and locating the WFA within close proximity to the proposed Project to limit travel distances for the workforce. Given the current zoning of the lands adjacent to and surrounding the Project, a Temporary Use Permit from the RDBN Board will likely be required for the chosen WFA. Upon finalization of the location, Coastal GasLink will complete a separate fulsome consultation program with the RDBN and local communities specific to the WFA to support and obtain the required permits and regulatory approvals required for the site.

Safety & Emergency Response Plan:

Temporary fencing will be installed during construction to ensure the safety of the public and workforce.

Should the project proceed, the Emergency Response Plan will be provided to the RDBN upon receipt by the prime contractor for the proposed Clear Creek Compressor Station construction activities.

Schedule "D" – Proposed Clear Creek Compressor Station – Reclamation



Remediation and Reclamation

Compressor stations are an important piece of infrastructure for a natural gas pipeline system. There are hundreds operated safely across TC Energy's North American footprint. When the compressor stations are no longer needed, years after they were developed, TC Energy begins the abandonment, remediation and reclamation process. TC Energy follows the most stringent/applicable regulations of the municipal or regional district and the provincial or federal government to ensure the land is properly remediated and reclaimed.

Coastal GasLink's remediation and reclamation requirements are fully governed by the Province of British Columbia and their regulatory requirements. One of these regulations is the *Environmental Assessment Act* which means that Coastal GasLink has ongoing compliance oversight from the Environmental Assessment Office, including compliance inspections, and where required, enforcement actions to ensure that projects are designed, built, operated and decommissioned/reclaimed in compliance with their certificate or order. This means that Coastal GasLink is held accountable on an ongoing basis by the government throughout the lifecycle of the facility. More information about this can be obtained here: Compliance and enforcement for environmental assessment projects - Province of British Columbia. Reclamation of the site will occur in two parts, one associated with construction reclamation and a second for when the site is no longer required. Each of these parts is detailed below.

Part 1: Post-Construction Reclamation:

The temporary area and portions of the permitted compressor station site that will not be required for the long-term use will be reclaimed in non-frozen conditions once construction of the compressor station is complete and the team does not need the area for equipment storage.

The permanent area of the compressor station will be handled consistent with Coastal GasLink's Environmental Management Plan (EMP) and requirements from the *Environmental Protection and Management Regulation*. Coastal GasLink will restore the portion of the site used for construction and not required for long-term use by doing the following:

- Replace cut and fill material to pre-construction contours including stabilizing cut and fill slopes.
- De-compact soils compacted by Coastal GasLink's construction activities and use of the site.
- Re-contour the area around the facility comparable to adjacent land.
- Restore, to the extent practicable, the drainage patterns to conditions that existed before the alteration.
- Redistribute stockpiled surface soils that were removed from the operating area during construction, such that the soil structure is restored, to the extent practicable, to its preconstruction condition.
- Replaced surface soils will be spread to a uniform depth to match depths in adjacent undisturbed areas.

- Exposed soil will be revegetated using seed or vegetative propagules of an ecologically suitable species that:
 - (i) promotes the restoration of the wildlife habitat that existed pre-construction, and stabilize the soil if it is highly susceptible to erosion
 - (ii) implement post construction monitoring program and treat weed infestations as needed

Part 2: Site No Longer Required - Remediation and Reclamation:

After the compressor station infrastructure is removed, the soil and groundwater are investigated to determine the best approach for remediation. About half the time, no remediation is required. Regardless, there is always a rigorous consultation process where landowners, local communities, Indigenous communities and other key stakeholders are engaged such as wildlife and environmental experts to ensure the proper input is obtained for any remediation and reclamation activities undertaken.

The site will be completely reclaimed as outlined above and then monitored to ensure any remediation undertaken is successful. In Canada, the reclamation (vegetation regrowth) process typically takes 4 to 7 years before the site of a compressor station is reclaimed to the "equivalent capability" of surrounding land. This means the ability of the land to support various land uses after reclamation are similar to the ability that existed prior to activity being conducted on the land. Figure 1 below illustrates an example compressor station while in Operation. Figure 2 then shows an example of a site after reclamation is completed.



Figure 1: TC Energy Operating Compressor Station (Note: This figure depicts a 2 unit facility, and the Proposed Clear Creek Compressor Station may have up to 3 units)



Figure 2: Reclaimed Crown Land Site Example (3 years post-construction)

What happens if Coastal GasLink sells or declares insolvency?

How is it ensured that the facilities aren't just abandoned?

The BCER uses the Liability Management Rating (LMR) Program to ensure companies holding permits in BC have the means to properly deactivate, abandon and restore disturbances to meet regulatory requirements. (Source: Liability Management | BC Energy Regulator (BCER))

Generally, companies are evaluated to ensure their assets are enough to cover their labilities and in cases where this is not true, then that company must provide a security deposit to the government to ensure the funds are there to cover abandonment and reclamation. LMR reviews are conducted monthly and during asset transfer processes for all permit holders. This allows the BCER to increase security deposits should a permit holder's LMR decrease as a result of a divestment, or a drop in production, disposal or throughout.

From the 2017/18 Liability Management Rating Summary:

Objectives for the LMR Program

- To protect the OSRF, and ultimately the Crown, from bearing the costs associated with abandonment and reclamation activities.
- To ensure adequate security is provided by permit holders to address the risk that oil and gas sites will not be adequately abandoned and reclaimed.
- Provide incentive for industry to actively manage liability obligations.

LMR Calculation

The LMR is the calculated ratio of estimated operational assets and security deposit to estimated decommissioning liabilities for permit holders. The LMR equation is as follows:

LMR = <u>Deemed Assets + Security Deposit</u> Deemed Liabilities

Additional information can be found at: http://www.bcogc.ca/industry-zone/liabilitymanagement-rating-program

LMR Permit Holder Categories

Producers

Permit holders whose operations and deemed assets are primarily in the form of gas and/or oil production.

Disposers

Permit holders whose operations and deemed assets are primarily in the form of downhole oil and gas waste disposal.

Processors

Permit holders whose operations and deemed assets are primarily in the form of processing raw gas into marketable gas.



New ERAA Permit Template 2024 v 1.

Telephone: (250)794-5200

Facsimile: (250) 794-5379 24 Hour: (250) 794-5200

April 29, 2025

Coastal GasLink Pipeline Ltd. 450-1st Street SW Calgary, AB T2P5H1

Attention: Coastal GasLink Pipeline Ltd.

RE: Determination of Application Number 100118640

Permit holder: Coastal GasLink Pipeline Ltd.

Date of Issuance: April 29, 2025 Effective Date: April 29, 2025

Application Submission Date: December 18, 2023 Application Determination Number: 100118640 Approved Disturbance Footprint: 16.716 ha

Authorized Activities

Facility Identification No.: 00028006 Facility Name: CGLPL Clear Creek D-062-G/093-K-01 001

General Permissions, Authorizations and Conditions

Permissions

Energy Resource Activities Act

- 1. The BC Energy Regulator, under section 25 (1) of the *Energy Resource Activities Act* (ERAA), hereby permits the permit holder referenced above to carry out the following activities, indicated in the Authorized Activities table above, subject to the conditions contained herein, any applicable exemptions and authorizations:
 - a. To construct, maintain and operate a facility(s), and piping and equipment associated with the facility(s) as detailed in the Technical Specification Details tables below.
- The permissions and authorizations granted under this permit are limited to the area identified in the spatial data submitted to the BC Energy Regulator in the permit application as identified and dated above; herein after referred to as the 'activity area'.

Petroleum and Natural Gas Act

- 3. Pursuant to section 138(1) of the *Petroleum and Natural Gas Act*, the permit holder is permitted to enter, occupy, and use any unoccupied Crown land located within the activity area to carry out the oil and gas or storage activities and related activities permitted, or authorized herein.
 - a. The permission to occupy and use Crown land does not entitle the permit holder to exclusive possession of the area.

Permit holder: Coastal GasLink Pipeline Ltd. Application Determination Number: 100118640 Application Submission Date: December 18, 2023 Date Issued: April 29, 2025

b. The total disturbance within the activity area must not exceed the total approved disturbance footprint as referenced above.

Conditions

Notification

- 4. Within 60 days of the completion of construction activities under this permit, the permit holder must submit to the BC Energy Regulator a post-construction plan as a shapefile and PDF plan accurately identifying the location of the total area actually disturbed under this permit. The shapefile and plan must be submitted via eSubmission.
- 5. The Permit Holder must notify the First Nation(s) copied on this permit/authorization at least 5 (five) working days prior to project commencement.

General

- 6. The rights granted by this permit in relation to unoccupied Crown land are subject to all subsisting grants to or rights of any person made or acquired under the *Coal Act, Forest Act, Land Act, Mineral Tenure Act, Petroleum and Natural Gas Act, Range Act, Water Sustainability Act or Wildlife Act,* or any extension or renewal of the same.
- 7. The permit holder must not assign, sublicense or permit any person other than its employees, contractors or representatives, to use or occupy any Crown land within the activity area without the BC Energy Regulator's written consent.
- 8. The permit holder must ensure that any Crown land within the activity area is maintained in a condition so as to minimize hazards, including but not limited to hazards associated with storage of materials and equipment.
- 9. The permit holder must ensure that any Crown land within the activity area is maintained free of garbage, debris and derelict equipment.

Environmental

- 10. Construction activities must not result in rutting, compaction or erosion of soils that cannot be reasonably rehabilitated to similar levels of soil productivity that existed on the activity area prior to the construction activities taking place.
- 11. Any temporary access must be constructed and maintained in a manner that provides for proper surface drainage, prevents pooling on the surface, and maintains slope integrity.

Clearing/Forest Act

12. The permit holder is permitted to fell any trees located on Crown land within 1.5 tree lengths of the activity area that are considered to be a safety hazard according to Workers Compensation Act regulations and must be felled in order to eliminate the hazard. Trees or portions of these trees that can be accessed from the activity area without causing damage to standing timber may be harvested.

Archaeology

- 13. If an artifact, feature, material or thing protected under the *Heritage Conservation Act* is identified within the activity area, the permit holder must, unless the permit holder holds a permit under Section 12.4 of the *Heritage Conservation Act* issued by the BC Energy Regulator in respect of that artifact, feature, material or thing:
 - a. Immediately cease all work in the vicinity of the artifacts, features, materials or things;
 - b. Immediately notify the BC Energy Regulator; and
 - c. Resume work in the vicinity of the artifacts, features, materials or things in accordance with direction from the BC Energy Regulator.
- 14. Prior to the commencement of construction activities the permit holder must:
 - a. Complete an archaeological assessment of the activity area in accordance with applicable requirements of the *Heritage Conservation Act*, and

Resource Management and Stewardship Division Mailing Address: 6534 100 Avenue, Fort St. John, BC V1J 8C5 Page 2 of 4

Telephone: (250)794-5200 Facsimile: (250) 794-5379

24 Hour: (250) 794-5200

Permit holder: Coastal GasLink Pipeline Ltd. Application Determination Number: 100118640 Application Submission Date: December 18, 2023 Date Issued: April 29, 2025

- b. Complete and submit to the BC Energy Regulator an acceptable report on the results of the assessment.
- 15. If the report required under the condition above recommends any further assessment work on an area, the permit holder must not begin construction activities on that area until the further assessment is completed.

Activity Specific Details, Permissions and Conditions

Facilities

Land Area Number: 100022882

Technical Specification Details

Facility ID: 00028006 Facility Name: CGLPL Clear Creek D-062-G/093-K-01 001

Facility Type: Compressor Station Location: D-062-G/093-K-01

Equipment: Compressor

Equipment: Generator

Equipment: Vent Stack

All permissions for this activity are subject to the following conditions:

Facility Conditions

- 16. The permit holder must complete and submit a Comprehensive Sound Level Survey to the satisfaction of the BC Energy Regulator by email to Pipelines.Facilities@bc-er.ca, referencing AMS Application #100118640-3 within twelve months of commencement of facility operations, and subsequently, whenever mandated by the BC Energy Regulator. The report must contain recommendations to mitigate excessive noise, if applicable. Unless otherwise authorized by the BC Energy Regulator in writing, recommendations arising from the report that sufficiently reduce excessive noise levels must be implemented as soon as practicable following written acceptance of the report by the BC Energy Regulator.
- 17. The permit holder must submit, to the satisfaction of the BC Energy Regulator, the post Hazard and Operability Study (HAZOP) Issued for Construction (IFC) Piping and Instrumentation Diagrams (P&ID), and a list documenting any design differences between IFC P&IDs and the P&IDs submitted to the BC Energy Regulator with the application for this permit, to the BC Energy Regulator Facility Engineering Department (Pipelines.Facilities@bc-er.ca, referencing AMS Application #100118640-3) at least 2 weeks prior to the commencement of any field construction of new process equipment and piping at the facility site.
- 18. At least 14 days prior to commissioning and start-up, the permit holder must contact the BC Energy Regulator to coordinate and complete an inspection by email to Pipelines.Facilities@bc-er.ca, referencing AMS Application #100118640-3.

Advisory Guidance

- 1. Construction Plan CGW4703-MCSL-G-MP-2043-CLEAR_CREEK_COMPRESSOR_CPSKETCH-Rev1.pdf is for the permit holder's internal reference only and was not reviewed as a decision tool for this permit, nor does it form an integral part of this permit.
- 2. Instructions for submitting notice of construction start, as required by regulation, can be found in the Oil and Gas Activity Operations Manual on the BC Energy Regulator's website.
- 3. Appropriate tenure may be issued upon acceptance of the post-construction plan. Submission of the original application and submission of the post-construction plan is considered an application for all subsequent applicable Land Act tenures. Upon the BC Energy Regulator's acceptance of the post-construction plan no further applications for replacement tenure are required.
- 4. Under the authority of the *Environmental Management Act* a discharge permit must be in place/amended prior to commissioning of the subject application.

Permit holder: Coastal GasLink Pipeline Ltd. Application Determination Number: 100118640 Application Submission Date: December 18, 2023 Date Issued: April 29, 2025

All pages included in this permit and any attached documents form an integral part of this permit.



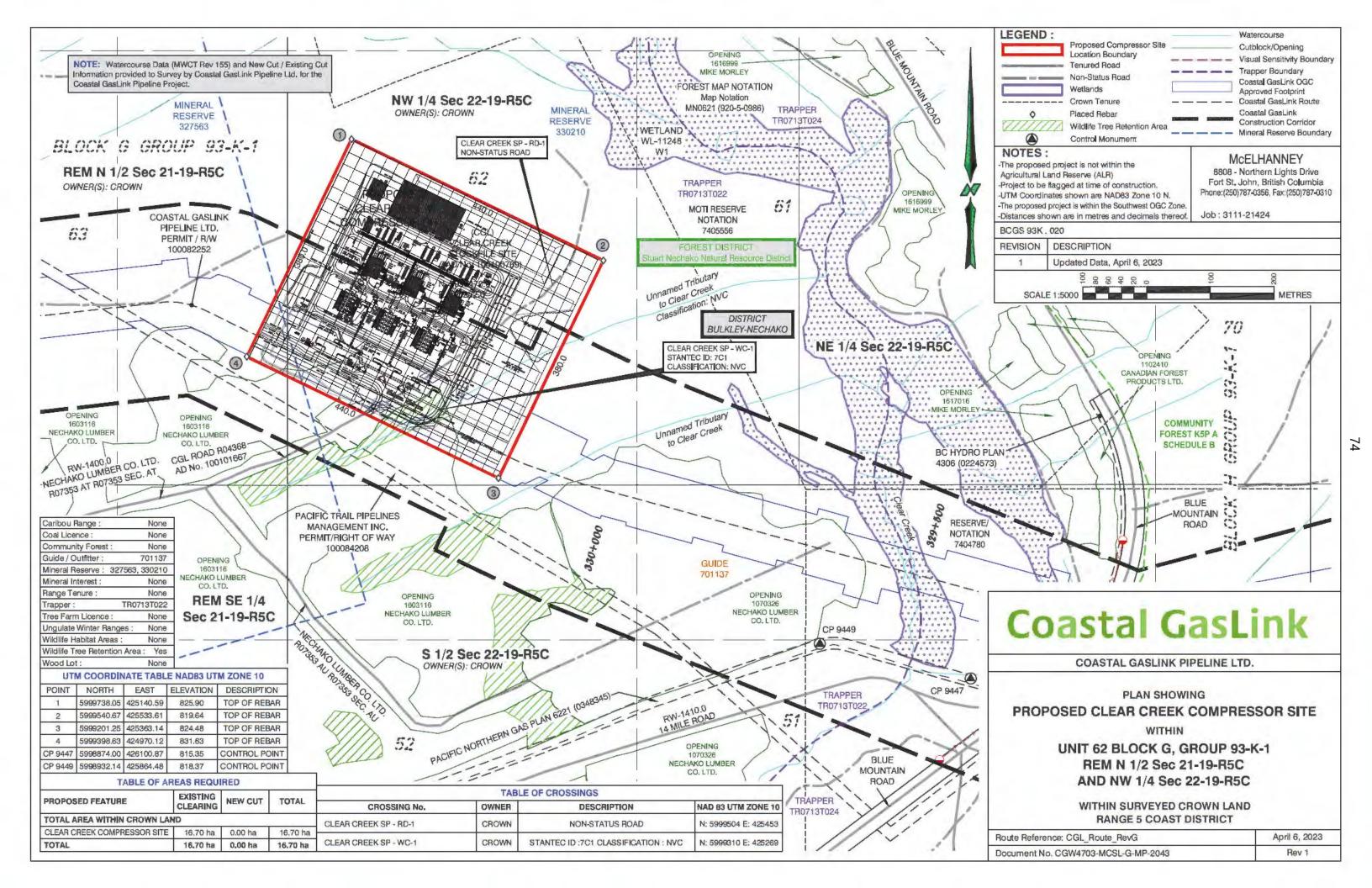
Jacqueline Bourke Authorized Signatory BC Energy Regulator Delegated Decision Maker

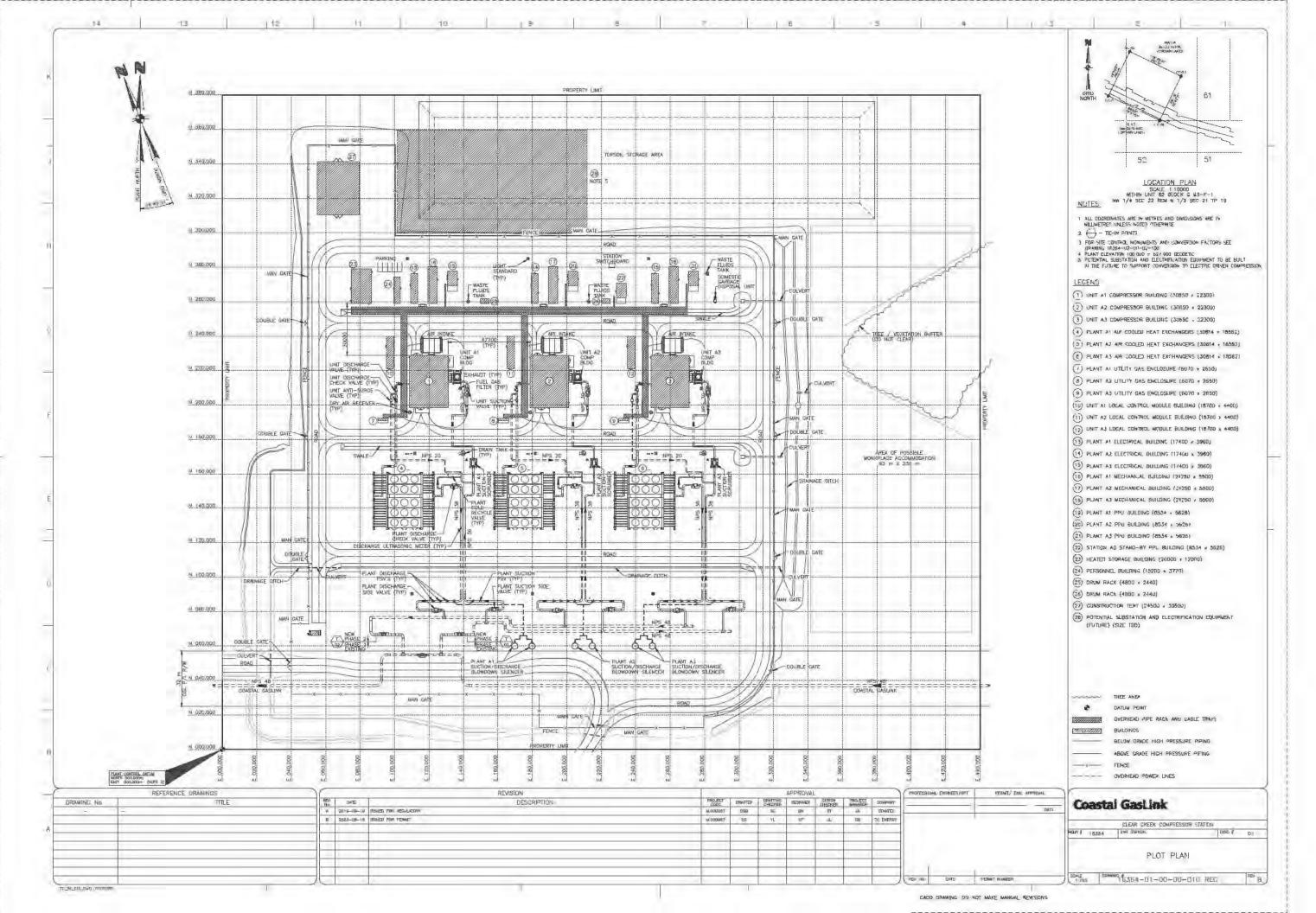
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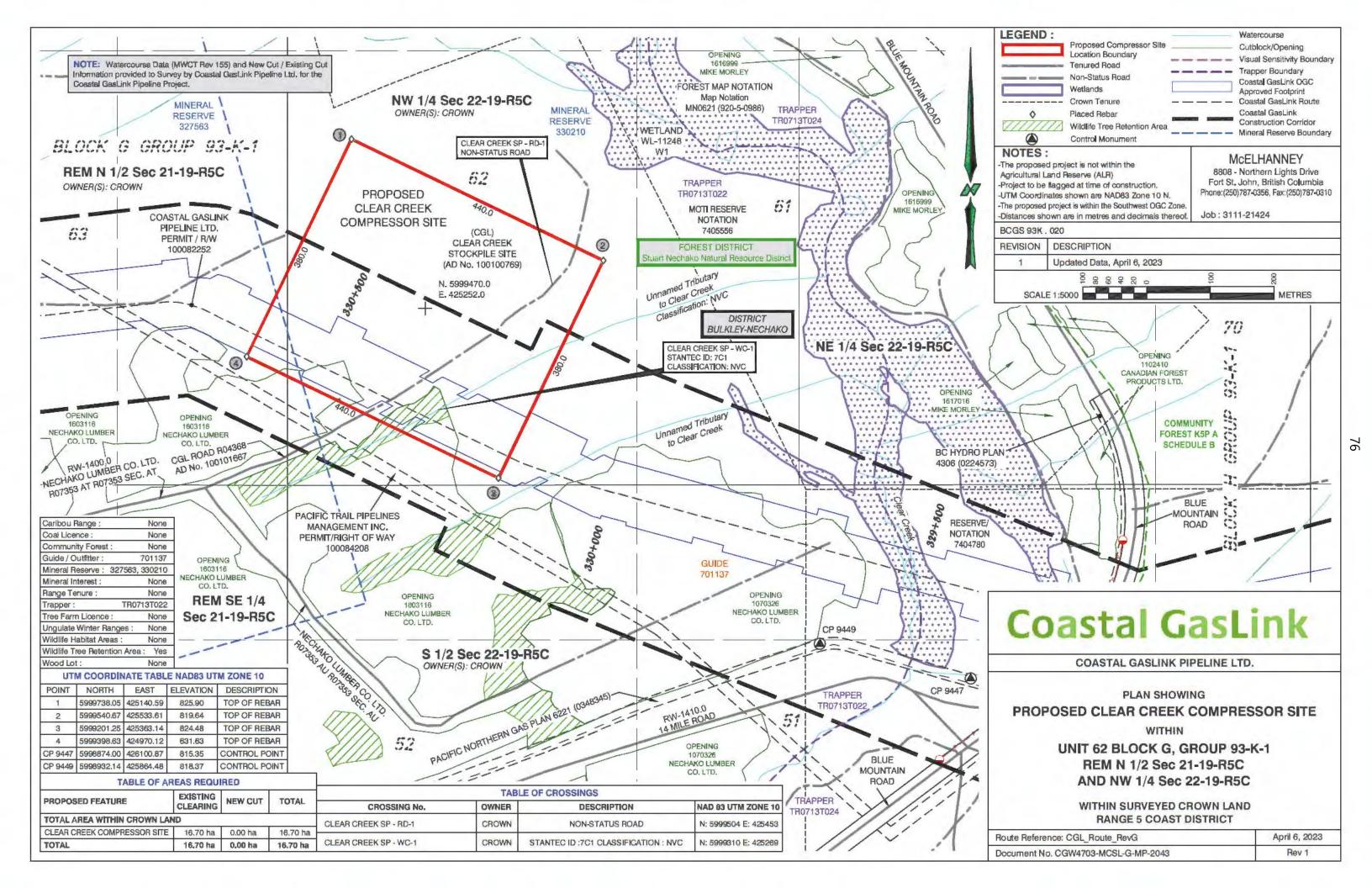
First Nations - Nak'azdli Whut'en, Nadleh Whut'en First Nation (CSTC), Saik'uz First Nation (CSTC)

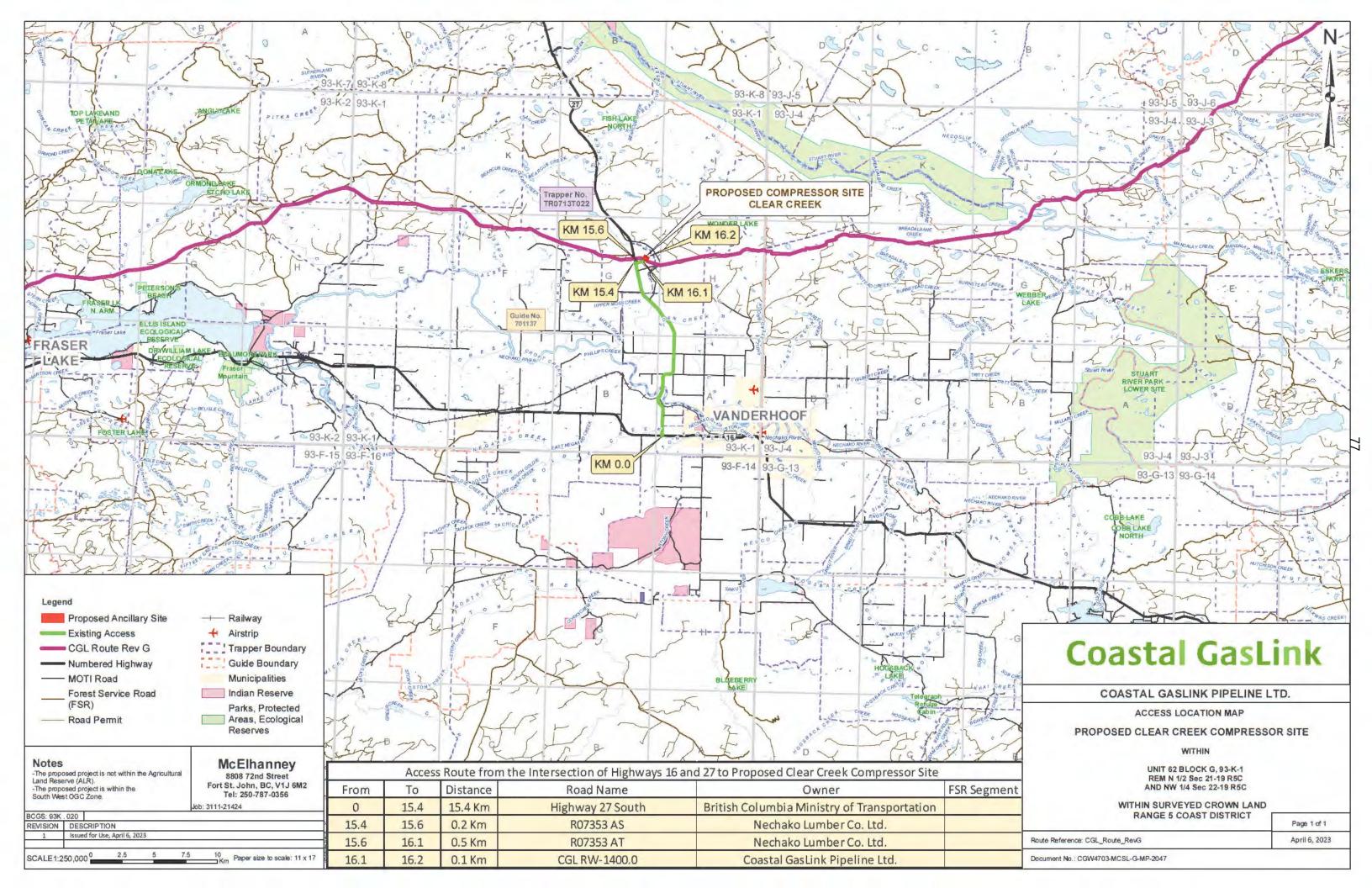
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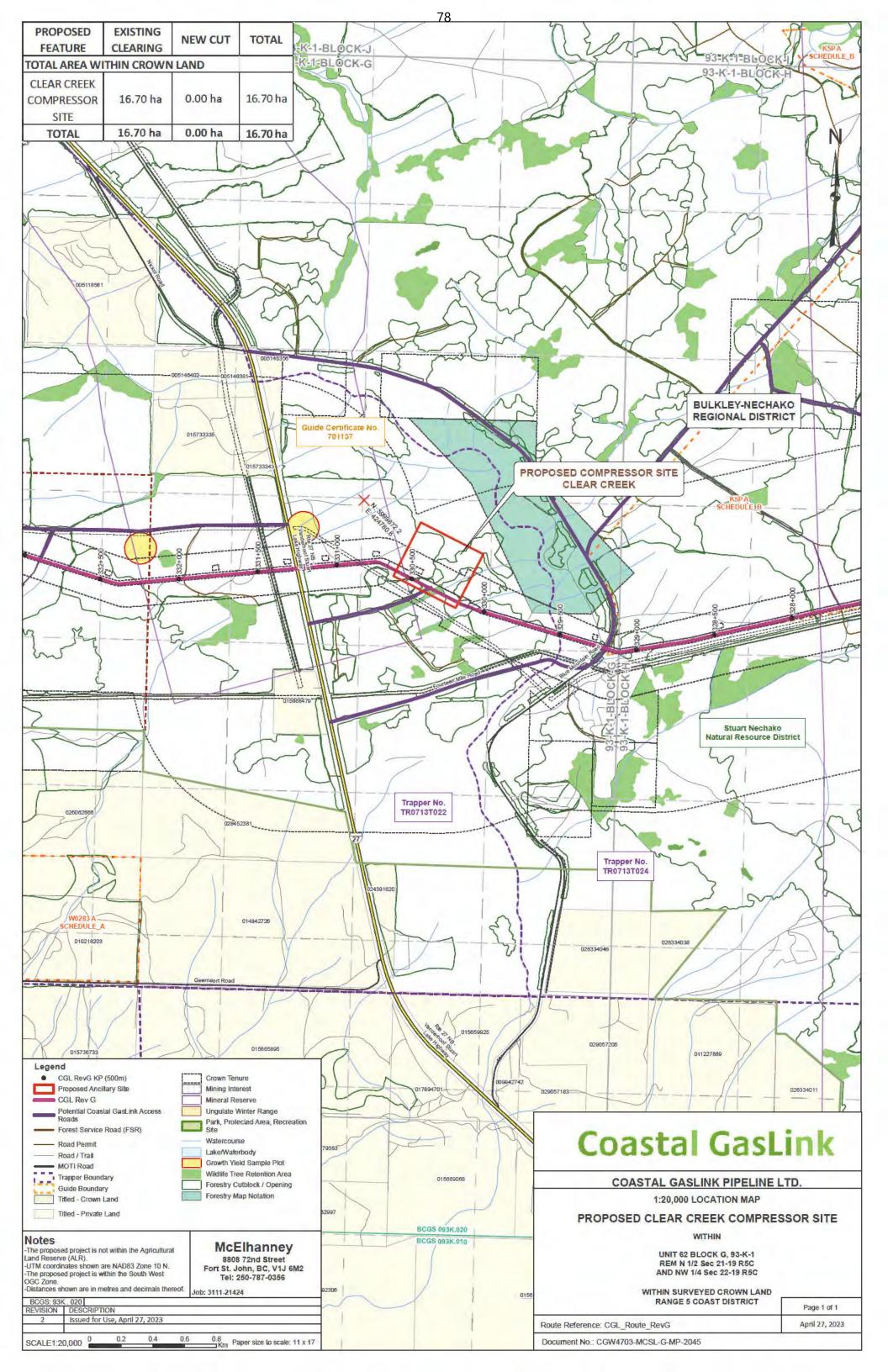
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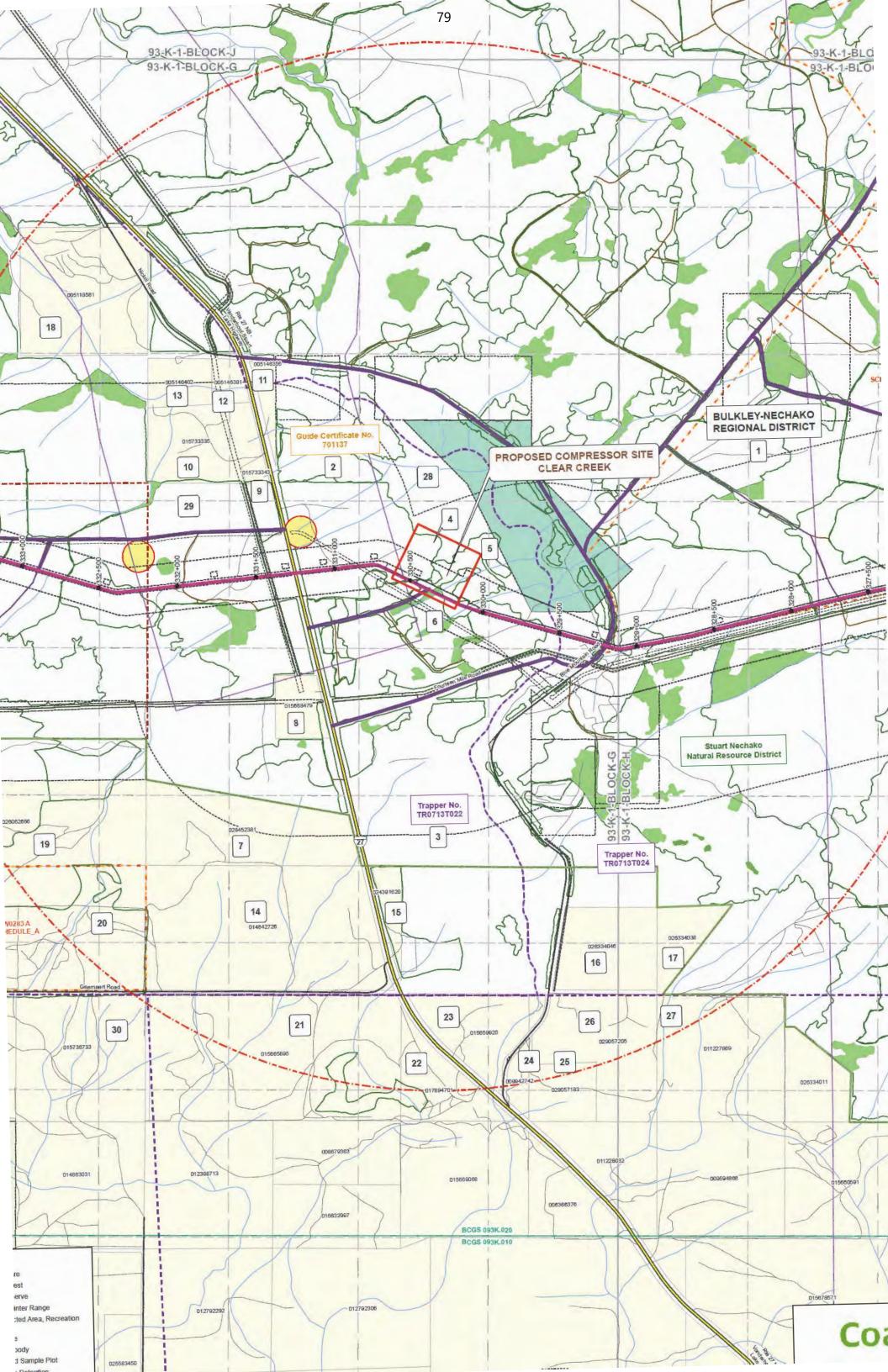














Our File: 2025-02711 Date: July 11, 2025

Your File: F-01-25

Response To: Regional District Bulkley-Nechako

Item Referred: Zoning Amendment Civic Address: 15682 Hwy 27 South

Legal Description: Pin 2188860 Section 22, Township 19, Range 5 Coast District

Reviewed By: Leah Labarrere, Senior Development Officer

RESPONSE SUMMARY

The Ministry of Transportation & Transit (MoTT) has received the above noted referral from the Regional District of Bulkley-Nechako regarding the proposed rezoning. The Ministry has reviewed the application and has no objections to the proposal as submitted. However, please note the following comments and recommendations:

- It appears this application is outside of the 800-meter radius of a Controlled Access Highway.
 Should the proposal move forward under a zoning bylaw amendment, Ministry sign off on the bylaw will not be required.
- No storm drainage shall be directed to the MoTT drainage system. This includes, but is not limited to, collection and run-off of the internal road system.
- MoTT setback requirements are to be followed as per Section 12 of the Provincial Undertakings Regulation (here)

Restriction on placement of buildings or other structures

12 An owner, occupier or lessee of land must not, without the consent of the minister, place or cause or allow to be placed any building, trailer, mobile home or other structure within the following distance from the property line fronting on any arterial highway within a municipality or on any highway in unorganized territory:

(a)if a public lane or alley provides secondary access to the property, 3 m;

(b)in any other case, 4.5 m.

• Should the applicant be granted approval, the applicant must apply online to MoTT for an Industrial Access Permit which can be made here. A BCeID is required for the online application, which can be created here.

Ministry of Transportation & Transit

Fort George District

Mailing Address: 360-1011 Fourth Avenue Prince George, BC V2L 3H9

Telephone: (250) 565-4410 **Facsimile:** (250) 565-6065

Site Address: 360-1011 Fourth Avenue Prince George, BC V2L 3H9

Web Address: www.gov.bc.ca/tran



 The applicant should contact the Fort George District Office prior to construction to review any existing and proposed access locations and standards.

If you have any questions please feel free to contact myself at or by email at

Sincerely,

Leah Labarrere

A/ Senior Development Officer
Fort George District

SECTION 17.0 - RURAL RESOURCE ZONE (RR1)

17.0.1 Permitted Uses

- 1. <u>Principal Uses</u>
 - a) Agriculture
 - b) Cabin
 - c) Farmers' Market
 - d) Intensive Agriculture
 - e) Large Kennel
 - f) Portable Sawmill
 - g) Primitive Campground
 - h) Rural Retreat
 - i) Single Family Dwelling
 - j) Two Family Dwelling
 - k) <u>Veterinary Clinic</u>

2. Secondary Uses

a) <u>Guest Ranch</u> only on a <u>Parcel</u> where <u>Agriculture</u> or <u>Intensive Agriculture</u> is a <u>Principal Use</u>

17.0.2 <u>Density</u>

- 1. The combined maximum number of <u>Dwelling Units</u> and <u>Cabins</u> on a <u>Parcel</u> in any combination, that are not part of a <u>Rural Retreat</u>, is 4.
- 2. The combined maximum number of sites for <u>Camping Vehicles</u> or tents in a <u>Primitive Campground</u> is 10 per hectare.

17.0.3 <u>Parcel Area</u>

1. The minimum <u>Parcel</u> area that may be created by subdivision is 28 hectares (69 acres).

17.0.4 <u>Setback</u>

- 1. No <u>Structure</u> or part thereof, shall be located within 7.5 metres (24.60 feet) of any <u>Parcel Line</u>.
- 2. No <u>Building</u> or portion thereof used for <u>Intensive Agriculture</u> shall be located within:
 - a) 60 metres (196.85 feet) of a Parcel line;
 - b) 30 metres (98.42 feet) of a domestic well, spring or the <u>Natural Boundary</u> of a lake or <u>Watercourse</u>.

SECTION 22.0 - LIGHT INDUSTRIAL ZONE (M1)

22.0.1 <u>Permitted Uses</u>

- 1. Principal Uses
 - a) Aggregate Processing
 - b) Agriculture
 - c) Agricultural Feed Store
 - d) Building and Garden Supplies
 - e) Contracting
 - f) <u>Crematorium</u>
 - g) Heavy Equipment Repair and Sales
 - h) Large Kennel
 - i) <u>Light Manufacturing</u>
 - j) Light Equipment Repair and Sales
 - k) Motor Vehicle Repair
 - l) Motor Vehicle Wash
 - m) Recreational Vehicle Storage
 - n) <u>Service Station</u>
 - o) Transportation Terminal
 - p) <u>Utility</u>
 - q) Veterinary Clinic
 - r) Warehousing

2. Secondary Uses

- a) Dwelling Unit in a building containing a Principal Use
- b) Single Family Dwelling

22.0.2 <u>Density</u>

1. Not more than two <u>Dwelling Units</u> shall be located on a <u>Parcel</u>.

22.0.3 Parcel Area

1. The minimum <u>Parcel</u> area that may be created by subdivision is 1 hectare (2.47 acres).

22.0.4 <u>Parcel Coverage</u>

1. <u>Structures</u> shall not cover more than forty percent of the area of a <u>Parcel</u>.

22.0.5 <u>Setbacks</u>

1. No <u>Structure</u> or part thereof, shall be located within:

- a) 7.5 metres (24.60 feet) of any <u>Parcel Line</u> which does not abut a <u>Residential</u> <u>Zone</u>; or
- b) 15 metres (49.21 feet) of any <u>Parcel Line</u> which abuts a <u>Residential Zone</u>.

22.0.6 <u>Screening</u>

1. All industrial activity and associated materials not being displayed for retail sale shall be enclosed by a <u>Landscape Screen</u> not less than 2 metres (6.56 feet) high.



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2080, 2025

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

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

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that a ±0.68 ha portion of the following lands as shown on Schedule "A", which is incorporated in and forms part of this bylaw are rezoned from the "Rural Resource Zone (RE)" to the "Light Industrial Zone (M1)".

Section 21, Township 19, Range 5, Coast District.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that a ±16.02 ha portion of the following lands as shown on Schedule "A", which is incorporated in and forms part of this bylaw are rezoned from the "Rural Resource Zone (RE)" to the "Light Industrial Zone (M1)".

Section 22, Township 19, Range 5, Coast District.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2080, 2025".

READ A FIRST TIME this	day of2025.
READ A SECOND TIME this	s day of2025.
READ A THIRD TIME this _	day of2025.
l hereby certify that the fo Nechako Rezoning Bylaw	regoing is a true and correct copy of "Regional District of Bulkley No. 2080, 2025".
DATED AT BURNS LAKE th	is day of 2025.
Corporate Administrator	
ADOPTED this day	of
 Chairperson	 Corporate Administrator

Blue Mountain Rd **Subject Properties** Rezoned from RR1 to M1 SECTION 22, TOWNSHIP 19, RANGE SECTION 21, S COAST DISTRICT TOWNSHIP 19, RANGE S COAST DISTRICT ourteen Mile Rd Bylaw 2080: Schedule A 0 100200 400 600 M1 Area: ≈16.7 ha Regional District of Bulkley-Nechako Produced: 202S-07-29 Meters

SCHEDULE "A" BYLAW NO. 2080, 2025

A ± 0.68 ha portion of lands legally described as Section 21, Township 19, Range 5, Coast District and a ± 16.02 ha portion of the lands legally described as Section 22, Township 19, Range 5 Coast District, be rezoned from "Rural Resource Zone (RE)" to the "Light Industrial Zone (M1)".

I hereby certify that this is Schedule "A" of Bylaw No. 2080, 2025.

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Amy Wainwright, Deputy Director of Planning and Development

Date: August 14, 2025

Subject: OCP Amendment and Rezoning Application RZ RDBN-01-25

First and Second Reading for OCP Amendment Bylaw No. 2083, 2025 and

Rezoning Bylaw No. 2084, 2025

RECOMMENDATION:

(all/directors/majority)

- 1. That the Board consider and approve the consultation identified in the attached consultation checklist.
- 2. That "Regional District of Bulkley-Nechako OCP Amendment Bylaw No. 2083, 2025" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2084, 2025" be given first and second reading.
- 3. That the Public Hearing for "Regional District of Bulkley-Nechako OCP Amendment Bylaw No. 2083, 2025" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2084, 2025" be delegated to the Director or Alternate Director for Electoral Area G (Houston/Granisle Rural).

EXECUTIVE SUMMARY

This application proposes to apply an OCP designation and zoning to 845 Bymac FSR, which is owned by the District of Houston. The District is currently developing this property as a municipal recreation site. As such, staff propose to apply the Parks and Recreation (P) OCP designation and the Recreation (P2) zone to the subject property. The P2 zone is also proposed to include a text amendment to allow a campground as a principal use on this property.

The proposal adequately aligns with applicable OCP policy and staff do not foresee any notable negative impacts resulting from further consideration of the proposed bylaws.

APPLICATION SUMMARY

Name of Applicant: Regional District of Bulkley-Nechako (RDBN)

Name of Owner: District of Houston

Electoral Area: Electoral Area G (Houston/Granisle Rural)

Subject Property: 845 Bymac FSR, legally described as The West ½ of District Lot 2121,

Range 5 Coast District (PID: 015-344-444)

Property Size: Approximately 57.66 ha (~142.5 ac)

OCP Designation: Not Designated

Zoning: Not Zoned

ALR Status: Not within the ALR

Building Inspection: Not within the building inspection area.

Fire Protection: Not within the rural fire protection area.

Existing Land Use: The subject property is used for recreation. The property currently

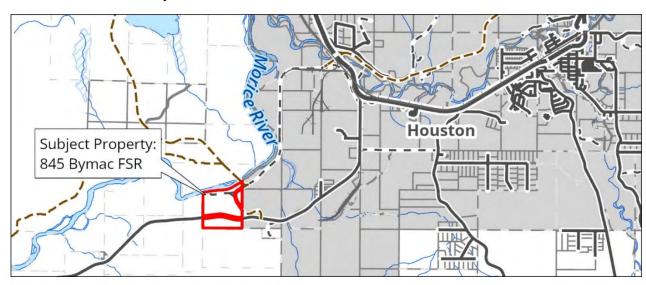
contains 11 unserviced campsites, a shelter, boat launch into the Morice

River, a day use picnic area and three outhouses.

Location: The subject property is located adjacent to the western boundary of the

District of Houston, bisected by Morice River Road, and accessed by the

Bymac and Morice-Telkwa Forest Service Roads.



Proposed Rezoning:

The RDBN is proposing to apply the Parks and Recreation (P) designation and the Recreation (P2) zone to the subject property, which currently has no OCP designation or zoning. The P2 zone is also proposed to include a text amendment that would permit a campground as a principal use. The proposed OCP designation and zoning reflect the use of the property as a municipal campground and recreation site.

Provincial records incorrectly identified the property as being within the District of Houston (DoH). As a result of this error, the property was not assigned an official community plan designation or zoning by RDBN bylaws. The



province has since confirmed that the property is within the jurisdiction of the RDBN. Therefore, planning staff have initiated this application to apply an appropriate official community plan designation and zoning.

The property is a popular recreation site containing a boat launch, eleven primitive campsites, a picnic shelter, and outhouses. The DoH has confirmed that they have an interest in expanding the campground use in the future. Planning Department staff consider this use of the property appropriate; therefore, staff support the proposed bylaw amendments.

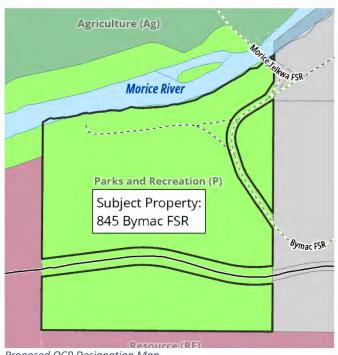
DISCUSSION

Proposed OCP Designation

Staff propose that the parcel be designated Parks and Recreation (P).

The objectives of the P designation are as follows:

- To protect lands having significant (1) recreational, cultural, archaeological and/or environmental value.
- To improve outdoor recreational (2) opportunities that enhance the liveability and tourism potential of the area.



Proposed OCP Designation Map

- To support and encourage the appropriate use of recreational amenities within the (3) Regional District in order to enhance the economy of the area.
- (4) To protect or secure public access to natural amenities and important landscape features.
- To support appropriate outdoor public recreation opportunities on provincial lands, in a (5) manner that does not unnecessarily conflict with or restrict the resource capacity of those lands.

