

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
AGENDA  
Thursday, October 23, 2025**

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**CALL TO ORDER**

**First Nations Acknowledgement**

**AGENDA & SUPPLEMENTARY AGENDA**

Approve

**MINUTES**

**Board Meeting Minutes - September 18, 2025**

Page 6-21

Approve

**Committee of the Whole Meeting Minutes - October 9, 2025**

Page 22-30

Receive

**Rural Services Committee Meeting Minutes- October 9, 2025**

Page 31-35

Receive

**ELECTORAL AREA PLANNING**

**Bylaw for First and Second Reading**

**Amy Wainwright, Deputy Director of Planning and Development  
Services- Rezoning Application RZ A-02-25 - First and Second  
Reading for Rezoning Bylaw No. 2091, 2025 - Electoral Area A  
(Smithers/Telkwa Rural)**

Page 36-46

Recommendation

## **Bylaw for Third Reading and Adoption**

**Amy Wainwright, Deputy Director of Planning and Development Services - OCP Amendment and Rezoning Application RZ RDBN-01-25 - Third Reading and Adoption for Bylaw No. 2083 and 2084 - Electoral Area G (Houston/Granisle Rural)**

Page 47-55

Recommendation

## **Bylaw for Adoption**

**Danielle Patterson, Senior Planner - RDBN Development Procedures Bylaw No. 2076, 2025 – Adoption – All Electoral Areas**

Page 56-68

Recommendation

**Cameron Kral, Planner - Rezoning Application RZ B-02-25 - Adoption for Rezoning Bylaw No. 2082, 2025 - Electoral Area B (Burns Lake Rural)**

Page 69-73

Recommendation

**Cameron Kral, Planner - Rezoning Application RZ F-03-25 - Adoption for Rezoning Bylaw No. 2081, 2025 - Electoral Area F (Vanderhoof Rural)**

Page 74-81

Recommendation

## **Temporary Use Permit**

**Cameron Kral, Planner - Temporary Use Permit Application F-01-25 - Electoral Area F (Vanderhoof Rural)**

Page 82-93

Recommendation

## **Other**

**Advisory Planning Commission Minutes - Electoral Area A (Smithers/Telkwa Rural) - October 6, 2025**

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Receive



**Advisory Planning Commission Minutes - Electoral Area F  
(Vanderhoof Rural) - October 8, 2025**

Page 95

Receive

**DEVELOPMENT SERVICES**

**BYLAW ENFORCEMENT**

**Jason Llewellyn, Director of Planning and Development Services -  
Bylaw Notice Adjudication Registry - District of Houston and District  
of Vanderhoof**

Page 96-115

Recommendation

**OTHER**

**Jason Llewellyn, Director of Planning and Development Services -  
Proposed Regulatory Policy for Renewable Energy Projects**

Page 116-231

Receive

**ENVIRONMENTAL SERVICES**

**Alex Eriksen, Director of Environmental Services - Clearview Landfill  
Leachate Collection - Project Award**

Page 232-233

Recommendation

**ADMINISTRATION REPORTS**

**Wendy Wainwright, Deputy Director of Corporate Services -  
Committee Meeting Recommendations - October 9, 2025**

Page 234-236

Recommendation

**Cameron Hart, Community Development Coordinator - Grant in Aid  
for Area F (Vanderhoof Rural)Nechako Valley Historical Society**

Page 237-245

Recommendation

**Cameron Hart, Community Development Coordinator - Grant in Aid for Area B (Burns Lake Rural) - Ride Burns Mountain Biking Association** Page 246-252

Recommendation

**Jason Blackwell, Regional Fire Chief - Purchase and Installation of Luck Bay Water Tank – RFP # RDBN-FIRE-25-02** Page 253-254

Recommendation

**John Illes, Chief Financial Officer and Jason Blackwell, Regional Fire Chief - Topley Rural Fire Maximum Tax Limit Increase** Page 255-257

Recommendation

**Anusha Rai, HR Advisor - AI (Artificial Intelligence) Governance Policy** Page 258-265

Receive

**Cheryl Anderson, Director of Corporate Services - Q3 Quarterly Report** Page 266-315

Receive

#### **ADMINISTRATION CORRESPONDENCE**

**Minister of Housing and Municipal Affairs - Response - Provincial Funding for Public Libraries** Page 316-317

Receive

**Minister of Housing and Municipal Affairs - Small-Scale Multi-unit Housing** Page 318-319

Receive

#### **SUPPLEMENTARY AGENDA**

#### **VERBAL REPORTS AND COMMITTEE CHAIR REPORTS**

#### **RECEIPT OF VERBAL REPORTS**

**NEW BUSINESS****ADJOURNMENT****VISION**

"A World of Opportunities  
Within Our Region"

**MISSION**

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

**2022-2026 Strategic Plan**

1. Relationships with First Nations
2. Advocacy with the Province
3. Housing Supply
4. Community and Economic Sustainability



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**MEETING MINUTES**  
**Thursday, September 18, 2025**

Directors Present: Chair Mark Parker  
Gladys Atrill  
Shane Brien  
Leroy Dekens  
Martin Elphee  
Judy Greenaway  
Clint Lambert  
Linda McGuire  
Shirley Moon  
Kevin Moutray  
Chris Newell  
Michael Riis-Christianson  
Stoney Stoltenberg  
Sarrah Storey - via Zoom  
Henry Wiebe

Staff: Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
Alex Eriksen, Director of Environmental Services - arrived at 12:52 p.m.  
John Iles, Chief Financial Officer  
Jason Llewellyn, Director of Planning