Proposed Zoning

Staff propose that the parcel be zoned Recreation (P2). This zone allows Outdoor Recreation and Community Recreation as Principal Uses. Primitive Campgrounds and Campgrounds are permitted as Secondary Uses.

The existing Principal Use of the property is a Primitive Campground, and the DoH anticipates using the property as a Campground in the future. Therefore, planning staff propose that the Zoning Bylaw be amended to include a site-specific text amendment allowing a Campground as

a Principal Use on this property.

A Campground is defined as the use of land, Building or other Structure for the Temporary Accommodation of persons in Cabins, Camping Vehicles or tents, that does not operate for more than 200 days per year in any given year, and may include one or more of the following incidental and subordinate uses:

- common cooking facilities;
- restaurant;
- personal services;
- convenience retail store;
- the rental of small watercraft and other Proposed Zoning Map recreational equipment.



A Primitive Campground is defined as the use of land, Building or other Structure for the Temporary Accommodation of persons in Camping Vehicles or tents, that does not operate for more than 200 days per year in any given year and may include Structures for shelter, public gathering, cooking and other Accessory Use by overnight guests. A Primitive Campsite does not include any of the following:

restaurant;

- personal services;
- the retail sale of miscellaneous goods;
- the rental of small watercraft and other recreational equipment;
- camping sites with sewage, water or electrical hook-up facilities.

Staff note that the P2 zone allows up to 25 camping (recreation vehicle or tent) or cabin sites per hectare. Given the property is over 50 hectares, the theoretical limit is over 1,250 sites. The DoH and planning staff do not anticipate anywhere near this level of development; however, this application has triggered staff's consideration of the need for an amendment to the P1 and P2 zones establishing a maximum number of sites in a campground. This may be the subject of a future Board report.

Floodplain

Pursuant to RDBN Floodplain Management Bylaw No. 1878, 2020 Schedule A (Bulkley River - Quick to Houston, Drawing No. 96-10-6), a small portion of the property north of the Morice Telkwa FSR has a Flood Construction level established at 585 metres. However, the developed area and most of the property is subject to a Flood Construction Level of three metres of elevation above the Natural Boundary of the river, and a 30 metre setback. Any cabins or other buildings containing a Habitable Area must meet these regulations.

OCP Consultation

The *Local Government Act* requires local governments to consider consultation with persons, organizations and authorities it considers will be affected by an OCP amendment. Specifically, the local government must:

- (1) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and
- (2) specifically, the RDBN Board should consider if consultation is required with:
 - the board of any regional district that is adjacent to the area covered by the plan,
 - the council of any municipality that is adjacent to the area covered by the plan,
 - First Nations.
 - school district boards, greater boards and improvement district boards, and
 - the Provincial and federal governments and their agencies.

Additionally, the *Local Government Act* requires that local governments consult with the local School District regarding any amendment to an OCP. Staff recommend that the Board consider and approve the consultation outlined in the attached consultation checklist.

Referral Comments

The proposed OCP amendment and rezoning was referred to the District of Houston, the Electoral Area G Advisory Planning Commission, the Office of the Wet'suwet'en Hereditary Chiefs, School District 54 – Bulkley Valley, Skin Tyee Nation, Wet'suwet'en First Nation, and Witset First Nation. Additionally, the application was referred to the Ministry of Forests and the Ministry of Transportation and Transit.

District of Houston: No concerns

Electoral Area G Advisory Planning Commission: Recommends approval

Wet'suwet'en First Nation: No impacts identified

Ministry of Transportation and Transit: No concerns

Please see the attached referral response package for detailed comments. At the time of the writing of this report no comments had been received from the Office of the Wet'suwet'en Hereditary Chiefs, School District 54 – Bulkley Valley, Skin Tyee Nation, Witset First Nation or the Ministry of Forests.

ATTACHMENTS:

- OCP Amendment Bylaw No. 2083
- Rezoning Bylaw No. 2084
- Parks and Recreation (P) OCP Designation
- Recreation (P2) Zone
- Referral Responses

STRATEGIC PLAN ALIGNMENT:

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



Chairperson

REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2083

A Bylaw to Amend "Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011"

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

That "Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011" be amended such that these lands be designated as "Parks and Recreation (P)":

The West ½ of District Lot 2121, Range 5 Coast District as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Houston, Topley, Granisle Rural Official Community Plan Amendment

Bylaw No. 2083, 2025".

READ A FIRST TIME this _____ day of ____

READ A SECOND TIME this ____ day of ____

PUBLIC HEARING HELD this ____ day of ____

READ A THIRD TIME this ____ day of ____

I hereby certify that the foregoing is a true and correct copy of "Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 2083, 2025".

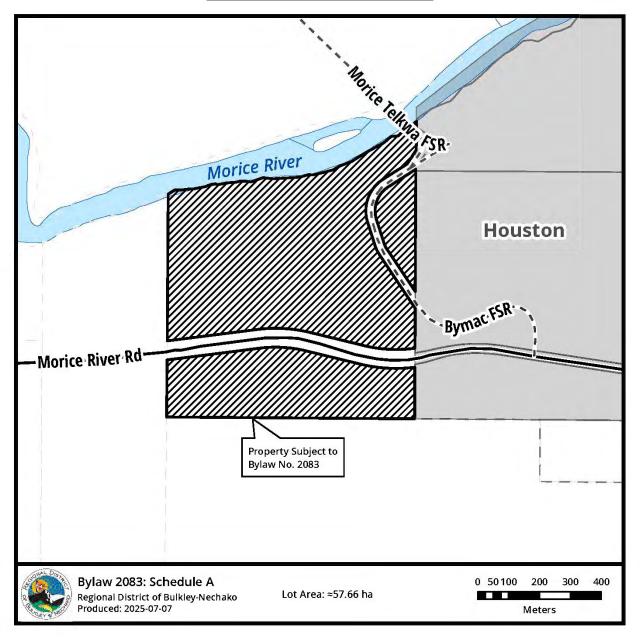
DATED AT BURNS LAKE this ____ day of ____

Corporate Administrator

ADOPTED this ____ day of ____

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2083



The lands legally described as The West ½ of District Lot 2121, Range 5 Coast District, be designated as "Park and Recreation (P)".

I hereby certify that this is Schedule "A" of Bylaw No. 2083, 2025.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2084

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

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

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

The West ½ of District Lot 2121, Range 5 Coast District as shown on Schedule "A", which is incorporated in and forms part of this bylaw; and

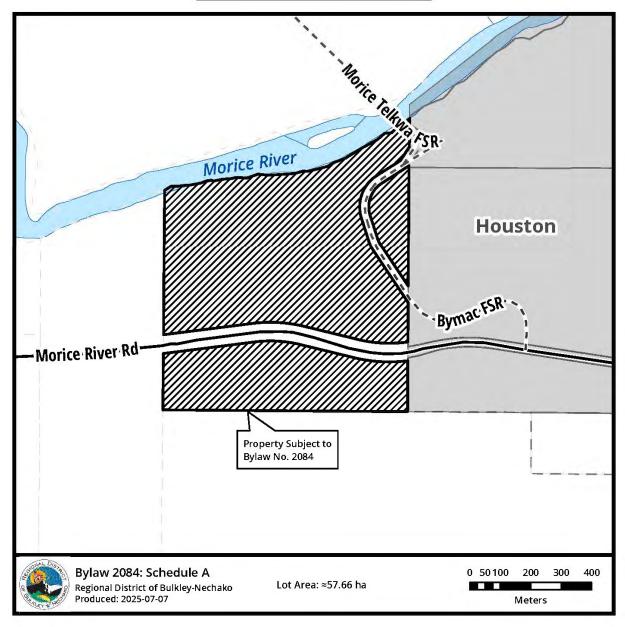
That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the following be added to the list of Permitted Uses for the Recreation (P2) Zone in Section 26.0.1 (1) Principal Uses:

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2084, 2025".

"Campground only on the parcel legally described as the West $\frac{1}{2}$ of District Lot 2121, Range 5 Coast District."

		orporate Admin	 istrator
ADOPTED this _	day of		
Corporate Admini	strator		
DATED AT BURN	IS LAKE this _	day of	
I hereby certify the Nechako Rezonin	•	•	correct copy of "Regional District of Bulkley-
READ A THIRD T	TIME this	_day of	
PUBLIC HEARIN	G HELD this _	day of	
READ A SECONI	O TIME this	day of	<u> </u>
READ A FIRST T	IME this	_day of	

SCHEDULE "A" BYLAW NO. 2084



The lands legally described as The West $\frac{1}{2}$ of District Lot 2121, Range 5 Coast District, be zoned the "Recreation Zone (P2)".

I hereby certify that this is Schedule "A" of Bylaw No. 2084, 2025.

Corporate Administrator

3.6 Civic Institutional (CI) Designation

The Civic Institutional designation is intended to provide a range of public, government, and community related uses within the Plan area. Such uses may include schools, fire halls, community halls and churches.

3.6.1 Objective

(1) To provide for the establishment of public facilities when necessary.

3.6.2 Policies

- (1) Rural fire halls are acceptable in any designation, subject to zoning.
- (2) The Regional District will cooperate with the local school district in planning for educational facilities. This will include:
 - (a) assessing the demand for new facilities by considering residential development activities and proposals; and,
 - (b) selecting appropriate sites for schools.
- (2) The Regional Board will permit additional Civic Institutional uses by way of rezoning, without the requirement for an OCP amendment subject to the following criteria:
 - (a) there is a demonstrated need for the proposed service;
 - (b) the proposed civic institutional use will not create an amount of traffic that will have an unacceptable negative impact on the rural character of the area;
 - (c) the proposed civic institutional development will minimize negative impacts on the environment;
 - (d) the proposed civic institutional use will not have an unacceptable negative impact on the neighbouring land uses or property owners; and,
 - (e) the proposed civic institutional use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).

3.7 Parks and Recreation (P) Designation

The economic and social benefits of outdoor recreation and public access to natural amenities are recognized. Lands throughout the Plan area have been designated in an effort to protect areas having significant recreational, cultural, archaeological or environmental attributes. While parks and recreation uses are permitted throughout the Plan area this designation may be used in the future to designate additional areas for parks and recreation purposes.

3.7.1 Objectives

- (1) To protect lands having significant recreational, cultural, archaeological and/or environmental value.
- (2) To improve outdoor recreational opportunities that enhance the liveability and tourism potential of the area.
- (3) To support and encourage the appropriate use of recreational amenities within the Regional District in order to enhance the economy of the area.
- (4) To protect or secure public access to natural amenities and important landscape features.
- (5) To support appropriate outdoor public recreation opportunities on provincial lands, in a manner that does not unnecessarily conflict with or restrict the resource capacity of those lands.

3.7.2 Policies

- (1) Provincial parks are recognized as important attributes of the Plan area and are designated as Parks and Recreation (P) on the Land Use Designation Map (Schedule "B").
- (2) Crown Land parcels used for parks and recreation purposes will not be subject to a minimum parcel size and may be considered throughout the plan area in any designation.
- (3) The Regional Board supports the preservation of existing, and identification of new public recreation sites and access points along area lakes and rivers.
- (4) Parks for passive recreation, playgrounds, protection of wildlife habitat or environmentally sensitive areas may be considered throughout the plan area in any designation.
- (5) The Parks and Recreation designation is intended to apply to select high value wildlife habitat and/or recreational areas.

(6) The China Nose Trail, Houston Palisades Trail, Morice Mountain Nordic Ski Club trail network and the Houston Snowmobile Club trails are recognized as having high recreation values.

3.8 Resource (RE) Designation

The Resource Designation is characterized by a lack of settlement and by extensive resource management potential. It is the intent of this designation to protect the resource values of the designated area and to minimize resource conflicts among recreation, grazing, mining and wildlife with other uses by discouraging settlement on Resource designated lands. These lands are also valued for their environmental attributes and as wildlife habitats.

3.8.1 Objectives

- (1) To preserve lands within the Plan area for forestry, agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, trapping, wilderness oriented recreation and necessary institutional, public, utility or transportation services.
- (2) To support the Province in their role to ensure sound sustainable resource management within the Resource (RE) designation.

3.8.2 Policies

- (1) Only residential uses, and uses directly associated with agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, wilderness oriented recreation, and necessary institutional, public, utility or transportation services use will be supported in the Resource (RE) designation, subject to Section 3.3.2(6).
- (2) A very limited amount of low density residential use may be permitted within this designation, where appropriate.
- (3) The minimum parcel size within the Resource (RE) designation shall be 8 hectares (19.77 acres). Rezoning applications to allow increased residential density shall not be supported if the proposed development can be expected to:
 - (a) lead to a conflict with, or otherwise negatively impact forestry, agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, trapping, or wilderness oriented recreation;
 - (b) unnecessarily increase community greenhouse gas emissions;
 - (c) or, provide increased demand for provision of Regional District service into a new or remote area.

SECTION 26.0 - RECREATION ZONE (P2)

26.0.1 Permitted Uses

- 1. <u>Principal Uses</u>
 - a) Clubhouse
 - b) Community Recreation
 - c) Outdoor Recreation
- 2. Secondary Uses
 - a) Agriculture
 - b) <u>Campground</u>
 - c) Convenience Retail Store
 - d) <u>Dwelling Unit</u> in a building containing a <u>Principal Use</u>
 - e) Farmers' Market
 - f) Primitive Campground
 - g) Restaurant
 - h) Single Family Dwelling

26.0.2 <u>Density</u>

- 1. Not more than two Dwelling Units (that are not Cabins) shall be located on a Parcel.
- 2. The combined maximum number of sites for <u>Cabins</u>, <u>Camping Vehicles</u> or tents in a <u>Campground</u> or <u>Primitive Campground</u> is 25 per hectare.

26.0.3 Parcel Area

- 1. The minimum Parcel area that may be created by subdivision is as follows:
 - a) 350 square metres (3,767 square feet) if a <u>Community Sewer System</u> serves the <u>Parcel</u>; or
 - b) 1 hectare (2.47 acres) if the <u>Parcel</u> is not served by a <u>Community Sewer System</u>.

26.0.4 <u>Setback</u>

- 1. No <u>Structure</u> or part thereof, shall be located within:
 - a) 7.5 metres (24.60 feet) of the Front Parcel Line;
 - b) 2 metres (6.56 feet) from any other Parcel Line which does not abut a Highway;
 - c) 4.5 metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Lane</u> or <u>Highway</u>.

From: Deneve Vanderwolf
To: Rowan Nagel

Subject: FW: Referral Documents - RDBN-01-25

Date: March 17, 2025 7:39:37 AM

From: District CAO <cao@houston.ca>

Sent: March 14, 2025 4:41 PM

To: Deneve Vanderwolf <deneve.vanderwolf@rdbn.bc.ca>; District CAO <cao@houston.ca>

Cc: Amy Wainwright <amy.wainwright@houston.ca> **Subject:** RE: Referral Documents - RDBN-01-25

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

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

Hi Deneve,

No concerns.

Thank you.

Ryan Nitchie
Chief Administrative Officer



District of HoustonPhone: 250-845-2238 | Fax: 250-845-3429

Ext.232 3367-12th Street | PO Box 370 | Houston, BC

V0J 1Z0

cao@houston.ca | www.houston.ca



I respectfully acknowledge that I live and work on the traditional and unceded territory of the Wet'suwet'en people and the traditional keepers of their land.

Do you really need to print this email? Think green!

The information transmitted herein is confidential and may contain privileged information. It is intended solely for the person or entity to which it is addressed. Any review, retransmission, dissemination, taking of any action in reliance upon, or other use of this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please notify the sender and delete or destroy all digital and printed copies.

From: Deneve Vanderwolf <deneve.vanderwolf@rdbn.bc.ca>

Sent: March 12, 2025 7:24 AM **To:** District CAO < cao@houston.ca>

Cc: Amy Wainwright <amy.wainwright@houston.ca>

Subject: Referral Documents - RDBN-01-25

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

Hi Ryan

You are requested to comment on the attached referral for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

Please let the planning department know if you have any questions.

Kind regards, Deneve Vanderwolf Planning Technician/Regional Transit Coordinator

Regional District of Bulkley-Nechako

37 3rd Avenue | PO Box 820, Burns Lake BC V0J 1E0 Office Phone: 250-692-3195 | 1-800-320-3339

This message is intended for the addressee(s) named and is confidential. The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation.

Advisory Planning Commission Meeting Minutes

Electoral Area G	Meeting Date: April 8, 7:00 pm	Meeting Location: Zoom				
Attendance						
APC Members		Electoral Area Director				
⊠ Mary Robinson		☑ Director Chris Newell (arrived at 7:12 pm due to				
⊠ Tom Euverman		technical difficulties).				
⊠ Dennis Tait		Other Attendees				
		☑ Danielle Patterson, Senior Planner (notetaker)				
		☑ Rowan Nagel, GIS/Planning Technician				
Chairperson: Mary R	obinson	Secretary: Dennis Tait				
Call to Order: 7:02 pr	m					

Additions to the Agenda

Appointment of Secretary

- Tom Euverman motioned to appoint Dennis Tait as Secretary. Seconded by Mary Robinson.
- Discussion: Danielle Patterson stated staff can assist with notetaking at meetings and the Secretary is responsible for the Secretary duties.
- M. Robinson: All in favour? Yes. Carried.

Official Community Plan Update

- D. Patterson provided a brief update:
 - o The Board approved work on the Area G OCP and a work plan.
 - o Estimated to take 12-18 months.
 - o Parks and Planning Coordinator to arrange in-person meetings with APC.

Application RZ G-01-25

- T. Euverman motioned that a recommendation be made to the Board to approve the application. Seconded by M. Robinson. All were in favour? Yes. Carried.

Application RDBN 01-25

- General discussion held. APC members asked setbacks and elevation questions. Rowan Nagel provided information/screen shared map imagery.
- R. Nagel stated without zoning in place, the current uses are allowed.
- D. Patterson answered questions about referral processes.
- D. Tait asked how the property was mistaken for DoH land. R. Nagel clarified there was a
 jurisdiction roll coding error, likely caused by the DoH owning the property. It is now corrected.

M. Robinson motioned to recommend the Board approve the proposal. Seconded by D. Tait. M. Robinson: All in favour? Yes. Carried.

|--|--|--|

From: Deneve Vanderwolf
To: Rowan Nagel

Subject: Fwd: Referral Documents Rezoning Application G-01-25

Date: April 17, 2025 12:16:51 PM

Attachments: <u>image.pnq</u>

2025 687 Response Letter.pdf

Deneve

Begin forwarded message:

From: wfnreferralsupport < wfnreferralsupport@merakiresources.com >

Date: April 17, 2025 at 10:56:32 AM MDT

To: Deneve Vanderwolf deneve.vanderwolf@rdbn.bc.ca

Subject: Re: FW: Referral Documents Rezoning Application G-01-25

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

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Secured by Check Point

Hello Deneve,

Please see the attached response letter from Wet'suwet'en First Nation.

Thank you,

Virginia Spence, RFT

Referrals Coordinator

wfnreferralsupport@merakiresources.com

vspence@merakiresources.com

merakiresources.com

From: Maureen Luggi

Sent:

To: deneve.vanderwolf@rdbn.ca

Cc: Jade Irwin; wfnreferralsupport

Subject: Re: FW: Referral Documents Rezoning Application G-01-25

Deneve

Thank you for your email. Please send emails of this nature to wfnreferralsupport@merakiresources.com

Thank you.

From: Jade Irwin <gm@wetsuweten.net>

Sent: March 20, 2025 8:24 AM

To: Maureen Luggi <chief@wetsuweten.net>

Subject: FW: Referral Documents Rezoning Application G-01-25

From: Deneve Vanderwolf < deneve.vanderwolf@rdbn.bc.ca>

Sent: March 20, 2025 8:20 AM

To: Jade Irwin <<u>gm@wetsuweten.net</u>>

Subject: Referral Documents Rezoning Application G-01-25

Good morning

Please find attached the referral documents for rezoning application G-01-25.

Kind regards, Deneve Vanderwolf

Planning Technician/Regional Transit Coordinator

Regional District of Bulkley-Nechako

37 3rd Avenue | PO Box 820, Burns Lake BC V0J 1E0 Office Phone: 250-692-3195 | 1-800-320-3339

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Phone: (250) 698-7307 | Fax: (250) 698-7480

Email: chief@wetsutweten.net

April 16, 2025

Regional District of Bulkley Nechako Via electronic mail to: danielle.patterson@rdbn.ca
37 3rd Ave.
PO Box 820
Burns Lake, BC V0J 1E0

Attn: Danielle Patterson, Senior Planner

Dear Danielle Patterson:

Re: RDBN Zoning Amendment Application RZ G-01-25.

With respect to the above project, although our review has been constrained by time and insufficient technical resources, the Wet'suwet'en First Nation has not identified any unacceptable impacts that the development as presented would have on our Indigenous rights and title.

Please contact us if you have any questions.

Respectfully, WET'SUWET'EN FIRST NATION

MAUREEN LUGGI Chief From: RDBN Planning

To: Rowan Nagel; Danielle Patterson
Subject: FW: Zoning Bylaw Application 2025-01261

Date: March 24, 2025 11:14:02 AM

From: Hardy, Connie MOTI:EX < Connie. Hardy@gov.bc.ca>

Sent: March 24, 2025 10:26 AM

To: RDBN Planning <planning@rdbn.bc.ca> **Subject:** Zoning Bylaw Application 2025-01261

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

Good day,

Ministry of Transportation and Transit has no concerns with Zoning Bylaw Application 2025-01261.

Please return after third reading for signature.

Regards,

Connie Hardy

Development Officer Ministry of Transportation and Transit Bulkley Stikine District 250-876-6812



Current Road Conditions: <u>DriveBC.ca</u> Find Us Online: <u>TranBC.ca</u>



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Danielle Patterson, Senior Planner

Date: August 14, 2025

Subject: Rezoning Application RZ G-01-25

Third Reading for Rezoning Bylaw No. 2075, 2025

Electoral Area G (Houston/Granisle Rural)

RECOMMENDATION:

(all/directors/majority)

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025" receive third reading.

EXECUTIVE SUMMARY

The Topley Volunteer Fire Society (DBA Topley Volunteer Fire Department) submitted a rezoning application to request the removal of the General Commercial Zone (C1) from a portion of the subject property and to request a text amendment to permit Emergency and Health Service use on the subject property. The purpose of the application is to allow the property to be used for TVFD training space and equipment storage. The lands are owned by the Province and the TVFD has a 20-year lease agreement along with an approved management plan with the Province for the proposed use.

The proposal aligns with Houston, Topley, Granisle Rural Official Community Plan, Bylaw No. 1622, 2011 and is supported by the RDBN Regional Fire Chief. The location of the parcel across from the existing fire hall and near Highway 16 provides strategic emergency service access in Topley while also ensuring the parcel remains zoned for a range of Tourist Commercial uses in the future. Given this, planning staff anticipate the rezoning would provide a net benefit to the community of Topley. Planning staff recommend Bylaw No. 2075, 2025 receive third reading.

Pursuant to Section 52(3)(a) of the *Transportation Act*, the proposed bylaw requires approval from the Ministry of Transportation and Transit after third reading and prior to adoption as the property is within 800 m of a controlled access intersection on Highway 16. Pursuant to the *Environmental Management Act*'s *Contaminated Sites Regulation* the proposed bylaw requires an approved certification document or release notice prior to adoption.

APPLICATION SUMMARY

Name of Agent / Owner: Glenn Kelly, Agent, Topley Fire Protection Society (DBA Topley

Volunteer Fire Department) / Province of BC (owner)

Electoral Area: Electoral Area G (Houston/Granisle Rural)

Subject Properties: 14523 & 14587 Sunset Lake Road, legally described as Lot 7,

District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans

5222 and 8353 (PID 004-678-524)

Property Size: Approximately 3.15 ha (7.78 ac)

OCP Designation: 14523 Sunset Lake Road: Civic/Institutional (CI) pursuant to

"Houston, Topley, Granisle Rural Official Community Plan, Bylaw

No. 1622, 2011" (the OCP)

All other lands on parcel: Commercial (C)

Zoning: 14523 Sunset Lake Road: Civic/Institutional Zone (P1) pursuant

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

2020" (the Zoning Bylaw)

14587 Sunset Lake Road: General Commercial Zone (C1) **All other lands on parcel:** Tourist Commercial Zone (C3)

Existing Land Uses: Fire equipment storage (14523 Sunset Lake Road only)

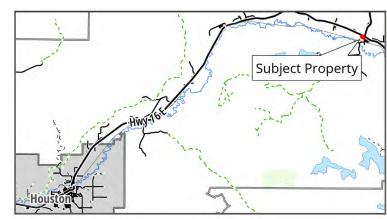
Location: Approximately 20 km northeast of the District of Houston at the

intersection of Sunset Lake Road and Highway 16 in Topley. The existing Topley Fire Hall is located at 21628 Topley Post Office Road, directly across the highway from the subject property.

Proposal

The Topley Volunteer Fire Department (TVFD) is requesting to rezone the subject property as follows.

 Rezone an approximately 1,000 m² portion of the property from General Commercial Zone (C1) to Tourist Commercial Zone (C3).



• Add text amendments to the C3 Zone and the Civic/Institutional Zone (P1) to permit Emergency and Health Service use only on the subject property.

The purpose of the rezoning is to allow TVFD training space and equipment storage on the subject property. According to the applicant, the existing Topley Fire Hall has size limitations, resulting in a need for these uses. The old Topley Fire Hall building on the subject property was

built in 1995 and the 297.3 m^2 quonset hut was built in 1975. The TVFD wants to use the buildings for storage and the open area for training.

The subject property currently has three zones: the General Commercial (C1) Zone (shown in yellow), the Tourist Commercial (C3) Zone (shown in orange), and the Civic/Instutional (P1) Zone (shown in dark green). Given that these three zones do not permit Emergency and Health Service use, the TVFD has submitted this rezoning application.

DISCUSSION

The TVFD has a 20-year lease agreement with the province and an approved management plan for fire department storage space and training. The TVFD's lease agreement with the Province does not allow the TVFD to build new structures.

Official Community Plan (OCP)

Approximately 97 per cent of the subject property is designated Commercial (C) Under the OCP, and approximately three per cent (the old Topley Fire Hall site) is designated Civic/Institutional (CI). The OCP allows fire halls in all designations.

Section 2.3.1 of the OCP also contains the following Topley-specific goals.

"Topley has the following goals that are in addition to the general plan goals.

(1) To provide appropriate opportunities for local employment within the community.



Existing Zoning



- (2) To encourage the establishment of local service businesses in the community.
- (3) To improve the aesthetic appearance of the community."

Existing and Proposed Zoning

Currently the subject property has three zones, described as follows (see Attachments for Zone text).

- Approximately 94 per cent of the property is zoned Tourist Commercial (C3).
- Approximately three per cent of the property is zoned Civic/Institutional (P1) (the old fire hall site at 14523 Sunset Lake Rd).
- Approximately three per cent of the property is zoned General Commercial (C1) (the Quonset hut site at 14587 Sunset Lake Rd).

The applicant is requesting to remove the C1 zone that covers three per cent of the parcel and replace it with the C3 Zone, so the property would have two zones instead of three. Additionally, the applicant is requesting text amendments to the C3 and P1 Zones to permit Emergency and Health Service use on the subject property.

Requested Zoning Rural General Commercial (C1) Subject Property Special Givic Institutional (P1) Ideaty Industrial (M2) Country Residential (R5)

Historic Zoning and Land Uses

When the old Topley Fire Hall was built in 1995, the subject property was zoned Light Industrial (M1). In 1996 it was rezoned to its current C1, C3, and P1 zoning configuration for a propsed campground, thrift store and the old fire hall. At that time, the P1 Zone permitted fire halls pursuant to repealed Zoning Bylaw No. 700, 1993.

When Zoning Bylaw No. 700 was replaced with Zoning Bylaw No. 1800 in 2020, fire halls were removed from the P1 Zone.

Staff Comments

The location of the parcel across from the existing fire hall and near Highway 16 provides strategic emergency service access in Topley while also ensuring the parcel remains zoned for a range of Tourist Commercial uses in the future. Given this, planning staff anticipate the rezoning would provide a net benefit to the community of Topley. Planning staff recommend Bylaw No. 2075, 2025 receive third reading.

Site Contamination – Release and Ministry of Transportation and Transit

The subject property has a history of automotive salvage and wreckage use. Under the *Environmental Management Act's Contaminated Sites Regulation* automotive salvage and wreckage uses are listed as Schedule 2 uses (contaminated sites). As required pursuant to the *Contaminated Site Regulation*, a Site Disclosure Statement was submitted to the Ministry of Environment and Parks (MoEP) and the Ministry has confirmed that the the proposed bylaw requires an approved certification document or release notice prior to adoption.

Pursuant to Section 52(3)(a) of the *Transportation Act*, the proposed bylaw requires approval from the Ministry of Transportation and Transit after third reading and prior to adoption as the property is within 800 m of a controlled access intersection on Highway 16.

REFERRAL RESPONSES

A letter Chief Maureen Luggi of **Wet'suwet'en First Nation** dated April 16, 2025 states, "Wet'suwet'en First Nation has not identified any unacceptable impacts that the development as presented would have on our Indigenous rights and title" (see Attachments for letter).

The **District of Houston** stated they have no concerns.

The **Ministry of Transportation and Transit (MoTT)** stated via email, "The Ministry sees no impact to our infrastructure. Pursuant to section 52(3)(a) of the Transportation Act, the Ministry of Transportation and Infrastructure is prepared to endorse the Bylaw after its third reading". In previous communications, MoTT confirmed the proposed use requires the TVFD to apply for a highway access permit.

At their April 8, 2025 meeting, the **Electoral Area G Advisory Planning Commission** unanimously supported the proposal.

The **RDBN Regional Fire Chief** is supportive of this proposal.

No referral responses were received from Witset First Nation, the Office of the Wet'suwet'en or the Village of Granisle at the time of the writing of this report.

PUBLIC HEARING

The Public Hearing for Bylaw No. 2075, 2025 was held on Tuesday, July 29, 2025. No written submissions were received, and one member of the public was in attendance. The Report of the Public Hearing will be provided to the Board on the supplemental agenda for consideration.

ATTACHMENTS:

- Bylaw No. 2075
- Site Visit Photos
- Letter dated April 16, 2025 from Chief Maureen Luggi, Wet'suwet'en First Nation
- Area G APC meeting minutes
- C1, C3 and P1 Zones with proposed application zoning amendments

STRATEGIC PLAN ALIGNMENT:

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

4. Community and Economic Sustainability



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2075

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

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

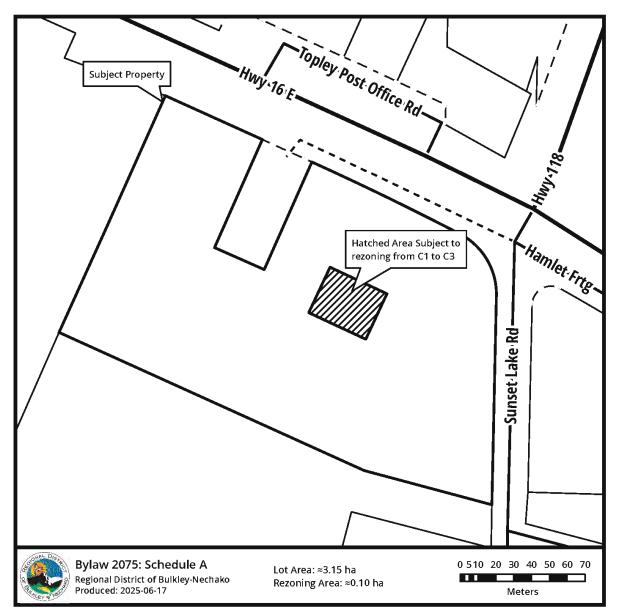
- 1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the portion of the following lands zoned "General Commercial Zone (C1)" be rezoned to the "Tourist Commercial Zone (C3)".
 - Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.
- 2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended by adding the following to Section 20.0.1.1. Permitted Uses in the "Tourist Commercial Zone (C3)":
 - "h) Emergency and Health Service only on the Parcel legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353".
- 3. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended by adding the following to Section 25.0.1.1. Permitted Uses in the "Civic/Institutional Zone (P1)":
 - "g) Emergency and Health Service only on the Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353".

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025".

READ A FIRST TIME this 10 th day of July 2025.
READ A SECOND TIME this 10 th day of July 2025.
PUBLIC HEARING HELD this 29 th day of July 2025.
READ A THIRD TIME this day of 2025.
I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley Nechako Rezoning Bylaw No. 2075, 2025".
DATED AT BURNS LAKE this day of 2025.
Corporate Administrator

Approved pursuant to section 52	2(3)(a) of the <i>Transportation Act</i>
this day of	, 20
for Minister of Transportation &	Transit
ADOPTED this da	av of .
	· · · · · · · · · · · · · · · · · · ·
Chairperson	Corporate Administrator

SCHEDULE "A" BYLAW NO. 2075



The portion of the lands legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353, be rezoned from "General Commercial Zone (C1)" to the "Tourist Commercial Zone (C3)".

I hereby certify that this is Schedule "A" of Bylaw No. 2075, 2025.

Corporate Administrator

Site Visit Photos of 14523 & 14587 Sunset Lake Road for RZ G-01-25 (February 12, 2025)

Photo #1: View of old Topley Fire Hall buildings (pre-2016) from Sunset Lake Rd.



Photo #2: View of old Topley Fire hall buildings, looking east with existing tree buffer with abutting parcel.



Photo #3: Side profile of old Topley Fire Hall buildings, looking south at existing tree buffer with abutting parcel.



Photo #4: View of Quonset hut looking west at existing tree buffer with abutting parcel.



Site Visit Photos of 14523 & 14587 Sunset Lake Road for RZ G-01-25 (February 12, 2025)

Photo #5: View of Quonset hut looking southwest at existing tree buffer with abutting parcel.



Photo #7: View of existing tree buffer looking northnorthwest (abutting parcel and Highway 16). Topley Fire Hall visible in right-hand corner.



Photo #6: View of existing tree buffer looking northwest (abutting parcel and Highway 16)



Photo #8: View looking north at existing thick tree buffer from abutting parcel (eat side of subject property, near Old Fire Hall buildings).





Phone: (250) 698-7307 | Fax: (250) 698-7480

Email: chief@wetsutweten.net

April 16, 2025

Regional District of Bulkley Nechako Via electronic mail to: danielle.patterson@rdbn.ca
37 3rd Ave.
PO Box 820
Burns Lake, BC VOJ 1E0

Attn: Danielle Patterson, Senior Planner

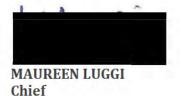
Dear Danielle Patterson:

Re: RDBN Zoning Amendment Application RZ G-01-25.

With respect to the above project, although our review has been constrained by time and insufficient technical resources, the Wet'suwet'en First Nation has not identified any unacceptable impacts that the development as presented would have on our Indigenous rights and title.

Please contact us if you have any questions.

Respectfully, WET'SUWET'EN FIRST NATION



Advisory Planning Commission Meeting Minutes

Electoral Area G	Meeting Date: April 8, 7:00 pm	Meeting Location: Zoom	
Attendance			
APC Members		<u>Electoral Area Director</u>	
⊠ Mary Robinson		☑ Director Chris Newell (arrived at 7:12 pm due to	
☑ Tom Euverman		technical difficulties).	
☑ Dennis Tait		Other Attendees	
		☑ Danielle Patterson, Senior Planner (notetaker)	
		☑ Rowan Nagel, GIS/Planning Technician	
Chairperson: Mary R	obinson	Secretary: Dennis Tait	
Call to Order: 7:02 pr	m		

Additions to the Agenda

Appointment of Secretary

- Tom Euverman motioned to appoint Dennis Tait as Secretary. Seconded by Mary Robinson.
- Discussion: Danielle Patterson stated staff can assist with notetaking at meetings and the Secretary is responsible for the Secretary duties.
- M. Robinson: All in favour? Yes. Carried.

Official Community Plan Update

- D. Patterson provided a brief update:
 - o The Board approved work on the Area G OCP and a work plan.
 - Estimated to take 12-18 months.
 - o Parks and Planning Coordinator to arrange in-person meetings with APC.

Application RZ G-01-25

- T. Euverman motioned that a recommendation be made to the Board to approve the application. Seconded by M. Robinson. All were in favour? Yes. Carried.

Application RDBN 01-25

- General discussion held. APC members asked setbacks and elevation questions. Rowan Nagel provided information/screen shared map imagery.
- R. Nagel stated without zoning in place, the current uses are allowed.
- D. Patterson answered questions about referral processes.
- D. Tait asked how the property was mistaken for DoH land. R. Nagel clarified there was a
 jurisdiction roll coding error, likely caused by the DoH owning the property. It is now corrected.

M. Robinson motioned to recommend the Board approve the proposal. Seconded by D. Tait. M. Robinson: All in favour? Yes. Carried.

-

REGIONAL DISTRICT OF BULKLEY-NECHAKO ZONING BYLAW NO. 1800, 2020

Proposal: to remove this zone from the subject property (covers ~ 3% of the subject property)

SECTION 18.0 - GENERAL COMMERCIAL ZONE (C1)

18.0.1 <u>Permitted Uses</u>

- 1. Principal Uses
 - a) Agricultural Feed Store
 - b) <u>Clubhouse</u>
 - c) Community Recreation
 - d) Convenience Retail Store
 - e) <u>Farmers' Market</u>
 - f) Hotel
 - g) Licensed Establishment
 - h) <u>Light Equipment Repair and Sales</u>
 - i) Office
 - j) <u>Personal Service</u>
 - k) Restaurant
 - l) Retail Store
 - m) Service Station
 - n) Veterinary Clinic
- 2. Secondary Uses
 - a. <u>Dwelling Unit</u> in a building containing a <u>Principal Use</u>

18.0.2 <u>Density</u>

1. Not more than one <u>Dwelling Unit</u> shall be located on a <u>Parcel</u>.

18.0.3 <u>Parcel Area</u>

1. The minimum <u>Parcel</u> area that may be created by subdivision is 2,000 square metres (21,529 square feet).

18.0.4 <u>Parcel Coverage</u>

1. <u>Structures</u> shall not cover more than forty percent of the area of a <u>Parcel</u> not served by a <u>Community Sewer System</u>.

18.0.5 <u>Setback</u>

- 1. No Structure or part thereof, shall be located within the setback prescribed below:
 - a) 6 metres (19.68 feet) from the Rear Parcel Line;
 - b) 3 metres (9.84 feet) from the Parcel Line which abuts a Lane;
 - c) Where there is no developed rear <u>Lane</u> 5 metres (16.4 feet) from one <u>Side</u> <u>Parcel Line</u>;
 - d) where the <u>Parcel</u> abuts a <u>Residential Zone</u>, 6 metres (19.68 feet) from that Parcel Line;
 - e) 4.5 metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Highway</u>.

SECTION 20.0 - TOURIST COMMERCIAL ZONE (C3)

20.0.1 **Permitted Uses**

- 1. Principal Uses
 - a) Campground
 - b) Hotel
 - c) Marina
 - d) Outdoor Recreation
 - e) Primitive Campground
 - f) Restaurant
 - g) Single Family Dwelling
 - h) Proposal to add text stating "Emergency and Health Service Use is permitted on on the Parcel legally described as legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353."
- 2. Secondary Uses
 - a) Convenience Retail Store
 - b) Licensed Establishment
 - Recreational Vehicle Storage
- 20.0.2
 - 1. The combined maximum number of <u>Sleeping Units</u> in a <u>Hotel</u>, and sites for <u>Cabins</u>, Camping Vehicles and tents in a Campground or Primitive Campground is 25 per hectare.
 - 2. Not more than one Single Family Dwelling shall be located on a Parcel.

20.0.3 Parcel Area

1. The minimum Parcel area that may be created by subdivision is 1 hectare (2.47) acres).

20.0.4 Setback

1. No Structure or part thereof, shall be located within 7.5 metres (24.60 feet) of a Parcel Line.

SECTION 25.0 - CIVIC/INSTITUTIONAL ZONE (P1)

25.0.1 <u>Permitted Uses</u>

- 1. Principal Uses
 - a) Clubhouse
 - b) Community Care Facility
 - c) Community Recreation
 - d) Farmers' Market
 - e) Institutional
 - f) Utility
 - g) Proposal to add text stating "Emergency and Health Service Use is permitted on on the Parcel legally described as legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353."
- 2. Secondary Uses
 - a) Dwelling Unit in a building containing a Principal Use
 - b) Single Family Dwelling
 - c) <u>Primitive Campground</u> only in association with activities or events occurring on a <u>Parcel</u> where <u>Clubhouse</u> or <u>Community Recreation</u> is a <u>Principal Use</u>.

25.0.2 <u>Density</u>

1. Not more than two Dwelling Units shall be located on a Parcel.

25.0.3 Parcel Area

The minimum Parcel area that may be created by subdivision is as follows:

- 1. 350 square metres (3,767 square feet) if a <u>Community Sewer System</u> serves the <u>Parcel</u>; or
- 2. 1 hectare (2.47 acres) if the <u>Parcel</u> is not served by a <u>Community Sewer System</u>.

25.0.4 <u>Parcel Coverage</u>

1. <u>Structures</u> shall not cover more than forty percent of the area of a <u>Parcel</u> not served by a <u>Community Sewer System</u>.

25.0.5 <u>Setback</u>

- 1. No Structure or part thereof, shall be located within:
 - a) 7.5 metres (24.60 feet) of the Front Parcel Line;
 - b) 2 metres (6.56 feet) from any other Parcel Line which does not abut a Highway;
 - c) 4.5 metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Lane</u> or <u>Highway</u>.



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Cameron Kral, Planner

Date: August 14, 2025

Subject: Rezoning Application RZ F-02-25

Adoption for Rezoning Bylaw No. 2077, 2025

Electoral Area F (Vanderhoof Rural)

RECOMMENDATION:

(all/directors/majority)

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025" be adopted.

APPLICATION SUMMARY

Name of Agent / Owner: Albert Koehler, Vector Geomatics Land Surveying Ltd. (Agent)

Brian Dwain Funk (Owner)

Electoral Area: Electoral Area F (Vanderhoof Rural)

Subject Property: 6900 and 7000 Teichroeb Road, legally described as Lot A, Section

13, Township 2, Range 4, Coast District, Plan PRP44514 (PID 024-

589-586)

Property Size: ≈16.27 ha (40.20 ac)

OCP Designation: Agriculture (AG) Designation and Industry (I) Designation in

"Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021

(the OCP)

Zoning: Agricultural Zone (Ag1) and Agricultural Industry Zone (M3) in

"Regional District of Bulkley-Nechako Zoning Bylaw No. 1800,

2020" (the Zoning Bylaw)

Building Inspection Within the Building Inspection area

Fire Protection Not within a Fire Protection area

Existing Land Uses: Abattoir, Agriculture and

Residential

Location: Teichroeb Road off Highway 16,

approximately 3.5 km south of the

District of Vanderhoof



DISCUSSION

This application requests to rezone an approximately 10.3 ha portion of the subject property from the Agricultural Zone (Ag1) to the Large Holdings Zone (H2), and an approximately 0.19 ha portion from the Ag1 Zone to the Agricultural Industry Zone (M3). The purpose of this application is to facilitate the future subdivision of the property into two parcels to separate the applicant's abattoir from their residence so the abattoir may be sold (see Attachments for more details).

In staff's opinion, the applicant's desired subdivision and proposed rezoning are consistent with the OCP, and the Agricultural Land Commission (ALC) has stated the subdivision boundary proposed in this application is in substantial compliance with the ALC's subdivision approval. No negative impacts are anticipated from the proposal.

The Board gave Rezoning Bylaw No. 2077, 2025 third reading at the July 10, 2025 Board meeting and adoption was withheld until the Bylaw received approval from the Ministry of Transportation and Transit (MoTT). The Bylaw has now been approved by the MoTT and Planning Department staff recommend that Bylaw No. 2077, 2025 be adopted.

ATTACHMENTS:

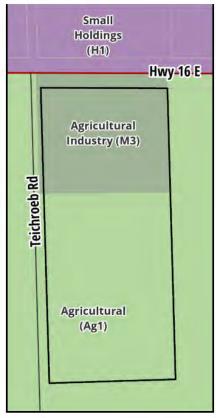
- Bylaw No. 2077, 2025
- Rezoning Application RZ F-02-25 Third Reading Report
- Report of the Public Hearing on Bylaw No. 2077, 2025

STRATEGIC PLAN ALIGNMENT:

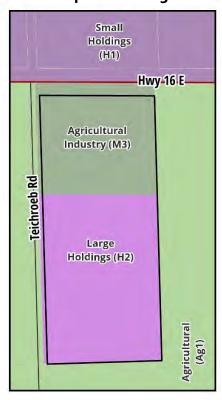
This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

4. Community and Economic Sustainability

Existing Zoning



Proposed Zoning





REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2077, 2025

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

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

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that portions of the following lands totalling ± 16.27 ha is rezoned from the Agricultural Zone (Ag1) to the Large Holdings Zone (H2) and the Agricultural Industry Zone (M3):

Lot A Section 13 Township 2 Range 4 Coast District Plan PRP44514 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025".

READ A FIRST TIME this 20th day of June, 2025.

READ A SECOND TIME this 20th day of June, 2025.

PUBLIC HEARING HELD this 3rd day of July, 2025.

READ A THIRD TIME this 10th day of July, 2025.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025".

DATED AT BURNS LAKE this 10th day of July, 2025.

Corporate Administrator

(Blacker and

Approved pursuant to section 52(3)(a) of the *Transportation Act*

for Minister of Transportation & Transit

Léah Laborrère senior Durdopunt

ADOPTED this day of	, 2025.
Chairperson	Corporate Administrator

- Hwy •16 E-**Subject Property** Area to be Zoned M3 .\$7 m 3.75 m \$ Area to be Zoned H2 272:38 m Bylaw 2077: Schedule A Lot Area: ≈16.27 ha 0 25 50 100 150 200 Zoned H2: ≈10.3 ha

SCHEDULE "A" BYLAW NO. 2077

A ±10.3 ha portion of the lands legally described as Lot A Section 13 Township 2 Range 4 Coast District Plan PRP44514, are rezoned from the "Agricultural Zone (Ag1)" to the "Large Holdings Zone (H2)"; and a ±0.19 ha portion are rezoned from the Agricultural Zone (Ag1) to the Agricultural Industry Zone (M3), as shown.

Zoned M3: ≈0.19 ha

Meters

I hereby certify that this is Schedule "A" of Bylaw No. 2077, 2025

Regional District of Bulkley-Nechako

Produced: 2025-05-26

Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Planning

Date: July 10, 2025

Subject: Rezoning Application RZ F-02-25

Third Reading for Rezoning Bylaw No. 2077, 2025

RECOMMENDATION:

(all/directors/majority)

- 1. That the Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025".
- 2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025" be given third reading.

EXECUTIVE SUMMARY

This application requests to rezone an approximately 10.3 ha portion of the subject property from the Agricultural Zone (Ag1) to the Large Holdings Zone (H2) and an approximately 0.19 ha portion from the Ag1 Zone to the Agricultural Industry Zone (M3). The purpose of this application is to facilitate the future subdivision of the property into two parcels to separate the applicant's abattoir from their residence so the abattoir may be sold.

In staff's opinion, the applicant's desired subdivision and proposed rezoning are consistent with the Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021 and the ALC has stated the subdivision boundary proposed in this application is in substantial compliance with the ALC's subdivision approval. No negative impacts are anticipated from the proposal.

Planning Department staff recommend Bylaw No. 2077, 2025 receive third reading.

Pursuant to Section 52(3)(a) of the *Transportation Act*, the proposed bylaw requires approval from the Ministry of Transportation and Transit after third reading and prior to adoption as the property is within 800 m of an intersection on Highway 16.

APPLICATION SUMMARY

Name of Agent / Owner: Albert Koehler, Vector Geomatics Land Surveying Ltd. (Agent)

Brian Dwain Funk (Owner)

Electoral Area: Electoral Area F (Vanderhoof Rural)

Subject Property: 6900 and 7000 Tiechroeb Road, legally described as Lot A,

Section 13, Township 2, Range 4, Coast District, Plan PRP44514

(PID 024-589-586)

Property Size: $\approx 16.27 \text{ ha} (\approx 40.20 \text{ ac})$

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 Zone (Ag1) and Agricultural Industry Zone (M3) in

"Regional District of Bulkley-Nechako Zoning Bylaw No. 1800,

2020" (the Zoning Bylaw)

Building Inspection Within the Building Inspection area

Fire Protection Not within a Fire Protection area

Existing Land Uses: Abattoir, Agriculture and Residential

Location: Teichroeb Road off Highway 16, approximately 3.5 km south of the

District of Vanderhoof (see Location Map below).

Location Map:

PROPOSAL

The applicant is requesting to rezone an approximately 10.3 ha (\approx 25.45 ac) portion of the subject property from the Agricultural Zone (Ag1) to the Large Holdings Zone (H2) and an approximately 0.19 ha (\approx 0.47 ac) portion from the Ag1 Zone to the Agricultural Industry Zone (M3).

The purpose of this rezoning is to facilitate the future subdivision of the property into two parcels to separate the applicant's abattoir from their residence so the abattoir may be sold (see Proposed Site Plan on next page).



DISCUSSION

Background

The applicant has operated an abattoir known as the Country Locker on the subject property since 1999. The abattoir is located on the northern portion of the property in the M3 Zone while the applicant resides in a residence on the southern portion of the property in the Ag1 Zone. The applicant also operates a small hobby farm on both parts of the subject property.

The applicant wishes to subdivide the abattoir from the Remainder and sell the abattoir to a prospective buyer. Staff discussed the need to rezone the Remainder and apply for a Development Variance Permit with the applicant during their ALC application. The applicant decided to wait until the outcome of the ALC 's decision before applying to the RDBN.

Official Community Plan and Zoning

Existing OCP Designation and Zoning

The Remainder is designated **Agriculture** (**AG**) pursuant to the OCP and is zoned **Agricultural (Ag1)** pursuant to the Zoning Bylaw.

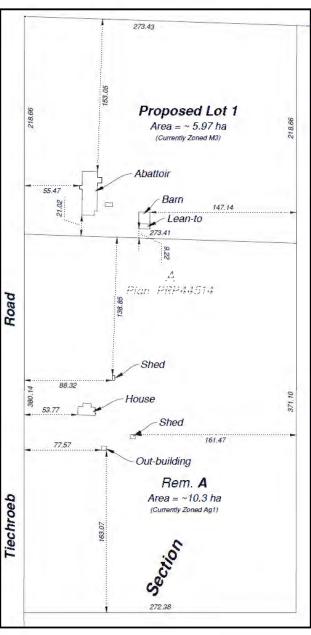
Most of Proposed Lot 1 is designated **Industry (I)** pursuant to the OCP and zoned **Agricultural Industry (M3)** pursuant to the Zoning Bylaw. However, a small approximately

0.19 ha portion of Proposed Lot 1 is designated **AG** and zoned **Ag1** (see Zoning map on next page).

The intent of the AG designation is to preserve land for the purposes of farming and other related activities. Section 3.1.2(3) of the OCP contains the following policy regarding the subdivision of lands within the AG Designation:

"A minimum parcel size of 16 hectares (39.5 acres) is supported unless a different parcel size is approved by the Agricultural Land Commission".

Proposed Site Plan

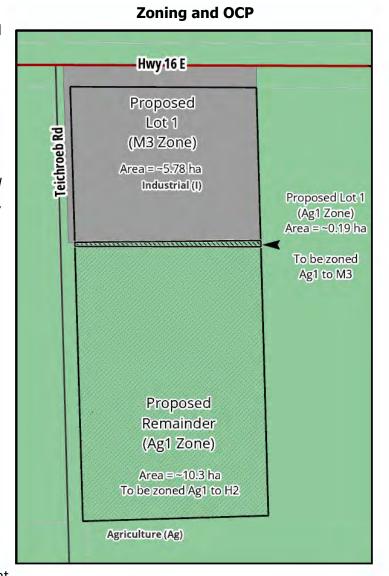


Section 5.2 of the OCP states land with the AG Designation may be considered for rezoning to allow the following types of uses, unless otherwise restricted within this Plan:

"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".

In staff's opinion, the applicant's desired subdivision and proposed rezoning are consistent with the OCP.

The applicant's desired subdivision proposes a parcel size of approximately 10.3 ha for the Remainder and approximately 5.97 ha for Proposed Lot 1. Section 4.0.8(a) of the Zoning Bylaw states a parcel created by subdivision must meet the largest minimum area requirement that applies to any portion of that parcel. Therefore, given the current zoning, Proposed Lot 1 and the Remainder must meet the Ag1 Zone's 16 ha minimum parcel area requirement



Proposed Zoning

The applicant is proposing to rezone an approximately 0.19 ha portion of Proposed Lot 1 from the **Ag1 Zone** to the **M3 Zone** so that all Proposed Lot 1 is zoned M3, which allows for a minimum parcel area of 2.0 ha that may be created by subdivision.

The applicant is also proposing to rezone all the Remainder (approximately 10.3 ha) from the **Ag1 Zone** to the **Large Holdings Zone (H2)**, which allows for a minimum parcel area of 8.0 ha that may be created by subdivision. Table 1 on the next page provides a comparison of the permitted uses and densities between the Ag1 and H2 Zones.

Table 1. Permitted uses and densities in the Ag1 and H2 Zones for the Proposed Remainder

	Ag1 Zone (Current)	H2 Zone (Proposed)
Principal Uses	 Agriculture Intensive Agriculture Single Family Dwelling Farmer's Market Portable Sawmill Rural Retreat Large Kennel Primitive Campground 	 Agriculture Intensive Agriculture¹ Single Family Dwelling Two Family Dwelling Portable Sawmill Rural Retreat Utility² Skiing Facility²
Secondary Uses	Guest Ranch (if Agriculture or Intensive Agriculture is a Principal Use)	 Guest Ranch (if Agriculture or Intensive Agriculture is a Principal Use) Kennel³ Large Kennel³
Density	 Two SFDs (unless additional dwellings are permitted by the ALC) 10 sites per ha in a Primitive Campground 	Three Dwelling UnitsTwo SFDs
Limitations on Use	• N/A	Maximum combined TFA of 800 m² for all Dwelling Units¹

Staff Comments

The ALC has stated the subdivision boundary proposed in this application is in substantial compliance with the ALC's previous subdivision approval. The agricultural impacts of subdivision were evaluated as part of ALC application ALR 1272, which was considered by the Board on August 15, 2024 (see Attachments for ALR 1272 Staff Report and ALC decision). No negative impacts are anticipated from the proposal.

Planning Department staff recommend Bylaw No. 2077, 2025 receive third reading.

REFERRAL RESPONSES

This application was not referred to the **Electoral Area F Advisory Planning Commission** (APC) as the APC already provided comment on the applicant's ALC application.

The **Ministry of Transportation and Transit** provided the attached letter stating the Ministry has no objections to the proposed subdivision and outlines the Ministry's requirements.

¹ Intensive Agriculture uses are only permitted in the H2 Zone on parcels 8.0 ha or larger.

² Utility and Skiing Facility uses are only permitted in the H2 Zone on lands designated Ski Smithers Development Area in the "Smithers Telkwa Rural OCP".

³ Kennel and Large Kennel uses are only permitted in the H2 Zone if a SFD or TFD is the Principal Use and the parcel is at least 2.0 ha and 8.0 ha respectively.

The **Ministry of Agriculture and Food** stated the Ministry's interests are unaffected as the ALC has approved the proposed subdivision.

At their June 9, 2025 meeting, **District of Vanderhoof Council** passed a resolution to inform the RDBN the District of Vanderhoof has no concerns with the proposal.

PUBLIC HEARING

The Public Hearing for Bylaw No. 2077, 2025 is scheduled for Thursday, July 3, 2025. The report of the Public Hearing will be provided to the Board on the Supplemental Agenda for consideration.

ATTACHMENTS:

- Bylaw No. 2077, 2025
- Applicant Submission
- Referral Responses
- ALR 1272 Staff Report, dated August 15, 2024
- ALR 1272 Site Visit Photos
- Reasons for Decision ALC Application 100959, dated March 4, 2025

STRATEGIC PLAN ALIGNMENT:

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

4. Community and Economic Sustainability



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2077, 2025

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

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

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that portions of the following lands totalling ±16.27 ha is rezoned from the Agricultural Zone (Ag1) to the Large Holdings Zone (H2) and the Agricultural Industry Zone (M3):

Lot A Section 13 Township 2 Range 4 Coast District Plan PRP44514 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025".

READ A FIRST TIME this 20th day of June, 2025.

READ A SECOND TIME this 20th day of June, 2025.

PUBLIC HEARING HELD this 3rd day of July, 2025.

READ A THIRD TIME this 10th day of July, 2025.

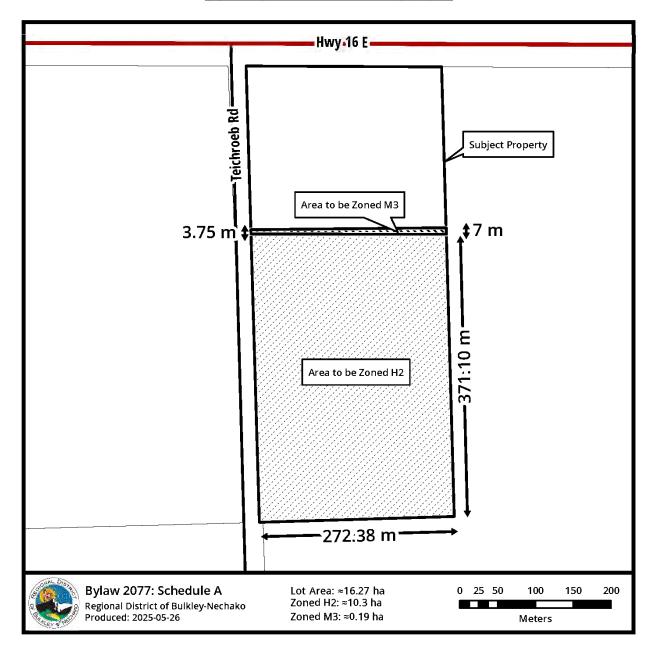
I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025".

DATED AT E	BURNS LAKE thi	S	day of	, 2025.
Corporate /	Administrator			
Approved purs	suant to section 52(3)(a) of the <i>Trai</i>	nsportation Act	
this	day of	, 20)	

for Minister of Transportation & Transit

ADOPTED this da	y of, 2025.
Chairperson	Corporate Administrator

SCHEDULE "A" BYLAW NO. 2077



A ± 10.3 ha portion of the lands legally described as Lot A Section 13 Township 2 Range 4 Coast District Plan PRP44514, are rezoned from the "Agricultural Zone (Ag1)" to the "Large Holdings Zone (H2)"; and a ± 0.19 ha portion are rezoned from the Agricultural Zone (Ag1) to the Agricultural Industry Zone (M3), as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 2077, 2025

Corporate Administrator

_

Sketch Plan for Proposed Subdivision for

Lot A, Section 13, Township 2, Range 4, Coast District, Plan PRP44514

PID: 024-589-586

Parcel dimensions derived from Plan PRP44514

Survey Date: April 18, 2025

100

The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:1250.

All distances are in metres and decimals thereof.

Civic Address: 6900 & 7000 Teichroeb Road,

Vanderhoof, BC
Zoning Bylaw: Agricultural Industry (M3)

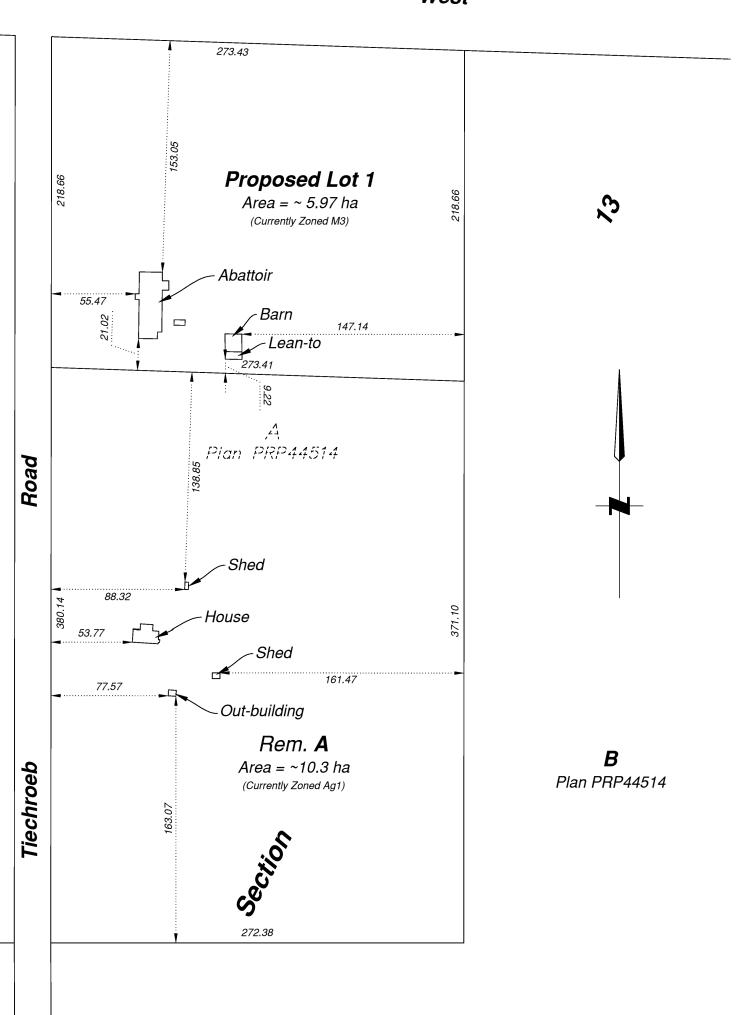
Min Area: 2 ha Agricultural (Ag1)

Min Area: 16 ha



16

West



Part of **NE 1/4** Section 14

> 1 Plan PRP41552 Section 14

> > Prepared for: Dwain Funk 6900 Teichrob Road Vanderhoof, BC



674 - 2nd Avenue Prince George, BC V2L 3A2 250-563-9515 www.vectorgeomatics.ca

Albert Koehler, BCLS

No. 974

Certified correct this 15 day of May, 2025. This document is not valid unless digitally signed.

This properties title (CA2576251-search 2025/04/04) is not subject to any charges as of the above date.

Parcel dimensions and areas are approximate and to be determined at time of field survey.

All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the consent of the signatory. KLS File: 250515-00214-GRID-SKETCH



Our File: 2025-02360 Date: June 12, 2025

Your File: RZ F-02-25

Response To: Regional District of Bulkley-Nechako

Item Referred: Zoning Amendment

Civic Address: 6900 & 7000 Tiechroed Rd

Legal Description: Lot A Section 13 Township 2 Range 4 Coast District Plan PRP44514

Reviewed By: Leah Labarrere, Senior Development Officer

RESPONSE SUMMARY

The Ministry of Transportation & Transit (MoTT) has received the above noted referral from the Regional District of Bulkley-Nechako regarding the proposed rezoning. The Ministry has reviewed the application and has no objections to the proposal as submitted. However, please note the following:

- Should the rezoning be approved, the Ministry's signature on the zoning bylaw would be required
 as this property is within an 800-meter radius of an intersection with a Controlled Access
 Highway, as per section 52 of the Transportation Act. Please quote file 2025-02360 when
 providing the bylaw for Ministry approval.
- No storm drainage shall be directed to the MoTT drainage system. This includes, but is not limited to, collection and run-off of the internal road system.
- MoTT setback requirements are to be followed as per Section 12 of the Provincial Undertakings Regulation (here)

Restriction on placement of buildings or other structures

12 An owner, occupier or lessee of land must not, without the consent of the minister, place or cause or allow to be placed any building, trailer, mobile home or other structure within the following distance from the property line fronting on any arterial highway within a municipality or on any highway in unorganized territory:

(a)if a public lane or alley provides secondary access to the property, 3 m;

(b)in any other case, 4.5 m.

• The Ministry does not support direct access from the proposed development to Highway 16.

Ministry of Transportation & Transit

Fort George District

Mailing Address: 360-1011 Fourth Avenue Prince George, BC V2L 3H9

Telephone: (250) 565-4410 **Facsimile:** (250) 565-6065

Site Address:

360-1011 Fourth Avenue Prince George, BC V2L 3H9

Web Address: www.gov.bc.ca/tran



 The proposed zoning boundaries are consistent with the current proposed subdivision layout; however, the proposed subdivision layout is not guaranteed as it is dependant on review and approval by the Provincial Approving Officer. The applicant may wish to confirm the subdivision layout prior to completing the rezoning as any change to the proposed subdivision layout may require adjustments to the zoning boundaries.

If you have any questions please feel free to contact myself at (250) 649-7726, or by email at leah.labarrere@gov.bc.ca.

Sincerely,

Leah Labarrere

A/ Senior Development Officer

Fort George District

alesan -

From: Deneve Vanderwolf
To: Cameron Kral

Subject: FW: RZ F-02-25 Referral Documents

Date: Wednesday, June 11, 2025 7:33:47 AM

Attachments: F-02-25 Referral Report.pdf

From: Willene Perez <corporate@district.vanderhoof.ca>

Sent: June 10, 2025 2:58 PM

To: Deneve Vanderwolf <deneve.vanderwolf@rdbn.bc.ca>

Subject: FW: RZ F-02-25 Referral Documents

Hi Deneve

Council made the following resolution re this referral last night:

2025-06-099

THAT staff be directed to inform the Regional District of Bulkley-Nechako that District of Vanderhoof Council has no concerns with RDBN rezoning application RZ F-02-25.

CARRIED

Thanks. The other one re CGL is going June 23.

Willene Perez

Corporate Officer

District of Vanderhoof

P: 250-567-4711 | C: 250-570-1765 <u>Website</u> | <u>Facebook</u> | <u>YouTube</u>

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

From: Deneve Vanderwolf
To: Cameron Kral

Subject: Fw: RZ F-02-25 Referral Documents **Date:** Wednesday, June 4, 2025 11:38:27 AM

From: Bailey, Reed AF:EX <Reed.Bailey@gov.bc.ca>

Sent: Wednesday, June 4, 2025 11:35:39 AM

To: Deneve Vanderwolf <deneve.vanderwolf@rdbn.bc.ca>

Cc: Tabe, Karen L AF:EX <Karen.Tabe@gov.bc.ca>; ALC Referrals ALC:EX <ALC.Referrals@gov.bc.ca>

Subject: RE: RZ F-02-25 Referral Documents

Hi Deneve,

Re: PID: 024-589-586

Thank you for sending this referral to the Ministry of Agriculture and Food (Ministry) for response. Ministry staff have reviewed the application materials and note that the ALC approved the subdivision of the subject property via ALC File: 100959 and that the attached referral is simply a rezoning that is required to complete the subdivision. Given this, Ministry staff have determined that the Ministry's interests are unaffected.

Thanks again for sending.

Reed Bailey
Team Lead - Land Use Planning (acting)
Strengthening Farming Program
BC Ministry of Agriculture and Food
778 698 3455



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 a but 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

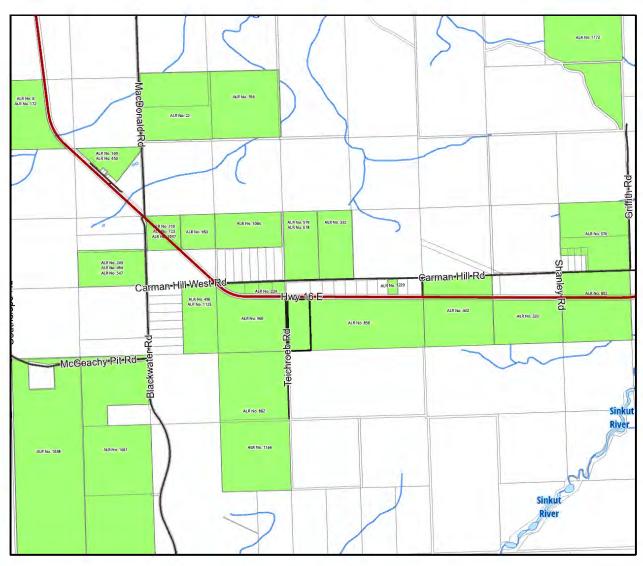
ALR	Legal Description	Summary	Recommendation
Application		-	
	Fr. SW 1/4 Section 27,	Application for exclusion	Staff: Denial
8	Township 2, Range 4, Coast	from ALR.	Board: Denial
	District		ALC: Denied
	SW 1/4, Section 26,	Appeal to subdivide the	Staff: Approval
22	Township 2, Range 4, Coast	SE1/4 of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

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

	NE 1/4 Section 11	Application to subdivide	Staff: Approval
	Township 2, Range 4, Coast	the property into two	Board: Approval
882	District and SE 1/4 Section	parcels of ± 64 ha.	
	14, Township 2, Range 4,		ALC: N/A
	Coast District	A 15 15 15 15 15	0.55
	NE ¼ of SW ¼, Section 23, Township 2, Range 4, Coast	Application to allow the development of a	Staff: Approval
953	District, except Plan 3756	church/school building on	Board: Approval
	District, except Fian 3730	the 16.2 ha property	ALC: Approved
	Part of the NE ¼ of Section	Application to subdivide	Staff: Denial
960	14, Township 2, Range 4,	one 8.4 ha parcel from the	Board: Denial
	Coast District	subject property.	ALC: Denied
	Lot 2, Sections 10 & 15,	Application to subdivide a	Staff: Approval
1038	Township 2, Range 4, Coast	±3.6 ha parcel from the	Board: Approval
	District, Plan 12252	subject property.	ALC: Denied
	The NW ½ of the SW ¼ of	Application to allow the	Staff: Denial
	Section 23, Township 2,	property to be subdivided	Board: Approval
1057	Range 4, Coast District	into two parcels as divided	
	except part road on plan BCP 35413	by Highway 16.	ALC: Approved
	Lot 1, Section 23, Township	Application to subdivide	Staff: Denial
	2, Range 4, Coast District,	the property into four	Board: Denial
1066	Plan 7199	parcels ranging from ±7.6	
		ha (±18.8 ac) to ±7.9 ha	ALC: Denied
		(±19.5 ac).	
	Lot 3, Sections 10 & 15,	Application to subdivide	Staff: Approval
4004	Township 2, Range 4, Coast	the property into two	Board: Approval
1081	District, Plan 12252	parcels of approx. 60 ha (±148 ac) and one parcel	ALC: Approved
		approx. 50 ha (±123 ac).	ALC: Approved
	The NW ¼ of Section 14,	Non-farm Use application	Staff: Approval
1125	Township 2, Range 4, Coast	to allow the establishment	Board: Approval
1123	District, except Plans 3756	of a hay processing	ALC: Approved with
	and 6299	business.	conditions
	SE1/4 of Section 24,	Application to subdivide	Staff: Approval
1168	Township 2A, Range 5, Coast District	into two 16.3 ha parcels	Board: Approval
		and one 32.3 ha parcel.	ALC: Approved
	Lot 2, Section 29 & 30,	Application to allow	Staff: Denial
1172	Township 1, Range 4, Coast District, Plan BCP49346	subdivision of the property into one 24.9 ha parcel and	Board: Denial
	טופנוונג, רומוו טכר43340	one 70 ha parcel as divided	ALC: N/A
		by an undeveloped road	(Application
		right of way.	withdrawn)
4222		Non-Adhering Residential	Staff: Approval
1229		Use Application so that the	Board: Approval
1			

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

Surrounding Applications Map



Site Photos

Proposed Lot 1, facing north from centre of subject property:



Proposed Lot 1 (abattoir), facing east from driveway:



Proposed Lot 1 (pasture), facing north from abattoir:



Proposed Lot 1 (barn), facing east from abattoir:



Proposed Lot 1 & Remainder (hay field), facing east from centre of property:



Remainder (horse pen & riding ring), facing south from centre of property:



Remainder (horse pen), facing north:



Remainder (Single Family Dwelling), facing south





T: 604-660-7000 E: ALCBurnaby@Victoria1.gov.bc.ca

201 – 4940 Canada Way, Burnaby

B.C., Canada V5G 4K6

March 4, 2025

ALC File: 100959

Albert Koehler
Koehler Land Surveying Inc.
DELIVERED ELECTRONICALLY

Dear Albert Koehler:

Re: Reasons for Decision - ALC Application 100959

Please find attached the Reasons for Decision of the North Panel for the above noted application (Resolution #127/2025). As the agent, it is your responsibility to notify the applicant accordingly.

Under section 33 of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. A request to reconsider must now meet the following criteria:

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

The time limit for requesting reconsideration of a decision is one year from the date of the decision's release, as per <u>ALC Policy P-08</u>: Request for Reconsideration.

•	 	alc.gov.bc.ca

Please refer to the ALC's <u>Information Bulletin 08 – Request for Reconsideration</u> for more information.

Please direct further correspondence with respect to this application to ALC.North@gov.bc.ca

Yours truly,

Leticia Sturlini, Land Use Planner

Enclosure: Reasons for Decision (Resolution #127/2025)

cc: Regional District of Bulkley-Nechako (File ALR 1272).

Attention: Cameron Kral

100959d1



AGRICULTURAL LAND COMMISSION FILE 100959 REASONS FOR DECISION OF THE NORTH PANEL

Subdivision Application Submitted Under s.21(2) of the *Agricultural Land*Commission Act

Applicant:	Brian Funk
Agent:	Albert Koehler, Koehler Land Surveying Inc.
Property:	Parcel Identifier: 024-589-586
	Legal Description: Lot A Section 13 Township
	2 Range 4 Coast District Plan PRP44514
	Civic: 6900 Teichroeb Rd, Vanderhoof, BC
	Area: 15.41 ha (entirely within the ALR)
Panel:	Jennifer Dyson, Chair
	Karen McKean
	Andrew Adams



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* ("ALCA").
- [2] The Applicant is applying to the Agricultural Land Commission (the "Commission" or "ALC") under s. 21(2) of the ALCA to subdivide the ~15.41 ha Property into a ~5.47 ha lot (the "5.47 ha Lot") and a ~9.94 ha lot (the "9.94 ha Lot") (the "Proposal").
- [3] The Property has a principal residence on the southern portion and an abattoir called the Country Locker Meat Shop Ltd. (the "Country Locker") on the northern portion. The purpose of the Proposal is to create separate lots for the abattoir and the principal residence to facilitate the sale of the abattoir.
- [4] The Proposal was considered in the context of the purposes and priorities of the Commission set out in s. 6 of the ALCA;
 - 6 (1) The following are the purposes of the commission:
 - (a) to preserve the agricultural land reserve;
 - (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest;
 and,
 - (c) to encourage local governments, first nations, the government



and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.

- (2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:
 - (a) the size, integrity and continuity of the land base of the agricultural land reserve;
 - (b) the use of the agricultural land reserve for farm use.

EVIDENTIARY RECORD

[5] The Proposal, along with related documentation from the Applicant, Agent, local government, and Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

BACKGROUND

[6] In 1996, ALC Application 30310 was submitted by Benjo Enterprises Ltd. (the previous landowner) to the Commission to establish a meat cutting and processing shop on approximately 2 ha of the 103 ha parent parcel of the Property for processing and slaughtering farm animals. By Resolution #109/96, the proposal was approved in principle subject to receipt of a site



plan showing all proposed structures and their locations within the 2 ha area within the northwest corner. The ALC has no record of receiving the required site plan.

- [7] The abattoir was nonetheless built and located south of the conditionally approved 2 ha area.
- [8] In 1999, a boundary adjustment between the Property's parent parcel and an adjacent parcel was completed by a Ministry of Transportation and Highways Approving Officer under s. 1 of the *Agricultural Land Commission Subdivision and Land Use Regulation, B.C. Regulation 7/81* (in effect at the time). The boundary adjustment created the Property including the abattoir, and a sizable remainder.
- [9] The Application indicates that the Applicant purchased the Property on June 30, 1999.
- [10] The subdivision plan PRP44514 was registered on August 9, 1999, that created the Property. It appears that the subdivision in 1999 related to the sale to the Applicant.
- [11] The southern portion of the Property is designated Agriculture (AG) and the northern portion where the abattoir is located is designated Industrial (I) in the Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021.



- [12] The Property is zoned Agricultural Zone (Ag1) and Agricultural Industry Zone (M3) in the Regional District of Bulkley-Nechako ("RDBN") Zoning Bylaw No. 1800, 2020. The minimum parcel area that may be created by subdivision is 2 ha in the M3 Zone, and 16 ha in the Ag1 Zone. The Proposal 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 new parcel line between the proposed lots. Therefore, a Zoning Bylaw Amendment and a Development Variance Permit would be required if the Proposal is approved.
- [13] The southern portion of the Property zoned Ag1 includes an ~185 m² principal residence and a few farm and accessory residential structures. On the northern portion of the Property zoned M3, there are an ~120 m² barn and the Country Locker abattoir with a main floor of ~464.5 m² and a mezzanine of 185 m².
- [14] The proposed subdivision follows the delineation between the Ag1 and M3 zones on the Property.
- [15] The Property has ~8 ha in hay production and ~4 ha of pasture with horses and cattle.

ANALYSIS AND FINDINGS

[16] The Applicant has applied to subdivide the Property to separate the abattoir business from the residence to facilitate the sale of the abattoir.



[17] The RDBN report to the Board of Directors dated August 1, 2024, explains:

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.

- [18] The Panel acknowledges the critical need for meat processing facilities in the region and province and because the infrastructure provides benefits to agricultural producers in the region and enhances the sustainability of local farming operations.
- [19] The ALCA and ALR Use Regulation (and its predecessors) have historically supported processing, including meat processing, in the ALR. Section 11 of the current ALR Use Regulation permits storing, packing, preparing and processing farm products as a permitted farm use if at least 50% of the farm product (such as poultry, beef, etc.) is produced either on that agricultural land or by a co-operative association to which the owner of the land belongs. Alternatively, if a landowner proposes a meat processing facility that does not meet the conditions of s. 11 of the ALR Use Regulation (such as processing more than 50% off-farm raised meat), s. 20 of the ALCA allows a landowner to apply for a non-farm use to process meat. The previous landowner submitted ALC non-farm use application 30310 and Resolution #109/96 approved the operation of an abattoir to process meat raised by them and others in the community. The approval did not restrict the amount



of meat from off-farm that could be processed.

- [20] In reviewing Resolution #109/96 and the current location of the abattoir, the Panel notes that the abattoir was not sited in the northwest corner of the Property as approved. Although the location of the abattoir is not consistent with the previous decision, the Panel affirms the continued use of the abattoir under Resolution #109/96 in its current location. In addition, the Panel confirms that Resolution #109/96 did not have an expiry date, nor was the approval non-transferable. Therefore, the approval and conditions run with the land to subsequent landowners, as was the case for the Applicant. Alternately, the abattoir could continue to be operated and potentially expanded under s. 11 of the ALR Use Regulation without requiring further approval of the Commission.
- [21] Based on a review of the Application material and Google Earth imagery, the proposed 5.47 ha Lot would include approximately 1.2 ha for the abattoir, graveled area, and other infrastructure; and hay fields. The proposed 9.94 ha Lot includes a residence, barn, riding rings, a forested area, and hay fields.
- [22] The Panel considered that the Country Locker has been in continuous operation since 1999 and has provided a meat processing facility to farmers in the region. The Panel received letters of support from several cattle associations and cattle ranchers in the region that require the Country Locker's services. The letters explain that the Country Locker is a



government inspected abattoir, and that it provides producers with a market stream for their animals to supply locally grown meat. In addition, the letters speak to the benefit of having an abattoir close to the farming community to reduce travel time and waitlists for processing their animals.

- [23] The Applicant's main submission is based on a desire to dispose of the abattoir to a new operator. The RDBN Advisory Planning Commission motioned to approve the Application because the abattoir "is a muchneeded agriculture business in this area". The RDBN Rural Agriculture Coordinator commented that "...it appears that having the abattoir on its own land parcel would potentially increase the chances of continuity with respect to retaining this service".
- [24] Following a request for additional information, the Commission received a letter from the prospective buyers dated January 17, 2025, stating that they are the owners of The Speckled Sow Butchery and Market Ltd. and have been pre-approved "for financing of the abattoir alone" as of June 2024. The prospective buyers also provided a signed purchase agreement and an email confirming financing information.
- [25] In other circumstances, the Panel might ordinarily be concerned about subdivision of a non-farm use onto its own parcel particularly in cases where it would create a wholly non-farm intrusion into the ALR. However, in this case, the Panel considered that the approved non-farm use is a use that is directly related to value added processing of agricultural products, and that



The Speckled Sow Butchery and Market Ltd. is an established butcher in the region. The Panel considered that the experience of the prospective buyers of the abattoir gives the Panel confidence that the sale of the abattoir will ensure continuity of meat processing to the agricultural community and their customers.

- [26] Although the subdivision would create a parcel smaller than typical for the region, the Panel finds that the abattoir would not negatively impact the integrity of the ALR because it is a use compatible with agriculture. In addition, the Panel finds that the benefits to the agricultural community provided by the continued operation of the abattoir outweighs the subdivision. In this case, the Panel finds that subdivision would indirectly encourage the continued use of ALR land in the region for farm use by ensuring the longevity of the meat processing facility.
- [27] To ensure the newly created parcel is only used for meat processing in accordance with ALC Resolution #109/96 now, and in future if the parcel changes ownership, the Panel will require a covenant restricting the Property's use to ALC Resolution #109/96 or uses permitted in the ALCA and its regulations.

DECISION

[28] For the reasons given above, the Panel approves the Proposal to subdivide the \sim 15.41 ha Property into a \sim 5.47 ha lot and a \sim 9.94 ha lot, subject to the



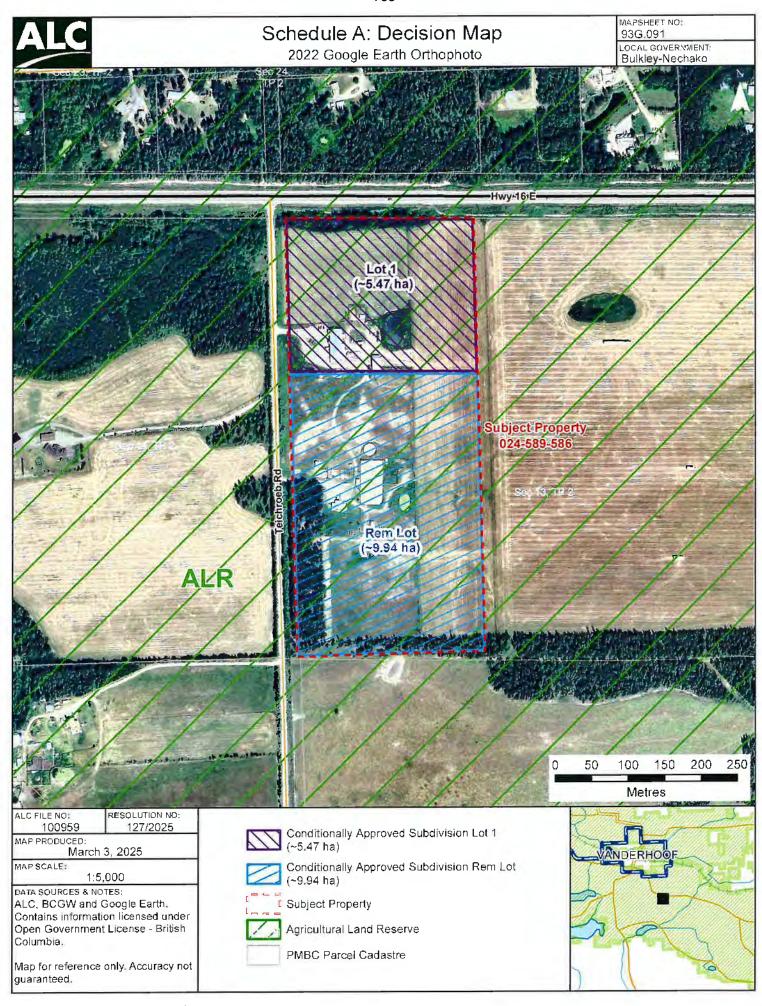
following conditions:

- a) the submission of a surveyed subdivision plan to the Commission, within three years of the date of the release of this decision (by March 4, 2028), that is in compliance with Schedule A of this decision;
- b) the registration of a covenant, concurrently with the above-mentioned subdivision plan (by March 4, 2028), in favour of the Commission, on a form and in a substance as may be determined by ALC staff in their sole discretion, for the purpose of restricting the Property's use to what was permitted by ALC Resolution #109/96 or uses permitted in the ALCA and its regulations.
- [29] These are the unanimous reasons of the Panel.
- [30] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(3) of the ALCA.
- [31] Resolution #127/2025

Released on March 4, 2025



On behalf of the North Panel



REGIONAL DISTRICT OF BULKLEY-NECHAKO REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2077

Report of the Public Hearing held at 7:00 pm, Thursday, July 3, 2025 by Zoom video/conference call regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2077, 2025".

<u> ATTEI</u>	NDA	\NCE:
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Members of the Public:

None

Public Hearing Chair:

Shirley Moon, Director, Electoral Area F (Vanderhoof Rural)

RDBN Staff:

Cameron Kral, Planner (Recording Secretary)

Chloe Taylor, Planning Summer Student

Other:

Alex Kulchar, Alternate Director, Electoral Area F (Vanderhoof Rural)

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

<u>CALL TO ORDER:</u> The meeting was called to order by Chair Moon at 7:01 pm.

BUSINESS:

Cameron Kral Provided an overview of Bylaw No. 2077 and the Public Hearing

process. Cameron Kral stated that the Public Hearing package is available on the Regional District's website and the chat

section in Zoom.

Chair Moon Asked if there were any comments on Bylaw No. 2077 a first

time. No response received.

Chair Moon Asked if there were any comments on Bylaw No. 2077 a second

time. No response received.

Chair Moon Asked for any comments on Bylaw No. 2077 a third and final

time. No response received.

Chair Moon Adjourned the Public Hearing at 7:17 pm.

Shirley Moon, Chairperson	Cameron Kral, Recording Secretary



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Danielle Patterson, Senior Planner

Date: August 14, 2025

Subject: Rezoning Application RZ A-01-25

Adoption for Rezoning Bylaw No. 2079, 2025 Electoral Area A (Smithers/Telkwa Rural)

RECOMMENDATION:

(all/directors/majority)

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2079, 2025" be adopted.

APPLICATION SUMMARY

Name of Agent / Owner: Teresa Bradley (owner)

Electoral Area: Electoral Area A (Smithers/Telkwa Rural)

Subject Properties: 2803 Dahlie Road, legally described as Lot A, District Lot 4267,

Range 5, Coast District, Plan EPP54442 (PID 029-883-237)

Property Size: Approximately 1.91 ha (~4.72 ac)

OCP Designation: Rural Residential (RR) pursuant to "Smithers Telkwa Rural Official

Community Plan, Bylaw No. 1704, 2014" (the OCP)

Zoning: Rural Residential Zone (R6) pursuant to "Regional District of

Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)

Existing Land Uses: Single Family

Dwelling

Location: Approximately

240 metres southwest of the

southwest of the Town of Smithers.

The subject property abuts a nine lot residential strata subdivision.





DISCUSSION

The application proposes rezoning the subject property from the Rural Residential Zone (R6) to the Small Holdings Zone (H1). The purpose of the request is to permit a second Single Family Dwelling (subject to a combined Total Floor Area maximum of 600 square metres for the dwelling units) and to permit Agriculture as a Principal Use on the subject property.

The proposal is consistent with the Official Community Plan's policies related to residential use and further geotechnical review will occur at the building permit stage. The proposal does not increase the maximum permitted Dwelling Units permitted on the parcel. Given the prevalence of H1 zoned parcels in the neighbourhood, staff do not anticipate negative impacts to the neighbourhood character by adding Agriculture as a permitted use.

Two written submissions residents were received and included in the July 10, 2025 Supplementary Board Agenda (see Attachments). Following receipt of the submissions the Board gave Rezoning Bylaw No. 2079, 2025 first, second, and third readings at the July 10, 2025 Board meeting (see Attachments for July 10, 2025 Board Report).

Planning Department staff recommend Bylaw No. 2079, 2025 be adopted.

ATTACHMENTS:

- Bylaw No. 2079, 2025
- Rezoning Application RZ A-01-25 First, Second, and Third Readings for Rezoning Bylaw No. 2079, 2025 Board Report (July 10, 2025)
- Written submissions

STRATEGIC PLAN ALIGNMENT:

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2079, 2025

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

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

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the following lands are rezoned from "Rural Residential Zone (R6)" to the "Small Holdings Zone (H1)".

Lot A, District Lot, 4267, Range 5, Coast District, Plan EPP54442 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2079, 2025".

READ A FIRST TIME this 10th day of July 2025.

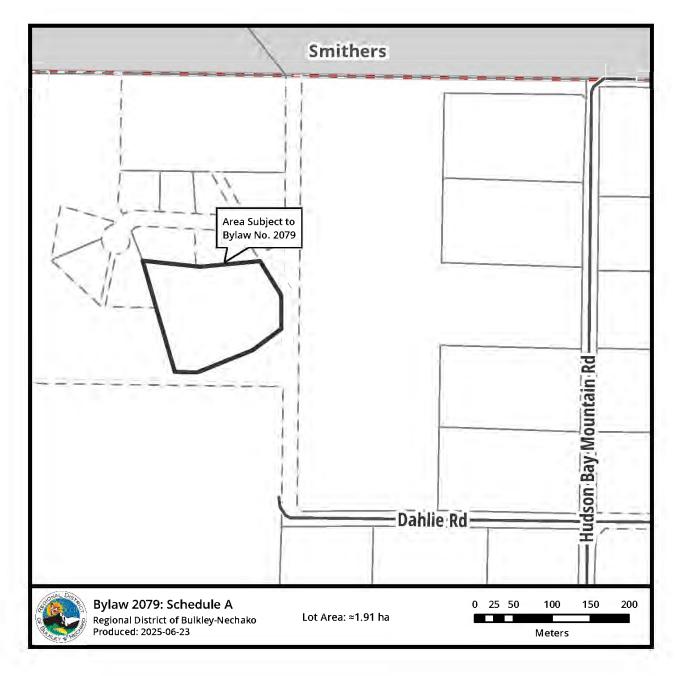
READ A SECOND TIME this 10th day of July 2025.

READ A THIRD TIME this 10th day of July 2025.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2079, 2025".

DATED AT BURNS LAKE	this day of 2025.
Corporate Administrate	 or
ADOPTED this d	ay of
 Chairperson	 Corporate Administrator

SCHEDULE "A" BYLAW NO. 2079, 2025



The lands legally described as Lot A, District Lot, 4267, Range 5, Coast District, Plan EPP54442, be rezoned from "Rural Residential Zone (R6)" to the "Small Holdings Zone (H1)".

I hereby certify that this is Schedule "A" of Bylaw No. 2079, 2025.

Corporate Administrator

-



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Danielle Patterson, Senior Planner

Date: July 10, 2025

Subject: Rezoning Application RZ A-01-25

First, Second, and Third Readings for Rezoning Bylaw No. 2079, 2025

RECOMMENDATION:

(all/directors/majority)

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2079, 2025" be given first, second, and third readings.

BACKGROUND

The applicant is requesting to rezone the subject property from the Rural Residential Zone (R6) to the Small Holdings Zone (H1). The purpose of the request is to permit a second Single Family Dwelling (subject to a 600m² maximum Total Floor Area for the dwelling units) and to permit Agriculture as a Principal Use on the subject property.

Pursuant to Section 464(3) of the *Local Government Act* (LGA) a public hearing is prohibited for this rezoning. Notice of first reading has been provided in the local newspaper and to adjacent property owners and tenants as required. Any written comment received will be provided in the supplemental agenda.

The proposal is consistent with the Official Community Plan's policies related to residential use and further geotechnical review will occur at the building permit stage. The proposal does not increase the maximum permitted Dwelling Units permitted on the parcel. Given the prevalence of H1 zoned parcels in the neighbourhood, staff do not anticipate negative impacts to the neighbourhood character by adding Agriculture as a permitted use. Planning Department staff recommend Bylaw No. 2079, 2025 receive first, second, and third readings.

APPLICATION SUMMARY

Name of Agent / Owner: Teresa Bradley (owner)

Electoral Area: Electoral Area A (Smithers/Telkwa Rural)

Subject Properties: 2803 Dahlie Road, legally described as Lot A, District Lot 4267,

Range 5, Coast District, Plan EPP54442 (PID 029-883-237)

Property Size: Approximately 1.91 ha (~4.72 ac)

OCP Designation: Rural Residential (RR) pursuant to "Smithers Telkwa Rural Official

Community Plan, Bylaw No. 1704, 2014" (the OCP)

Zoning: Rural Residential Zone (R6) pursuant to "Regional District of

Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)

Existing Land Uses: Single Family Dwelling

Location: Approximately 240 metres southwest of the Town of Smithers. The

subject property abuts a nine lot residential strata subdivision.

Proposal:

The applicant is requesting to rezone the subject property from the Rural Residential Zone (R6) to the Small Holdings Zone (H1) to allow a second Single Family Dwelling (SFD). They want a second SFD for use by themselves or a relative, while also permitting agriculture as a permitted use.

Location Map



DISCUSSION:

There is an approximately 176 m² (\sim 1,895 ft²) Single Family Dwelling and two-vehicle garage located on the subject property. There is no Secondary Suite within the SFD. An access easement for a neighbouring nine-lot bare land strata development passes through the subject property.

The applicant has the ability, via a Right-of-Way (RoW) on title (RoW CA5557648) to connect to the sewerage and water systems of the abutting strata development.

Official Community Plan (OCP)

This property is designated Rural Residential (RR) pursuant to the OCP. The intent of the RR designation is to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area. The proposed rezoning is consistent with the OCP.

Section 4.6 of the OCP contains Environmental Hazards and Protection policies that relate to this proposal:

"(6) When rezoning to allow subdivision

and/or development in areas that are known to have potential hazards, the proper scientific assessments are to be required at the rezoning or subdivision stage to ensure the area is appropriate for development and to mitigate safety concerns and the potential for damage to property.

(7) Rezoning to allow subdivision and/or development in a known hazard area or down slope from a hazard area, will not be supported if it cannot be demonstrated by a qualified person that measures will be taken to remediate the hazard, make the development capable of withstanding the effects of the





hazard in a manner that requires minimal maintenance, and to protect adjacent properties from possible impacts."

Geotechnical Hazard Covenant

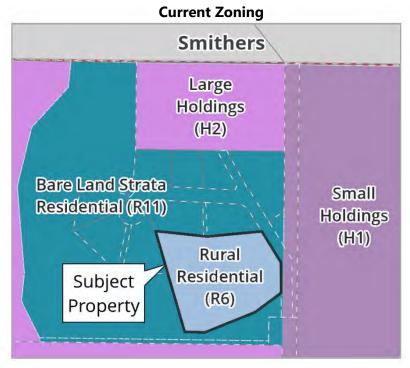
The subject property was created by the subdivision of a larger property in 2015. As part of the requirements of that subdivision, a geotechnical report was required to review the risks of hazards on the subject property. The geotechnical report summary states, "it is our professional opinion that all the land contained within the proposed Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, and Lot A is geotechnically safe from geohazards". The assessment included landslides, avalanche, debris flood, debris flow, and flooding. Planning Staff note that "Lot A".

Neither the Province nor the RDBN have a policy related to the acceptable risk thresholds for hazards. At that time of subdivision, the Ministry of Transportation and Transit assessed the geotechnical report. It was accepted as meeting subdivision requirements for the subject property, with the same Dwelling Unit density that is proposed by the applicant. The Covenant also states that the report does not prevent a Building Official from exercising their authority under Section 56 of the *Community Charter* to require a geotechnical report at the time of construction.

Dahlie Creek - Floodplain Covenant

Pursuant to Section 215 of the *Local Title Act*, a floodplain setback and elevation Covenant TG10571 is registered on the subject property, which would be reviewed at the building permit stage. To summarize, the covenant prohibits:

- the construction of a building within fifteen (15.0) metres of the natural boundary of Dahlie Creek, regardless of natural elevation, and
- the habitation, business use, or storage of goods damageable by floodwaters in a building or structure at an elevation less than 1.5 m (based on the underside of the floor system) above the natural boundary of Dahlie Creek.



Current & Proposed Zoning

Current Zone

The subject property is zoned R6 in the Zoning Bylaw. This Zone permits a maximum of two Dwelling Units in the following configurations:

- one Single Family Dwelling (SFD) with or without a Secondary Suite, or
- one Two Family Dwelling (for example, a duplex).

Proposed Zone

The applicant is requesting to rezone to the H1 Zone. The H1 Zone allows Agriculture as a permitted Principal Use in addition to Dwelling Units. For parcels 4 ha (~9.88 ac) or smaller, the H1 Zone permits a maximum density of two Dwelling Units with a combined Total Floor Area that cannot exceed 600 m² (6,458 ft²). The Dwelling Units may be in the following configurations:

- one Two Family Dwelling, or
- two SFDs, or
- one SFD with or without a Secondary Suite.

Staff Comments

The proposal is consistent with the OCP's policies related to residential use and environmental hazard issues will be further reviewed at the building permit stage. The subject property is approximately 1.91 ha (~4.72 ac) in area, which is only 0.09 ha smaller than the area required to create a new H1 zoned parcel by subdivision. The proposal does not increase the number of Dwelling Units permitted on the parcel, and the parcel size appears adequate to accommodate on onsite sewage disposal system, if required. Given the prevalence of H1 zoned parcels in the

neighbourhood, staff do not anticipate negative impacts to the neighbourhood character by adding Agriculture as a permitted use. Given this, Planning Department staff recommend Bylaw No. 2079, 2025 receive first, second, and third readings.

PUBLIC NOTICE

Pursuant to Section 464(3) of the Local Government Act (LGA), "[a] local government must not hold a public hearing on a proposed zoning bylaw if

- (a) an official community plan is in effect for the area that is the subject of the zoning bylaw,
- (b) the bylaw is consistent with the official community plan,
- (c) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and
- (d) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development."

The applicant's proposed rezoning meets the requirements of Section 464(3) of the *LGA*; therefore, a public hearing is not permitted.

Notice of this application was published on the Regional District's website, the Regional District's Official Facebook page, the RDBN's Public Notice Posting Place, and in the July 3, 2025 edition of the Interior News. The notice informed the public of the date and location of the Board's consideration of first reading of the bylaw and their ability to provide written input. Property owners and tenants within 200 m of the subject property were sent a similar notice and the applicant has posted a sign on the subject property.

Any additional comments received in response to the public notice will be presented to the Board in the supplemental agenda for consideration

REFERRAL RESPONSES

At their June 2, 2025 meeting, the **Electoral Area A Advisory Planning Commission** unanimously supported the proposal.

The Town of Smithers stated in a letter dated June 27, 2025 that the Town has no concerns with the proposal (see Attachments for letter).

The RDBN's Senior Building Official stated they have no concerns with the proposal. If a second dwelling were built, it would be similarly assessed as other builds within the subdivision, including geotechnical report considerations.

ATTACHMENTS:

- Zoning Amendment Bylaw No. 2079, 2025
- R6 and H1 Zones

• Town of Smithers Referral Letter dated 2025 June 27

STRATEGIC PLAN ALIGNMENT:

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 2079, 2025

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

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

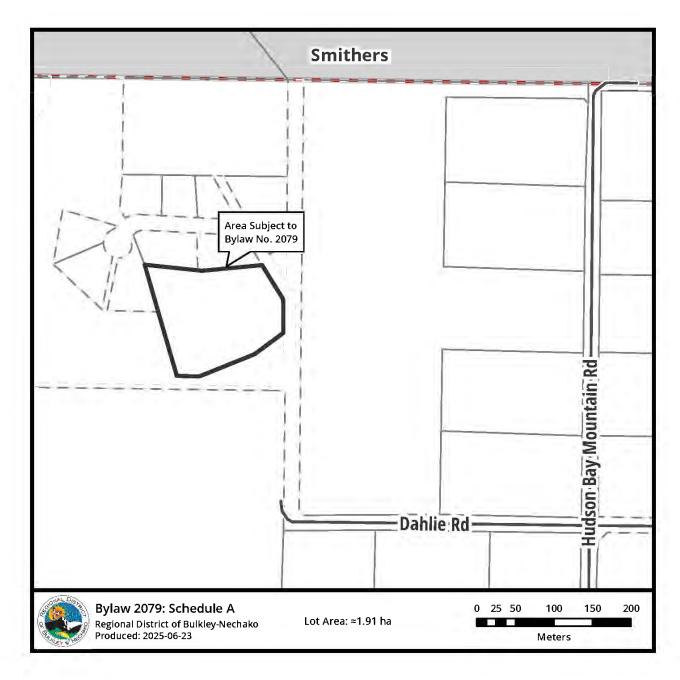
That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the following lands are rezoned from "Rural Residential Zone (R6)" to the "Small Holdings Zone (H1)".

Lot A, District Lot, 4267, Range 5, Coast District, Plan EPP54442 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2079, 2025".

READ A FIRST TIME this	day of	2025.		
READ A SECOND TIME this	s day of	2025.		
READ A THIRD TIME this _	day of	2025.		
I hereby certify that the fo Nechako Rezoning Bylaw		and correct co	py of "Regional Disti	rict of Bulkley
DATED AT BURNS LAKE th	is day of _	2025.		
Corporate Administrator				
ADOPTED this day	of			
Chairperson	Corporate Adm	ninistrator		

SCHEDULE "A" BYLAW NO. 2079, 2025



The lands legally described as Lot A, District Lot, 4267, Range 5, Coast District, Plan EPP54442, be rezoned from "Rural Residential Zone (R6)" to the "Small Holdings Zone (H1)".

I hereby certify that this is Schedule "A" of Bylaw No. 2079, 2025.

Corporate Administrator

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REGIONAL DISTRICT OF BULKLEY-NECHAKO ZONING BYLAW NO. 1800, 2020

SECTION 10.0 - RURAL RESIDENTIAL ZONE (R6)

10.0.1 <u>Permitted Uses</u>

- 1. Principal Uses
 - a) Single Family Dwelling
 - b) Two Family Dwelling
- 2. Secondary Uses
 - a) Agriculture

10.0.2 <u>Density</u>

1. Not more than one <u>Single Family Dwelling</u> or one <u>Two Family Dwelling</u> shall be located on a <u>Parcel</u>.

10.0.3 Parcel Area

1. The minimum <u>Parcel</u> area that may be created by subdivision is 1 hectare (2.47 acres).

10.0.4 <u>Setback</u>

- 1. No <u>Structure</u> or part thereof, shall be located within the setback prescribed below:
 - a) 7.5 metres (24.60 feet) from the Front and Rear Parcel Lines;
 - b) 3 metres (9.84 feet) from each Side Parcel Line which does not abut a Highway;
 - c) 4.5 metres (14.76 feet) from any <u>Parcel Line</u> which abuts a <u>Highway</u>.

SECTION 14.0 - SMALL HOLDINGS ZONE (H1)

14.0.1 Permitted Uses

1. <u>Principal Uses</u>

- a) Agriculture
- b) Single Family Dwelling
- c) Two Family Dwelling
- d) Recreational Vehicle Storage in a building with a maximum Gross Floor Area of 149 square metres only on the Parcel legally described as District Lot 2022A, Range 5, Coast District, Except Plans 1152, 6141 and 9568.
- e) Recreational Vehicle Storage in buildings with a total maximum Gross Floor Area of 1,400 square metres only on the Parcel legally described as Lot 2, District Lot 1141, Cariboo District, Plan 25405.
- f) <u>Veterinary Clinic</u> only on the <u>Parcel</u> legally described as Lot 2, District Lot 2511, Range 5, Coast District, Plan 3885, Except Any Portion of the Right of Way of the Dominion Telegraph Line Having a Width of 100 Feet Which May Lie Within the Boundaries of This Land and Except Plan 8676.

2. Secondary Uses

- a) <u>Kennel</u> on a <u>Parcel</u> that has an area equal to or greater than 2 hectares (4.94 acres) and a <u>Single Family</u> or <u>Two Family Dwelling</u> is the <u>Principal Use</u>.
- b) Taxidermy Shop on the <u>Parcel</u> legally described as Lot A, Section 2, Township 1A Range 5, Coast District, Plan PRP43278 provided that a <u>Single Family</u> or <u>Two Family Dwelling</u> is the <u>Principal Use</u>.

14.0.2 <u>Density</u>

- 1. Not more than two <u>Dwelling Units</u> shall be located on a <u>Parcel</u> which is less than 4 hectares (9.88 acres) in area.
- 2. Not more than three <u>Dwelling Units</u> shall be located on a <u>Parcel</u> which is 4 hectares (9.88 acres) in area or greater.
- 3. Not more than two <u>Single Family Dwellings</u> shall be located on a <u>Parcel</u> which is 4 hectares (9.88 acres) in area or greater."

14.0.3 <u>Limitations on Use</u>

1. The maximum combined <u>Total Floor Area</u> permitted for all <u>Dwelling Units</u> on a <u>Parcel</u> is 600 square metres (6,458 square feet).

14.0.4 Parcel Area

1. The minimum <u>Parcel</u> area that may be created by subdivision is 2 hectares (4.94 acres).

14.0.5 <u>Setbacks</u>

1. No <u>Structure</u> or part thereof, shall be located within the setback prescribed below:

REGIONAL DISTRICT OF BULKLEY-NECHAKO ZONING BYLAW NO. 1800, 2020

- a) 7.5 metres (24.60 feet) from the Front and Rear Parcel Lines;
- b) 5 metres (16.40 feet) from each <u>Side Parcel Line</u> which does not abut a <u>Highway;</u>
- c) 7.5 metres (24.60 feet) from any <u>Parcel Line</u> which abuts a <u>Highway</u>.



June 27, 2025 File: RZ-A-01-25

EMAIL: Jason.llewellyn@rdbn.bc.ca

Jason Llewellyn, RPP, MCIP Director of Planning Regional District of Bulkley-Nechako, 37 3rd Avenue / PO Box 820, Burns Lake, BC, V0J 1E0

Dear Jason Llewellyn,

Re: Referral Response for Rezoning Application RZ-A-01-25

Thank you for the opportunity to provide comment on the Rezoning application RZ-A-01-25, initiated by Teresa Bradley, for the property at 2803 Dahlie Road -- legally described as Lot A, District Lot 4267, Range 5, Coast District, Plan EPP54442 (PID 029-883-237) -- located ~240 metres southwest of the Town of Smithers.

The Town understands that the requested rezoning is necessary to permit the construction of a second single-detached dwelling on the subject 1.91 hectare-parcel, either for own or a relative's use, while maintaining agriculture as a permitted use. Based on the detailed provided, the Town has no concerns regarding the rezoning proposed.

Should you have any questions on this letter, please contact the undersigned at 250-847-1600 or

Sincerely,

Deepa Chandran
Planner, Town of Smithers

CC: Mark Allan, Director of Development Services, Town of Smithers, Amy Wainwright, Deputy Director of Planning, RDBN, amy.wainwright@rdbn.bc.ca

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From: Sean & Kristy

Sent: July 7, 2025 9:51 AM

To: RDBN Planning <planning@rdbn.bc.ca>

Subject: RDBN File No. RZ A-01-25

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

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

Secured by Check Point

To whom it may concern,

This letter is in response to the correspondence received concerning the rezoning of our neighbors adjacent property.

We are the residents of Lot 8 in the Mountain Gateway Estate Strata and are proxy for the property owners, Karin & Rodney Bachman.

The rezoning and development on the adjacent property was of a surprise and is of concern. We would be directly impacted by any building, increased residency, increased traffic, and expanded agricultural use. The impacts would not only be on us directly but to the strata as a whole.

We purchased and built our home in the strata community because of the added space, privacy, quiet, nature and serenity of "rural" living. This was the promise made by our neighbor, and developer of the Mountain Gateway Estates Strata Community, that is now looking to rezone. When we built the lots were heavily treed and our neighbors were largely blocked from view and we were living in a lovely forest environment. This is no longer the case as we have a direct view of Lot 7 after our neighbor cleared the land for the horses to roam on.

Some points of concern:

189

What exactly are the home and agricultural plans for the property?

Where on the property will the development be in relation to Lot 8?

What impacts will there be on ours, and other strata residents, with regards to traffic, noise pollution, light pollution, loss of views, unwanted views, agricultural odours, waste, and all that comes with this type of use/industry? As a note, we are both highly allergic to horses and grasses...increase in exposure to either of these would be detrimental to our well being and health.

Part of the strata development was our neighbors' future access to strata owned and maintained utilities...this doesn't, in our view, extend to addition of another residence and commercial/agricultural use.

As neighbors, and having been the developer of the strata community, the request to rezone the adjacent property shouldn't have been a surprise to the strata and its residents.

We are all in favour of autonomy in use of one's private space....and the full enjoyment of one's home....unless it impedes or negatively impacts others.

Sincerely,

Sean Jang & Kristy Bachman

8-3000 Dahlie Road

Brant & Tenley Dahlie

2535 Dahlie Road Smithers BC V0J 2N4

July 8, 2025

To: Regional District of Bulkley Nechako

Planning Department

Re: proposed Bylaw Amendment - RDBN file # RZA-01-25

We are direct neighbours to the property requesting this change to zoning to allow a second residence to be built.

We have no problem with the addition of one more family in the area - this is adjacent to the strata known as "Gateway Estates" where already 9 new lots were developed over the past decade. One more residence will hardly make a difference, now that the density has increased so dramatically.

The one issue we do have with the lot in question is that their water currently is supplied by a spring that is on our property, the same spring that we use.

This facility was originally installed back in the fifties as the Dahlie family occupied both our property and the one that now encompasses the strata plus the Bradley lot. At that time it made sense to access the existing spring that had proved flow since the early 'thirties for the original Dahlie homestead, which we now occupy.

Our concern has been growing recently regarding the security of that supply. Our own cement reservoir is separate from the one for the Bradley home. Theirs is a basic culvert with a wooden top sunk in below the spring, with an old pipe buried all the way to the Bradley residence. The current condition inside the culvert is that it is overgrown, and we are envision that it may soon be choked out completely. When their system fails and requires an upgrade, we are NOT willing to have things dug up, disturbed and replaced on our property.

The subject property has access to water - in fact Dahlie Creek runs right through, and the alluvial fan they sit on has plenty of underground water flow. There should be no problem for them to establish a water supply on their own property; and we request that this be included as a requirement for the rezoning to be approved.

Regards,



Brant & Tenley Dahlie



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Jason Llewellyn, Director of Planning and Development

Date: August 14, 2025

Subject: OCP Bylaws Review

RECOMMENDATION: (all/directors/majority)

Receipt.

DISCUSSION

During the Board's consideration of the Bylaw Notice Bylaw for the RDBN the Board indicated an interest in reviewing all of its bylaws. This report presents the RDBN's 8 Official Community Plan (OCP) Bylaws to the Board for consideration, along with an explanation of the process to update the bylaws on a regular basis. The remaining bylaws administered by the Department will be presented to the Board in a subsequent report.

Why Have Official Community Plans?

OCPs are comprehensive long-range documents that establish a vision for an area's future, and guide decisions relating to growth and development within that area. This is achieved by establishing goals, objectives, and policies regarding the location, form and character of land use and development for the area.

OCPs anticipate, accommodate, and locate the land area needed for public, housing, commercial, industrial, agricultural and other uses. OCPs organize land use to avoid conflict, protect development from environmental hazards, increase efficiency, facilitate appropriate community development, protect agricultural lands, and protect the environment. OCPs also coordinate land use in interface areas between the rural area, municipalities, and First Nations Communities.

The goals, objectives, and policies in an OCP guide future land use, development, and other decisions of the Regional District Board to achieve the identified goals and objectives. An OCP allows businesses and landowners to make informed investment decisions. An OCP provides a level of assurance and predictability for residents and businesses regarding the way the RDBN will view and approach issues, and how the Board may approach decisions in critical areas like land use, housing, habitat protection, and economic development. OCPs also provide staff with critical directions regarding how to respond to the public regarding development inquiries.

The RDBN's OCPs

The RDBN has the following OCPs, which were adopted in the year shown in their title.

- "Omineca Settlement Corridor Official Community Plan Bylaw No. 1260, 2003."
- "Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011."
- "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014."
- "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017".
- "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019".
- "Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021".
- "Fort St. James Rural Official Community Plan Bylaw No. 2054, 2024".

The OCP Review Process

It is important to periodically review OCPs as the legislation, the attitudes and priorities of residents, the regional economy, and the development patterns and issues change over time. Equally important is that the process of reviewing the OCP also serves to raise awareness of, and support for, the community vision and objectives contained in the plan.

The Planning and Development Department is always working on an OCP review. The OCP for Electoral Area G (Houston, Topley, Granisle) is currently underway.

An OCP development process for the southside of Electoral Area E (Francois/Ootsa Rural) was undertaken in 2012; However, an OCP for the area was not adopted.

Given the absence of regulation and the limited growth potential in the Omineca Settlement Corridor area (northern Electoral Area C) staff have not recommended the need for an updated OCP for that area.

ATTACHMENTS:

- "Omineca Settlement Corridor Official Community Plan Bylaw No. 1260, 2003."
- "Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011."
- "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014."
- <u>"Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017".</u>
- "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019".
- "Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021".
- "Fort St. James Rural Official Community Plan Bylaw No. 2054, 2024".

STRATEGIC PLAN ALIGNMENT:

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



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Jason Llewellyn, Director of Planning and Development

Date: August 14, 2025

Subject: ALR Non-Adhering Residential Use Application No. 1281

Electoral Area A (Smithers/Telkwa Rural)

RECOMMENDATION:

(all/directors/majority)

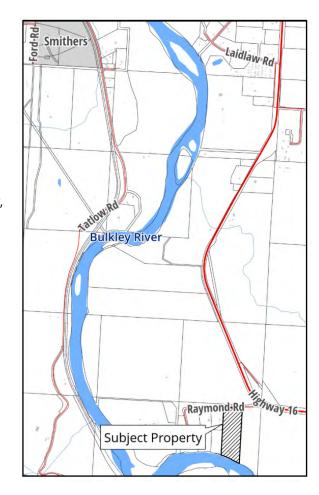
That the Board not authorize the submission of Agricultural Land Reserve Non-Adhering Residential Use Application No. 1281 to the Agricultural Land Commission.

EXECUTIVE SUMMARY

The applicant is requesting Agricultural Land Commission (ALC) approval to allow 11 dwellings on the subject property. Nine of the dwellings were built without building permits, in contravention of Agricultural Land Reserve regulations, and zoning.

In staff's opinion the density of development on the property is not in the best interest of agriculture and the character of the area. Further, the ALC is prohibited from approving the application by legislation, unless the additional dwellings are necessary for a farm use.

Given the situation staff do not see a practical path towards achieving compliance with RDBN bylaws and ALC regulations. Therefore, staff recommend the application not be forwarded to the ALC for consideration.



APPLICATION SUMMARY

Name of agent/owner: Arvindbhai Patel and Lynett Lalita Patel

Electoral Area A (Smithers/Telkwa Rural)

Subject property: 405 Raymond Road

Lot 2, Section 5, Township 4, Range 5 Coart District, Plan 7322

PID: 009-430-032

Property size: 9.16 ha (22.63 ac)

OCP designation: Agriculture (AG) Designation in Smithers Telkwa Rural Official

Community Plan Bylaw No. 1704, 2014

Zoning: Small Holdings Zone (H1) in "Regional District of Bulkley-Nechako

Zoning Bylaw No. 1800, 2020"

Building inspection: In the Building Inspection area

Fire protection: In a Rural Fire Protection area

Existing land use: The subject property contains a total of 11 dwellings. Nine

dwellings appear to have been built without building permits contrary to zoning and ALC regulations. The dwellings are

developed as follows:

• A single-family dwelling converted into a multiple family

dwelling with 5 dwelling units.

• A second single-family dwelling converted into a multiple

family dwelling with three dwelling units.

• A garage developed into a multiple family dwelling with

four dwelling units.

Location: The subject property is located on Raymond Road in a rural

residential neighbourhood. The area is approximately 7 km

southeast of the Town of Smithers.

Proposed Use:

The applicant is requesting Agricultural Land Commission (ALC) approval to allow the 11 dwelling units on the property.

DISCUSSION

OCP

The Agriculture (AG) designation is intended to protect and preserve farmland and soil having agricultural capacity, and facilitate the appropriate utilization of that land for agricultural purposes. The proposed density of development is contrary to Official Community Plan policy.

Zoning

The Small Holdings Zone(H1) allows a maximum of three dwelling units on the subject property, with a maximum of two dwelling units in a structure either as a Two-Family Dwelling or a Single Family Dwelling. As they exist, all 11 of the dwellings on the property are in contravention of the Zoning Bylaw.

To bring the dwellings into compliance with RDBN regulations an amendment to the Official Community Plan and rezoning of the land would be required. This process could not be finalized until ALC approval for the dwellings has been given.

Building Bylaw

It appears that nine of the 11 dwelling units were created without the required building permits. Building permits cannot be issued until appropriate zoning and ALC

approvals are in place, and it is determined that the dwellings are built in accordance with the BC Building Code.

Agricultural Land Commission Act (ALCA)

The ALC allows up to three dwellings on the property. One dwelling of up to 500 m^2 (5,381 ft²) plus one additional dwelling of up to 90 m^2 or (968 ft^2) is allowed. The larger dwelling may have a secondary suite.



Section 25(1.1)(b) of the ALCA states that in making a determination with respect to a non-adhering residential use application, the Commission "must not grant permission for an additional residence unless the additional residence is necessary for a farm use." There is no agricultural activity on the property, and the applicant has not indicated any intention to use the property for agricultural purposes for which additional housing is necessary. Therefore, it appears that the ALC must reject the application.

Section 25(3) of the ALCA states that an application may not proceed unless authorized by a local government resolution if the land is zoned to permit farm use, or where the proposed use requires an OCP amendment. The land under application is zoned H1 (which permits Agriculture) and the proposed multiple family dwellings cannot be allowed without an OCP amendment. Therefore, the Regional District Board may do one of the following:

- 1. Not provide a local government resolution authorizing the application to the ALC;
- 2. Forward the application to the ALC with a recommendation that the application not be supported; or
- 3. Forward the application to the ALC with a recommendation that the application be supported.

Staff Comment

In staff's opinion the additional dwellings are not in the best interest of agriculture, or the general character of the rural area. Further, the ALC is prohibited from approving the application by legislation unless the additional dwellings are necessary for a farm use. Without ALC approval the RDBN cannot proceed with zoning or building permit approval.

Given the situation staff do not see a practical path towards achieving compliance with RDBN bylaws and ALC regulations. Therefore, staff recommend the application not be forwarded to the ALC and that staff proceed with ongoing bylaw enforcement efforts.

Also, given the situation staff are providing this report to the Board without the benefit of a referral to the RDBN's Agriculture Coordinator, the Electoral Area A Advisory Planning Commission, or the Ministry of Agriculture and Food.

ATTACHMENT

Application Submission

STRATEGIC PLAN ALIGNMENT:

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



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 105125

Application Type: Non-Adhering Residential Use within the ALR

Status: Submitted to L/FNG

Name: Patel et al.

Local/First Nation Government: Regional District of Bulkley-Nechako

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple

Legal Description LOT 2 SECTION 5 TOWNSHIP 4 RANGE 5 COAST DISTRICT PLAN 7322

Approx. Map Area 9.16ha

PID 009-430-032

Purchase Date Sep 25, 2018

Farm Classification No

Civic Address 405 Raymond Road, Smithers BC V0J 2N6

Certificate Of Title TITLE-CA7087920-PID-009-430-032.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Arvindbhai Patel	Not Applicable	7788650009		Not Applicable
Lynett Patel	Not Applicable	7788650019		Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?

No

3. Primary Contact

Land Owner **Type**

First Name Arvindbhai

Last Name Patel

Organization (If Applicable) No Data

Phone

Email

4. Government

Local or First Nation Government: Regional District of Bulkley-Nechako

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that

currently takes place on the

parcel(s).

Just pine trees

Describe all agricultural improvements made to the

parcel(s).

No Agricultural Improvements

Describe all other uses that currently take place on the

parcel(s).

residential

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Other	Gravel Pit
East	Residential	Land has been cleared for residential development
South	Other	River
West	Residential	Completed residential use

6. Proposal

Is your proposal for a principal residence with a total floor area greater than 500 m²?

No

Is your proposal to retain an existing residence while building a new residence?

No

Is your proposal for an additional

Yes

residence?

No

Is your proposal for temporary foreign worker housing?

No

Do you need to import any fill to construct or conduct the proposed non-adhering residential use?

What is the purpose of the proposal?

We are applying for Non-Adhering Residential Use to retain multiple longestablished residential suites on our 22.75-acre property at 405 Raymond Road, which is located within the Agricultural Land Reserve (ALR). The existing structures were converted into 11 residential suites prior to February 2019 without new building construction and have been consistently used to provide long-term rental housing since that time.

The purpose of this application is to bring the property into alignment with ALC requirements while avoiding the displacement of up to eight tenants

in an area experiencing a significant housing shortage. The suites are located within three pre-existing structures, and no viable commercial farming activity is possible due to the presence of hydro utility easements across the property and natural limitations of the land.

By seeking Non-Adhering Use approval, we are aiming to formalize the current residential configuration, preserve critical housing in the region, and establish a compliance pathway that respects both the intent of the ALCA and the realities of land use in this particular location. While there is no direct agricultural production occurring, the proposed outcome achieves a balance between regulatory compliance and social responsibility, and avoids forcing further residential pressure onto prime agricultural parcels elsewhere in the region.

Is your proposal necessary for farm use? If so, please explain.

The proposal is not directly necessary for farm use, as the property is not currently used for agricultural production. The land is significantly impacted by hydro transmission easements that limit its suitability for commercial-scale farming. Soil conditions, terrain, and the linear infrastructure across the site further reduce its agricultural viability.

That said, the existing residential configuration indirectly supports the broader goals of rural sustainability by providing essential housing to individuals and families in the Smithers area, where affordable and long-term rental options are in critically short supply. This helps reduce housing pressures on surrounding viable agricultural land by utilizing a parcel where farming is impractical.

No formal farm operation—commercial or subsistence-level—is taking place on the property at this time, and there is no farm labour force residing onsite.

Will the proposed residence(s) be clustered with existing residential structures? Please explain.

Yes, all residential units are located within three existing and previously permitted buildings that are clustered near the front portion of the 22.75-acre parcel, with access from Raymond Road. No new buildings have been added, and no development has taken place in the rear or otherwise open portions of the lot.

This existing layout ensures that the majority of the land remains open and undeveloped, preserving a large remainder of the parcel that is unobstructed and available for potential low-impact agricultural use. The current configuration avoids further fragmentation, aligns with the principle of clustering, and does not encroach upon the back acreage of the property, which remains undisturbed.

Setbacks from property lines have been respected as per original construction, and no structural expansion beyond the existing building footprints has occurred since acquisition in 2018.

Will the proposed residence(s) be located within a 60 m setback from the front lot line? Please explain.

Yes, all existing residential structures are located within approximately 60 metres of the front lot line along Raymond Road. The buildings were already in place prior to our acquisition of the property in 2018, and no new construction has taken place beyond the original footprints.

The siting near the front of the lot ensures efficient access for residents and emergency services, while also preserving the remainder of the 22.75-acre parcel in its natural or undeveloped state. This arrangement minimizes disturbance to the back portion of the land and is consistent with ALC's principle of siting near existing roads and infrastructure to avoid unnecessary intrusion into potentially usable land.

Where on the parcel will the proposal be situated and is there an agricultural rationale for the proposed location?

The existing residences are located toward the rear portion of the parcel, approximately 20 to 70 metres from the river that runs along the back of the 22.75-acre property. All units are contained within three pre-existing structures that were on-site prior to our 2018 acquisition. No new buildings are proposed—only the formalization of existing residential use.

This rearward siting was not determined by agricultural planning but rather by the original layout of the buildings and topographical constraints. The front portion of the property is more open, but it is also intersected by hydro transmission lines and associated easements, which limit agricultural development and building viability in that area.

From an agricultural perspective, retaining the residences where they currently exist avoids disturbing the remaining land, particularly the open, flatter, and more accessible portions of the front parcel. If agricultural activity were ever pursued, it would more feasibly take place near the road

frontage, where access and sunlight are better and utility infrastructure already exists.

This configuration helps maintain a usable remainder parcel without introducing new encroachments or additional fragmentation.

Describe any infrastructure required to support the proposed residence(s) and the approximate area (m²) required for that infrastructure

No new infrastructure is required to support the proposed residences. All necessary systems, including water, sewage, electrical, and access roads, were already in place prior to February 2019 and have been used continuously since that time. The residences are fully serviced within the existing site footprint, and no further land area will be disturbed or developed.

Proposal Map / Site Plan Diagram.xlsx

Detailed Building PlansDetailed Building Plans Explanation.docx

Fuinting Bookday as	Takal Elagu Avas	Do a suitu Aine
Existing Residence	lotal Floor Area	Description
#1	Total Floor Area 470m ²	1. Garage Building (converted into 4 bachelor suites) Type: Detached accessory structure converted to residential Total Floor Area: approx. 120 m² (30 m² per suite × 4) 2. Cabin Building Upper Floor: 3-bedroom suite – approx. 90 m² Basement: 1-bedroom suite – approx. 60 m² Total Floor Area: approx. 150 m² 3. Main House Basement: 3-bedroom suite – approx. 90 m² Basement: 1-bedroom suite – approx. 60 m² Main Floor: Bachelor suite – approx. 30 m²
		Auxiliary mini bachelor (attached to stair covering): approx. 20 m ² Total Floor Area: approx. 200 m ² Total Combined Residential Floor Area (Estimate): Approx. 470 m ²

Proposed Residence	Total Floor Area	Description
#1	1m²	None. No new residential area has been

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constructed or proposed after February 22, 2019. All residential conversions—including the four bachelor suites in the garage building, the one-bedroom suite in the basement of the main house, and the mini bachelor unit created under the stair canopy—were completed between September 2018 and January 2019. These were created within existing structures and have been in continuous residential use since prior to the ALC regulatory cut-off.

7. Optional Documents

Туре	Description	File Name
Other files that are related	Tenants Plea	Appendix_A_Tenant_Testimonials_40 5RaymondRoad.pdf
Other files that are related	Cover Letter Of Plea	ALR_Submission_ArvindPatel.pdf
Other files that are related	Comparative Listing of Multi-Unit Residential Use on ALR Land – Kettle River Example	ALR_Comparison_KettleRiver.pdf
Other files that are related	Example of Residential Conversions Meeting Rental Demand In Smithers	ConversionsForRentExample_WithSu mmary.pdf
Other files that are related	Supporting Evidence – Affordable Housing Demand in Smithers	RealEstateCrisis_WithSummary.pdf

Appendix A

Tenant Testimonials in Support of Existing Housing at 405 Raymond Road

The following letters of support have been provided by current residents of 405 Raymond Road.

These statements reflect the significant reliance tenants place on the continued availability of this housing, the difficulty in securing alternative accommodations, and the hardship that displacement would cause.

Each testimonial is included in full as received.

List of Supporting Residents:

- 1. Danielle Forsythe
- 2. Harshit Kandpal
- 3. Kurian Cherian
- 4. Matthew Graham
- 5. Natu Bearwolf
- 6. Ramnath Vazhuthinasseri



Arvind Petel

Urgent - Your Support Can Help Protect our Home at

Canadian Foreythe To: Arvind Patel Mon, Jul 14, 2025 at 6:41 PM

Hi Arvind,

Here is my response:

Since my move to the region just over one year ago, finding housing in the Smithers area has been incredibly difficult. The demand far outweight the availability, with prizes constantly rising, making it challenging to secure an affordable home. In looking for housing, opportunities were taken up before the ability to even view the properties.

My home at 405 Raymond Road is extremely important to me. The area offers not only a strong sense of community but is also close proximity to my work. It's a place tive come to call home, and leaving would disrupt my daily life and quality of living.

If I were forced to move, it would cause eignificant hardship. The emotional and financial strain of relocating would be challenging, not to mention the stress of potentially not finding an equally comfortable home.

Over the past year, I have observed growth of Smither's population. I have met several newbles to the eres, like myself. The population growth brings positive opportunities for local businesses and the overall health of the local economy. While population growth offers many potential benefits, it's important to advicely that it also posses higher demands on the housing rental market.

Danielle Forsythe,

Warm regards,

Danielle

From: Arvind Patel

Sent: July 14, 2025 5:48 PM To: Arvind Patel <

Subject: Urgent - Your Support Can Help Protect our Home at

Dear Tenanto,

Campani and Manager



Arvived Patel

Urgent - Your Support Can Help Protect our Home at

Harehit Kendpel To: Arvind Petel Mon, Jul 14, 2025 at 6:49 PM

Helio Arvind, Below is the feedback.

We moved to Smithers in April 2024, full of hope and excitement for a freeh start. But settling in weart easy—finding a suitable one-bedroom place to rent turned out to be much herder than we expected. The rent prices were europielogly high, and for days it felt like every option was either out of our budget or dishrit quits feel like home.

After a lot of searching, a lot of etress, and a few moments of doubt, we finally found the place we now call home to be a huge relief to find something not only within our budget, but also warm and welcoming—with all utilities included. It gave us a sense of comfort and stability just when we needed it most.

Staying here has become more than just a matter of convenience—It's about etablity, peace of mind, and having a piace that truly feels like home. The affordability and the inclusion of utilities made it manageable for us, and knowing we had a safe, comfurtable place to return to each day.

Being forced to move would be incredibly difficult for us—emotionally, financially, and practically. After finally setting into this home, having to start the search all over again—especially in a housing market theirs already so limited and expensive—would be overwhelming. A sudden move would also meen new costs we simply aren't prepared for—first and last month's rent, moving expenses, utility setups, and possibly higher monthly payments.

Rugardi,

Handlit Kandpal

(Special) and (March)

[Cjurred test history]

M Gmail	Arvind Patel
Urgent - Your Support Can Help Protect our Home at	
Kurten Cherben To: Arvind Piriel	Mon, Jul 14, 2025 at 7:00 PM
HI Str,	
Reelly I believe 405 Raymond accommodations are very important in Smithers. Especially as I am a senior of atmosphere. It is very difficult to find auch a nice accommodation in Smithers for single person. I know lot of	
Thanks	
Kurlan Cherlan	
Sent from my IPhone	
On Jul 14, 2025, at 5:47 PM, Arvind Patel <	

1/1



Arvind Patel

Urgent - Your Support Can Help Protect our Home at

Matthew Graham
To: Arvind Patel

Mon, Jul 14, 2025 at 5:58 PM

HI Arvind,

Thanks for being upfront with us and for all the work you're doing to keep things on track with the ALC. I really appreciate the way you've handled everything — any issues that have come up during my time here have been dealt with quickly and professionally, and there haven't been any major professionally, and there haven't been any major professionally.

Finding housing in this area was incredibly difficult. Remains in Smithers are few and far between, especially anything that's even remotely affordable or well-maintained. When I found this place, it felt like a huge weight off my shoulders — It gave me stability, peace of mind, and a place I could actually call home.

Honesity, if doe deventated if I had to leave. The thought of trying to find a new place in this market, let alone packing up and moving again, is overwhelming. This home means a lot to me, and I really hope it can stay so it is.

Let me know if there's anything else I can do to help with the submission.

All the best, Matthew Graham (Survival land Hidden)



Arvind Patel

Urgent - Your Support Can Help Protect our Home at

Natu Bearwolf < To: Arvind Patel Mon, Jul 14, 2025 at 9:06 PM

To Whom It May Concern;

My pertner end I are currently renting a unit at a surrounding area for a place to rent for the two of us and our daughter. After almost a year of searching we found only 3 places to lock at, that were either out of our price range or unautisable for our needs.

We were so happy to have found this place at and the two of us and our daughter as a family. It is very important to us that we are able to continue to live here as we need appropriate housing for us and our child, it would be a tremendous hardship for us if we had to relocate as there are not a lot of rentals in Smithers and the surrounding area, and even less in our price range.

Sincerely,

Natu Bearwolf

On Mon, Jul 14, 2026 at 5:47 PM Arvind Patel

wmote:



Arvind Patel	

A Personal Request Regarding Housing at

Remneth Vezhuthinesseri -

Mon, Jul 14, 2025 at 6:54 PM

Dear Arvind,

Thank you for keeping us informed and for all the efforts you're making to protect our housing. I'm really sorry to hear about the challenges you're facing with the zoning issue, and I truly hope the Agricultural Land Commission sees the value this property provides to people like me.

I wanted to share a few words in support of your submission:

It was extremely difficult to find housing in Smithers, the rental market is very limited, and most places are either unaffordable or unavailable. Finding a space at was a huge relief for me. It's sufe, quiet, and provides the stability I need. If I were forced to move, I honostly don't know where I would go. It would cause a lot of stress and hardship, both financially and emotionally. I would really appreciate it if you could allow us to live peacefully here, as finding accommodation in Smithers is very challenging. This home has become an essential part of my day-to-day life, and losing it would be a serious authoris.

Please feel free to include this in your submission, I'm very grateful to be part of this community and I hope we can continue to live here without further issues,

Wishing you all the best in your application.

Regards, Ramneth Vezhuthinasseri

Appendix B

Additional Tenant Testimonials & Supporting Context for Housing Need

Appendix B includes additional tenant testimonials received after the NARU submission deadline, along with relevant materials illustrating the severe housing pressures in British Columbia. This supports the argument that the housing provided at 405 Raymond Road meets a critical community need.

List of Additional Tenant Testimonials (Post-Submission):

- 1. Camisha Naziel
- 2. Gondar Monn
- 3. Megan Greene

Supporting Materials:

- News Article: '1 in 3 Seriously Considering Leaving BC' (CityNews, 2024)
- Extract from CPA Magazine (Housing Affordability / Cost of Living Reference)

Each testimonial and supporting material is included in full as received.

Camisha Johnson-Naziel



I am writing to express my deep feelings about the importance of having an independent living space and to share my personal journey in seeking affordable housing. As a 28-year-old who has been living independently since I was 14, I understand the critical need for safe and affordable housing options for individuals like myself.

Over the past two years, I have tirelessly searched for an independent living space that fits within my budget. Unfortunately, most of the options available in my price range consist of shared accommodations or bedrooms in other people's homes. This situation is not only frustrating but also reflects a broader issue—everyone deserves the right to their own independent living space at an affordable price.

Currently, I earn \$22 an hour, and after accounting for my car payment and other essential bills, my financial resources are limited. The reality is that to afford most rental units, I would need a partner, a family member, or a spouse to help share the financial burden. However, that is not my current situation.

I have worked consistently since my teenage years, and the only time I was able to afford a home was when I lived with my ex and his mother, pooling our resources together. This collective arrangement was not a sustainable solution, and now that I am on my own, the challenge of finding a suitable living space has become even more pressing.

I believe that everyone, regardless of their circumstances, should have access to independent and affordable housing. It is an essential part of fostering independence, stability, and a sense of community. I hope that by sharing my story, I can highlight the need for more affordable housing options that empower individuals to live independently.

Thank you for considering my perspective on this important issue.

Respectfully,

Camisha

JULY 15, 2025



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m	VII	HU.	rai	eп

Urgent – Your Support Can Help Protect our Home at

Gondar Monn
Tue, Jul 15, 2025 at 9:23 AM
To: Arvind Patel

Hi Arvind,

Sorry for being so late.

I was so happy last year when I reached out to your company as I needed urgent lodging.

It only took me a couple of weeks to move in.

Living at has been a life changing experience. The environment has made me appreciate the outdoors. I have never been someone who exercises. The beauty around here made me want to connect more with nature, whether walking or jogging around. My me tal and physical health have been greatly impacted.

A few months ago, I was planning to move back to town, I have never been able to because of the scarcity of housing. I am glad I still have as an option.

Gondar

Gondar

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Arvind Patel

Date: 2025-07-14 5:47 p.m. (GMT-08:00)

To: Arvind Patel <

Subject: Urgent - Your Support Can Help Protect our Home at

[Quoted text hidden]



Arvind Patel

Urgent – Your Support Can Help Protect our Home at

Megan Green
To: Arvind Patel >

Tue, Jul 15, 2025 at 9:58 AM

Hello, I apologize my night was very busy!

I am very happy at raymond road, my daughter walks around and everyone is very friendly. We consider it out home, when I had no where to go this place was here. It's a great distance and my daughter loves it, my dog is welcome and everyone makes us feel welcome. I would be very upset to see this place gone from us. [Quoted text hidden]

WATCH LIVE

1 in 3 'seriously' considering leaving B.C. due to cost of living pressures: poll



A new poll suggests more than one in three B.C. residents are thinking of leaving the province. As Lauren Stallone reports, pressures from the cost of living continue to rise.









By Charlie Carey and Michael Williams

Posted June 10, 2024 7:52 am.

Last Updated June 10, 2024 7:19 pm.

As housing affordability and cost of living pressures continue, a new poll says more than one in three B.C. residents are thinking of leaving the province.

The Angus Reid poll shows about 36 per cent of those polled are "seriously considering leaving British Columbia because of the cost of housing here."

More than 1,200 were randomly surveyed by the research company between May 24 and 30.

The poll suggests that those in the Fraser Valley are most likely to be considering a move compared with residents in other parts of the province. Forty-two per cent of those in the Valley are thinking of moving, while only 22 per cent of those living on Vancouver Island are thinking of leaving.

Related:

- B.C. receives damning Food Banks Canada poverty report card
- Liberal government launches \$1.5B program to build more co-op housing
- The costs of paying a living wage

Angus Reid says 66 per cent of respondents cited the cost of living and inflation as the biggest issue in B.C. right now, followed closely by health-care and housing affordability.

"Housing affordability challenges are nothing new to many British Columbians. Vancouver, Burnaby, Victoria, and Kelowna all rank among the 12 <u>most expensive cities to rent</u> in across the country, while purchase prices follow a similar trend. Home prices have been <u>rising</u> <u>precipitously</u> since the turn of the century," Angus Reid explained.

"While the BC NDP has announced <u>a series of actions</u> on home affordability, and Metro Vancouver now leads the nations in <u>new housing starts</u>, residents continue to grapple with the reality of costs. Half (53%) say the government needs to focus more on taking steps to address their housing needs. One-quarter (24%) are satisfied, and seven per cent say the focus has been too heavy."

Last year, B.C. had net-negative interprovincial migration for the first time in more than a decade, Angus Reid shared.

"Despite this outflow, the province's population still grew, but the exodus of British Columbians to other provinces is perhaps emblematic of the affordability challenges the province faces. A study released in Nov. 2023 showed that B.C. had the <u>highest cost of living</u> of any province in the country," it said.

"Half of 18- to 34-year-olds and more than two-in-five 35- to 54-year-olds say they are seriously thinking of leaving the province because of the cost of housing. For older British Columbians, who are more likely to be more established perhaps with a home that they've paid off, leaving is less of a consideration."

B.C. still has 'to do more': housing minister

Even though Metro Vancouver is currently home to the most housing starts in Canada, B.C. Housing Minister Ravi Kahlon understands that his government will have to "continue to do more."

"We have a shortage of housing across British Columbia, we're decades behind when it comes to investment," Kahlon told CityNews.

"If you look back at when government stopped investing in affordable housing, just over 20 years ago, and you caculate how many could have been built, we would be at the number we need."

Kahlon highlights the steady influx of immigrants to B.C. presents additional challenges for the housing market. Although, he also thinks the 'challenge' has created opportunity.

"We've got 10,000 people coming every 37 days to British Columbia," he said. "It's putting pressure on our communities, but on the positive side, we have two-and-a-half times more per capita housing under construction right now than Ontario. We need to continue to invest and unlock housing."

Based on a 2023 report by the Canada Mortgage and Housing Corporation, projections suggest that by 2030, the province could face a shortfall of approximately 650,000 affordable housing units if trends identified that year persist.

Kahlon noted that his government remains committed to pursuing avenues to expand affordable housing options for British Columbians.

"During these challenging times, the worst thing we can do is go backwards," Kahlon added.

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Top Stories

prohibitive Housing Costs Causing CPAs to Consider Moving out of BC

According to CPABC's latest BC Check-Up: Live survey results,* affordable housing—specifically, the lack thereof—continues to be one of the greatest challenges faced by BC businesses, with 79% of CPA respondents citing housing prices as an obstacle to business success. While this percentage marks a decline from 86% in 2024, it still represents a significant majority of respondents. In fact, only tariffs and trade restrictions ranked higher than housing affordability as a challenge in 2025, coming in at 83%. The ability to attract and retain skilled labour (71%) and labour compensation (69%) rounded out the top four.

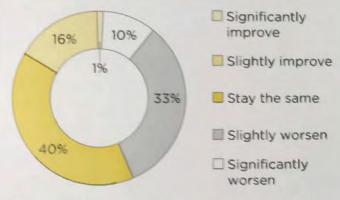
Many respondents also expressed a pessimistic outlook on the future cost of housing, with 44% expecting affordability to worsen in their region over the next 12 months. On a positive note, however, this marked an improvement over the results from last year, when 61% of respondents said they anticipated a deepening crisis. Similarly, the percentage of respondents who said they expect housing affordability to improve over the coming year increased from 8% in 2024 to 16% in 2025, indicating a slight increase in optimism. The remaining 40% said they expect it to stay the same, up from 31% last year.

For the first time, members were asked if they were seriously considering leaving British Columbia due to the cost of housing. While 64% of respondents disagreed with this statement, approximately 28% agreed, and the remaining 8% said they were unsure. Notably, CPAs who'd held their designation for less than 10 years were more likely to say they were considering a move out of province.

Ultimately, these results highlight the need to further increase the housing supply and boost real incomes in the province.

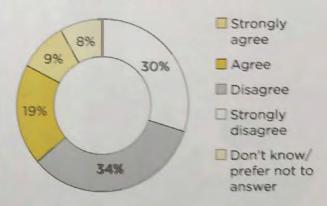
A closer look at the results

How do you expect housing affordability to change in your region over the next 12 months?



"Don't know" responses have been excluded from the total.

Agree or disagree: Due to the cost of housing, I am seriously thinking of leaving BC.



Source: CPABC BC Check-Up survey, n = 457. Conducted from April 9 to April 30, 2025.



* CPABC conducted a web-based survey of CPA members across BC to solicit their thoughts on the province's current and future economic situation and on their current workplace environment. A total of 457 survey responses were received between April 9 and April 30, 2025, which represents an overall response rate of 7%.

Supporting Evidence for NARU Application

Attached is a public real estate listing of a property located in the ALR at 6055 Kettle River FSR E., Westbridge, BC.

This property features over 14 homes and 20+ buildings, including a main home exceeding 5,300 square feet, on a parcel

with ALR and No-Zoning designation. Minimal reference to ongoing agricultural activity is made.

This listing highlights the precedent of multiple dwellings permitted or developed on ALR land, likely without significant

farming infrastructure. In contrast, my proposal involves fewer than 10 residential units-all within existing buildings-

intended solely for affordable housing, without disturbing agricultural integrity.

This reinforces that modest, community-focused, and socially responsible use of ALR land-like the one I propose-

is more compatible with the current housing crisis and consistent with the public interest.

See accompanying screenshot from the listing below.

8:12 🦄



Located at 6055 Kettle River FSR E., Westbridge, BC.
~ approx 2 hours from Kelowna and 1 hour from Osoyoos.

- ~ approx 4500 feet of riverfront on the serene Kettle River.
- ~ Over 20 buildings on the property! With the main home being over 5,300 SQF! There are approx 14 homes on the property plus cabins, a workshop, a barn, a great hall and much more!

Submission in Support of ALR and Rezoning Application Re: 405 Raymond Road, Smithers, BC – ALC Application ID: 105125

Date - July 15, 2025

To:

Mr. Brandon Jacobsen, Compliance and Enforcement Officer, ALC

Mr. Llewellyn, Planning Department, RDBN

Background & Site Context

405 Raymond Road is a 22.75-acre parcel located within the Agricultural Land Reserve (ALR), historically used for residential purposes. The property is constrained by several factors that limit its agricultural viability:

- **Soil Classification**: Canada Land Inventory rates the soils as Class 5, indicating severe limitations for crop production.
- **Topography & Infrastructure**: The site is intersected by hydro transmission easements, with uneven terrain and drainage issues that further restrict agricultural use.
- **Current Use**: The land has not been actively farmed in decades and is currently used for long-term residential rental housing.

We acknowledge the ALC's notice regarding unauthorized residential use and submit this response in good faith, with a commitment to compliance and community contribution.

Proposal of a Three-Step Approach to Compliance and Community Contribution

Step One: NARU Application (ALC Application ID: 105125)

We have submitted a formal Non-Adhering Residential Use (NARU) application to the ALC to retain 11 residential suites within three pre-existing buildings.

- The suites are clustered near the front of the parcel, preserving most of the land in its natural state.
- All units are fully serviced and have been in continuous residential use since before the ALC's regulatory cutoff.
- The property provides critical long-term rental housing in a region with a vacancy rate of approximately 1%.

We have also received emails of support from current tenants as noted in Appendix A, which are enclosed with this submission. These letters highlight the importance of this housing to their stability and well-being.

Step Two: Subdivision & Zoning Amendment

In parallel, we would like to explore a rezoning and subdivision pathway with the Regional District of Bulkley-Nechako (RDBN). Our conceptual plan proposes three parcels, each larger than Lot 6 to the west (~2.3 ha), which has already been subdivided.

We also reference the in-progress application for 3500 Poplar Road, which demonstrates the RDBN's willingness to consider pragmatic housing solutions within the ALR.

We are open to:

- Zoning variances to ensure compliance.
- Land use covenants to preserve agricultural compatibility.
- Collaborative planning with RDBN staff to align with the Official Community Plan.

Step Three: Agri-Tourism & Equine-Based Rural Use

Recognizing the limitations of the land for traditional agriculture, we propose to reposition the property as a rural agri-tourism venue. In collaboration with Clare Hobson, we envision:

- Short-term accommodations linked to equine experiences, nature-based retreats, and wellness workshops.
- A modest horse training centre using existing infrastructure, with minimal capital investment and no new construction.

This aligns with Section 11 of the ALR Use Regulation, which permits agri-tourism activities that are accessory to the land's rural character. The existing suites would support seasonal accommodation for guests, artists, and facilitators, contributing to the local economy while preserving the land's integrity.

Conclusion: A Collaborative Path Forward

I respectfully submit this three-step approach as a practical and community-minded response to the ALC's notice:

- 1. **Immediate Compliance**: Through our NARU application, we seek to formalize existing residential use that provides essential housing in a high-demand region.
- 2. **Medium-Term Planning**: We are open to working with the RDBN on a subdivision and rezoning framework that aligns with local planning goals and reflects precedents such as Lot 6 and 3500 Poplar Road.
- 3. **Long-Term Vision**: We propose a low-impact agri-tourism model that leverages the site's rural character and existing infrastructure to support local economic development and experiential tourism.

We are committed to being responsible stewards of the land and active contributors to the Smithers community. Our goal is to comply fully with ALC and RDBN regulations, preserve the rural character of the land, and support housing stability and rural revitalization.

Proposed Next Steps

- **For the NARU Application:** We request your review and consideration of the submitted application and supporting materials. We are available to provide any additional documentation or clarification required to support a timely decision.
- **For Rezoning & Subdivision**: We would like to initiate formal discussions with the RDBN Planning Department to explore a subdivision and rezoning pathway that reflects both community needs and land use compatibility. We are open to pre-application meetings, site visits, and collaborative planning.
- For Agri-Tourism: We welcome the opportunity to engage with the ALC to discuss how our proposed equine-based agri-tourism model aligns with Section 11 of the ALR Use Regulation. We are open to submit a supplementary proposal or business plan to demonstrate compliance and community benefit.

I thank you for your time and look forward to working together to find a balanced and forward-thinking solution.

Sincerely,

Arvind Patel

Supporting Context for Proposal: Conversion of Existing Structures for Rental Housing

This example illustrates a real-life rental inquiry received in response to a converted residential unit in Smithers, BC. It highlights the overwhelming rental demand in the region and reinforces the need for flexibility in allowing non-adhering residential uses within existing structures. These conversions do not displace viable farmland or require new infrastructure, yet they provide much-needed housing for working residents in a high-demand, low-supply market.

This file further demonstrates that the proposed use of 405 Raymond Road aligns with local housing needs and supports the provincial initiative to address the housing crisis in British Columbia.

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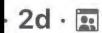




Smithers Real Estate and Rentals







Studio (furnished) For Rent Located 10 minutes from Smithers Beautiful views with acreage

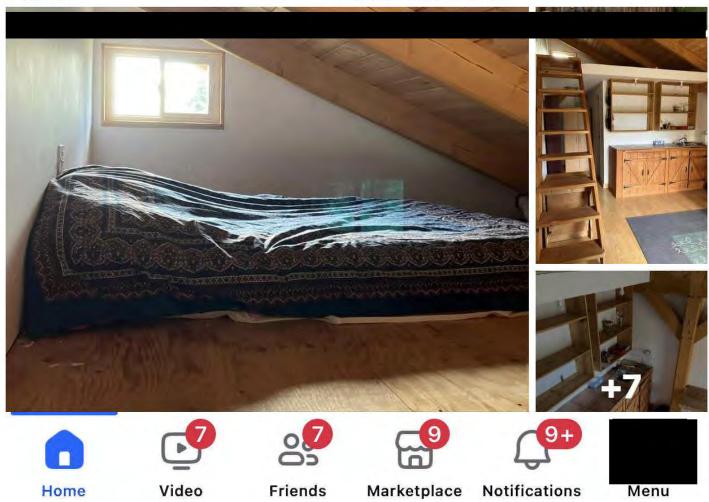
Located on

Main Living Room with half kitchen, full bath, ladder to loft with bed.
Utilities included (heat, water, internet)
Finished. Pets allowed.
Baseboard heat, parking in winter.
Washer and Dryer available (shared)



\$1000/month plus damage deposit





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Smithers Real Estate and Rentals







Studio (furnished) For Rent Located 10 minutes from Smithers Beautiful views with acreage

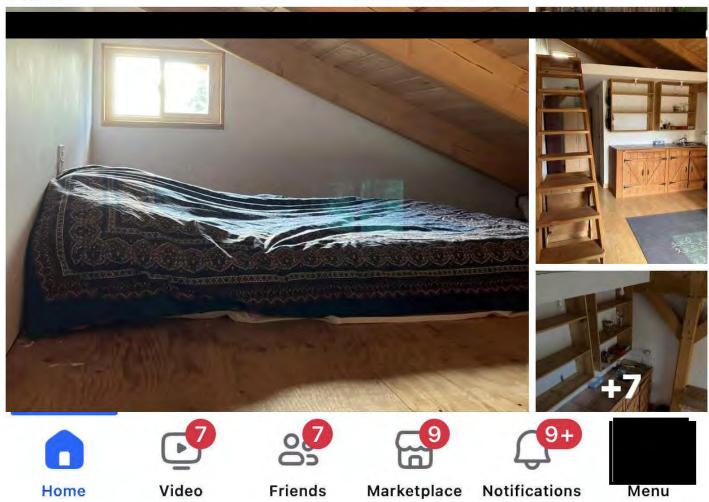
Located on

Main Living Room with half kitchen, full bath, ladder to loft with bed.
Utilities included (heat, water, internet)
Finished. Pets allowed.
Baseboard heat, parking in winter.
Washer and Dryer available (shared)



\$1000/month plus damage deposit





Supporting Context for Proposal: Affordable Housing Crisis in Smithers, BC

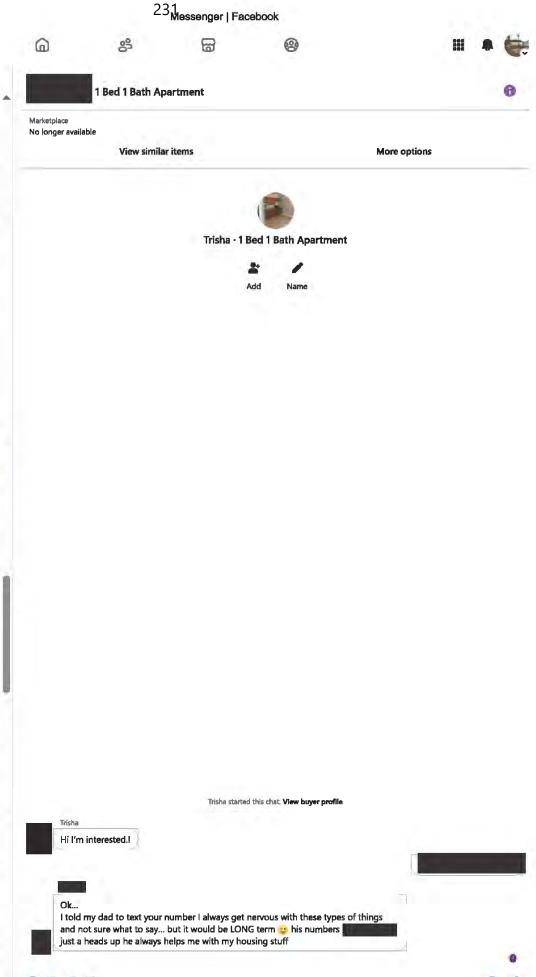
The attached pages illustrate the dire housing shortage in Smithers. A recent advertisement for a modest bachelor suite received multiple inquiries within hours, confirming high demand. Concurrently, rental listings in the area are priced significantly higher, reflecting a supply-demand imbalance. Despite this, I have kept my rents below market to ensure affordability for working individuals and families. This proposal seeks to legalize existing residential units that were renovated prior to February 2019, supporting the province's stated goal of increasing affordable housing supply. These suites do not displace farmland, require no additional infrastructure, and preserve long-term housing options in a constrained market.



1 Bed 1 Bath Apartment Trisha: Ok... I told my dad to text y... 2w

2 Beds 1 Bath Apartm... You: Sorry for the confusion. W... 2w

Beds 1 Bath Townho... You: It's available now first come fi... · 2w



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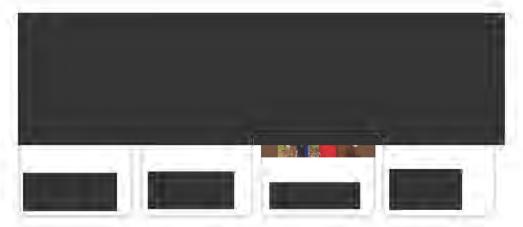


What's on your mind, Bulkley Valley?







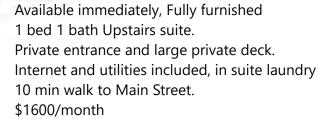




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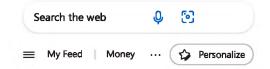


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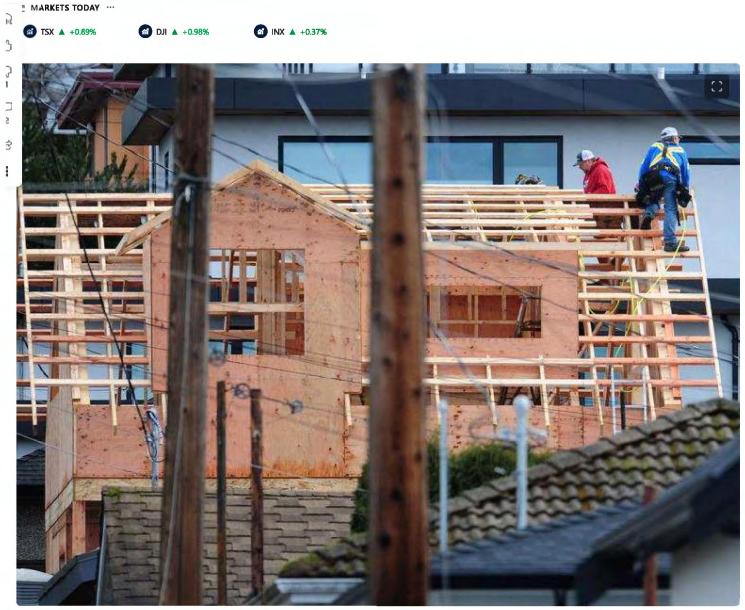




Vancouver Sun + Follow

B.C. to legalize all secondary suites, introduce flipping tax, hike density on single-family lots

Story by Katie DeRosa • 11h ago



A laneway house under construction in Vancouver on March 2, 2022.

© Provided by Vancouver Sur



B.C. will overhaul municipal zoning rules to allow so-called missing-middle housing, such as townhomes and multiplex homes on single family lots. It will also introduce a flipping tax and legalize all secondary suites as part of Premier David Eby's refreshed housing plan announced on Monday.

However, the plan lacked details on how the province plans to overrule B.C. municipalities to allow higher density on single family lots. Those details will come this fall when the NDP introduces legislation that will allow three to four units on a traditional single-family detached lot and even higher density in areas close to transit hubs.

"Simply put, we need to build more homes for people faster," Eby said during a news conference in Victoria, in front of a row of new townhouses on Wilson Street.

"Single family detached homes are out of reach for many middle-class people. And one or two bedroom condos often don't meet the needs of growing families. Family friendly neighbourhoods need more small-scale, multi-unit homes."

The debate over missing-middle housing has been divisive in many communities, with proponents calling for creative solutions that will make owning a home more attainable. Opponents cite parking concerns and fears that higher density will destroy the character from neighbourhoods.

Vancouver city council is considering whether to legalize buildings with up to six units on a single-family lot on low-density residential side streets. The City of Victoria in January passed its missing-middle housing policy, which will allow up to six units to be built on a single family lot.

The B.C. government will also legalize all secondary suites in B.C., taking the choice away from municipalities. In some B.C. communities, secondary suites are still illegal, a policy that Eby says chokes the supply of affordable rentals.

Starting next year, the province will offer loans up to a maximum of \$40,000 for homeowners to build and rent secondary suites. The loans will be forgiven as long as the homeowner rent the unit at below-market rates for at least five years.

A pilot program will initially open up the loan program to 3,000 homeowners for the first three years.

Watch live: B.C. Premier David Eby will join columnist Vaughn Palmer and Conversations Live host Stuart McNish for a town hall Q&A on Thursday, April 6, at 7 p.m. Watch it live at vancouversun.com.

British Columbians who buy a home just to flip it for a profit will be hit with a flipping tax that will be introduced later this year. The plan did not include details about the tax but Eby's housing platform, released before he became premier, called for a tax against those who hold a residential property for two years or less, with the tax rate edging higher the shorter the time the owner holds the property.

The government will also work with municipalities to strengthen enforcement of short-term rentals to ensure people aren't operating them under the radar and without paying the required taxes.

Eby promised to build 6,000 more affordable homes through the Community Housing Fund. Some B.C. mayors have complained that shovel-ready affordable housing projects are languishing because of a lack of funding from B.C. Housing.



B.C. premier David Eby on the balcony of a suits at the 115 Place Housing Co-operative in Burnaby, after a rental housing announcement on Jan. 12, 2023.
 Disson Payne

In December, Eby admitted that there's a backlog in government funding for affordable housing with B.C. Housing only approving one out of five applications for new affordable housing from non-profit organizations.

Eby also said the plan will provide more housing for people living on the street, including 3,900 more supportive housing units and 240 more purpose-built complex care housing units for people with severe mental-health and addictions issues.

The plan calls for another 1,750 homes to be built for Indigenous people living on and off reserve, and another 4,000 on-campus homes for students.

The plan references Eby's January announcement that the province will create a streamlined provincial housing permit system that will bring approval times to months instead of the current wait time of two years.

The NDP in 2018 promised to deliver 114,000 new homes over 10 years. It has funded 18,695 homes through B.C. Housing or its student housing program. Another 21,000 government-funded units are under construction or in progress.

The government says another 20,000 units have come onto the market thanks to the speculation and vacancy tax. The Housing Ministry also claims to have added another 2,000 rental units by banning strata rental restrictions.

Eby's Housing Supply Act, which will take effect later this year, will set housing targets for municipalities. Municipalities that meet those targets will get provincial cash for amenities, such as parks, bike lanes and recreation centres. Those that don't meet the target face the risk of being

kderosa@postmedia.com

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cbc.ca



No cause for alarm as downtown Vancouver office vacancy rate breaks 10%, researcher says

Story by CBC/Radio-Canada • 1h ago

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Vancouver ■ NEWS ⊕

researcher with the Vancouver Economic Commission says he is not overly concerned as numbers show Vancouver's downtown office vacancy rate has hit 10 per cent for the first time in almost 20 years.



A real estate firm says the office vacancy rate in the Vancouver downtown core has crossed 10% for the first time since 2004.
 © Ben Nelms/CBC

According to real estate firm Avison Young, the first quarter of this year brought Vancouver's downtown office vacancy rate to 10.8 per cent, up from 9.6 per cent at the end of 2022

The last time that the vacancy rat	e broke the 10 per cent threshold was in	n the last quarter of 2004.

Avison Young attributed the increase to more subleased properties being available as companies re-evaluate their office space requirements.

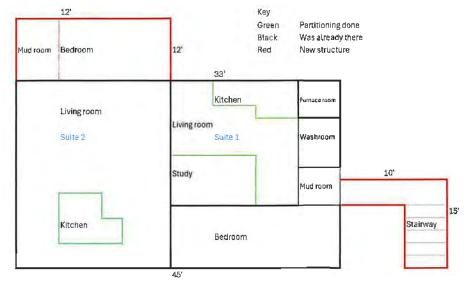
Office vacancy rates in Metro Vancouver, Q1 2023

The firm says the greatest pressure to sublease space was on technology companies, which are increasingly keen to cut expenses and have
more ability to allow staff to work remotely.

More for You

Main House

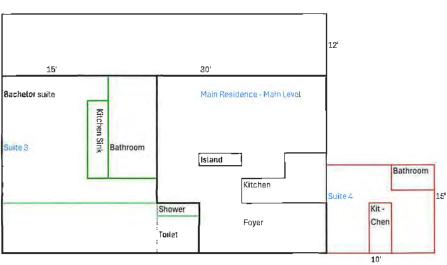


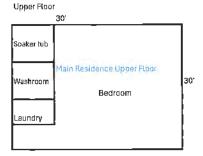


Main Floor

45'

45'

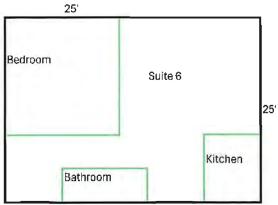




2 car carport

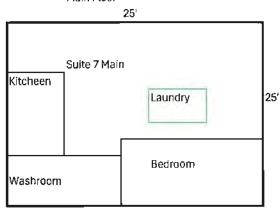
Cabin





Key
Green Partitioning done
Black Was already there
Red New walls

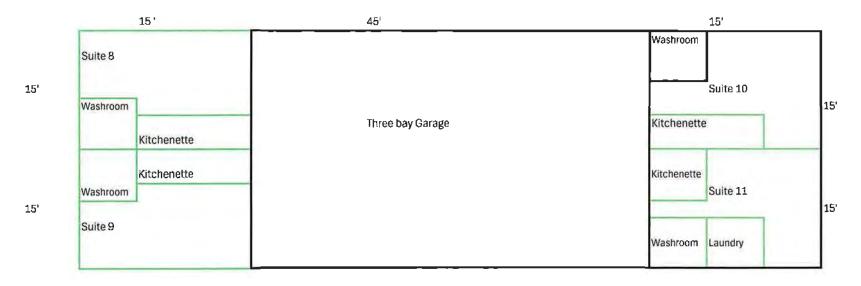
Main Floor



Bedroom
Suite 7 Upper 25'
Bedroom

2 car carport

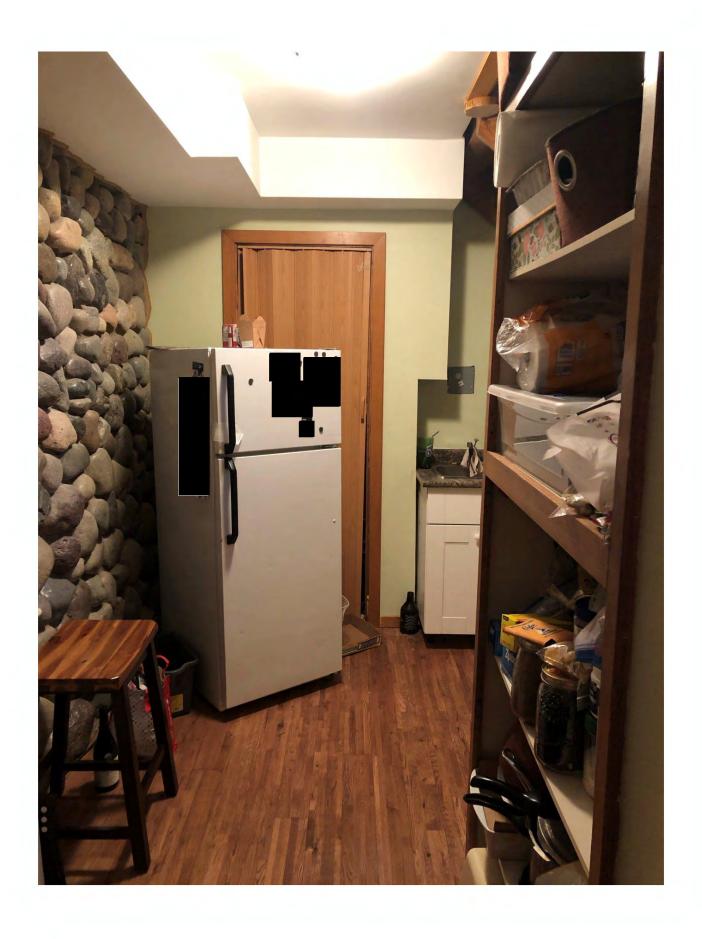


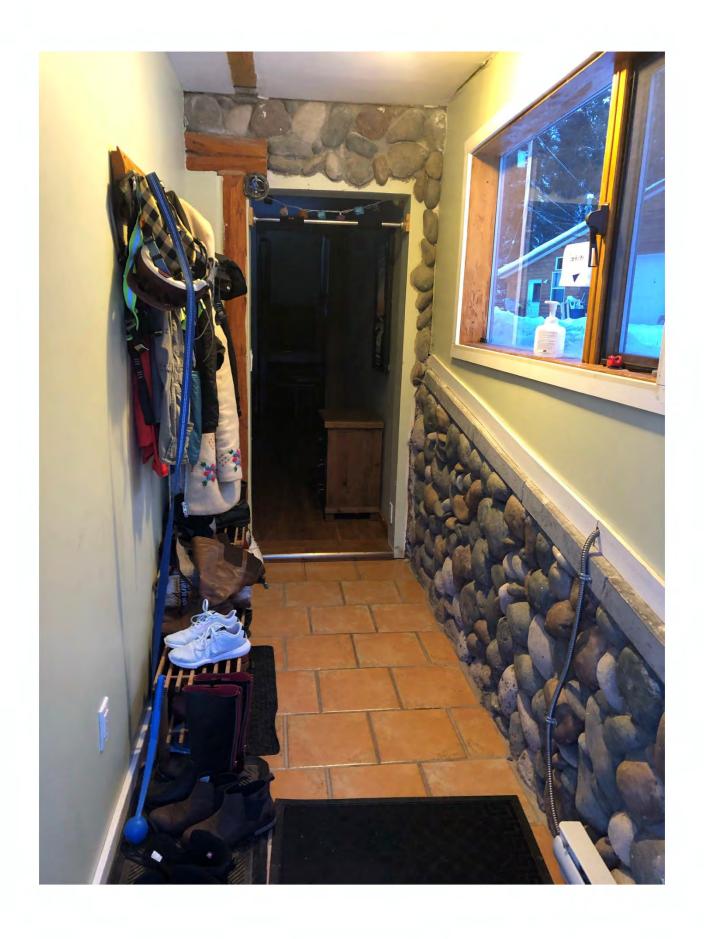


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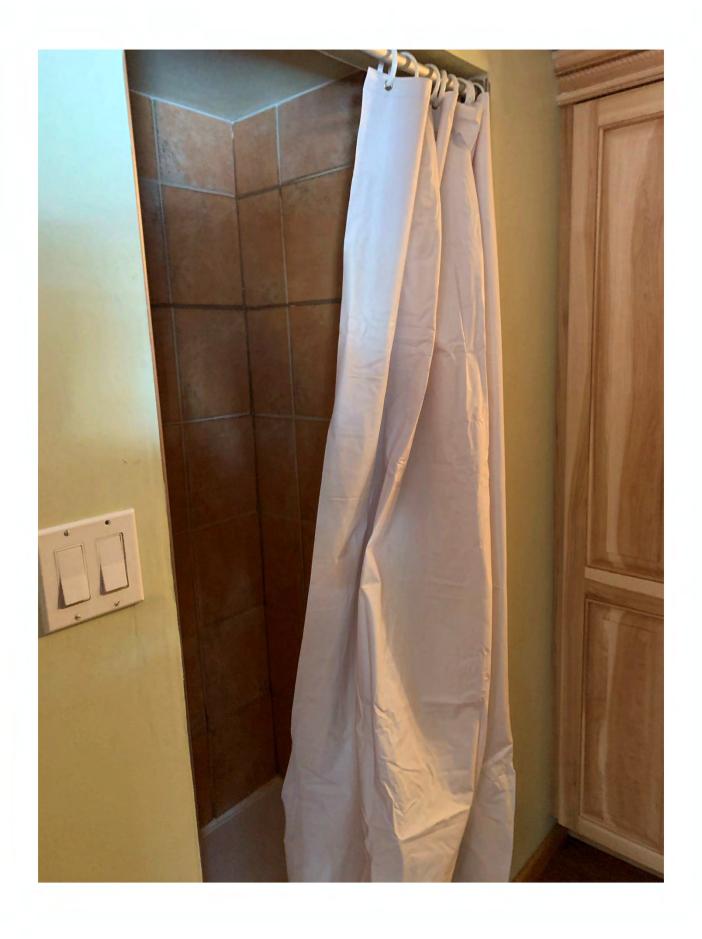
Detailed architectural plans are not available, as all buildings are existing residential structures that were renovated prior to February 2019. A summary of suite layouts, estimated floor areas, and intended residential use has been provided. Photographs and measured sketches will be submitted to visually support the building descriptions.

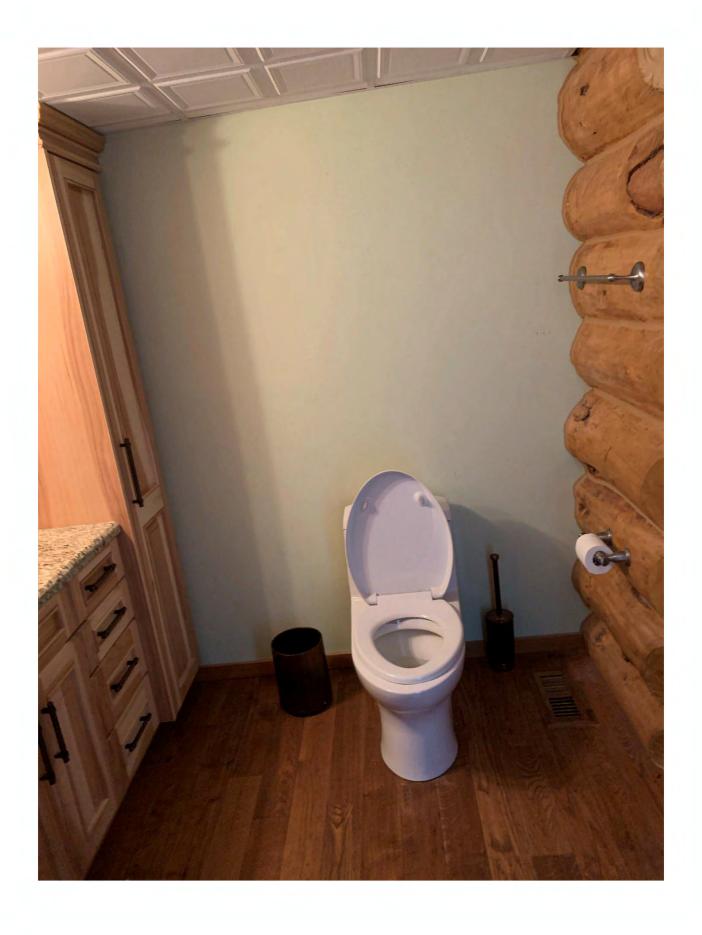
1 bedroom suite in the main house in the basement





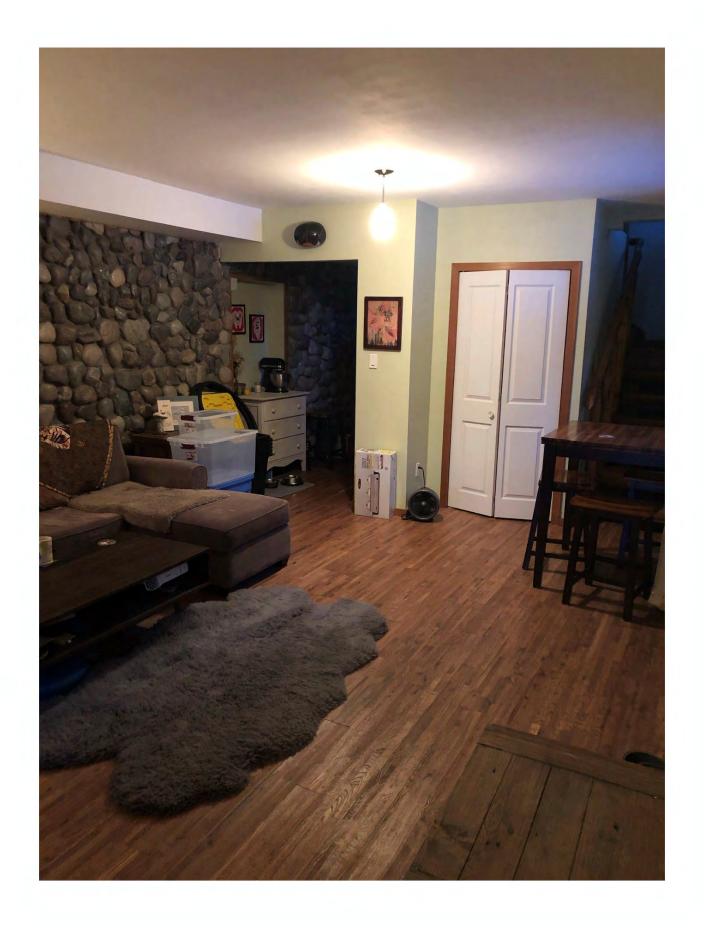








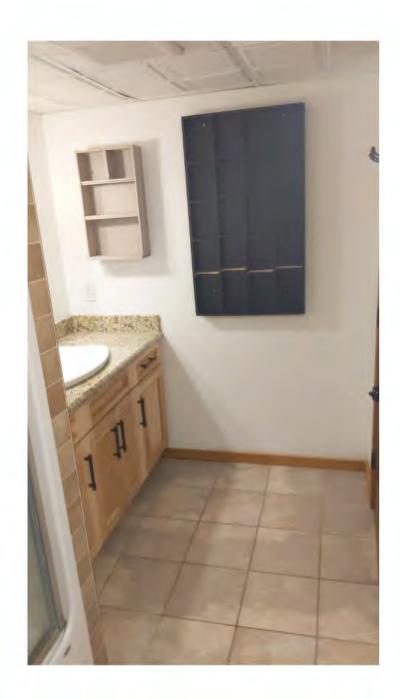




1 Bedroom suite with study.

















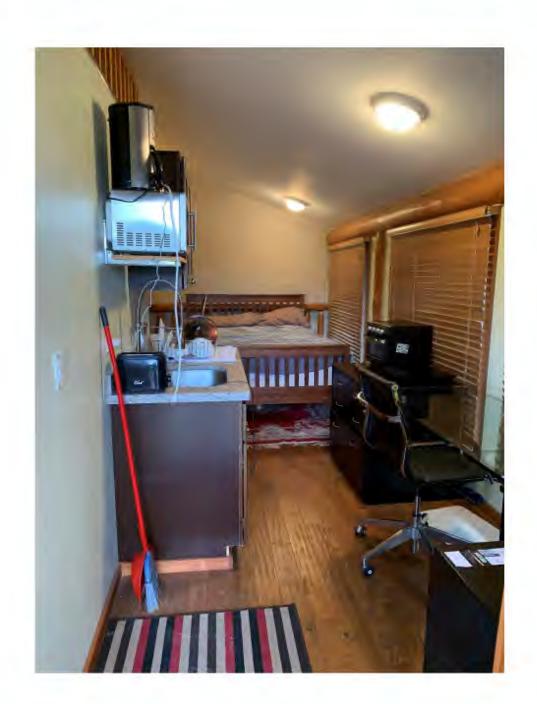


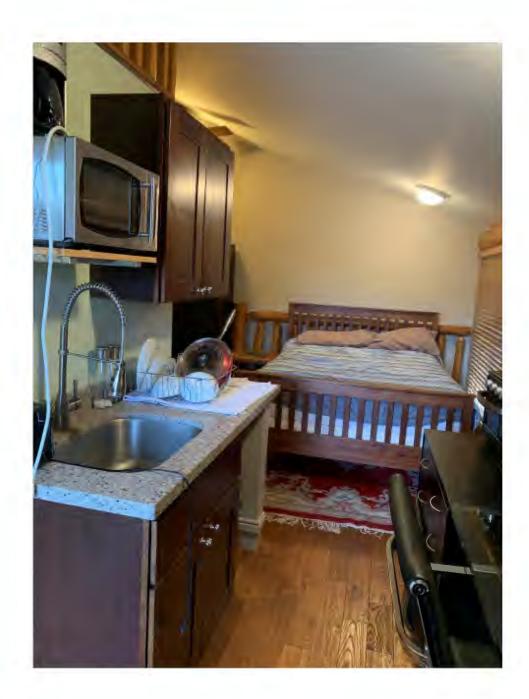


Bachelor suite on main level





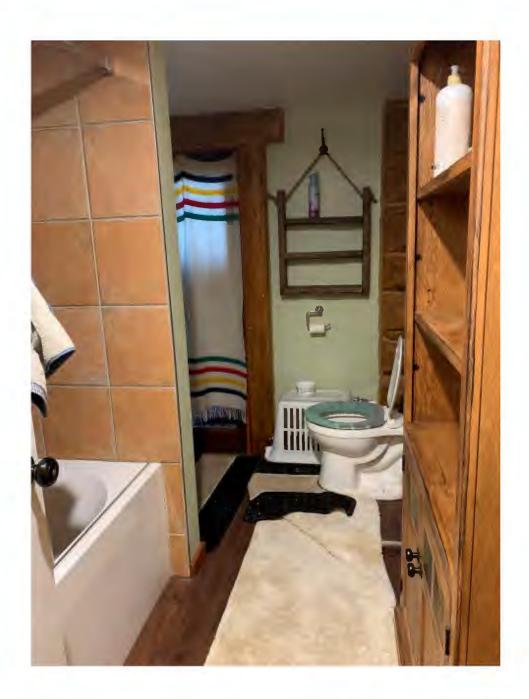














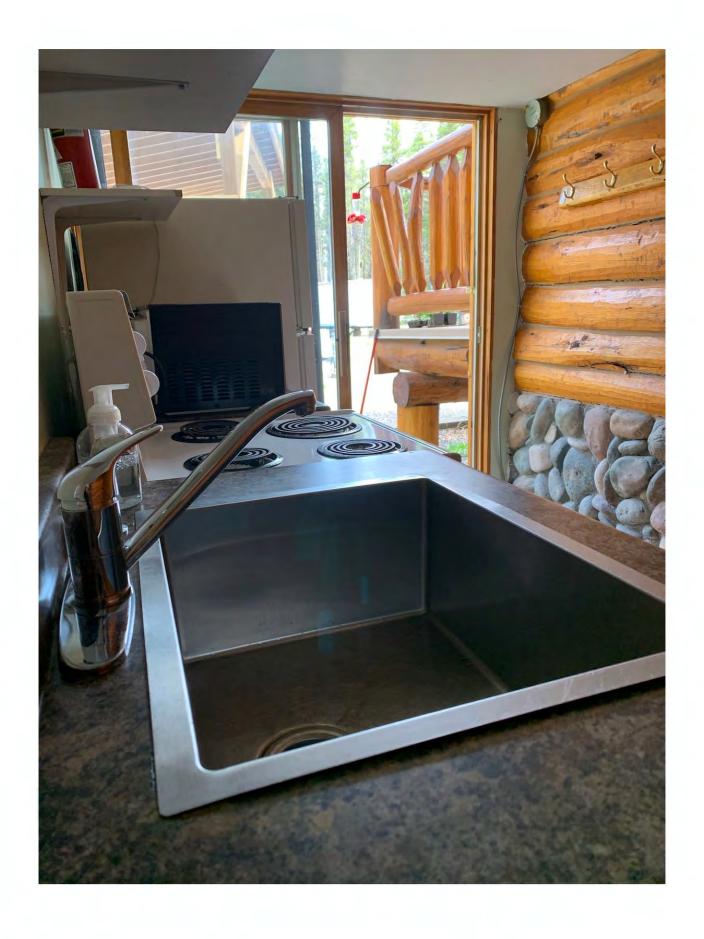
Auxillary Suite on Mian Flo

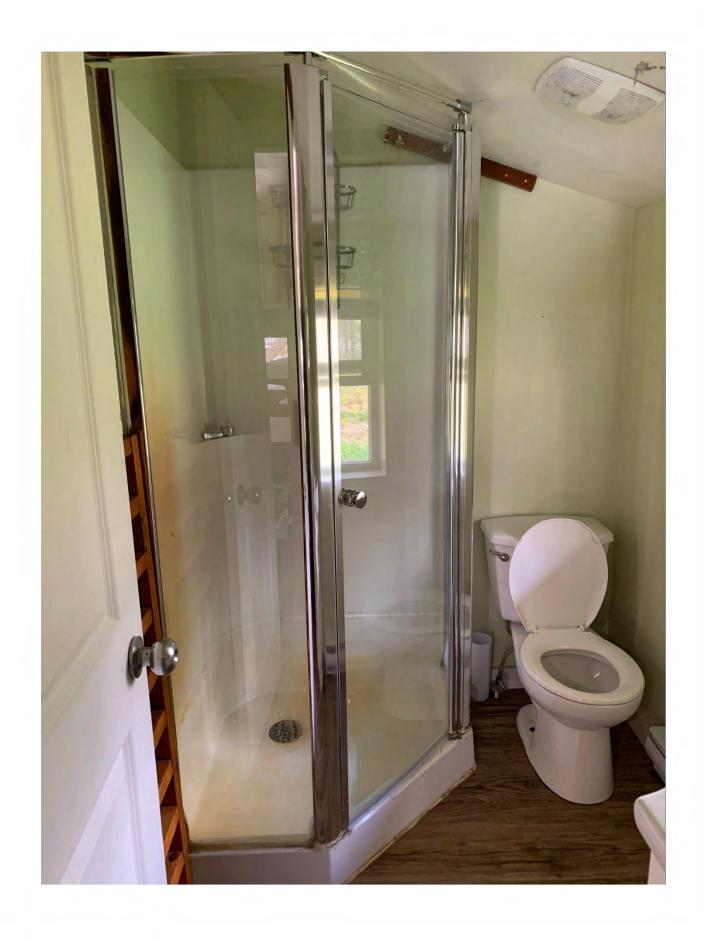


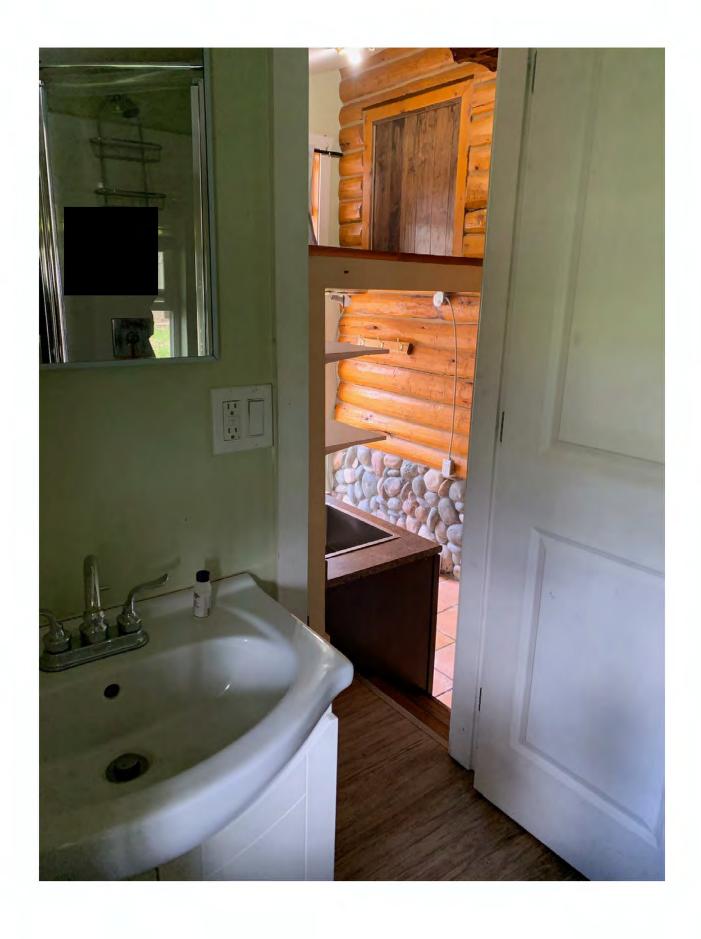


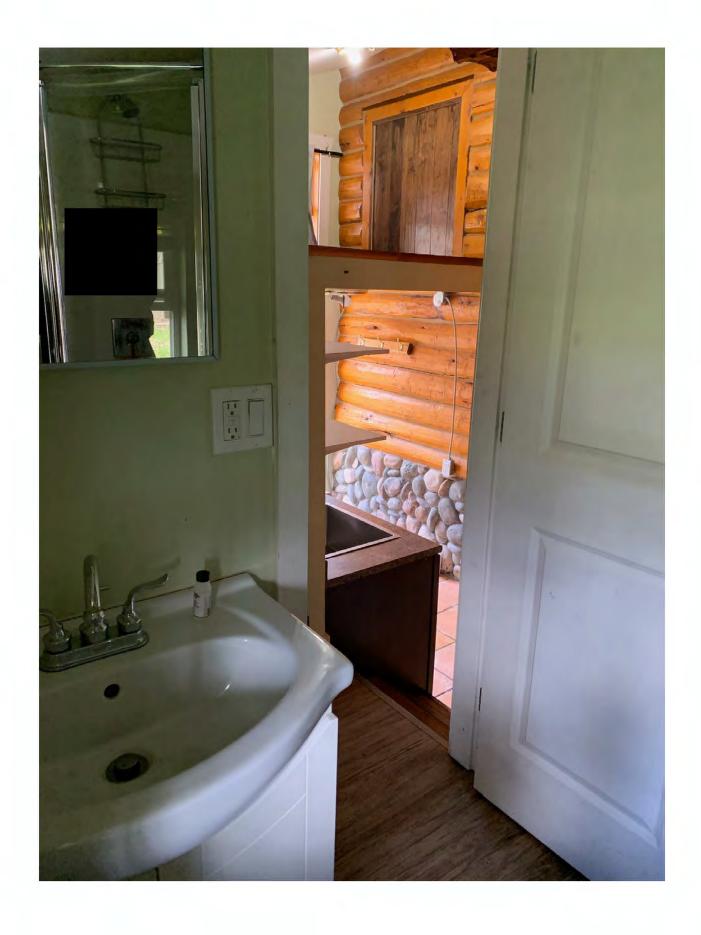


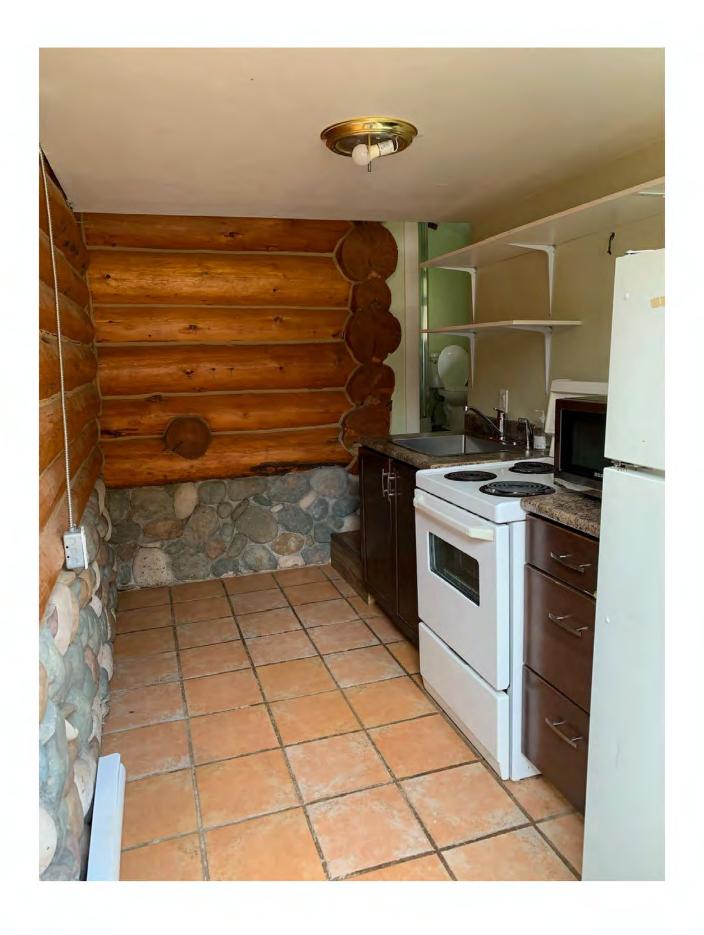












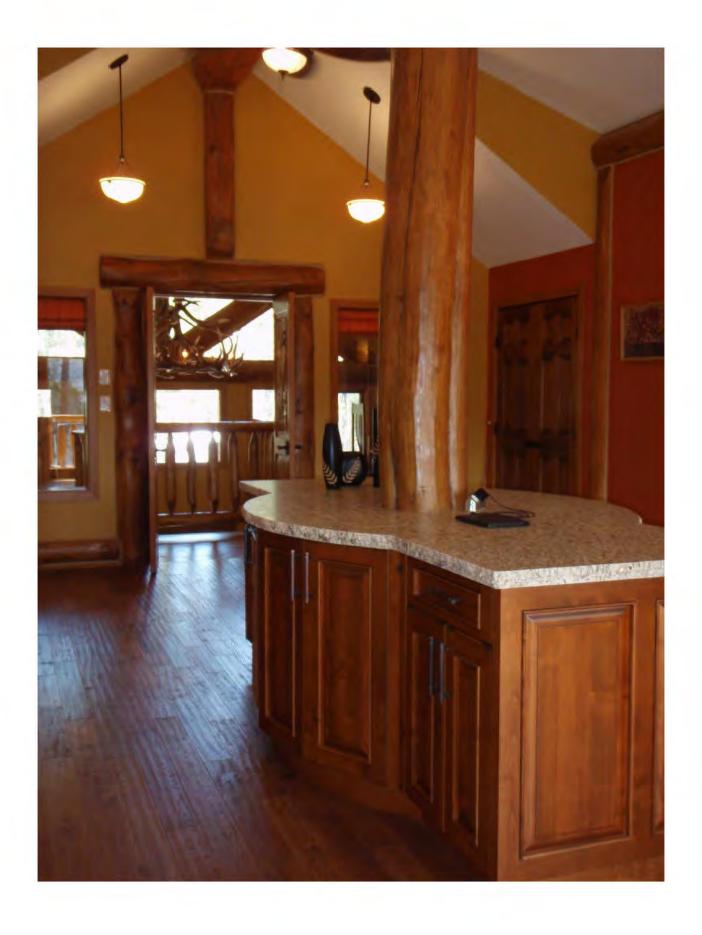


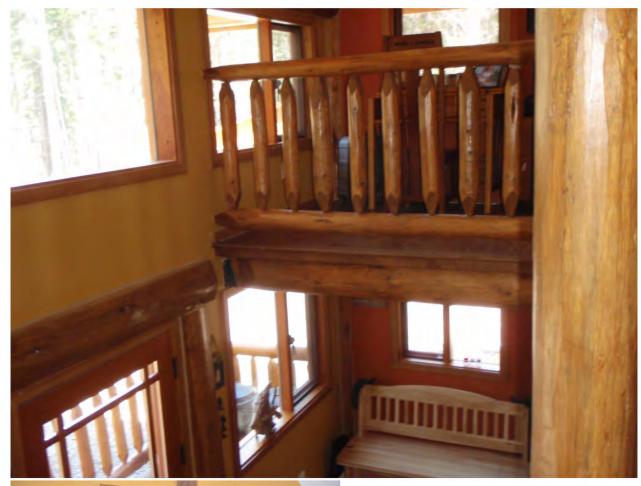
Main House











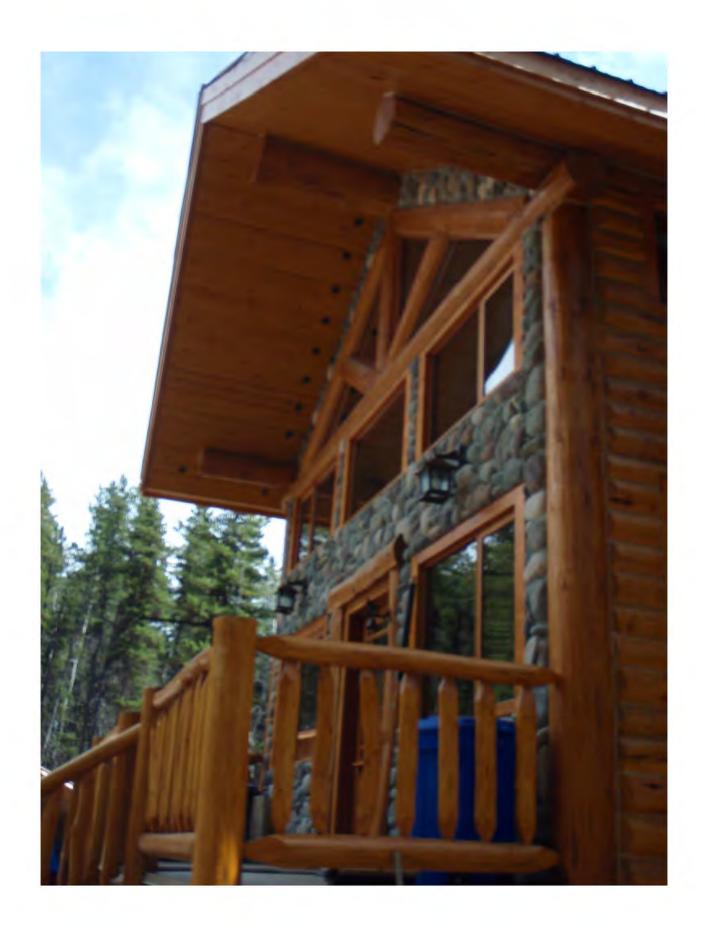




Exterior of main house









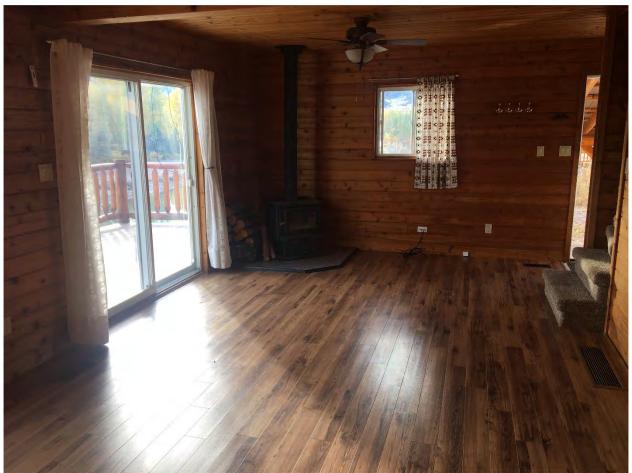




Cabin outside



Cabin 3 bedroom suite









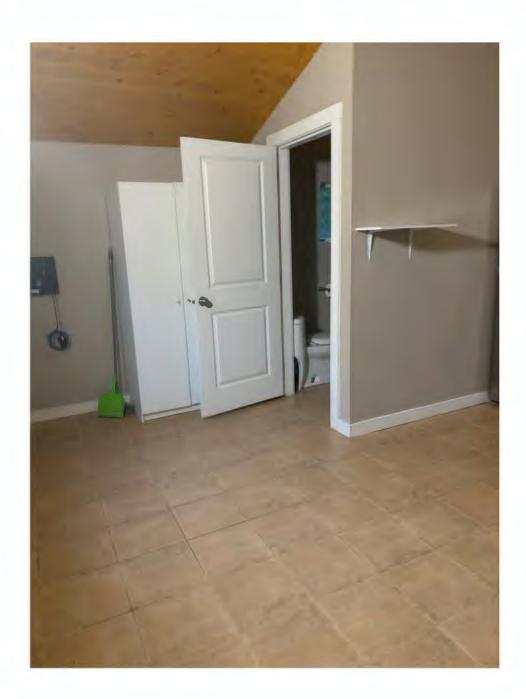




Bachelor Suite Garagee

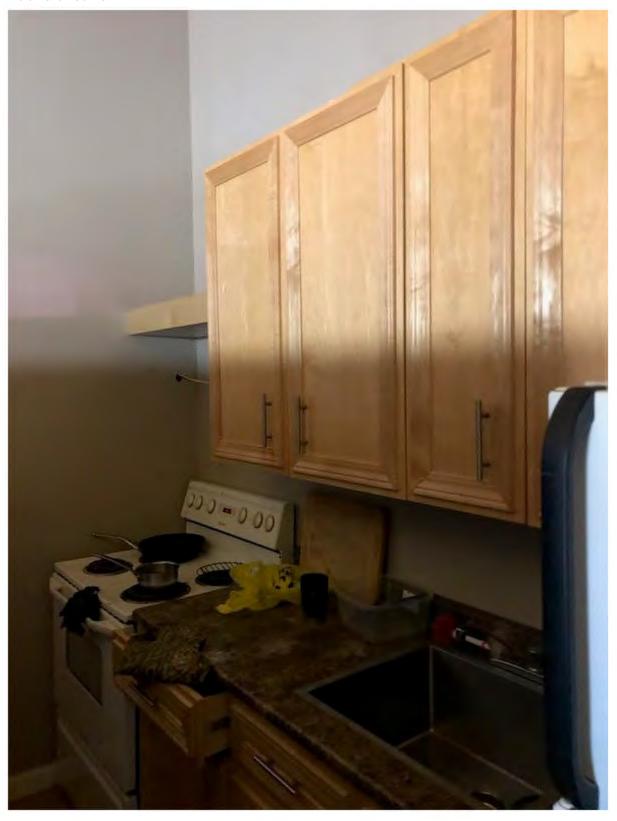


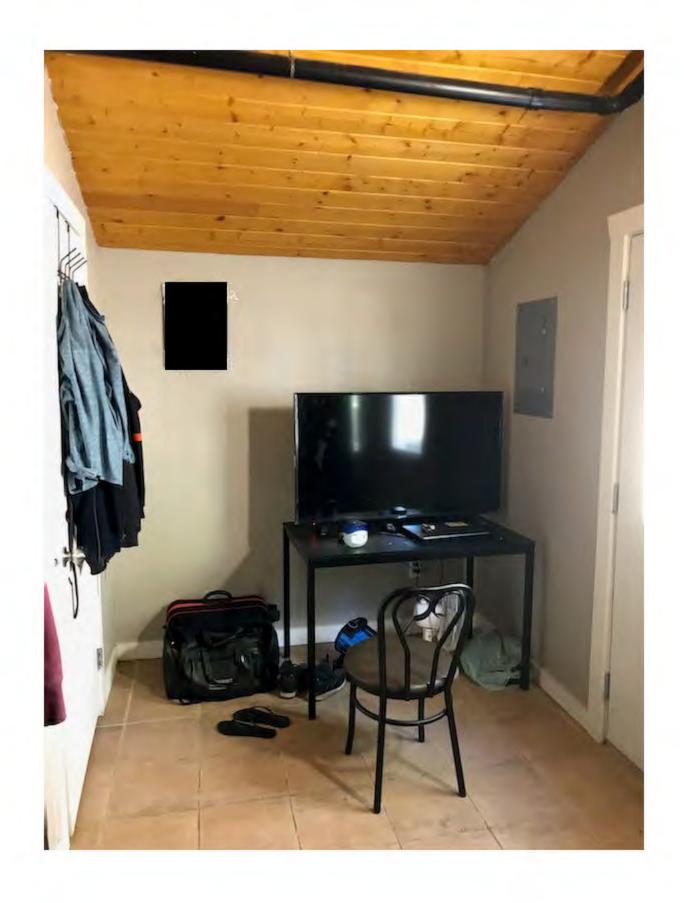


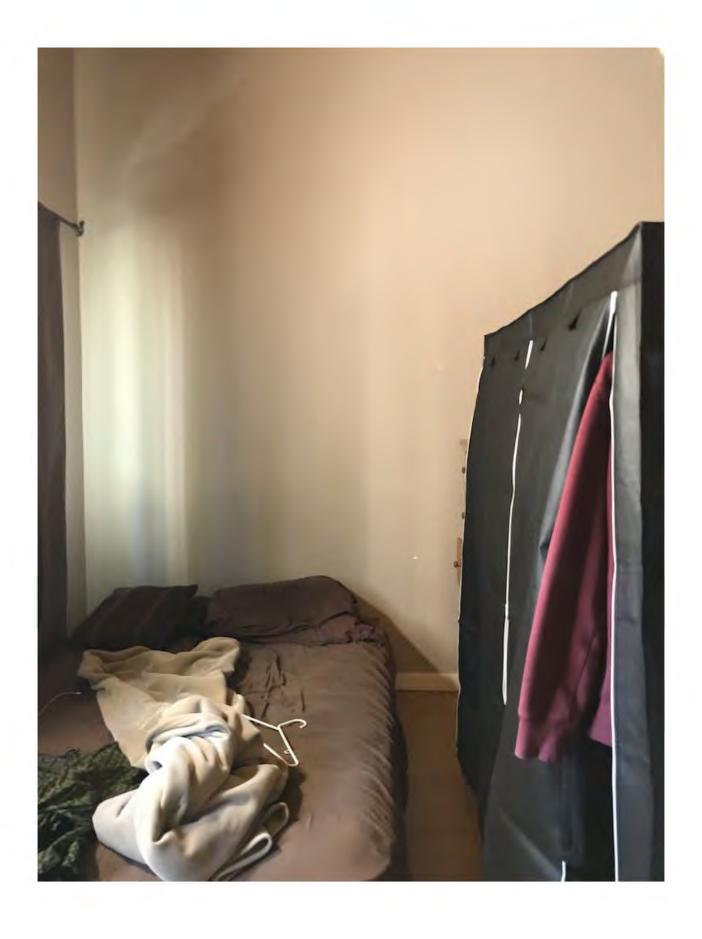


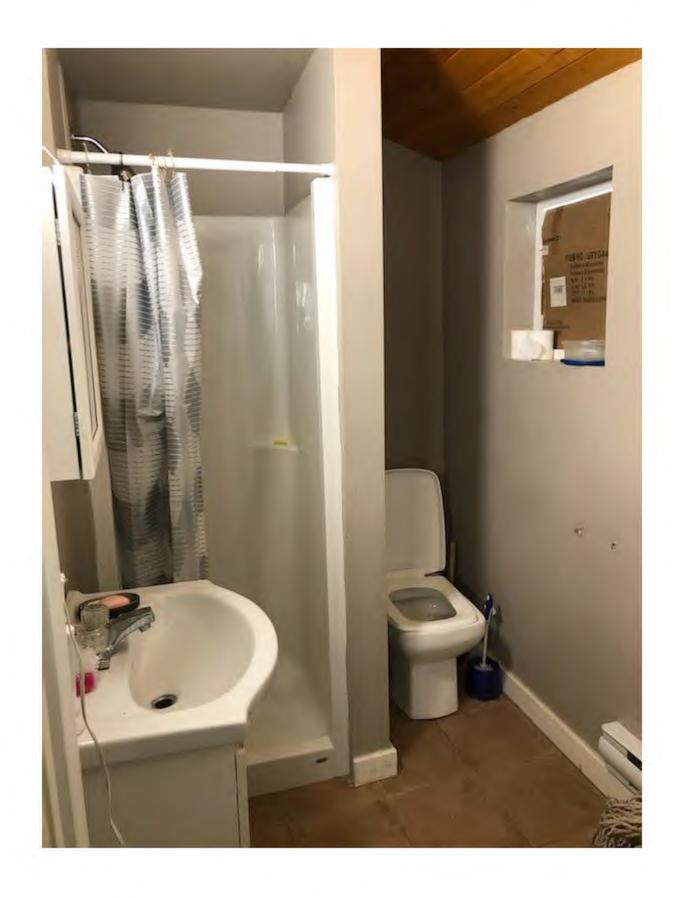


Bachelor suite 2

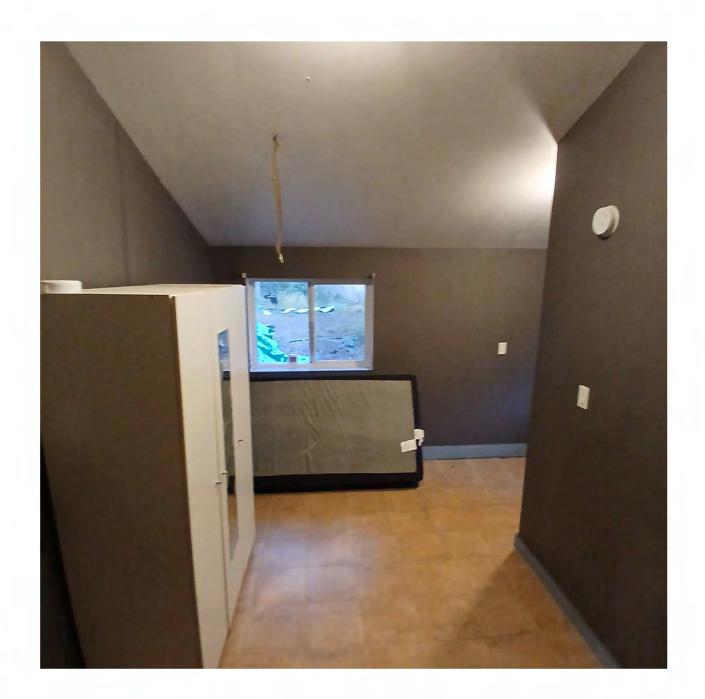


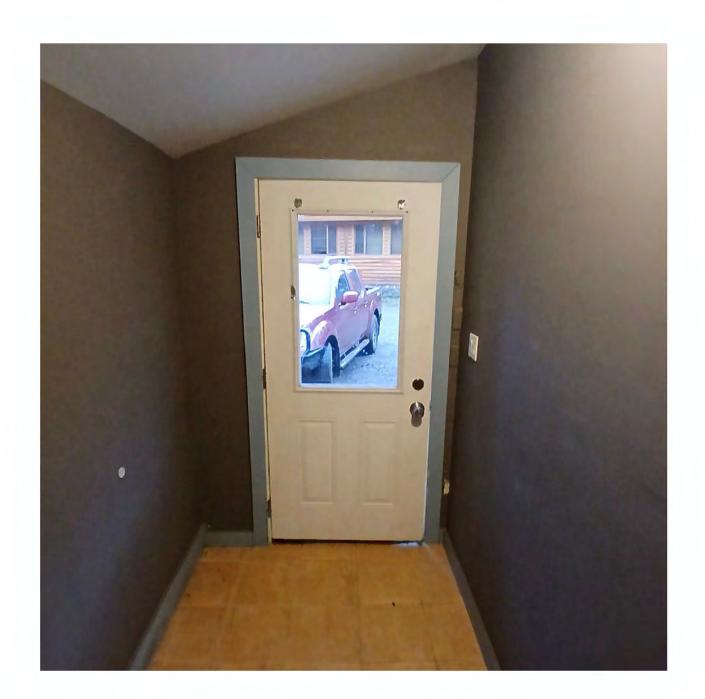


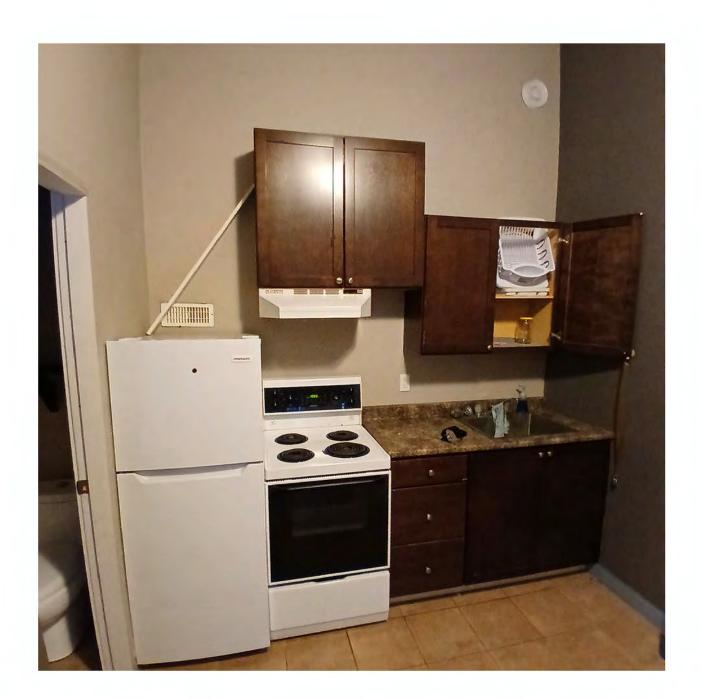


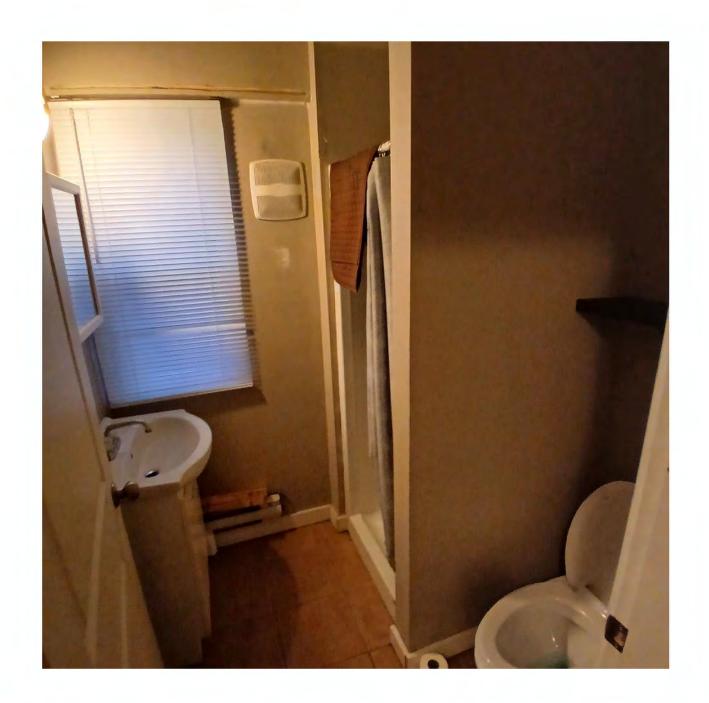
















Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Chloe Taylor, Planning Summer Student

Date: August 14, 2025

Subject: Crown Land Application Referral No. 6404813

Electoral Area B (Burns Lake Rural)

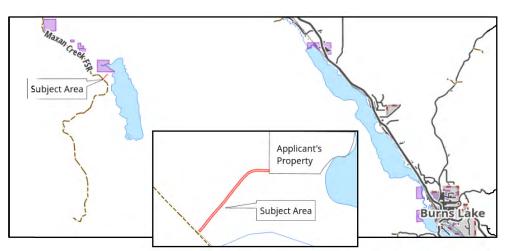
RECOMMENDATION:

(all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 6404813.

BACKGROUND

The RDBN has received a referral regarding an application for a 30-year Licence of Occupation (LoO) over 0.5 ha of unsurveyed Crown Land. The purpose of the LoO application



by 519709 BC Ltd. is to access the applicant's private property on Maxan Lake.

The road was built in 1994 and received a LoO from the province at that time. This new application was made at the Province's request to revaluate the LoO for continued use. The applicant has not indicated any plans to make improvements to the road as it is for seasonal recreational use.

The applicant has indicated they have a good working relationship with the Wet'suwet'en First Nation whose reserve their property borders. Staff understand that the Provincial review of LoO application involves First Nations engagement.

ATTACHMENTS:

Comment Sheet

STRATEGIC PLAN ALIGNMENT:

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



Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 6404813

Electoral Area: Electoral Area B (Burns Lake f	≀ura	I)
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Applicant: 519709 BC Ltd.

Existing Land Use: Recreational Road

Zoning: Agricultural (Ag1)

OCP Designation: Resource (Re)

Proposed Use Comply with Zoning: N/A

If not, why?Roads are not regulated by the Zoning

Bylaw

Agricultural Land Reserve: Yes

Access: Maxan Creek FSR

Building Inspection: Yes (Exempt)
Fire Protection: No
Other comments: None



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Cheryl Anderson, Director of Corporate Services

Date: August 14, 2025

Subject: Q2 Quarterly Report

RECOMMENDATION: (all/directors/majority)

Receive

BACKGROUND

Departmental Quarterly Reports for the 2nd Quarter of 2025 have been prepared to keep the Board apprised of the status of strategic priorities, departmental work plans, and normal operations.

ATTACHMENTS:

- 1. Administration Quarterly Report
- 2. Finance Quarterly Report
- 3. Protective Services Quarterly Report
- 4. Planning Quarterly Report
- 5. Environmental Services Quarterly Report



Administration

April 1, 2025 – June 30, 2025

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Agriculture	6
Rural Services	6
Human Resources	7
WorkSafe BC Report	7
Joint Health and Safety Committee	7

Staffing

Fulltime permanent:

Curtis Helgesen, CAO

Cheryl Anderson, Director of Corporate Services

Wendy Wainwright, Deputy Director of Corporate Services

Anusha Rai, Human Resources Advisor

Danielle Sapach, Administration Clerk

Tori Hallman, First Nations Liaison

Nellie Davis, Manager of Regional Economic Development

Shari Janzen, Economic Development Assistant

Cameron Hart, Economic Development Assistant

Megan D'Arcy, Agriculture Coordinator

Strategic Priorities

2023-2026 STRATEGIC PRIORITIES

Relationships with First Nations

- > To enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of our communities.
 - o Extend invitations for informal meetings/meals with each First Nations government in the region
 - Share and discuss respective strategic goals and objectives to identify opportunities for cooperation and collaboration on areas of mutual interest
 - Investigate and identify opportunities for the RDBN to provide specific services to First Nations Communities

Advocacy with the Province

- To advocate and build relationships with provincial ministries to ensure the needs of the region are represented, impacts on our communities from their decisions and policies are understood, and adequate resources are made available to support new and increasing expectations of local government.
 - Support efforts to secure an agreement under the Resource Benefits Alliance by engaging with our communities and consistently messaging our expectations to the Province
 - Identify and prioritize topics and issues for provincial advocacy and advance our interests by developing strategic and consistent messaging, and offering solutions that are aligned with mutual goals
 - Extend invitations to ministers or senior ministry staff to visit our region so they can observe and discuss our issues and interests in-person

Housing Supply

- > To ensure there is an adequate supply and variety of housing options for our citizens.
 - Provide support to the non-profit sector in their pursuit of affordable housing projects and initiatives
 - Advocate with the Province for appropriate rules and regulations to reduce impediments to housing development and better-reflect the needs of northern residents
 - Investigate opportunities for the Regional District to plan for and/or support the development of workforce housing

Community and Economic Sustainability

- > To identify and pursue opportunities to support and diversify our economy.
 - Convene a tourism summit to better-understand the needs of the tourism sector and explore how the regional district can support and advance tourism in the region
 - Revisit, prioritize and advance recommendations of the RDBN Food and Agriculture Plan and the work of the Agriculture Coordinator
 - Continue advocacy efforts with the Federal and Provincial governments, First Nations communities
 and industry for high-speed internet service and explore innovative solutions for high-speed
 internet service in partnership with the Connectivity Committee and other partners.

Relationships with First Nations

During the second quarter of 2025, foundational work was completed to support stronger and more intentional relationships between the RDBN and the 14 First Nations in the region. Key activities included:

- Presented a revised land acknowledgment for the Board's consideration
- Attended the Nithi Mountain Wind Project Community Celebration
- Sent congratulatory letter following Saik'uz First Nation Election
- Sent congratulatory letter following Wet'suwet'en First Nation Election
- Coordinated Nechako First Nations meeting to discuss advocacy efforts following Rio Tinto announcement at the Natural Resources Forum
- Sent out letters and Open House invitations to impacted Nations regarding Houston, Topley, Granisle Rural Official Community Plan
- Developed communications regarding Red Dress Day and Indigenous History Month
- Attended Partners in Emergency Management Meeting (POEM)

Advocacy with the Province

RDBN Directors and staff met with Susan Stanford, Assistant Deputy Minister, Citizens' Services regarding cell service and connectivity.

RDBN Directors and staff met with the Honourable Josie Osborne, Minister of Health in Victoria to discuss emergency room closures, physician coverage, mental health services, lack of long-term care beds, seniors' home support services, and the tax rate disparity amongst hospital districts in B.C.

The following Minister meeting requests were submitted for consideration at the upcoming Union of B.C. Municipalities Convention:

- 1. Minister of Post-Secondary Education and Future Skills
 - CNC did not receive funding for the Care Aid to Licensed Practical Nurse Program
 - Education where you live better employee retention
- 2. Minister of Health
 - CNC did not receive funding for the Care Aid to Licensed Practical Nurse Program
 - Education where you live better employee retention
 - o Emergency Room Closures
 - Determine if ER closures have occurred in more than one hospital in the region at the same time
 - Volunteerism funding for volunteers (Designate a Ministry to oversee)
 - Retention and Recruitment of Medical Professionals
- 3. Minister of Water, Lands and Resource Stewardship
 - o Withdrawal of funding for the Nechako White Sturgeon Program
 - Water storage and artificial beaver dams
 - o Dam maintenance and funding on private property
- 4. Minister of Environment and Parks
 - Illegal Dumping
 - o Invasive Weeds
 - Drought Conditions create more invasive weed issues
 - Wind farms and cumulative impacts
- 5. Minister of Agriculture and Land
 - Veterinarian shortage update
 - Invasive weeds
 - o ALR
 - Water Storage
- 6. Minister of Indigenous Relations and Reconciliation
 - Nechako River MOU
- 7. Ministry of Energy and Climate Solutions
 - Wind farms and cumulative impacts
 - Pacific Northern Gas Rate Increase 2025-2027
 - Advocate for funding for rebate programs for high efficient furnaces
- 8. Premier
 - o Nechako River MOU
- 9. Ministry of Emergency Management and Climate Readiness
 - o Emergency and Disaster Management Act working group process
- 10. Ministry of State for Local Governments and Rural Communities/ Minister of Housing and Municipal Affairs

Three RDBN top priorities of regional concern.

Stuart-Nechako Regional Hospital District

The Stuart-Nechako Regional Hospital District Board and staff met, jointly with other Regional Hospital District Directors and staff, with the Honourable Bowinn Ma, Minister of Infrastructure, regarding current funding challenges that northern Regional Hospital Districts are experiencing.

Economic Development/Rural Services

Community and Economic Stability

Economic Development Staff attended the Provincial Response to U.S. Tariffs event with the Honourable Rick Glumac, Minister of State for Trade, in Prince George on June 24.

Agriculture

The Regional Agriculture Coordinator continues to work with Upland Consulting on the Agriculture Water Assessment and Community Irrigation Feasibility project.

Interviews and data collection for the Livestock Services Project will be underway through the summer, with toolkit development and related engagement expected in late 2025.

Department staff are travelling to farms in the region as part of a video marketing projects for the Connecting Consumers and Producers initiative. Two locations were filmed by the end of June, with another five scheduled through the summer and early fall.

Rural Services

Economic Development Staff are organizing a meeting with many of the RDBN's Rural Directors, as well as representatives from community halls in the region for September 2025 to hear about successes, challenges, and possible supports.

Human Resources

WorkSafe BC Report

Human resources has focused on addressing the issues identified by WorkSafe. In collaboration with the Employers' Advisers Office, the RDBN submitted a detailed response to the Due Diligence Request. The Safety Supervisor has implemented corrective actions to support compliance and strengthen workplace safety. A memo has been shared with staff outlining steps taken, and we will continue to build on these efforts. All employees are encouraged to stay engaged and understand their role in maintaining a safe and healthy work environment.

Joint Health and Safety Committee

The Joint Health and Safety Committee has started including a quarterly report with incident summaries in the meeting minutes, which are now posted for staff to review. Each summary outlines the corrective actions taken to help prevent similar incidents in the future. There has been a noticeable increase in reporting, which reflects growing awareness and a stronger safety culture. Staff are encouraged to report all incidents, including those that seem minor, as this helps identify trends and supports a more proactive approach to workplace safety.

Directors	09-Jan	23-Jan	13-Feb	27-Feb	13-Mar	27-Mar	10-Apr	24-Apr	08-May	22-May	05-Jun	19-Jun	10-Jul
Stoney Stoltenberg	х	Х	Х	Х	Х	х	х	Х	х	х	Х	Х	Х
Michael Riis-Christianson	х	х	Absent	х	Х	х	Х	Х	Х	Х	Х	Х	Х
Judy Greenaway	х	х	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Mark Parker	х	х	Х	х	Х	х	х	Х	Х	Х	Х	Х	Х
Clint Lambert	х	х	Х	х	Х	х	Х	Х	Absent	Х	Zoom	Х	Х
Shirley Moon	х	Zoom	Zoom	Alt	Х	Zoom	Х	Х	Х	Х	Х	Х	Х
Chris Newell	х	х	Х	х	Zoom	Zoom	х	Х	Х	Х	Х	Х	Х
Gladys Atrill	х	х	Х	х	Х	х	Zoom	Х	Х	Zoom	Alt	Х	Х
Shane Brienen	Zoom	х	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Kevin Moutray	х	х	Х	х	Х	Alt	х	Х	Х	Х	Х	Х	Х
Henry Wiebe	х	х	Х	х	Х	х	х	Х	Х	Х	Х	Х	Х
Sarrah Storey	Zoom	х	Alt	Alt	Х	Х	Х	Х	Zoom	Х	Zoom	Х	Х
Martin Elphee	х	Х	Х	х	х	х	х	Х	х	х	Х	х	Х
Leroy Dekens	х	Х	Absent	х	Х	х	х	Х	х	х	Absent	Absent	Absent
Linda McGuire	х	х	Х	х	х	х	х	Х	х	х	Zoom	х	Х

Electoral Area Funding Summaries to June 30, 2025

Area A (Smithers/Telkwa Rural)

Economic Development Service

2025 Starting Balance:	\$57,902 Current Balance:	\$52,902
2023 Starting Datanee.	4577502 Current Dalance.	452,362

Grants approved:

Smithers Chamber Business Excellence Awards - \$5,000

Grant in Aid

2025 Starting Balance:	\$252,323 Current Balance:	\$78,603
Grants approved:		
Pacific Northwest Regional Science Fair	2025 Science Fair	\$ 1,500
Valley Youth Fiddlers	2025 Fiddle Camp	\$ 4,000
BV Rod and Gun	2025 Father's Day Event	\$ 1,900
BV Christian School	Litter-a-thon 2025	\$ 2,500
Groundbreakers	Youth on Farms	\$ 4,320
Woodmere Emergency Support Society	Response Trailer	\$ 55,000
Round Lake Hall	Roof Project and Siding	\$ 86,750
Paul Lychak (Evelyn) Hall	New Doors	\$ 10,000
Northern Summit Volleyball Association	Beach Volleyball Court	\$ 5,000
BV Rod and Gun	Moose Enhancement Program	\$ 1,500
BVLD Airshed Management Society	Clean Air Plan Update	\$ 1,250

Area B (Burns Lake Rural)

Economic Development Service

202E Challing Balance	+20.000	C Delevis	A12 E00
2025 Starting Balance:	\$20,000	Current Balance:	\$12,500

Grants approved:

Village of Burns Lake Website Redesign - \$5,000

Village of Burns Lake Faces and Places Project - \$2,500

Grant in Aid

2025 Starting Balance:	77,049 Current Balance:	\$49,361
Grants approved:		
Spirit North	Snowmobile for Trail Maintenance	\$ 5,000
Special Olymics BC - Burns Lake	2025 Bocce Provincials	\$ 2,320
Lakes District Kennel Club	2025 Dog Show and Obedience Trial	\$ 3,000
Lakes District Family Enhancement Society	Greenhouse Repairs	\$ 1,118
Immaculata Parish	New Windows	\$ 2,500
Lakes District 4-H	Achievement Day	\$ 2,500
Omineca Ski Club	Wax Cabin Replacement	\$ 10,000
BVLD Airshed Management Society	Clean Air Plan Update	\$ 1,250

Area C (Fort St. James Rural)

Economic Development Service

2025 Starting Balance: \$50,000 Current Balance: \$48,500

Grants approved:

Fort St. James Primary Care Society Resource Manual - \$1,500

Grant in Aid

<u>Grant III Ala</u>		
2025 Starting Balance:	\$57,176 Current Balance:	\$37 _, 476
Grants approved:		
Fort St. James Secondary School	2025 Graduation Bursary	\$ 1,500
District of Fort St. James	Food Cycler Project	\$ 5,000
Stuart Lake Seniors Association	Seniors Transportation	\$ 5,000
Fort St James Secondary School	Grande 9 Annual Trip	\$ 2,200
Music on the Mountain	2025 Event	\$ 2,000
Fort St. James Secondary School	Sr Girls Soccer Trip	\$ 1,000
Fort St James Music Makers	2025 performance season	\$ 3,000

Area D (Fraser Lake Rural)

Economic Development Service

2025 Starting Balance:	\$125,000 Current Balance:	\$117,000

Grants approved:

Village of Fraser Lake Attraction/Retention Video Project - \$8,000

Grant in Aid

2025 Starting Balance: \$72,576 Current Balance: Grants approved:		\$58,126
Spirit North	Snowmobile for Trail Maintenance	\$ 5,000
Fraser Lake Curling Club	Ice Plant Training	\$ 1,200
Village of Fraser Lake	Countertop Composter Program	\$ 5,000
Village of Fraser Lake	Composter Program Expansion	\$
		3,250

Area E (Francois/Ootsa Lake Rural)

Economic Development Service

2025 Starting Balance: \$100,000 Current Balance: \$77,500

Grants approved:

VBL Healthcare Recruitment - \$15,000 VBL Tourism Website Redesign - \$5,000 VBL Faces and Places Project - \$2,500

Grant in Aid

2025 Starting Balance:	\$68,286 Current Balance:	\$45,917
Grants approved:		
Spirit North	Snowmobile for Trail Maintenance	\$ 5.000

Spirit North	Snowmobile for Trail Maintenance	\$ 5,000
Immaculata Parish	New Windows	\$ 2,500
Lakes District Family Enhancement	Greenhouse Repairs	\$ 1,118
Lakes District 4-H	Achievement Day	\$ 2,500
Omineca Ski Club	Wax Cabin Replacement	\$ 10,000
BVLD AMS	Clean Air Plan Update	\$ 1,250

Area F (Vanderhoof Rural)

Economic Development Service

2025 Starting Balance: \$68,370 Current Balance: \$68,370

Grants approved: None to Date

Grant in Aid

2025 Starting Balance:	\$158,873	Current Balance:	\$144,357
Grants approved:			

Nechako Valley Sporting Association	Biathlon Equipment	\$ 4,980
Vanderhoof and District 4-H	Small Animal Barn Panels	\$ 5,000
Vanderhoof and District 4-H	Illegal Dumpsite Clean-up	\$ 4,500

Area G (Houston/Granisle Rural)

Economic Development Service

2025 Starting Balance:	\$28,313	Current Balance:	\$28,313

Grants approved: None to Date

Grant in Aid

2025 Starting Balance:	\$37,756	Current Balance:	\$28,411
Grants approved:			

Grants approved:

RCL 249 Pleasant Valley Branch	Hot Water System	\$
		9,345



Finance

April 1 to June 30, 2025

Staffing

John Illes, Chief Financial Officer
Kim Fields, Accounting Clerk II (Payroll)
Crystal Miller, Accounting Clerk II (Finance)
Chelsey Fields, (Asset Management Planning Clerk)
Harpinder Singh, Accounting Clerk I (Accounts Payable – Temporary)

Statistic Highlight for the 2nd Quarter 2025

Accounts payable paid a total of \$10,970,125 in invoices for the three months of the year. A total of \$12,312,386 was paid in 2024.

Accounts Receivable balance as of June 30th is \$1,235,563 with \$71,381 over 60 days (\$185,270 with \$83,603 over 60 days last quarter).

Accounting

The LGDE (Local Government Data Entry) report, the SOFI (Statement of Financial Information), and the LGCAP (Local Government Climate Action Plan) reports have all been submitted to the province. Payments to member municipalities for annual funding (such as fire services) were paid in mid-June. Requisitions are expected to arrive on August 5th.

Reporting

The directors' remuneration and travel expenses report to the end of June is included with this memo as an attachment. There are no concerns noted.

Attachments: **Directors Remuneration and Expenses**

Financial Report January 1 to June 30, 2025

GENERAL GOVERNMENT

REMUNERATION		Acutal		Budget	
		6 Months	1	2 Months	
Director's Remuneration - "A"	\$	9,952	\$	20,544	48%
Director's Remuneration - "B"	\$	9,734	\$	20,811	47%
Director's Remuneration - "C" *	\$	14,389	\$	26,622	54%
Director's Remuneration - "D"	\$	24,357	\$	54,819	44%
Director's Remuneration - "E"	\$	9,046	\$	19,119	47%
Director's Remuneration - "F"	\$	9,359	\$	19,569	48%
Director's Remuneration - "G"	\$	9,618	\$	19,569	49%
Director's Remuneration - SMITHERS	\$	10,653	\$	20,544	52 %
Director's Remuneration - TELKWA	\$	8,875	\$	20,319	44%
Director's Remuneration - HOUSTON	\$	13,789	\$	28,080	49%
Director's Remuneration - GRANISLE	\$	9,832	\$	19,869	49%
Director's Remuneration - BURNS LAKE	\$	9,876	\$	20,061	49%
Director's Remuneration - FRASER LAKE	\$	8,756	\$	19,494	45%
Director's Remuneration - FORT ST. J	\$	10,290	\$	21,182	49%
Director's Remuneration - VANDERHOOF	\$	9,644	\$	19,644	49%
ALTERNATE Director's Remuneration	\$	1,758	\$	-	
Total	\$	169,928	\$	350,246	49%
TRAVEL		Acutal		Budget	
TRAVEL		Acutal 6 Months		Budget 2 Months	
Electoral Area "A" Travel	\$		1 :	_	42%
Electoral Area "A" Travel Electoral Area "B" Travel	\$	6 Months 2,107 199	1 : \$	2 Months 5,075 1,750	11%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel	\$ \$	6 Months 2,107 199 1,956	\$ \$ \$	2 Months 5,075 1,750 6,125	11% 32%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel	\$ \$ \$	6 Months 2,107 199 1,956 2,471	\$ \$ \$ \$	5,075 1,750 6,125 15,450	11% 32% 16%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel	\$ \$ \$	2,107 199 1,956 2,471 816	\$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750	11% 32% 16% 47%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel	\$ \$ \$ \$	2,107 199 1,956 2,471 816 1,402	\$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800	11% 32% 16% 47% 50%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel	\$ \$ \$ \$ \$	2,107 199 1,956 2,471 816 1,402 1,344	\$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800	11% 32% 16% 47% 50% 48%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel	\$ \$ \$ \$ \$	2,107 199 1,956 2,471 816 1,402 1,344 3,321	\$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075	11% 32% 16% 47% 50% 48% 65%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel SMITHERS Travel TELKWA Travel	\$ \$ \$ \$ \$ \$ \$ \$	2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592	\$ \$ \$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550	11% 32% 16% 47% 50% 48% 65% 35%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel Electoral Area HOUSTON Travel HOUSTON Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$	2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592 1,237	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550 2,975	11% 32% 16% 47% 50% 48% 65% 35%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel Electoral Area "G" Travel HOUSTON Travel GRANISLE Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$	2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550	11% 32% 16% 47% 50% 48% 65% 35%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel SMITHERS Travel TELKWA Travel HOUSTON Travel GRANISLE Travel BURNS LAKE Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6 Months 2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592 1,237 1,371	1. \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550 2,975 3,500	11% 32% 16% 47% 50% 48% 65% 35% 42% 39%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel SMITHERS Travel TELKWA Travel HOUSTON Travel GRANISLE Travel BURNS LAKE Travel FRASER LAKE Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6 Months 2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592 1,237 1,371 - 673	1: \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2 Months 5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550 2,975 3,500 - 2,625	11% 32% 16% 47% 50% 48% 65% 35% 42% 39%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel Electoral Area "G" Travel HOUSTON Travel HOUSTON Travel BURNS LAKE Travel FRASER LAKE Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6 Months 2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592 1,237 1,371 - 673 1,440	1: \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550 2,975 3,500 - 2,625 6,563	11% 32% 16% 47% 50% 48% 65% 35% 42% 39%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel SMITHERS Travel TELKWA Travel HOUSTON Travel GRANISLE Travel BURNS LAKE Travel FRASER LAKE Travel FORT ST. J Travel VANDERHOOF Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6 Months 2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592 1,237 1,371 - 673 1,440 2,052	1: \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2 Months 5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550 2,975 3,500 - 2,625	11% 32% 16% 47% 50% 48% 65% 35% 42% 39%
Electoral Area "A" Travel Electoral Area "B" Travel Electoral Area "C" Travel Electoral Area "D" Travel Electoral Area "E" Travel Electoral Area "F" Travel Electoral Area "G" Travel Electoral Area "G" Travel HOUSTON Travel HOUSTON Travel BURNS LAKE Travel FRASER LAKE Travel	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6 Months 2,107 199 1,956 2,471 816 1,402 1,344 3,321 1,592 1,237 1,371 - 673 1,440	1: \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	5,075 1,750 6,125 15,450 1,750 2,800 2,800 5,075 4,550 2,975 3,500 - 2,625 6,563	11% 32% 16% 47% 50% 48% 65% 35% 42% 39%

^{*} includes a \$5,628 allowance for SNRHD Chair

RURAL GOVERNMENT

REMUNERATION		Acutal		Budget	
	6	Months	1	2 Months	
Director's Remuneration - "A"	\$	6,282	\$	17,070	37%
Director's Remuneration - "B"	\$	7,868	\$	19,360	41%
Director's Remuneration - "C"	\$	7,530	\$	13,199	57 %
Director's Remuneration - "D"	\$	5,568	\$	13,260	42%
Director's Remuneration - "E"	\$	5,662	\$	13,381	42%
Director's Remuneration - "F"	\$	7,853	\$	15,461	51 %
Director's Remuneration - "G"	\$	5,752	\$	12,679	45%
Total	\$	46,515	\$	104,410	45%

TRAVEL	1	Acutal		Budget	
	6	Months	F	ull Year	
Electoral Area "A" Travel	\$	-	\$	12,000	0%
Electoral Area "B" Travel	\$	1,472	\$	12,000	12%
Electoral Area "C" Travel*	\$	5,883	\$	14,000	42%
Electoral Area "D" Travel	\$	1,241	\$	12,000	10%
Electoral Area "E" Travel	\$	1,988	\$	12,000	17 %
Electoral Area "F" Travel	\$	2,550	\$	12,000	21%
Electoral Area "G" Travel	\$	5,185	\$	12,000	43%
Total	\$	18,319	\$	86,000	21%

^{*} includes a \$2,000 allowance for SNRHD travel

	Actual To June 30, 2025	Budget	
REVENUES			
Taxation	-	15,305,877	0%
Lieu of Taxes	-	1,271,354	0%
Taxation and Service Agreement	52,500	102,168	51%
Federal Grants	1,748,189	1,933,000	90%
Fees and Charges	2,132,365	1,634,970	130%
Government Transfers	732,873	3,922,561	19%
Investment Revenue	266,823	-	
Municipal Debt Payments	276,057	739,800	37%
Internal Transfer from Own Reserves	587,208	598,000	98%
Northern Capital and Planning Grant	313,609	941,000	33%
Provincial Unconditional Grant	-	185,000	0%
Miscellaneous Revenue	83,614	410,500	20%
Prior Year Surplus	1,876,312	1,863,406	101%
Total Revenue	8,069,550	28,907,636	28%
EXPENSES			
MFA Interest Paid	153,857	319,040	48%
MFA Principal Repayment	131,436	455,055	29%
	101,400	400,000	2070
Directors Remuneration and Benefits	244,368	803,303	30%
Directors Travel and Expenses	43,115	175,763	25%
Elections	-	7,000	0%
Staff Salaries and Benefits	3,506,910	8,060,227	44%
Staff Travel and Association Expenses	177,586	200,101	89%
Accounting	25,500	40,000	64%
Legal	10,725	48,500	22%
BC Transit	90,453	198,121	46%
Insurance	252,032	335,174	75%
Utilities	109,682	212,496	52%
Fuel	227,247	484,000	47%
Services and Supplies	867,127	2,248,428	39%
Equipment and Vehicle Maintenance	181,210	346,346	52%
Leasehold Amortization Expense	-	39,177	0%
Emergency Management	-	250,000	0%
Other Expenses and Special Projects	87,713	1,833,829	5%
Grants to Municipalities	2,996,646	2,454,077	122%
Grants to Societies	1,387,043	3,585,208	39%
Capital	2,969,430	5,996,000	50%
Contribution to Reserves	278,933	729,050	38%
Prior Year Deficit	94,720	86,741	109%
Total Expenses	13,835,732	28,907,636	48%
Net Gain (Loss)	- 5,766,183		



Protective Services Department April 1, 2025 - June 30, 2025

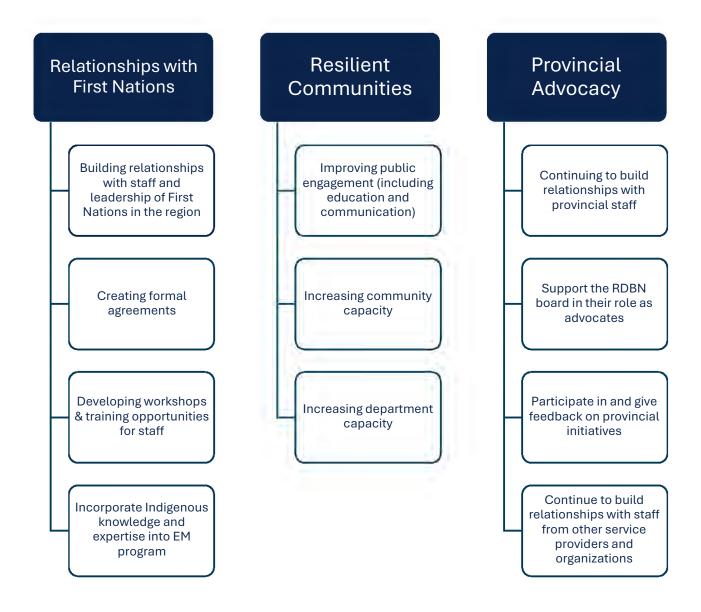
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General

The Protective Services Department is responsible for facilitating the RDBN's Emergency Management Program, 911 Service and Rural Fire Protection. This report provides a brief update on the 2025 Protective Services Strategic Goals as well as the status of the workplan and the ongoing operations of the services provided to residents.

Strategic Goals



Staffing

Fulltime permanent

- Director of Protective Services Scott Zayac
- Regional Fire Chief Jason Blackwell
- Emergency Services Manager- Christopher Walker
- Protective Services Assistant Trina Bysouth

Full/Part time temporary

- FireSmart Educator Mike Huntley
- FireSmart Coordinator Cole Bender
- FireSmart Summer student Aryana Persson
- Emergency Management Technician Grace Zayac

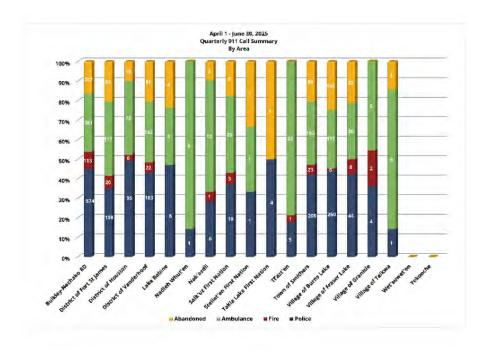
Indigenous Engagement

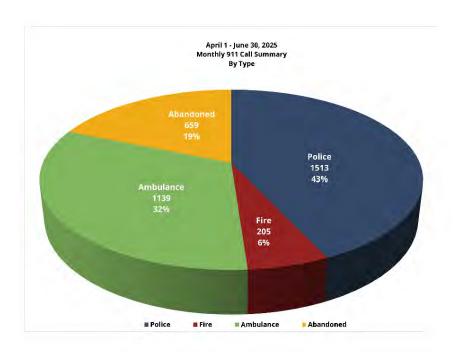
In keeping with the Regional Districts 'Strategic Focus Areas', the Protective Services Department is working to enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of communities. This quarter, staff met with members of 5 First Nation communities (Stellat'en First Nation, Yekooche First Nation, Lake Babine Nation, Takla First Nation and Ts'il Kaz Koh First Nation. Staff also met with 2 First Nation organizations.

Indigenous led cultural safety and competency training continued throughout the quarter, completing 5 training sessions all together. This is part of the reconciliation and decolonization work staff are committed to. Increasing partnerships and improving cooperation with regional First Nations as well as incorporating Indigenous knowledge into the department is a priority.

911 Service

E-COMM received **3,516** for the months of April, May and June. The charts below show the 911 calls received by jurisdiction and call type.





Transition to NG911

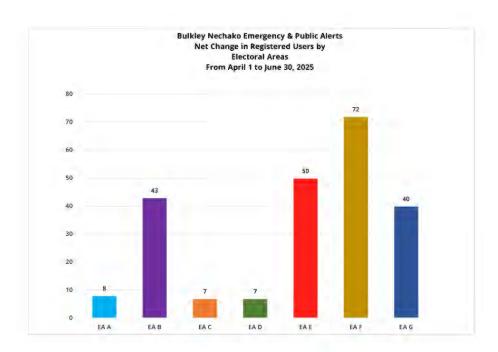
All municipal fire halls within the region as well as Southside and Cluculz Lake now have upgraded dispatch consoles to support the increased functionality of NG91. Installation of new 'Radio over IP' dispatch consoles are planned for the Topley and Fort Fraser halls.

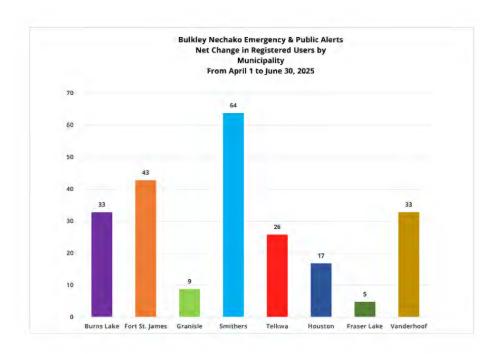
Staff are continuing to engage with other local governments to determine how to best utilize the NG911 grant funding. UBCM has made Mobile CAD (Computer Aided Dispatch) equipment an eligible expense for this grant. It is anticipated that municipalities will utilize their grant to purchase and install this equipment.

Bulkley-Nechako Voyent Alert

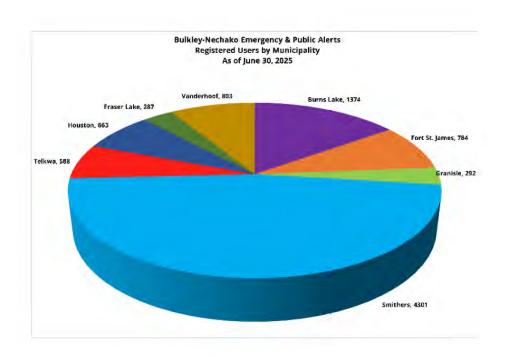
New branding and promotional material were created through the communications department and an advertising campaign started in mid-April. Advertisements were placed in the local newspapers, social media and in the Property Tax Notice pamphlet. The website was refreshed, and additional sign-up options were also added. This effort to encourage more people to sign up is working.

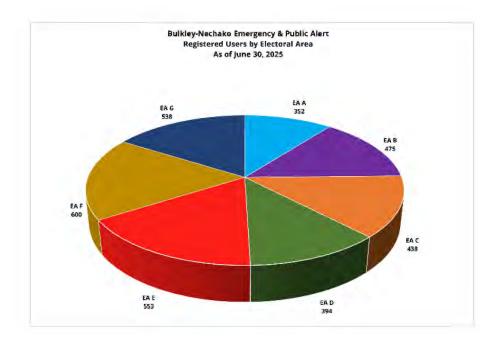
In Q1 there were 63 new sign-ups for Voyent. In Q2 there was a seven-fold increase in sign-ups when compared to Q1. There were **227** new net users in the electoral areas and **230** new users in the municipalities.





There are now a total of **3,350** users signed up in the electoral areas and **12,442** users signed up in the municipalities. This is an increase of **457** users this quarter.





Approximately 41% of the RDBN population over the age of 15 are signed up with the platform.

Staff continue to participate in monthly training sessions. The EOC Information Officers attended an extra one-on-one training to help increase the efficiency and functionality of the platform and prepare for the upcoming fire season.

All Board of Directors are encouraged to sign up at:

https://www.rdbn.bc.ca/departments/protective-services/Public-Alerting-System and sign up for Bulkley-Nechako Voyent Alert!. This continues to be a key part of the Regional District's crisis communication plan.

Rural Fire Protection

Expansion of Fire Protection Areas

Staff are working with the Telkwa Fire Department to add a few homes at the end of Jackpine subdivision into the Fire Protection Area as well as a couple of properties on Hislop Rd.

Administration, Training, and Support

A staff member recently flew to Winnipeg to visit the Fort Garry factory and to complete the final inspections on the two new water tenders. Both trucks passed the final inspection and were delivered in the first week of June. These trucks are now in service at each fire hall.

An RFP closed on June 30th for the purchase of new fire engines for both Topley and Cluculz Lake. Staff will be reviewing the submissions and recommending a supplier at the July Board Meeting. These apparatuses were initially scheduled to be purchased in 2027 and 2029 but due to the volatile market and potential tariffs it was decided to acquire them early. Both trucks will be purchased utilizing RBA funding.

Funding was secured to replace the aging generator at the Luck Bay firehall as well as install one at the Topley firehall. Staff are awaiting new estimates for these generators as the initial quotes contained an error.

Staff attended monthly conference calls as the Zone 5 rep for the BC Fire Training Officers Association.

Staff are working on updating the regulatory documents that apply to the rural fire departments. Bylaws, Level of Service Policy, and Standard Operating Guidelines are being looked at. Some of these changes will help outline the requirements and reporting standards for both the fire departments and/or societies, as well as the Regional District.

Three additional underground water tanks will be installed for fire suppression purposes in 2025. The location of the tanks will be in Telkwa Rural South, Burns Lake Rural East, and Luck Bay in Fort St. James Rural.

The radio range in the Cluculz Lake Fire Protection Area is quite limited and this poses safety concerns. There are several locations in the area where there is no radio or cell connection with the Fire Operations Communications Centre. Tower Communications completed testing of two possible repeater locations and staff have determined the best location for coverage. Tower Communications will be getting staff the necessary information to apply for a 'license of occupation' for the site.

Smithers Fire Department hosted the second quarter regional fire chief's meeting in May. Discussions focused on training opportunities, funding, recruitment, NG 911, apparatus, and included a tour of their facility including the Bulkley ESS program. The next meeting will be held in Fraser Lake in July.

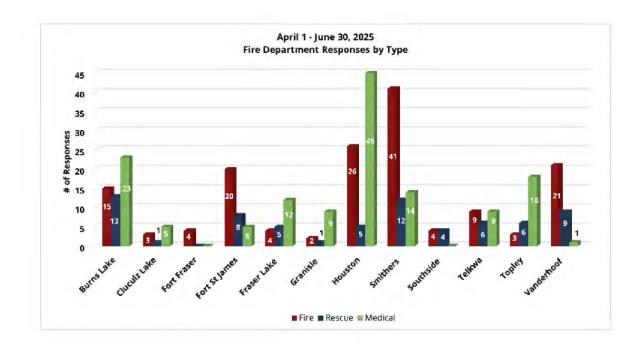
At the Board meeting in March, \$30,000 per year for the next three years of RBA funding was secured to help assist the four rural fire departments with capital purchases. The funding for the Southside department began in 2025 and essential personal protective equipment has been purchased with some more on order.

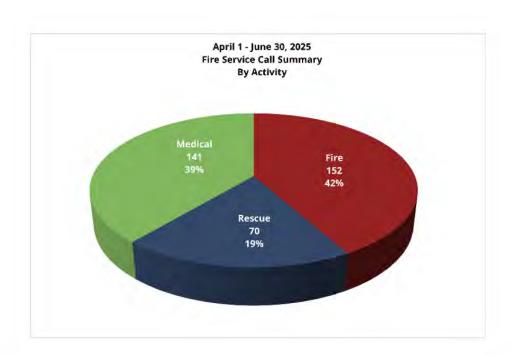
Staff attended the Fire Chiefs Association of British Columbia annual conference in Penticton in June. Some of the highlights included the fire expo, regional managers meeting, zone and volunteer sector meetings, leadership sessions, and technical sessions such as the dangers of lithium-ion batteries.

Fire Department Response

Fire department responses vary in type and frequency across our region.

Of the **3,516** 911 calls received from April - June, **363** were forwarded to the Fire Operation Communication Centre for Fire Department response. The charts below show the 911 calls received by call type and Department.





Emergency Management Program

Mitigation

FireSmart Home Partners Program

The FireSmart program continues to be an important part of mitigation in the region. The Regional District is conducting Home Assessments in the rural areas again.

A total of **40** Home Assessments were completed in Q2.

This two-year program also has a focus on increased community education.

Preparedness

Partners in Emergency Management Meeting (POEM)

This annual event brought together 60 participants from 39 partnering organizations. The purpose of the event is to build relationships, participate in shared planning sessions and learn more about the capabilities of the different organizations that work together during the four pillars of emergency management in the region.

Development and Review of Emergency Plans

The Comprehensive Emergency Management Plan is in development and is being amended to align with the EDMA. Documents in development and awaiting department review include:

- Policy Document (on hold while regulations are being developed)
- Flood Plan (completed)
- Wildfire Plan (completed)
- Re-Entry Plan (drafted)
- Demobilization Plan (in progress)
- Livestock and Pet Plan (Livestock plan completed, waiting on regulations before completing pet portion)
- Air quality plan (in progress)

Staff and Volunteer Training

RDBN staff continue to train and prepare for EOC activations. Staff have completed training in:

- Introduction to Emergency Management in Canada
- Introduction to Emergency Operations Centre's
- Incident Command System-100
- Psychosocial Resilience in Disasters
- Introduction to Emergency Management Exercise Design
- Emergency Operations Planning
- BCWS Engine Boss
- SPU Crew Leader
- FireSmart Assessor (WMS)
- EOC Orientation for new staff

A staff member completed the Wildfire Mitigation Specialist Train-the-Trainer course through FireSmart BC. This will allow for greater access for training staff and to provide local training opportunities for municipality and First Nation partners.

Protective Services staff have actively engaged in several emergency management exercises across the region to enhance operational readiness and strengthen regional collaboration:

- Smithers Mass Casualty Functional Exercise: Three staff participated, serving as Emergency Operations Centre (EOC) staff and as Liaison Officer/Subject Matter Expert to Elected Officials.
- Stellat'en First Nation & Village of Fraser Lake Discussion-Based Exercise: Two staff took part in this session focused on communications, jurisdictional collaboration, and partnership building.
- Burns Lake EOC Training and Discussion-Based Exercise: Two staff participated as liaisons in a train derailment scenario, emphasizing foundational EOC processes, role clarity, and confidence building.

Through these engagements, staff are building relationships, gaining valuable local knowledge and practical experience while expanding their skills and confidence in emergency management roles. Their participation reflects Protective Services' commitment to a collaborative and integrated approach to emergency response and enhances our understanding of the capabilities and strengths of EOCs throughout the Regional District of Bulkley-Nechako.

Staff attended two conferences and training opportunities outside of the region. These include:

- Network of Emergency Social Services Teams Conference in Prince George.
- Wildfire Resiliency and Training Summitt in Penticton.

Public Education

Emergency preparedness and FireSmart continue to be a focus on the Bulkley Nechako Emergency Information Facebook page. Another key component is education around changes to the process of delivering Evacuation Alerts. Evacuation Alerts will be distributed through Voyent Alert, Facebook and the RDBN website.

Staff attended public meetings and events to promote FireSmart and Emergency Preparedness in Burns Lake, Houston, Granisle, Vanderhoof, Fraser Lake, Area G and Area E.

Staff also met with local nurseries to promote the FireSmart plant program.

Community Groups

Seven different community groups applied to the Cooperative Community Wildfire Response Group program. The regional district applied for over \$55,000 to train and equip 101 community members.

Response

Administration of Emergency Support Services Program

The regional ESS program continues to grow and develop. There are currently 4 ESS teams in the region:

- Bulkley ESS
 - Covers Electoral Area A and G as well as Town of Smithers, Village of Granisle, and District of Houston
- Burns Lake ESS
 - o Covers Electoral Area B and E as well as Village of Burns Lake
- Vanderhoof ESS
 - Covers Electoral Area D and F as well as Village of Fraser Lake and District of Vanderhoof
- Fort St. James ESS
 - o Covers Electoral Area C and District of Fort St. James

Vanderhoof ESS provided support to rural residents in Q2.

Staff attended two ESS training events (Smithers and Vanderhoof).

The 2025-Emergency Support Services Equipment and Training grant, and the Emergency Operations Centre Equipment and Training grant were approved in Q2.

Emergency Operation Centre

Staff continually monitor the provincial Common Operating Picture portal (COP), attend weekly hazard calls and monitor local wildfires activity in an effort to build and maintain situational awareness. The EOC was not activated in Q2.

Recovery

The 2023 Wildfires have one outstanding issue. A resident continues to wait for fencing repairs on range tenure. This process involves complicated funding streams, involving both the Federal and Provincial governments. Staff have tried numerous times to connect with the resident in 2025 and have not had any contact since fall 2024. Staff are considering concluding recovery activities from the 2023 wildfire season.

Advocacy

Staff continue to work with Chair Parker with the LGAC table and have Joined the Post Disaster Building Assessment research project at the request of BC housing. BC Housing is looking for input from an emergency management and Regional District lens.



Planning Department April 1 – June 30, 2025

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Staffing

Jason Llewellyn, Director of Planning and Development
Amy Wainwright, Deputy Director of Planning and Development
Maria Sandberg, Planning and Parks Coordinator
Danielle Patterson, Senior Planner
Cameron Kral, Planner
Jason Berlin, Senior Building Inspector
Steve Davis, Building Inspector
Mike Leamont, Building Inspector
Fiona Richardson, Development Services Clerk
Jason Thompson, Bylaw Enforcement Officer
Deneve Vanderwolf, Transit Coordinator / Planning Technician
Rowan Nagel, GIS / Planning Technician
Chloe Taylor, Planning Summer Student
Kaia Nitchie, Planning Summer Student

The Planning Department includes 12 full-time positions, and two summer students providing Land Use Planning, Building Inspection, Parks and Trails, Transit, GIS and Bylaw Enforcement Services. Planning, Building Inspection, and Bylaw Enforcement Services are also provided to select municipalities on a contract basis.

Land Use Applications and Referrals

Agricultural Land Reserve Applications

The Planning Department received no new ALR applications in the second quarter of 2025. Three applications from previous quarters were processed and submitted to the ALC. One application from the first quarter remains in progress. There are currently a total of 5 applications with the ALC waiting a decision.

Official Community Plan Amendments and Rezoning Applications

The Planning Department received three rezoning applications and one combined official community plan/rezoning application in the second quarter of 2025. Three applications are ongoing from the previous quarter. Five applications are on hold by applicant request.

Temporary Use Permits

The Planning Department received no temporary use permit (TUP) applications in the second quarter of 2025. One TUP for commercial use and two TUPs for industrial use are on hold.

Development Variance Permits

The Planning Department received one development variance permit (DVP) application in the second quarter of 2025. One incomplete DVP application is carried over from a previous quarter.

Subdivision Referrals and Parcel Frontage Reductions

The Planning Department received five subdivision referrals in the second quarter of 2025. They were processed and comments were provided to the Ministry of Transportation and Transit.

The Planning Department received no requests for an exemption to the 10 percent parcel frontage requirement for subdivisions fronting a highway during the second quarter of 2025. One request from the first quarter was completed in the second quarter.

Land Use Reviews

The Planning Department completed 24 land use reviews for building projects in the second quarter of 2025.

Other Referrals

A total of twenty-three miscellaneous referrals were received in the second quarter of 2025. Thirteen were land referrals (twelve were energy related, one was a land referral related to future water access), three were licence of occupations for roads/driveways, two were water licenses, two were recreation land uses, and one was a local government referral (Peace River Regional District).

Confirmation Letters

The Planning Department began tracking confirmation letter requests in the first quarter of 2025. These include letters requesting the confirmation of information required by Northern Health, the MoTT, the Provincial Short-Term Rentals Registry, insurance providers, lawyers working on real estate transactions, and other agencies. These were previously tracked as "enquiries". Given the staff resources it takes to respond to these confirmations and the more formal nature of the responses, the decision was made to begin tracking confirmations separately.

The Planning Department received a total of six confirmation requests in the second quarter of 2025.

Land Use Applications and Services for Municipal Governments

Six applications were completed in the second quarter on a contract basis for RDBN municipalities (two DVPs, one DP, one rezoning, one LCRB application and one Heritage Alteration Permit).

Other municipal projects include oversight for the Houston Zoning Bylaw Review project, the Houston Development Approval Procedures Review project, and planning support for several BC Housing Community Housing Fund applications (Houston 1, Burns Lake 2) and an approved housing project in Houston.

Special Projects

Special Projects refers to a wide variety of projects that do not fit within the regular day to day work program of the Planning Department. In the second quarter of 2025 the Planning Department had the following special project accomplishments.

- In April the Planning Department presented a report on the Draft Bylaw Enforcement Policy to the Committee of the Whole (deferred to May 2025).
- In April the Planning Department presented a report regarding the Endako Weir Project in Electoral Area B to the Board of Directors.
- In May the Planning Department presented a report on the Bylaw Enforcement Policy and Bylaw Notice Enforcement Bylaw to the Committee of the Whole (deferred to June 2025).
- In May the Planning Department provided a report on the proposed Bylaw Enforcement Policy to the Board (deferred to June 2025).
- In May the Planning Department provided a report with an update on the Coastal GasLink project to the Board.
- In May the Planning Department provided an update on Bill 15 the *Infrastructure Projects Act* to the Board.
- In May the Planning Department requested the Board's permission to apply for the UBCM's 2025 Community Excellence Award for the Cycle 16 Trail Project and staff completed an application.
- In June the Planning Department provided a report regarding the Minster of Housing and Municipal Affairs Small Scale Multi-Unit Housing letter to the Board.
- In June the Planning Department presented reports for the Bylaw Notice Enforcement Bylaw and Dispute Adjudication Registry and the Draft Bylaw Enforcement Policy to the Board.

Long Range Planning

The first phase of the Houston, Topley, Granisle Rural OCP review is underway. The review process began in the second quarter with preliminary consultation with the Area G Advisory Planning Commission in May. Initial consultation letters were sent to First Nations, community groups, the District of Houston, the Village of Granisle, School District 91 and various provincial ministries. Public engagement efforts started off with open houses in Houston, Topley and Granisle held the last week of May. The public events introduced the process and provided an opportunity for the public to ask questions and provide input regarding land use and community development related issues.







Building Inspection

The RDBN received a total of 52 building permit applications in the second quarter of 2025, with a total construction value of **\$11,491,673**. This is comparable to the 50 building permit applications with a total construction value of \$7,162,000 received in the second quarter of 2024.

Second Quarter Building Permit Data for 2025

Area	Total Permits	Total Construction Value (\$)
A	9	1,086,000
В	6	1,361,100
С	3	100,5000
D	1	550,000
E	0	0
F	6	1,913,700
G	0	0
Burns Lake	8	1,057,060
Fort St. James	3	772,000
Fraser Lake	3	115,070

Total	75	13,868,707
Vanderhoof	23	\$2,377,034
Smithers*		
Second Quarter RDBN Totals	52	11,491,673
Telkwa	8	646,743
Houston	3	980,000
Granisle	2	2,005,000

^{*}Smithers stats not available at the time of writing this report.

Bylaw Enforcement

The focus during the second quarter of 2025 has been the development of a Bylaw Notice Bylaw for the RDBN and the establishment of associated procedures and policy.

Bylaw enforcement files are created where enforcement action is warranted, and no immediate resolution is forthcoming following discussions with the property owner. A file is not created if the staff investigation determines that a bylaw infraction has not occurred and if further action is not justified, or if the infraction is resolved or is likely to be resolved through discussions with the property owner. It is noted that there are numerous bylaw enforcement issues dealt with which do not result in a file being created.

Bylaw enforcement services continue to be provided to the District of Houston under agreement. These statistics do not include the District of Houston issues.

2025 Second Quarter Bylaw Data

Year 2025	Carried Forward	New Files	Total Unresolved	Resolved
2 nd Quarter	28	11	39	15

Notable Bylaw Enforcement Situations

Staff continue to monitor a property on Sweder Road in Electoral Area C (Fort St. James Rural) to evaluating the need for direct enforcement by contractor.

Legal action to obtain an injunction regarding a non-conforming use at Mackenzie Road in Electoral Area A (Smithers/Telkwa Rural) has been put on hold to allow the property owner an opportunity to come into compliance with RDBN and ALC regulations.

Legal action to obtain an injunction regarding a non-conforming use at Raymond Road in Electoral Area A (Smithers/Telkwa Rural) has been put on hold to allow the property owner to make an ALR application.

Parks and Trails

Cycle 16 Trail

MoTT has awarded a contract for the construction of Phase 3 of the Cycle 16 Trail. Construction work will start in early August. Design work for Phase 2 is underway with construction anticipated for 2026.

Staff are working with the Ministry of Transportation and Transit (MoTT) to repair trail erosion and drainage issues on phase 1 of the trail. The Province has confirmed in writing their intention to own and operate the Cycle 16 trail once construction of additional phases are completed.

Round Lake Park and Boat Launch

Staff continue to work with the Round Lake Community Association (RLCA) on their Waterfront Upgrade Project. At the April 22, 2025, RDBN Board meeting, the Board of Directors passed a resolution that the Non-Farm Use application for the project and other on-going uses on the property be recommended to the Agricultural Land Commission for approval. The application was submitted to the ALC in May and is now under review by the ALC Commissioners.

Trout Creek

Preparation for outhouse construction is underway at Trout Creek. A wildlife/hazard tree assessment was done in May. Five trees were identified as hazard trees to be removed, and two trees for limb and/or top removal. Tree falling, removal and site cleanup were done in June. Installation of the outhouse by the manufacturer is tentatively scheduled for mid-August. The site will be reassessed after construction to identify any hazards resulting from construction.

Telegraph Cabin

A park use permit has been issued to the Quick Women's Institute for their use of the Telegraph Cabin in exchange for light caretaking and monitoring duties for the 2025 season.

The planned renovation of the building—including replacing the roof, installing new concrete steps, and repairing the concrete foundation—has experienced an unexpected delay due to the contractor's cancellation. Staff are in discussions with a new contractor and the project is still anticipated to be completed this year.

Hospital Point

The day use area improvements project has continued this spring and is close to being finished. The project includes clearing the ground, removing trees, grading part of the

access road, installing two fire rings and two picnic tables and grip strips on the Fitness Trail boardwalk. The work started in the fall of 2024.

Electoral Areas C and G Parks and Trails Master Plans

Staff issued a request for proposals (RFP) in March for the development of master plans for Electoral Areas C and G. Six quality proposals were received in response to RFP, and all proponents submitted proposals for both plans. The contracts for both plans were awarded in May to E. Lees and Associates. It is expected that using one consultant to develop the two plans at the same time will result in efficiencies and cost savings. The consultant, with the support of staff, is currently scheduling consultation and public outreach.

Geographic Information Systems (GIS)

Mapping and Inquiries

In the second quarter, the GIS Technician completed 100 tasks for RDBN staff. These tasks included 59 for the Planning Department, 13 for Protective Services, 7 for Administration, and one for Environmental Services. In addition, 31 public and 25 intergovernmental GIS inquiries were answered.

House Numbering

A total of 79 addressing changes were processed in the second quarter of 2025. Staff worked closely with Nak'azdli Lands Manager to verify and improve Nak'azdli reserve addressing. As a result of this collaboration, 25 unaddressed structures were issued addresses, and 21 existing addresses were corrected. Additionally, 15 new addresses were issued in the rural area, and three new addresses were issued by municipalities.

Transit

Second quarter ridership numbers are as follows. Overall ridership has increased on both Route 161 and Route 162 from the second quarter in 2024.

Route	Year	April	May	June	Total
161 Prince George	2025	393	453	428	1274
	2024	371	403	388	1162
162 Smithers	2025	246	309	284	839
	2024	209	232	191	632



Environmental Services

April 1 to June 30, 2025

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Priorities

All efforts made by Environmental Services staff are continually working towards improving "the 5 C's":

- Continuity Minimize the impact of disruptive events/circumstances
- Capacity Ensure that there is manpower and resources to maintain the services we provide
- Compliance Ministry of Environment and Climate Change Strategy and WorkSafe
 BC
- Consistency Establish equal and consistent region-wide access to diversion services
- Competency Ensure a high level of competency of RDBN staff with a reliable training program that ensures a safe work environment.

Services Provided

Solid Waste Management:

- Operation of two (2) sub-regional landfills located near Houston (Knockholt) and Vanderhoof (Clearview) and one (1) local landfill in Manson Creek.
- Operation of eight (8) transfer stations located in Smithers/Telkwa, Houston, Granisle, Burns Lake, Southside, Fraser Lake, Ft. St. James and Vanderhoof,
- Operation of eight (8) recycling depots located in Smithers/Telkwa, Houston, Granisle, Burns Lake, Southside, Fraser Lake, Ft. St James and Vanderhoof.
- Waste hauling operations transport waste from Transfer Stations to Landfills
- Environmental monitoring and reporting to the Ministry of Environment and Climate Change Strategy as per RDBN Operational Certificates.

Liquid Waste Management:

• Operation of septage receiving facilities at Smithers/Telkwa, Houston, Burns Lake and Fort Fraser.

Fort Fraser Water and Wastewater Systems:

- Operation of a small water supply and distribution system
- Operation of small wastewater collection and treatment system

Somerset Sewer Collection & Distribution System

Operation of small sewage collection and leach field distribution system

Staffing

Full-time Permanent:

- Director of Environmental Services Alex Eriksen
- Waste Diversion Supervisor Janette Derksen
- Operations Supervisor Cole Minger
- Training & Safety Supervisor Will Roberts
- Environmental Technician Jay Finstad
- Recycling Program Coordinator Sarah Brand
- Environmental Services Office Assistant vacant (under review) dormant
- Field Assistant West Philip Peters
- Field Assistant East Ken Wiebe
- 12 x Transfer Station & Recycling Depot Attendants (0 vacant)
- 2 x Landfill Operators (0 vacant)
- 4 x Landfill Attendants (0 vacant)
- 3 x Waste Haul Drivers (0 vacant)

Part-time Permanent

- 1 x Landfill Attendant (0 vacant)
- 8 x Transfer Station & Recycling Depot Attendants (0 vacant)
- 1 x Waste Haul Drivers (0 vacant)

Casual (holiday and sick coverage):

- 5 x Transfer Station and Recycling Depot Attendants (1 vacant)
- 2 x Landfill Attendant (0 vacant)
- 0 x gate check (1 vacant)

Temporary

• 2 x gate-check (0 vacant)

Notable Department Activity

Administration

- 2025 operations and capital project planning including budget development
- Labour management and Human Resources
- Project management various

Operations

- Management Staff focus on continuing operations
- Recruitment and training of new staff to replace recent retirements
- Supervisors continued to prioritize weekly site visits to monitor and evaluate operations, address inconsistencies and support field staff.
- Maintenance projects
 - Design, planning, and procurement for multiple
 - Complete multiple small projects
- Fleet management:
 - Multiple minor and major repairs
 - o Capital purchases (dozer, excavator, pick-up, skid steers, dump truck)
 - Work with Finance on asset management plan
- Introduced several new procedures and trained staff
- Cross-training of Transfer Station and Recycling Depot Attendants continues
- Continued monitoring of the gate-check and load screening process

Water & Sewer

- Somerset sewer system:
 - Monitoring well maintenance
- Fort Fraser Water:
 - Planning for maintenance and capital projects.
 - o Request quotes for various projects
- Fort Fraser Sewer:
 - Planning for capital repair project
 - Request quotes
- Knockholt Leachate
 - Hydro connection completed
 - Preparation for turning on the system (early July)

Environmental Compliance

- Initiate abandonment process for closed landfills
- Quarterly ground water sampling of active landfills
- Efforts to complete backlogged landfill reporting continues

Environmental Services Q2 Quarterly Report – 2025 Currently in progress are updates to several Landfill operational documents to support current operations

Safety & WorkSafe Compliance

- Worked to apply the compliance actions from past site-specific WorkSafe orders to other sites if necessary.
- In progress are multiple procedures that will support the safe operation of RDBN facilities
- Participated in Joint Health & Safety Committee
- Training updates for reinforcing procedures
- Skid Steer safe work practices evaluation

Diversion & Disposal

- On-board Household Hazardous Waste Recycling Program:
 - o Procedures, Training, signage etc.
- Awarded Metal Recycling contract
 - Commenced recycling at BLTS on June 20
- Monitored the existing and new Extended Producer Responsibility (EPR) recycling programs
- Renewal of Contracts with recycling stewards

Solid Waste Management Plan Monitoring

The 2018 Solid Waste Management Plan (SWMP) is a long-term vision of how the RDBN would like to manage its solid waste in accordance with the pollution prevention hierarchy (Reduce, Reuse, Recycle, Recover and Residuals Management). Section 4 of the SWMP gives clear direction on how to achieve our regions goals via a series of strategies and recommendations, listed below along with an implementation update for this quarter.

Reduce, Reuse, Recycle Strategies

Strategy 1: Increase Reduction and Reuse

- Ongoing operations
- Planning and preparation for 2025 improvements to facilities

Strategy 2: Expand Access to Residential Recycling

- Continue to operate 8 Recycling Depots
- SSTS and GTS recycling program expansion

Strategy 3: Increase Industrial Commercial Institution (ICI) Sector Recycling

No actions

Strategy 4: Increase Organics Diversion

• Continue to accept brush and yard waste at Transfer Stations

Environmental Services Q2 Quarterly Report – 2025 Strategy 5: Increase Construction and Demolition (C&D) Waste Diversion

No actions

Strategy 6: Support Expansion of Extended Producer Responsibility Programs

- Continue operating full range of available EPR programs
- Monitor recent implementation of Electronics, small appliances and power tools, C02/smoke detectors, paint, lights/lamps and fixtures

Strategy 7: Support Household Hazardous Waste (HHW) Diversion

Implement Household Hazardous Waste Recycling Program

Strategy 8: Support Recycling and Diversion of Agricultural Plastics

- Continued to host the CleanFarms agricultural plastics pilot program until June 30.
- Federal funding for this program was unfortunately not renewed
- Preparation for closing down the program

Strategy 9: Expand Regional Education and Behaviour Change Programs

• Staff has continued working closely with the communications department to update the website and other educational material.

Supporting Policies and Bylaws

Assess Cost Recovery Through User Fees

No actions

Update Current Facility Regulation and User Fee Bylaw

No Actions

Implement Disposal Charges for Camp Waste and Other Industries

• Completed in 2020. No new updates

Mitigate Illegal Dumping

- Reports of illegal dumping continue to be redirected to the RAPP line
- Strategies for mitigation have been discussed

2025 Capital Projects

- Capital Projects
 - o Planning and design of various projects
 - o RFQ development and issue for various projects and purchases
 - Evaluation and award of various projects and purchases
- Commenced and/or completed multiple minor projects
- Purchased a Dozer, a Dump truck, two skid steers and a pick-up

The second quarter of 2025 has been used primarily for planning, design and procurement for various projects and for purchasing rolling stock.

Environmental Services Q2 Quarterly Report – 2025

Environmental Services Capital - Q2 - April 1 to June 30, 2025							
Reference	Site	Project	Status	Budget	Cost		
Rolling stock	LANDFILLS	Dozer	Complete	\$400,000	\$417,000		
Rolling stock	KLF	Excavator	Complete	\$405,000	\$416,500		
Rolling stock	KLF	Skid Steer	Complete	\$110,000	\$111,000		
Rolling stock	FIELD OPS	Dump Truck	Complete	\$250,000	\$359,000		
Rolling stock	FIELD OPS	Skid Steer	Complete	\$110,000	\$118,000		
Rolling stock	ADMIN	1/2 ton pickup	Complete	\$90,000	\$57,000		
*Rolling stock	HAUL	New Roll-off Truck	TBD	\$300,000	\$0		
Landfill	CLF	Leachate Collection & Expansion	In-progress	\$500,000	\$15,500		
Major Improvement	FLTS	Transtor Bin Removal	In-progress	\$175,000	\$16,500		
*Major Improvement	Houston	Relocate TS & RD	TBD	\$650,000	\$0		
Minor Improvements	Various	19 projects	In-progress	\$395,000	\$96,000		
Safety	ADMIN	2 projects	In-progress	\$50,000	\$13,500		
Capital Repairs	Vehicles	3 projects	In-progress	\$80,000	\$57,000		
			Total	\$3,515,000	\$1,677,000		

^{*}TBD – Projects that are currently not confirmed, but have place-marked budgets



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Cheryl Anderson, Director of Corporate Services

Date: August 14, 2025

Subject: Glacier Gulch Water Diversion Local Service Establishment Amendment

Bylaw No. 2078 - Adoption

RECOMMENDATION:

(all/directors/majority)

That Glacier Gulch Water Diversion Local Service Establishment Amendment Bylaw No. 2078, 2025 be adopted this 14th day of August, 2025.

BACKGROUND

Glacier Gulch Water Diversion Local Service Establishment Amendment Bylaw No. 2078, 2025 was given three readings by the Board at its July 10, 2025 meeting. The Board may now adopt the bylaw.

ATTACHMENTS:

Bylaw No. 2078

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2078

A bylaw to amend the tax limit for the Glacier Gulch Water Diversion Service

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 850 the Glacier Gulch Water Diversion Local Service within a portion of Electoral Area "A";

AND WHEREAS the Regional District wishes to increase the maximum annual tax requisition for this service from SIX THOUSAND TWO HUNDRED FIFTY (\$6,250) DOLLARS TO SEVEN THOUSAND EIGHT HUNDERED TWELVE (\$7,812) DOLLARS;

AND WHEREAS under Section 347 of the *Local Government Act*, the sole participant has consented to the adoption of this Bylaw;

AND WHEREAS under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

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

- 1. Section 5 of Bylaw No. 850, is hereby repealed and the following substituted therefore:
 - "5. The maximum amount that may be requisitioned annually for the cost of the service shall be SEVEN THOUSAND EIGHT HUNDERED TWELVE (\$7,812) DOLLARS."
- 2. This bylaw may be cited as the "Glacier Gulch Water Diversion Local Service Establishment Amendment Bylaw No. 2078, 2025".

READ A FIRST TIME this 10th day of July, 2025

READ A SECOND TIME this 10th day of July, 2025

READ A THIRD TIME this 10th day of July, 2025

Page 2 of Bylaw No. 20

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "A" received this 10 th day of July, 2025.				
ADOPTED this	day of	, 2025		
 Chairperson		Corporate Administrator		
I hereby certify thadopted.	nat the foregoing	is a true and correct copy of Bylaw No. 2078 as		
 Corporate Admin	 istrator			



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Cheryl Anderson, Director of Corporate Services

Date: August 14, 2025

Subject: RDBN Mail Ballot Authorization and Procedure Bylaw No. 2066, 2025 – 1st,

2nd, and 3rd Reading

RECOMMENDATION:

(all/directors/majority)

That Regional District of Bulkley-Nechako Mail Ballot Authorization and Procedure Bylaw No. 2066, 2025 be given 1st, 2nd and 3rd Reading this 14th day of August, 2025.

BACKGROUND

At the March 27, 2025 Board meeting, the Board directed staff to prepare a mail ballot voting bylaw for the Board's consideration.

ATTACHMENTS:

Bylaw No. 2066

March 27, 2025 Board Report

STRATEGIC PLAN ALIGNMENT:

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 2066

A Bylaw to Allow for Mail Ballot Authorization and Procedures

WHEREAS pursuant to Section 110 of the *Local Government Act*, a Regional District may, by bylaw, permit voting by mail ballot and establish procedures therefor;

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

1. CITATION

1.1 This Bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Mail Ballot Authorization and Procedure Bylaw No. 2066, 2025."

2. **AUTHORIZATION**

- 2.1 Pursuant to Section 110 of the *Local Government Act*, voting by mail ballot and elector registration by mail in conjunction with mail ballot voting are hereby authorized for those electors who meet the following criteria:
 - a) Those persons who have a physical disability, illness or injury that affect their ability to vote at another voting opportunity;
 - b) Persons who expect to be absent from the jurisdiction on general voting day and at times of all advance voting opportunities.

3. APPLICATION PROCEDURE

- 3.1 The Chief Election Officer is hereby authorized to establish time limits in relation to voting by mail ballot.
- 3.2 Upon receipt of a valid application for a mail ballot, the Chief Election Officer or designate shall:
 - a) if the request for a mail ballot is delivered to the Chief Election Officer before the deadline that the Chief Election Officer has established, send to the applicant a mail ballot package as specified in Section 110(7) of the *Local*

- Government Act, together with an application for registration as an elector, and
- b) immediately record and, upon request, make available for inspection the name and address of the person to whom the mail ballot package was issued.
- 3.3 The Chief Election Officer or designate is not responsible for failing to deliver a mail ballot and elector registration package if a request is not received, or not received before a time limit that may be set by the Chief Election Officer for applying for a package, and is not responsible for any delay or failure in the elector's receipt of the package or the elector's return of the package to the Chief Election Officer.
- 3.4 In accordance with an Applicant's direction, the Chief Election Officer may distribute the mail ballot in the following ways:
 - a) Sending the mail ballot package by Canada Post (regular mail);
 or
 - b) Having the mail ballot package picked up by an Applicant (or their designate) at the RDBN office in Burns Lake.
 - c) Having the mail ballot package picked up by an Applicant (or their designate) at any identified member municipalities at a designated time.

4. VOTING PROCEDURE

- 4.1 To vote using a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer or designate.
- 4.2 After marking the ballot, the elector shall:
 - a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
 - b) place the secrecy envelope in the certification envelope and complete and sign the certification printed on such envelope and then seal the certification envelope;
 - c) place the certification envelope, together with a completed elector registration application in the outer envelope and then seal the outer envelope;
 - d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer or designate at the address specified in accordance with the time limits established by the Chief Election Officer.

5. CHALLENGE OF ELECTOR

- 5.1 A person exercising the right to vote under the provisions of this bylaw may be challenged in accordance with and on the grounds specified in Section 126 of the *Local Government Act* before close of voting on general voting day and prior to the Chief Election Officer or designate opening the certification envelope.
- 5.2 The provisions of Section 126(2) to (5) inclusive of the *Local*Government Act shall apply where a challenge of an elector using a mail ballot has been made.

6. MAIL BALLOT - REPLACEMENT OF SPOILED BALLOT

- 6.1 Where an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer or designate, the elector may request a replacement ballot by advising the Chief Election Officer or designate of the ballot spoilage and by mailing or otherwise delivering by any appropriate means, the spoiled ballot package in its entirety to the Chief Election Officer or designate.
- 6.2 The Chief Election Officer or designate shall, upon receipt of the spoiled ballot package, record such fact, and issue a replacement ballot package in accordance with section 3.2 of this bylaw.

7. BALLOT ACCEPTANCE OR REJECTION

- 7.1 Before close of voting on general voting day, the Chief Election Officer or designate shall, in the presence of at least one other election official, proceed as follows:
 - a) immediately record the date of receiving the returned mail ballot in the Register of Mail Ballots; and
 - b) Open the outer envelope and remove and examine the certification envelope and the application to register as an elector.
 - c) If the elector's certification and application to register as an elector are complete, the Chief Election Officer or designate shall mark the certification envelope as "ACCEPTED."
 - d) If the elector's certification and application to register as an elector are not complete, the Chief Election Officer or designate shall mark the certification envelope as "REJECTED" and the Chief Election Officer will note the reasons therefore in which case the certification envelope shall not be opened and the ballots contained therein shall not be counted.
 - e) Unless an elector's right to vote has been challenged, the Chief Election Officer shall open the certification envelopes marked as "accepted," and the secrecy envelopes contained therein shall be placed in a ballot box designated for that purpose.

Bylaw No. 2066 Page | 5

- f) Mail ballots received after the close of voting on general voting day shall remain unopened and the Chief Election Officer or designate shall mark "REJECTED" on the outer envelopes, and shall note thereon the reasons for rejection, and the ballot contained therein shall not be counted in the referendum.
- g) The Chief Election Officer will retain in their custody all accepted and rejected certification envelopes in order to manage any challenges made in accordance with Section 5.
- h) If fewer than twenty-five (25) secrecy envelopes are received, they may be placed in any other ballot box in order to preserve secrecy.
- i) After close of voting on general voting day, the ballot box containing the secrecy envelopes and the secrecy envelopes contained therein shall be opened and the ballots shall be counted in the same manner as other ballots.

READ A FIRST TIME this day of , 2025

READ A SECOND TIME this day of , 2025

READ A THIRD TIME this day of , 2025

Bylaw No. 2066 Page | 6

Certified a true and	correct copy of I	3ylaw No. 2066.
Corporate Administ	rator	
ADOPTED this	day of	, 2025
 Chairperson		Corporate Administrator



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Cheryl Anderson, Director of Corporate Services

Date: March 27, 2025

Subject: Mail Ballot Voting

RECOMMENDATION:

(all/directors/majority)

That the Board authorize region-wide Mail Ballot Voting for both elections and referenda, and further;

That staff be directed to prepare a Mail Ballot Voting bylaw for the Board's consideration.

BACKGROUND

Discussion took place at the November 21, 2024 Board meeting regarding mail ballot voting.

The discussion covered various aspects of voting processes, including the use of electronic voting tabulators and the associated cost. Staff have received a quote for a voting tabulator and the estimated cost is \$8,000. The purchase of multiple voting tabulators would not be feasible given the number of polling stations throughout the region.

Discussion included the restrictive timelines for sending and receiving mail ballots as well as required ballot content. Considerations were discussed regarding voting accessibility for the elderly, shut-ins, and those unable to attend polling stations.

Legislative requirements and differences between local government and provincial mail processes were discussed. Local governments elections are governed by the *Local Government Act, Community Charter,* and the *Local Election Campaign Financing Act,* while the *Election Act* governs provincial elections. Options that were utilized during the recent Provincial election such as assisted telephone voting and write-in ballots are not currently available for local government elections.

Advance polling, special voting opportunities, and electorate responsibilities were discussed. It was noted that it is the responsibility of the electorate to ensure that mail ballots are received by the Election Officer by 8 p.m. on general voting day.

Contracting election services, application and delivery processes of mail ballots for elector and non-resident electors, and the Board's previous allowance of mail ballot voting for assent voting only within the Cluculz Lake Fire Protection area in 2011 were discussed.

Discussion took place regarding implementing mail ballot voting in specific areas or region-wide and the additional staff required if adopted. Estimated costs for allowing mail ballots for general elections and assent voting region-wide were provided.

Options

The following options are being provided for the Board's consideration:

- 1. Status Quo mail ballots are not authorized.
- 2. That a new mail ballot authorization bylaw be drafted that includes mail ballot voting region-wide for both assent voting and elections.
- 3. That a new mail ballot authorization bylaw be drafted that includes mail ballot voting in Electoral Area F for both assent voting and elections.

Staff Recommendation

Staff recommend the implementation of mail ballot voting region-wide for both assent voting and elections. Providing mail ballot voting will enhance accessibility for voters and provide an option for individuals who may face barriers to in-person voting, such as mobility challenges or scheduling conflicts. Additionally, mail ballot voting can improve voter turnout by offering greater flexibility. Limiting mail ballot voting to certain areas of the region could raise concerns about fairness.

ATTACHMENTS:

November 21, 2024 Mail Ballot Voting Memorandum



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: John Illes, CFO

Date: August 14, 2025

Subject: Bulkley Valley Regional Pool and Racquet Courts Update and Review

RECOMMENDATION:

(all/directors/majority)

That the Board publish a Notice of Intent that it plans to enter a five-year management agreement with the Bulkley Valley Aquatic Management Society to manage the operations of the pool.

That the Board accept the proposed donation of funds from the Bulkley-Valley Aquatic Management Society and direct staff to prepare an RFP for the Engineering and Architectural Design of the new proposed entrance to the pool.

That staff bring back a bylaw to a future meeting increasing the scope of Bylaw No. 1350 (to include the climbing wall and the fitness studio room).

BACKGROUND

The Bulkley Valley Regional Pool was built in 1990 with an initial cost of \$2.8 million. In 2002 an additional \$425,000 was spent to add Racquet Courts to the pool complex. In 2006 another \$250,000 was spent to add hot tubs. The pool was expected to last 50 years with the pool being rebuilt in 2040. For the purposes of asset management planning, replacement was assumed to be 2045 (20 years from now) based on the current condition of the building.

Since the pool was opened, the Regional District has contracted the operations (the staffing and the normal maintenance to the Bulkley Valley Aquatic Management Society). The Society currently manages the pool on a month-to-month basis for \$60,417 per month.

Asset Management

Early this year the Regional District contracted Suncorp Valuations to complete an assessment of RD Assets. The assessment on the pool is attached. The current replacement cost of the pool is approximately \$10 million, and the depreciated value of the pool based on its age is \$5.2 million. The replacement cost of the building adding in the features currently expected by the public (such as larger pools for swimming laps and lazy rivers for children's entertainment) is estimated to be \$15.0 million.

Using an inflationary construction factor of 5%, the replacement cost of the pool is estimated to be approximately \$40 million in 2045. Increasing the reserve contributions to \$1 million a year starting in 2028 will allow for a contribution of \$33 million based on the Regional District's current investment returns. While this amount is at least \$7 million short of the expected costs, the difference can likely be made up through grants or borrowing. The costs associated with major capital repair or maintenance projects and capital improvements will also increase this shortfall.

This scenario is included in the 2025 to 2029 financial plan (that has been revised for the years 2026 to 2029 to show a steady increase in the contribution to replacement reserves).

This will have a significant impact on the taxpayers from the service area as shown on the estimated change in requisitions for each area:

	2025	2026	2027	2028	2029
Smithers	698,840	868,370	1,038,341	1,208,594	1,220,897
Area A	343,366	426,662	510,175	593,827	599,872
Telkwa	61,879	76,890	91,940	107,015	108,105
Total Taxation	1,104,086	1,371,922	1,640,456	1,909,436	1,928,874

Rebuilding in 2045 is only one scenario for the pool. Another option would be to extend the life of the pool as long as possible by strategically investing in improvements that will increase the lifespan and thereby reduce the annual contribution to reserves for replacement.

Still another option would be the planned closure of the facility at a specified year in the future. This would reduce the reserve amounts to only the amount necessary for capital repairs to allow the building to operate until its planned closure date.

Services under the Bylaw

Bylaw 1350 currently allows the Regional District to operate a swimming pool and racquetball courts at the swimming pool complex. This Regional District service bylaw does not allow for the operation of other activities other than those specifically stated in the bylaw.

Since the adoption of the bylaw in 2005, climbing walls and fitness studio room (weightlifting room) have been placed in the complex. Consideration should be given to amending Bylaw 1350 to ensure that the operation of the climbing wall and the fitness studio room is included in the service.

The addition of other services to this Bylaw in the future must be carefully considered as the electorate did not endorse other services when they initially approved this service under the referendum to establish the initial two services.

Further, the Regional District currently has Bylaw 886 "Smithers Rural Recreation and Culture Local Service Area" that provides a service to support all Parks and Recreation programs within

the Town of Smithers by providing the Town an annual operating and capital grant. The provision of any additional recreation services within the Town of Smithers would be provided by the Town with a portion of the costs being provided to the municipality through Bylaw 886.

Pool Operation

The Regional District has contracted with the Bulkley Valley Aquatic Management Society to provide the labour and knowledge to operate the pool since its construction. With the current budget of \$725,000 per annum for this contract the direct award for this service should be published as a Notice of Intent (NOI). In 1990, agreements such as the New West Partnership Trade Agreement governing transparency were yet to be in effect. While the Board can still directly enter into an agreement with a not-for-profit organization under the current trade agreements, it is best practice to publish a notice. This is now more important as the YMCA of Northern BC, also a society, manages the pool in Vanderhoof thereby demonstrating that there may be more than one not-for-profit party interested in the opportunity. However, because of the long-term working relationship between the Regional District and the Society, staff are recommending that the Board proceed with issuing a NOI, and if there is no response from other organizations, to negotiate a new agreement with the Bulkley-Valley Aquatic Management Society.

The Society has requested that the Board proceed with the engineering and architectural designs for a new entrance to the pool. The Board of the society has indicated that it will donate all the funds required to cover the expenses related to this project. Please see the attached letter.

ATTACHMENTS:

2025 to 2029 Financial Plan (Updated with Asset Management Information)
Building Cost Analysis (prepared for the RD by Suncorp Valuations)
Bylaw No. 1350 "Bulkley Valley Regional Pool and Racquet Courts Service Area"
Bylaw No. 1324 (Previous Bylaw Included for background information)
Bylaw No. 886 "Smithers Rural Recreation and culture Local Service Area"
Letter from the Bulkley Valley Aquatic Management Society
Bulkley Valley Aquatic Management Society Audited Financial Statements

STRATEGIC PLAN ALIGNMENT:

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

Not Applicable

REGIONAL DISTRICT OF BULKLEY-NECHAKO BULKLEY VALLEY REGIONAL POOL 10101

Five Year Financial Plan:

AND RECREATION CENTRE
BYLAW 1350 LIMITATION \$0.85 PER \$1,000

BYLAW 1350 LIMITATION \$0.85 PER \$1,000									
REVENUE: (Taxation \$/\$1,000)	2022 Actual	2023 Actual	2024 Budget	2024 Actual	2025 Budget 0.40	2026 Budget 0.49	2027 Budget 0.59	2028 Budget 0.68	2029 Budget 0.69
400002 Requisiiton	956,583	1,035,365	1,069,114	1,069,114	1,104,086	1,371,924	1,640,458	1,909,438	1,928,876
441001 Donations Received	\$2,000	4,000	.,000,	5,000	.,,	.,0,02 .	.,0.0,.00	.,000,.00	.,020,0.0
442101 Other Grant Revenue (Gas Tax)	27,750	.,000		0,000					
446001 Grants in Lieu of Taxes	16,265	16,937	17,000	17,027	17,000	17,000	17,000	17,000	17,000
	1,002,598	1,056,302	1,086,114	1,091,141	1,121,086	1,388,924	1,657,458	1,926,438	1,945,876
EXPENDITURE:									
601401 Staff Travel									
602001 Utilities (Natural Gas)	54,467	49,647	55,000	62,485	60,000	61,800	63,654	65,564	67,531
603008 Repairs andMaintenance				2,268					
307001 Legal Expense				3,208					
608001 Property Insurance	36,735	37,262	38,000	32,617	36,000	37,800	39,690	41,675	43,758
608002 Liability Insurance (share of MIA)	10,250	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
608004 Permits & Fees	721	636	750	310	750	750	750	750	750
612220 Monthly Contribution to BVR Pool 779999 Miscellaneous Expense	550,694	684,980	708,269	712,417	725,000	739,500	754,290	769,376	784,763
651010 Administration Service Charge	26 204	37,535	40.386	40.206	37,474	37,474	37,474	27 474	37,474
799999 Prior Year's Deficit	36,284	37,535	17,109	40,386 17,109	262	37,474	37,474	37,474	37,474
TOTAL EXPENDITURE	689,151	821,060	870,514	881,800	870,486	888,324	906,858	925,838	945,276
Revenues minus Expenditures	313,447	235,242	215,600	209,341	250,600	500,600	750,600	1,000,600	1,000,600
RESERVE BUDGET									
Transfer from Reserves									
420003 Withdrawal from Operational Reserve			35,000	35,000					
420003 Withdrawal from Capital Reserves			130,000	85,000					
499999 Transfer from Prior Year Surplus	55,000	30,675	0	0	0	0	0	0	0
Transfer to Reserves		_							
781001 Contribution to Capital Reserve	200,000	75,675			250,000	500,000	750,000	1,000,000	1,000,000
781004 Contribute to Insurance Reserve	600	600	600	600	600	600	600	600	600
781007 Contribution in Operational Reserve	145 600	45 600	164 400	110 100	250 000	E00 600	750.600	1 000 600	4 000 600
Net Reserves	-145,600	-45,600	164,400	119,400	-250,600	-500,600	-750,600	-1,000,600	-1,000,600
CAPITAL BUDGET									
780001 New Capital Items	137,171	206.751	380.000	329.003	0	0	0	0	0
490001 Use of Capital Items	159,663	160,000	160,000	160,000	160,000	160,000	160,000	160.000	160.000
780101 Amoritization	159,663	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
NET BUDGET SUPLUS - (DEFICIT)	30,675	-17,109	0	-262	0	0	0	-0	0

APPENDIX F BUILDING COST ANALYSIS

REGIONAL DISTRICT OF BULKLEY NECHAKO
SMITHERS SPORTS COMPLEX
1316 TORONTO STREET
SMITHERS, BRITISH COLUMBIA VOJ 2N3

YEAR BUILT: CIRCA 1986 EFFECTIVE DATE: FEBRUARY 13, 2025

TOTAL GROSS FLOOR AREA: 17,012 FT² APPRAISAL BUILDING NUMBER: B57
ABOVE GRADE AREA: 1,225 FT² CONSTRUCTION CLASS: C

AT GRADE (GROUND FLOOR): 15,787 FT² NUMBER OF STOREYS: ONE (1) PLUS MEZZANINE

BASEMENT AREA: N/A

OCCUPANCY:	INDOOR POOL AND SPORTS COMPLEX		
BUILDING CONSTRUCTION AND	SERVICES - BELOW GRADE ASSETS	CRN	CRNLD
EXCAVATION, BACKFILL AND SIT	E PREPARATION	200,000	100,000
FOUNDATIONS		223,000	111,000
ARCHITECT OR ENGINEERING FE	ES	34,000	17,000
TOTAL BELOW GRADE ASSETS		\$ 457,000	\$ 228,000
BUILDING CONSTRUCTION AND	SERVICES - ABOVE GRADE ASSETS		
BUILDING FRAMING		205,000	103,000
FLOOR STRUCTURE		365,000	182,000
INTERIOR CONSTRUCTION, MEZ	ZANINES, STAIRS	1,678,000	839,000
FLOORS AND CEILING FINISHES		651,000	326,000
PLUMBING SYSTEMS, FIXTURES,	AND SEWERAGE	498,000	249,000
HEATING, VENTILATION AND AIR	RCONDITIONING	633,000	317,000
ELECTRICAL AND LIGHTING		734,000	367,000
EXTERIOR WALL CONSTRUCTION		712,000	356,000
ROOF STRUCTURE, ROOF COVER	ING, AND CANOPIES	1,232,000	616,000
FIRE PROTECTION		N/A	N/A
ELEVATORS		N/A	N/A
ADDITIONAL CONSTRUCTION		1,672,000	836,000
ARCHITECT OR ENGINEERING FE	ES	670,000	335,000
TOTAL ABOVE GRADE ASSETS		\$ 9,050,000	\$ 4,526,000
TOTAL BUILDING CONSTRUCTION	ON AND SERVICES	\$ 9,507,000	\$ 4,754,000
TOTAL YARD IMPROVEMENTS		N/A	N/A
BUILDING CODES AND BYLAWS			
PARKING SPACES		MEETS CODE	MEETS CODE
SPECIAL NEEDS ACCESS		MEETS CODE	MEETS CODE
FIRE PROTECTION - BUILDING CO		232,000	232,000
TOTAL BUILDING CODES AND B	YLAWS	\$ 232,000	\$ 232,000
TOTAL DEMOLITION AND DEBR	IS REMOVAL COSTS	\$ 244,000	\$ 244,000
TOTAL		\$ 9,983,000	\$ 5,230,000
FOUNDATIONS	REINFORCED CONCRETE FOUNDATION		
FRAMING	CONCRETE BLOCK FRAME		
	CONCRETE BEOOK TRAINE		
FLOOR STRUCTURE	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK		
FLOOR STRUCTURE INTERIOR CONSTRUCTION			
	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK		
INTERIOR CONSTRUCTION	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS		
INTERIOR CONSTRUCTION PLUMBING SYSTEM H.V.A.C.	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS STANDARD QUALITY FIXTURES AND DRAINAGE HOT WATER HEATING WITH AIR EXCHANGE SYSTEM		
INTERIOR CONSTRUCTION PLUMBING SYSTEM	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS STANDARD QUALITY FIXTURES AND DRAINAGE HOT WATER HEATING WITH AIR EXCHANGE SYSTEM STANDARD QUALITY FIXTURES AND ELECTRICAL SYSTEM		
INTERIOR CONSTRUCTION PLUMBING SYSTEM H.V.A.C. ELECTRICAL AND LIGHTING	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS STANDARD QUALITY FIXTURES AND DRAINAGE HOT WATER HEATING WITH AIR EXCHANGE SYSTEM		
INTERIOR CONSTRUCTION PLUMBING SYSTEM H.V.A.C. ELECTRICAL AND LIGHTING EXTERIOR WALLS	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS STANDARD QUALITY FIXTURES AND DRAINAGE HOT WATER HEATING WITH AIR EXCHANGE SYSTEM STANDARD QUALITY FIXTURES AND ELECTRICAL SYSTEM PAINTED STUCCO AND CONCRETE BLOCK MASONRY CONSTRUCTION		
INTERIOR CONSTRUCTION PLUMBING SYSTEM H.V.A.C. ELECTRICAL AND LIGHTING EXTERIOR WALLS ROOF	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS STANDARD QUALITY FIXTURES AND DRAINAGE HOT WATER HEATING WITH AIR EXCHANGE SYSTEM STANDARD QUALITY FIXTURES AND ELECTRICAL SYSTEM PAINTED STUCCO AND CONCRETE BLOCK MASONRY CONSTRUCTION WOOD STRUCTURE WITH SEALED MEMBRANE		
INTERIOR CONSTRUCTION PLUMBING SYSTEM H.V.A.C. ELECTRICAL AND LIGHTING EXTERIOR WALLS ROOF FIRE PROTECTION	CONCRETE SLAB ON GRADE ELEVATED WOOD JOIST AND DECK STUD FRAME WITH DRYWALL AND CONCRETE BLOCK INTERIOR WALLS STANDARD QUALITY FIXTURES AND DRAINAGE HOT WATER HEATING WITH AIR EXCHANGE SYSTEM STANDARD QUALITY FIXTURES AND ELECTRICAL SYSTEM PAINTED STUCCO AND CONCRETE BLOCK MASONRY CONSTRUCTION WOOD STRUCTURE WITH SEALED MEMBRANE NIL - STANDARD FIRE DETECTION INCLUDED IN ELECTRICAL	NICAL SYSTEMS SUC	H AS

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1350

A bylaw to expand the boundaries and amend the annual tax limit of the Bulkley Valley Regional Pool and Racquet Courts Service Area

WHEREAS the Regional District of Bulkley-Nechako was granted the function of the Bulkley Valley Regional Pool which service was provided under the function of Division XXI as established by Supplementary Letters Patent dated October 6, 1988:

AND WHEREAS the aforesaid function was converted to a service under Section 800.1 of the Local Government Act in order to amend the tax limit from ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) to TWO HUNDRED THOUSAND DOLLARS (\$200,000) by Regional District of Bulkley-Nechako Bulkley Valley Regional Pool Service Establishment Bylaw No 1204, 2001;

AND WHEREAS the tax limit was further increased from TWO HUNDRED THOUSAND DOLLARS (\$200,000) to TWO HUNDRED SEVENTY THOUSAND DOLLARS (\$270,000) by Bulkley Valley Regional Pool Service Area Amendment Bylaw No. 1286, 2004;

AND WHEREAS the tax limit was further increased from TWO HUNDRED SEVENTY THOUSAND DOLLARS (\$270,000) to THREE HUNDRED FORTY THOUSAND DOLLARS (\$340,000) by Bulkley Valley Regional Pool Service Area Amendment Bylaw No. 1328, 2005;

AND WHEREAS the Bulkley Valley Regional Pool Service Area and the Smithers Public Racquet Courts Service Area were merged into a single service area by Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005;

AND WHEREAS the Board of the Regional District of Bulkley-Nechako, by resolution adopted by at least 2/3 of the votes cast as required by section 801(4) of the *Local Government Act*, provided that the participating area approval be obtained for the entire proposed service area;

AND WHEREAS the assent of the electors has been obtained in accordance with Section 801.2(1)(b) of the *Local Government Act*;

Bylaw No. 1350

AND WHEREAS the Board, by resolution under section 139 of the *Community Charter*, deemed Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005, to be a consolidation of Regional District of Bulkley-Nechako Bulkley Valley Regional Pool Service Establishment Bylaw No 1204, 2001 and all amendments to it, omitting provisions that have been repealed or expired, up to and including the said Bylaw No. 1324, 2005, and directed the Corporate Administrator to act accordingly.

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

- Section 3 of Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005 is hereby repealed and the following substituted therefore:
 - "3. The boundaries of the service area shall be the boundaries of the Town of Smithers, the Village of Telkwa and Electoral Area "A";"
- Section 5 of Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005 is hereby repealed and the following substituted therefore:
 - "5. The maximum amount of taxation that may be requisitioned annually for this service, under Sections 805.1(1)(a) and 806.1(1)(a) of the Local Government Act is \$0.85 per \$1,000 (EIGHTY-FIVE CENTS PER THOUSAND DOLLARS) of the net taxable value of land and improvements in the participating area."
- The following Section 6 is added to Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005;
 - "6. The cost of providing this service shall be apportioned among participants on the basis of ONE HUNDRED PERCENT (100%) of the converted value of land and improvements in the Town of Smithers and sixty percent (60%) of the converted value of land and improvements in Electoral Area "A" and the Village of Telkwa."
- The previous Section 6 of Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005 is hereby renumbered as Section 7.

5. This bylaw may be cited as the "Bulkley Valley Regional Pool and Racquet Courts Service Area Amendment Bylaw No. 1350, 2005".

READ A FIRST TIME this 8th day of September, 2005

READ A SECOND TIME this 8th day of September, 2005

READ A THIRD TIME this 8th day of September, 2005

THIRD READING RESCINDED this 22nd day of September, 2005

READ A THIRD TIME this 22nd day of September, 2005

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1350.

Corporate Administrator

RECEIVED APPROVAL FROM THE INSPECTOR OF MUNICIPALITIES this 30th day of September, 2005

ASSENT OF ELECTORS OBTAINED this 19th day of November, 2005

ADOPTED this 24 day of November, 2005

Chairperson

Corporate Administrator



No.	

Statutory Approval

Under t	he provisions of section	802	-
of the	Local Government Act	!	
l hereb	y approve Bylaw No	1350	
of	the Regional District of Bulkle	ey-Nechako	
а сору	of which is attached here	to.	
		204	
	Dated this	30	day
	Dated this of	stember	, 2005
	Bren	dalleb-	
		pector of Municip	

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1324

A Bylaw to Merge the Bulkley Valley Regional Pool Service Area and the Smithers Public Racquet Courts Local Service Area into One Service Area

WHEREAS:

- A. Under Bylaw No. 1204, the Regional District of Bulkley-Nechako converted the Bulkley Valley Regional Pool Function under Division XXI of its Supplementary Letters Patent dated October 6, 1988, to a service known as the Regional District of Bulkley-Nechako Regional Pool Service;
- B. The Smithers Public Racquet Courts service was established by Bylaw No. 1110 of the Regional District of Bulkley-Nechako;
- C. The Regional Board of the Regional District of Bulkley-Nechako desires to merge the aforesaid services into one service and to reconstitute the service areas as one combined service area:
- D. Under Sections 802(1)(b) and (2), 801.4 and 801.5(2) to (4) of the <u>Local Government Act</u>, all of the participants have consented to the adoption of this Bylaw.

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

- 1. The Regional District of Bulkley-Nechako Bulkley Valley Regional Pool Service Establishment Bylaw No. 1204, 2001 and Smithers Public Racquet Courts Local Service Establishment Bylaw No. 1110, 1999 are hereby amended by merging the services respectively established by them into one service to be known as the "Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service".
- 2. The participants in the combined service shall be the Town of Smithers, the Village of Telkwa and Electoral Area "A".
- 3. The boundaries of the service area shall be the boundaries of the Town of Smithers, the Village of Telkwa and the portion of Electoral Area "A" outlined on Schedule "A" attached hereto and forming part of this Bylaw (the "Service Area") and shall be known as the "Bulkley Valley Regional Pool and Public Racquet Courts Service Area".

- 4. The annual costs of the service shall be recovered by one or more of the following:
 - (a) a property value tax on land and improvements in the Service Area;
 - (b) fees and charges imposed under section 363 of the Local Government Act;
 - (c) revenues raised by other means authorized under this or another Act;
 - (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- 5. The maximum amount of taxation that may be requisitioned annually for this service, under Sections 805.1(1)(a) and 806.1(1)(a) of the <u>Local Government Act</u>, shall be \$340,000 from all participants.
- 6. This Bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005".

READ A FIRST TIME this る4	day of Horch	2005.
READ A SECOND TIME this 정식	day of Harch	2005.
READ A THIRD TIME this	day of Harch	2005.

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1324 cited as "Regional District of Bulkley-Nechako Bulkley Valley Regional Pool and Public Racquet Courts Service Establishment Amendment Bylaw No. 1324, 2005".

Corporate Administrator

CONSENT OF THE TOWN OF SMITHERS RECEIVED this 14th day of Appril , 2∞5

CONSENT OF THE VILLAGE OF TELKWA RECEIVED this 14th day of April, 2005

CONSENT OF ELECTORAL AREA "A" DIRECTOR RECEIVED this 31 day of March, 2005

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 18th day of April 2005.

Leil Chapman

ADOPTED this 21 day of April, 2005

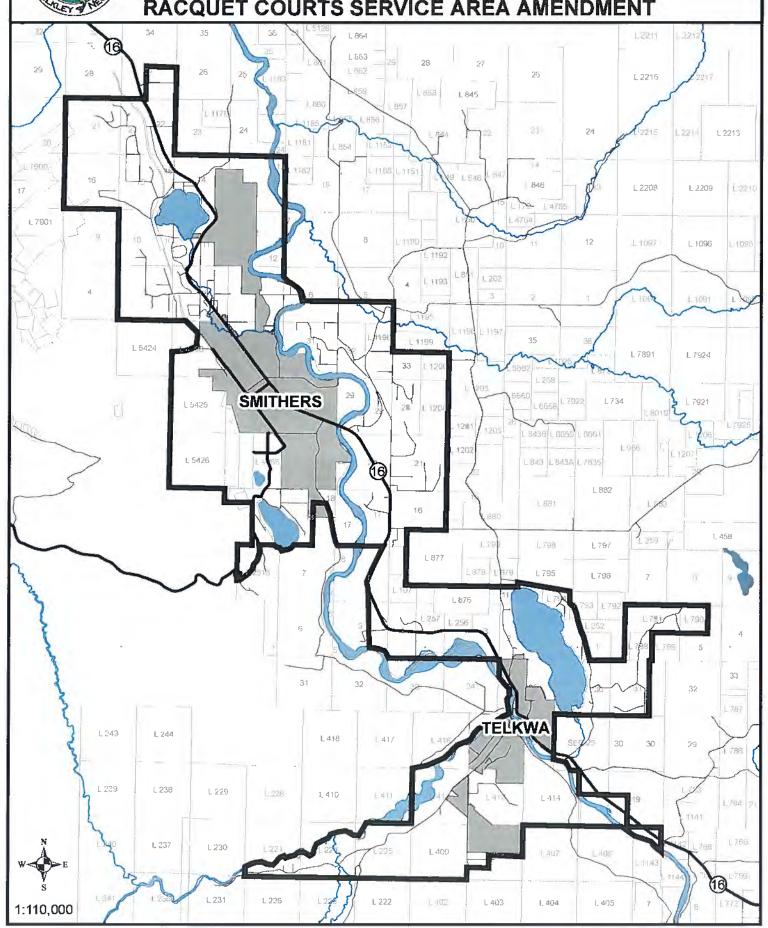
CHAIR

CORPORATE ADMINISTRATOR

385



SCHEDULE A BYLAW NO. 1324, 2005 BULKLEY VALLEY REGIONAL POOL & PUBLIC RACQUET COURTS SERVICE AREA AMENDMENT





No.	

Statutory Approval

	Local Government Act	1324
		1324
of	de Berlevel Bretit (1881)	
	the Regional District of Bulkley-	Nechako ,
a copy of	which is attached hereto).
		₽ \$7
	Dated this	18 day
	Dated this of	il , 2005
	Bendon	Stelle

Stel App1 05/04/2005

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 886

Being a Bylaw to Establish a Local Service within a Portion of Electoral Area "A" for Recreation and Culture

WHEREAS a Regional District may, by bylaw, establish and operate a local service under Section 788 (1) (m) of the <u>Municipal Act</u> to provide a financial contribution to a person or association that is providing community parks and services for pleasure, recreation and other use, including libraries, museums and arenas.

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to establish a local service for the purpose of contributing to the Smithers Public Library, the Bulkley Valley Historical and Museum Society, the Smithers Art Gallery and to the Town of Smithers for its arena, recreation administration and programs, Heritage Park, Fall Fair Grounds, Chandler Park, Tennis Courts, Elks Park Fields, Lake Kathlyn Park and for future Willowvale Parks.

AND WHEREAS the Regional Board has submitted the proposal to establish the local service to the electors within the proposed participating area of Electoral Area "A" and assent of the electors has been obtained in accordance with Section 796(1) of the Municipal Act;

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

- The Regional District hereby establishes, within a portion of Electoral Area "A", a local service for the purpose of contributing to the Smithers Public Library, the Bulkley Valley Historical and Museum Society, the Smithers Art Gallery and to the Town of Smithers for its arena, recreation administration and programs, Heritage Park, Fall Fair Grounds, Chandler Park, Tennis Courts, Elks Park Fields, Lake Kathlyn Park and for future Willowvale Parks.
- 2. The boundaries of the service area shall be a portion of Electoral Area "A" as shown outlined on the plan attached as Schedule "A" to this Bylaw and known as the "Smithers Rural Recreation and Culture Local Service Area".
- The annual costs of the local service shall be recovered by a requisition of money to be collected by a property value tax in accordance with Section 804(1) (a) of the <u>Municipal Act</u> on land and improvements.

Page 2 of Bylaw No. 886

- 4. The maximum amount that may be requisitioned annually for the costs of this local service shall be SEVENTY FIVE (\$0.75) CENTS per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements.
- 5. The Regional District and Town of Smithers will enter into a contractual agreement in order to specify the amount to be requisitioned annually for the local service.
- 6. This Bylaw may be cited as "Smithers Rural Recreation and Culture Local Service Establishment Bylaw No. 886, 1995".

READ A FIRST TIME this 21st day of September, 1995

READ A SECOND TIME this 21st day of September, 1995

READ A THIRD TIME this 21st day of September, 1995

I hereby certify that this is a true and correct copy of Bylaw No. 886.

Deputy Secretary

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of

ASSENT OF ELECTORS OBTAINED this

day of

RECONSIDERED AND ADOPTED this

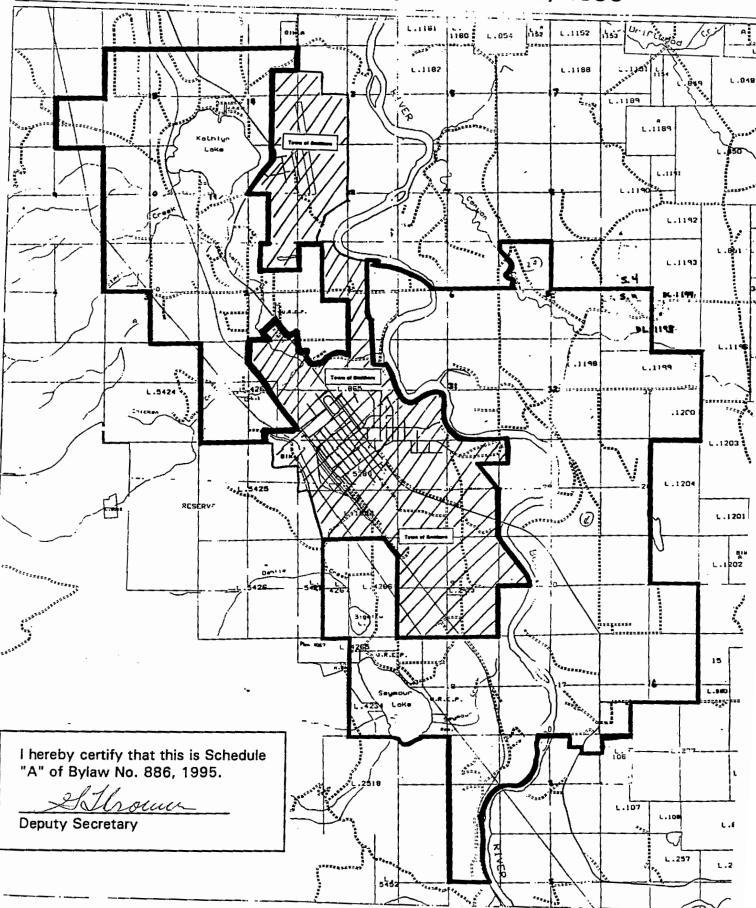
day of

Chairperson 🖊

Deputy Secretary

FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of

Smithers Jural Recreation and Coture Local Service Area Schedule "A" to Bylaw No. 886, 1995





June 26, 2025

RE: Funding Schematic for Phase 1

Dear Board of RDBN,

This letter is to confirm that the Bulkley Valley Aquatic Center Management Society has the funds and will pay for the Phase 1 expansion project schematic and design drawings. The funds will be drawn out of the Society's operational surplus, which has been set aside for this project.

Thank you,

Tamara Gillis, Facility Manager

torn Gee

BV Regional Pool and Recreation Center

On behalf of the BVACMS, supported by the BVACMS board motion passed at the June 25 meeting.

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BULKLEY V MANA	ALLEY AQUATIC CENTRE AGEMENT SOCIETY
FINAN	NCIAL STATEMENTS
DE	CEMBER 31, 2024

BULKLEY VALUEY AQUATIC CENTRE MANAGEMENT SOCIETY

DECEMBER 31, 2024

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Statement of Financial Position	3
Statement of Operations and Changes in Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 10

EDMISON MEHR CHARTERED PROFESSIONAL ACCOUNTANTS

Box 959-1090 Main Street Springers, B.C. - V01-2N0 1e1 (250)847-4325 Fax (250)847-3074 E-mag), into & edimisonmetrica Pariners BRIAN N. 3-DMISUN, B.A. CPA, CA MICHAEL & MEHR, B.Comm, CPA, CA JEANNE M. MACNETL B.Comm, CPA, CA

INDEPENDENT AUDITOR'S REPORT

To the Directors of Bulkley Valley Aquatic Centre Management Society Smithers, BC

Qualified Opinion

We have audited the accompanying financial statements of Bulkley Valley Aquatic Centre Management Society, which comprise the Statement of Financial Position as at December 31, 2024, and the Statements of Operations and Changes to Net Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies. In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at December 31, 2024, and its financial performance and its cash flows for the year then ended in accordance with Canadian Generally Accepted Accounting Principals for Not-for-Profit Entities.

Basis for Qualified Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion. The Society derives revenues from fundraising activities and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly verification of revenues was limited to the amounts recorded of the Society and we were not able to determine whether any adjustments might be necessary to revenues, excess of revenues over expenditures and fund balances.

The Society has expensed the purchase of capital assets (equipment) in full in the year of acquisition on the Statement of Operations. Canadian Generally Accounting Principals for Not-for-Profit Entities require that capital assets be recorded on the Statement of Financial Position at cost and amortization of these capital assets be recorded on the Statement of Operations in a rational and systematic manner over the useful life of the capital asset.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Generally Accepted Accounting Principals for Not-for-Profit Entities and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of

accounting unless management either intends to liquidate the Society or to cease operations, or have no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatements when it exists. Misstatements can arise from fraud or errors and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian auditing standards, we exercise professional judgement and maintain professional skepticism through the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or
 error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is
 sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material
 misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve
 collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that
 are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness
 of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern hasis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern, if we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including disclosure, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirement
As required by the British Columbia Societies Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Smithers, BC June 11, 2025

Edmison Mahr Edmison Mehr

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY STATEMENT OF FINANCIAL POSITION **DECEMBER 31, 2024**

	2024	2023
ASSETS		
CURRENT		
Cash	\$ 110,354	\$ 157,754
Term deposits	449,873	478,724
Accounts receivable	15.474	10,313
Inventory, Note 3	17,968	17,648
	\$ 593,669	\$ 664,439
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 52.498	\$ 53.619
GST payable	2,025	3,228
Source deductions payable	22,756	27,397
Salaries payable	35,942	36,472
Customer credits payable	23,030	19,404
Deferred Donations - Building	15,000	15,000
Deferred revenue	50,364	45,192
	201,615	200,312
NET ASSETS		
NET ASSETS, Note 5	392,054	464,127
	\$ 593,669	5 664,439

APPROVED BY THE BOARD:

Frank

DIRECTOR

Morven Burch DIRECTOR

78C369C38C4D448

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
REVENUE		
General admission and rentals	\$ 340,279	\$ 300,260
Programs	199,457	184,847
Taxation support	1.101,774	935,074
Donations, other grant funding and memberships	30,028	35,382
Interest - general	24,177	23,097
	1,695,715	1,478,660
Concession and other sales:		
Sales	35,823	37,218
Cost of sales, Note 3	17,139	19,200
Gross profit	18,684	18.018
	1.714.399	1,496,678
EXPENSES		
Wages and benefits	1,077,044	943,571
Accounting and legal	12.377	11.875
Advertising and promotion	8.325	10.614
Bad debts	-	30
Bank charges and interest	10,357	8,867
Capital expenditures	329,021	206,751
Cash (over)/short	(137)	(38)
Insurance, licenses and dues	6.020	5,666
Office and software	23.70 9	19,881
Repairs and maintenance	91,684	81,580
Supplies - general	51,106	45,315
Supplies - janitorial	15,086	11,659
Telephone	5,390	5,396
Training and professional development	19.978	21,837
Travel	5,561	4,065
Utilities - hydro	41,621	43,037
Utilities - natural gas	64,484	47,343
Water, sewer and garbage	16.839	15,418
Workers compensation	8,007	7,367
	1.786.472	1,490,234
Excess of revenues over expenses for the year	(72,073)	6,444
Vet assets, beginning of year	464,127	457,683
Net assets, end of year	\$_392,054	\$ <u>464,127</u>

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Excess of revenues over expenses for the year	S(72,073)	\$6,444
Net change in non-cash working capital		
Net (increase) decrease in:		
Accounts receivable	(5.160)	6,226
Inventory	(320)	(587)
Net increase (decrease) in:		
Accounts payable and accrued liabilities	(1,122)	(43,532)
GST payable	(1.203)	2,079
Source deductions payable	(4,641)	5,206
Salaries payable	(530)	4,084
Customer credits payable	3,626	(1,249)
Deferred revenue	5,172	8,778
	(4,178)	(18,995)
	<u>(76,251</u>)	(12,551)
FINANCING ACTIVITIES		
Deferred Donations - Building		15,000
NCREASE (DECREASE) IN CASH	(76,251)	2.449
CASH, beginning of year	636,478	634.029
CASH, end of year	\$_560,227	636,478
CASH CONSISTS OF		
Cash	\$ 110,354	\$ 157,754
Term deposits	449,873	478.724
	\$_560,227	636,478

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2024

PURPOSE

The purpose of the Society is to promote, manage and maintain an indoor aquatic centre, located in the Town of Smithers, BC for the benefit of the people of the Bulkley Valley and the public, generally. The Society has entered an operating agreement with the Regional District of Bulkley-Nechako to act as the operator of the Bulkley Valley Aquatic Centre and Racquet Courts/Climbing Wall. The operating agreement was renewed January 1, 2022 for a five year term. The land and building for this facility are owned by the Regional District of Bulkley-Nechako.

The Bulkley Valley Aquatic Centre Management Society was incorporated under the Society Act of British Calumbia on July 24, 1990 and is not subject to income taxation.

2. ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.

Cash.

Cash consists of cash and cash equivalents that are defined as highly-liquid investments with maturities of three months or less at the acquisition date.

Short term investments

Short term investments are recorded at the lower of cost and net realizable value.

Inventory

Inventory is recorded at the lower of cost and net realizable value. Cost is assigned by using the weighted average cost formula. Cost comprises the purchase price plus freight-in. Cost of sales reported on the statement of operations represent inventories recognized as an expense in the period in which the related revenue is recognized. Net realizable value is the estimated selling price in the ordinary course of business less the estimated costs necessary to complete the sale.

Capital Assets

Capital assets are expensed fully in the year of acquisition.

Revenue Recognition

Revenue from taxation support is recorded on a monthly basis when the taxation support is received.

Facility memberships fees which are collected in full in advance are recognized as revenue on a monthly basis of the specific membership period.

Facility program revenue which are collected in full in advance are recognized as revenue on an accrual

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2024

basis to the specific fiscal year of the program.

All other revenue sources are recorded on the accrual basis.

Financial Instruments

Measurement of financial instruments

The Society initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions.

The society subsequently measures all of its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable ands accrued liabilities, GST payable, source deduction payable, salaries payable, and customer credits payable.

The society's financial assets measured at fair value include quoted shares.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transactions costs

The society recognizes its transaction costs in net income in the period incurred. However, the carrying amount of the financial instruments that will not be subsequently measured at fair value is reflected in the transaction costs that are directly attributable to their origination, issuance or assumption.

Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results could differ from those estimates.

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2024

3. INVENTORY

	2024	<u>2023</u>
Opening inventory	\$ 17,648	\$ 17,061
Purchases	17,459	19,787
Less cost of goods sold	(17,139)	(19,200)
Closing inventory	\$ 17,968	\$ 17,648

4. BANK INDEBTEDNESS

The company has arranged a revolving line of credit to a maximum of \$20,000, bearing interest at prime and secured by a general security agreement.

NET ASSETS

The net assets balance at December 31, 2024 is \$392,054. There was no unexpended capital funding carried forward to 2025. During the fiscal year 2023 and board made a motion to allocate \$250,000 of the net assets towards the capital improvements of the facility which leaves \$142,054 of the net asset balance with no internal allocation or identified use.

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2024

6. FINANCIAL ASSETS AND LIABILITIES

The Society is not exposed to significant market, interest or foreign currency risk. The significant financial risks to which the Society is exposed include the following:

Credit risk

Credit risk is the risk of loss associated with counterparty's inability to fulfil its payment obligations. Financial instruments that potentially subject the Society to a concentration of credit risk consist primarily of cash and accounts receivable. The Society limits its exposure to credit loss by placing its cash with major Canadian financial institutions and by monitoring accounts receivable balances on an ongoing basis. The Society's maximum exposure to credit risk for cash and accounts receivable is the amounts disclosed in the Statement of Financial Position. Management believes that credit risk for financial instruments is minimal.

Fair value

The Society estimates the fair value of its financial instruments based on current interest rates, market value and pricing of financial instruments with comparable terms. Unless otherwise indicated, the carrying value of these financial instruments approximates their fair market value because of the near maturity of those instruments. Management believes that the fair value risk is minimal.

Liquidity Risk

Liquidity risk is the risk that the Society will not be able to meet its financial obligations as they fall due. The Society's approach to managing liquidity is to evaluate current and expected liquidity requirements under both normal and stressed conditions to ensure that it maintains sufficient reserves of each or have an available credit facility to meet its liquidity requirements in the short and long term.

As at December 31, 2024, the Society had cash of \$110,354 (December 31, 2023 - \$157,754) to settle current liabilities of \$201,615 (December 31, 2023 - \$200,312). Management believes that liquidity risk for financial instruments is minimal.

7. REMUNERATION PAID TO DIRECTORS, EMPLOYEES AND CONTRACTORS

In accordance with the Societies Act the Society discloses all remuneration paid to directors and also discloses annual payments to employees and contractors that individually exceed \$75,000. The Society has not paid any remuneration to any directors for the year. The Society has one employee that was paid in excess of the \$75,000 disclosure amount for the year. The wage for that employee for the year was \$96,156.

BULKLEY VALLEY AQUATIC CENTRE MANAGEMENT SOCIETY NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2024

8. RELATED PARTY TRANSACTIONS

The Society enters into transactions with the Regional District of Bulkley-Nechako. As disclosed in Note 1, the Society has entered an operating agreement with the Regional District of Bulkley-Nechako to act as the operator of the Bulkley-Nechako to act as District of Bulkley-Nechako is considered to have significant influence relating to the operation of the facility and is therefore considered a related party to the Society. All transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the parties.

	2024	<u> 2023</u>
Included in revenue:		
Taxation support	\$ 1,101,774	\$ 935,074
Donations, other grant funding and memberships	3.373	14,413
Total included in revenue	1,105,147	949,487
Included in expense:		
Utilities - natural gas	\$ 64,484	\$ 47,343

No amount receivable or payable exists at the year ended December 31, 2024 or the prior year end date presented.

9. ECONOMIC DEPENDENCE

The Society is dependent upon continued taxation support from the Regional District of Bulkley-Nechako if it is to maintain similar operations.



To: Chair and Board

From: John Illes, CFO

Date: August 14, 2025

Subject: Cancellation of Credit Facilitation

RECOMMENDATION:

(all/directors/majority)

That the Board authorize the cancellation of the \$400,000 Credit Facility with the Bulkley Valley Credit Union.

BACKGROUND

The Regional District currently has an agreement with the Bulkley Valley Credit Union to supply a \$400,000 credit facility (or line of credit). In order to utilize any borrowing, including a line of credit, a local government must adopt a borrowing anticipation bylaw each calendar year.

The Municipal Finance Authority will currently provide local governments borrowing anticipation funds at a significantly lower interest rate if the need arises.

In addition, three years ago the board directed finance staff to create a backup account that can be utilized in instances where access to the Bulkley Valley Credit Union account may become temporarily unavailable. This action has been completed allowing the Regional District to "provide" its own credit facility.

ATTACHMENTS:

N/A

STRATEGIC PLAN ALIGNMENT

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



To: Chair and Board

From: Jason Blackwell, Regional Fire Chief

Date: August 14, 2025

Subject: Topley Fire Department Communications Tower

RECOMMENDATION:

(all/directors/majority)

That the Board authorize staff to utilize 911 Capital Reserves to relocate and upgrade Topley Volunteer Fire Department's communications equipment.

BACKGROUND

The communications equipment for the Topley Volunteer Fire Department (TVFD) is currently located at the residence of a former member and the department is looking to upgrade the equipment and relocate it to the fire hall.

Topley is located in a low-lying area which creates challenges providing quality communications for the fire department. There are numerous locations throughout TVFD's fire protection area that have limited or no radio communication. Highway 118 is a main concern as the TVFD responds to a high percentage of incidents in that area and there is no radio communications or cell service available for a significant portion of that highway.

Limited or no communication poses a risk to our volunteers when they are responding to emergencies. They are also missing out on incident updates when they go out of radio range. There have been numerous occasions when the TVFD are called off as it is determined they are not needed at the scene. Because they are out of radio range, they do not get these updates until they arrive on scene. This causes unnecessary wear and tear on vehicles, increased fuel costs, and a waste of valuable volunteer time.

Tower Communications has provided a proposal which will maintain reliable radio communications with fire dispatch, increasing overall capacity and safety for the responders. Moving the equipment to the firehall, installing a 96-foot tower and a secondary repeater on Matzehtzel Mountain will provide good radio coms throughout TVFD's fire protection area, including the current dead zones.

The cost for this project is estimated at \$70-\$80,000 dollars, with a \$200 per month charge for use and maintenance of the mountain top site. Staff are requesting the RDBN utilize 911 Capital Reserves for the installation of the equipment. The TVFD will be paying the monthly fee from their operational budget.

The 911 Service currently has a reserve fund established by Bylaw 1663 and has a balance of \$723,697. The "money in the Reserve Fund shall only be used for expenditures for, or in respect of machinery, equipment, land, buildings, improvements, or other capital projects" related to the 911 service.

This expense will be included in the next budget amendment.

STRATEGIC PLAN ALIGNMENT:

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



To: Chair and Board

From: Nellie Davis, Manager of Strategic Initiatives and Rural Services

Date: August 14, 2025

Subject: Canada Community-Building Funds for Village of Fraser Lake

Bulk Water Station

RECOMMENDATION:

(all/directors/majority)

 That the Board authorize contributing up to \$22,000 of Electoral Area D (Fraser Lake Rural) Canada Community-Building Fund BC allocation monies to the Village of Fraser Lake for a Drinking Water Infrastructure project, and

(participants/weighted/majority)

2) That the Board authorize the withdrawal of up to \$22,000 from the Federal Gas Tax Reserve Fund.

BACKGROUND

This project will see the retrofitting of a year-round, metered water filling station for Area D 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 D allocation is \$282,026.

Director Mark Parker is supportive of this project and of accessing Canada Community-Building BC funds in the amount of up to \$22,000 from Area D for this Drinking Water Infrastructure project.

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

STRATEGIC PLAN ALIGNMENT:

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



To: Chair and Board

From: Cameron Hart, Community Development Coordinator

Date: August 14, 2025

Subject: Northern Summit Volleyball Club – NDIT Resolution of Support

RECOMMENDATION:

(all/directors/majority)

That the Regional District of Bulkley-Nechako supports the application to Northern Development Initiative Trust from the Northern Summit Volleyball Club for the Tyhee Lake Beach Volleyball Court Project.

BACKGROUND

The Northern Summit Volleyball Club is applying to Northern Development Initiative Trust's Community Spaces fund for its Tyhee Lake Beach Volleyball Court Project. This project will see the existing grass outdoor volleyball court at the Tyhee Lake Provincial Park replaced with a higher quality, safer court surface.

A copy of the application is available to the Board should Directors wish to review the information in greater detail.

Funding Organization	Amount	Status
NDIT	23,942	Pending
BC Parks	10,000	Confirmed
Northern Summit Volleyball Club	1,000	Confirmed
RDBN Area A Grant in Aid	5,000	Confirmed
Total	\$39,942	

STRATEGIC PLAN ALIGNMENT:

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



To: Chair and Board

From: Megan D'Arcy, Regional Agriculture Coordinator

Date: August 14, 2025

Subject: Growing Opportunities Newsletter - Issue 28, July 2025

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

Attached is the Growing Opportunities Newsletter – Issue 28, July 2025.

A sign-up form is available on the RDBN website to receive the Growing Opportunities E-Newsletter at https://www.rdbn.bc.ca/departments/agriculture/growing-opportunities-rdbn-agnewsletter-podcast

ATTACHMENTS:

Growing Opportunities Newsletter Issue 28, July 2025

STRATEGIC PLAN ALIGNMENT:

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

4. Community and Economic Sustainability

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

4.2 Revisit, prioritize and advance recommendations of the RDBN Food and Agriculture Plan and the work of the Agriculture Coordinator.

From: Regional District of Bulkley-Nechako <economic.development@rdbn.bc.ca>

Sent: To:

Subject: RDBN Growing Opportunities e-Newsletter - July 2025

Click here to view this newsletter in your browser

GROWING OPPORTUNITIES

Bulkley-Nechako Agriculture Update



July 2025 - Issue 28

Agriculture Coordinator Update

Summer is underway! Hopefully everyone is having a decent growing season. The rain we have been getting has been a bit selective, so some areas are getting more moisture than others. If you've been following the <u>BC Drought Information Portal</u>, you already know that our region is classified as Drought Level 1 or 3, depending on the location. This time of year, water conservation in agriculture includes using efficient irrigation systems that don't have leaks and making sure livestock waterers are working correctly.

Livestock Processing Services Project: Survey



The next phase of the Livestock Processing Services Project is underway!

Producers and meat processors - please complete this anonymous <u>survey</u> to help us create a snapshot of current service levels, gaps in service, and areas of potential growth.

The survey deadline has been extended until August 15th, so please don't delay.

Please note, when you are finished the survey, you must hit DONE to save and exit the survey. If you would like to follow up with questions or ideas, please contact <u>Laurie Gallant</u> after the survey closes on August 15th. For more information please visit the MASH <u>website</u>.

Northwest Invasive Plant Council Photo Contest!



NWIPC Photo Contest

The Northwest Invasive Plant Council is hosting a photo contest this summer! They are looking for photos showing how you preserve our region's natural diversity. Enter the contest and win a prize!

You get bonus points if your photo depicts you in the act of managing and/or removing invasive species, but artistic interpretation is encouraged!

Please submit your photos to program_assistant@nwipc.org or DM NWIPC on Instagram or Facebook.

Agriculture Land Use Inventory In Progress

An Agriculture Land Use Inventory (ALUI) survey is being completed for the entire region. The ALUI survey is being completed by the Ministry of Agriculture and Food, and the Partnership for Water Sustainability in BC. More information here.

Watch for survey crews making frequent stops between the hours of 7:00 a.m. to 6:00 p.m. across the region from July 7th to August 30th.



Do You Feel One Hundred?

Nominations Open for Century Farm and Ranch Awards

The Ministry of Agriculture and Food awards multigenerational farms and organizations that are 100 years old. Award criteria, categories, and the nomination form can be found here. Your farm may be eligible for Century Farm recognition! It would be in good company - Wisteria Community Hall celebrated its 100th year this year (Burns Lake Lakes District News newspaper article here).





Please let us know what you'd like to see in the next Growing Opportunities eNewsletter!

Megan D'Arcy, Agriculture Coordinator

Phone: 250-692-0783

Email: megan.darcy@rdbn.bc.ca





Email sent to: nellie.davis@rdbn.bc.ca

Regional District of Bulkley-Nechako 37 3rd Avenue Burns Lake, British Columbia | V0J 1E0 | Canada 250-692-3195 | economic.development@rdbn.bc.ca

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301 - 1268 Fifth Avenue Prince George, BC V2L 3L2 Tel: 250-561-2525 Fax: 250-561-2563

info@northerndevelopment.bc.ca www.northerndevelopment.bc.ca

July 29, 2025

Regional District of Bulkley-Nechako Box 820 Burns Lake, British Columbia, VOJ 1E0

Attention: Mark Parker

Chair

Subject: 2025 Grant Writing Support

Northern Development Project Number IA-0000011962

The Northern Development Initiative Trust board appreciates your interest and application to the 2025 Grant Writing Support program. The purpose of this funding is to provide grant writing support for priority community projects and to provide assistance to non-profits and First Nations located in or near your community. We are pleased to advise you that your application has been approved for a rebate grant up to \$8,000 toward a community grant writing position during the 2025 calendar year. Northern Development is flexible as to when you contract or hire these services during 2025.

The Regional District of Bulkley-Nechako must submit a completed Grant Writing Support program reporting form which can be found on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/capacity-building/grant-writing-support/.

This report must verify a minimum of \$10,500 in wages or contract payments and a minimum of \$200,000 of grant applications during the approved calendar year. The minimum requirements must be met in order to receive the full \$8,000 rebate. Complete reporting is due by February 28, 2026.

The Northern Development Board wants to see the Regional District of Bulkley-Nechako reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely, Northern Development Initiative Trust

Curtis Helgesen, Chief Administrative Officer, Regional District of Bulkley-Nechako
 Shari Janzen, Manager of Strategic Initiatives and Rural Services, Regional District of Bulkley-Nechako





Ref: 89242

July 24, 2024

Mark Parker Chair Regional District of Bulkley-Nechako 37 3rd Avenue PO Box 820 Burns Lake, BC V0J 1E0 Email: mark.parker@rdbn.bc.ca

Dear Mark Parker,

Thank you for your letter dated July 2, 2025, addressed to the Honourable Ravi Kahlon, former Minister of Housing and Municipal Affairs. It has been forwarded to me for a response as the Grants Manager and Assistant Deputy Minister responsible for the Community Gaming Grants Program (CGG) in the Ministry of Tourism, Arts, Culture and Sport.

I understand and empathize with those organizations that own and or operate community halls throughout the province that are so heavily relied upon by the communities they serve. The CGG receives requests for over \$200 M per year in funding but has a budget of \$140 M. Your suggestions will be considered by Ministry staff in future amendments to the eligibility criteria.

I also want to confirm that CGG funds may be used to pay rent or rental fees. Many CGG recipients use community halls to deliver programs and services and can use their grant to pay for rentals and leases as part of the direct cost of program delivery.

Sincerely,

Claire Avison

Grant Manager, Community Gaming Grants Program & Assistant Deputy Minister

pc: Honourable Christine Boyle

Minister of Housing and Municipal Affairs



August 5th, 2025 Reference: 644194

Mark Parker Chair Regional District of Bulkley-Nechako Email: mark.parker@rdbn.bc.ca

Dear Mark Parker:

Thank you for your correspondence received on July 15th, 2025, concerning the growing need for support for Emergency Support Services (ESS) Team Leads to address the administrative burden, volunteer recruitment and retention, and overall program sustainability challenges your region is facing.

We acknowledge the essential role that local ESS teams play in supporting individuals and communities during emergencies, and we greatly value the dedication and leadership of the volunteers who make this work possible. Ensuring local ESS teams and their leaders have the necessary resources, training, and infrastructure is fundamental to maintaining a strong and effective emergency management system, and we welcome feedback as to how support and coordination can be improved.

The Provincial ESS Program is committed to continuous improvement through initiatives that enhance local ESS team capacity and reduce administrative burden. Recent initiatives include the development of the Evacuee Registration and Assistance (ERA) Tool, which enables virtual streamlined support. This allows rural ESS teams to assist evacuees effectively from home and facilitates mutual aid between communities with limited capacity. Our new Community-led Learning Program enables teams to conduct in-house training using standardized materials and manuals that foster greater self-sufficiency at the community level.

In addition, funding opportunities for local ESS teams have been available since 2017 via the Community Emergency Preparedness Fund administered by the Union of BC Municipalities. The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency support services through volunteer recruitment, retention and training, and the purchase of ESS equipment. This includes funding towards eligible projects and expenditures as outlined on the UBCM Program and Application Guide such as incremental applicant staff and administration costs (e.g., creating a new position or adding new responsibilities to an existing position) and consultant/contractor costs.

We encourage local communities to collaborate with neighboring jurisdictions within their regions to optimize the use of individual resources and enhance the overall effectiveness of regional response efforts. This collaborative approach is supported by recent updates to the *Emergency and Disaster Management Act*, enacted in 2023.

Mark Parker Page 2 of 2

A significant provision of the updated legislation is the authorization for jurisdictions to establish or join multijurisdictional emergency management organizations.

Continued collaboration and open dialogue between local governments and provincial agencies will be key to building a resilient and responsive emergency support system for all people in British Columbia.

Thank you for your ongoing work and commitment to keeping people safe during emergencies.

Sincerely,

Kelly Greene

Minister of Emergency Management

and Climate Readiness

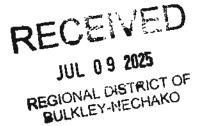
felly Greene



Neighbourlink Vanderhoof

189 Columbia St E (Box 2353) Vanderhoof, BC VOJ 3A0 Phone: (250) 567-9007

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



Dear Chair Mark Parker,

Neighbourlink has been an essential community resource, supporting our neighbours through food security, connections, and care. We are reaching out to ask for your support in our venture to purchase the building we currently rent at 292 Mackenzie Avenue, ensuring stability and continuity for all the programs and services we provide.

Your endorsement, whether through a letter of support, partnership, or any other form of advocacy, will be instrumental in securing funding and demonstrating to stakeholders the broad-based community support Neighbourlink enjoys.

Thank you for considering this request. We would be happy to meet and discuss this further at your convenience.

With gratitude,

Neighbourlink

Steffany Adelman – Community Futures Grants 250-567-5219 Steffany.adelman@cf-sn.ca



July 15, 2025

Chair Parker and Board Regional District of Bulkley-Nechako Box 820 Burns Lake, BC V0J 1E0

Reference: CRI-627

Re: 2023 CRI - FireSmart Community Funding Supports – 2023 RDBN FireSmart Program

Dear Chair Parker and Board,

Thank you for providing the final report, revised June 9, 2025, for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$391,705.28. Based on this, a payment in the amount of \$118,077.96 will follow shortly by electronic fund transfer. This represents final payment of the grant and is based on 100% of the total reported expenditure less an initial payment of \$273,627.32 provided in Ocotber, 2023.

I would like to congratulate your community for undertaking this project and responding to the opportunity to build wildfire resiliency in your community.

If you have any questions, or if we can provide any assistance, please contact 250-356-2947 or cri@ubcm.ca.

Sincerely,

Jonagh Jord

Jonas Woodrow, Program Officer

cc: Curtis Helgesen, CAO

Mike Huntley, FireSmart Educator Jason Blackwell, Regional Fire Chief

The CRI program is funded by the Province of BC



July 15, 2025

Chair Parker and Board Regional District of Bulkley-Nechako 37 3rd Avenue Burns Lake, BC V0J 1E0

Reference: LGPS-10244

RE: 2023 CEPF: Indigenous Cultural Safety and Cultural Humility Training – Cultural Competence in Emergency Response

Dear Chair Parker and Board.

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$24,785.00. Based on this, a payment in this amount will follow shortly by electronic funds transfer. This amount represents full payment of the grant and is based on 100% of the total reported expenditure.

I would like to congratulate the Regional District of Bulkley-Nechako for undertaking this project and responding to the opportunity to increase the resiliency of BC communities.

If you have any questions, please contact the Community Emergency Preparedness Fund at 250-387-4470 or cepf@ubcm.ca.

Sincerely,

Rebecca Bishop, Program Officer

cc: Scott Zayac, Director of Protective Services Curtis Helgesen, CAO

The Community Emergency Preparedness Fund is funded by the Province of BC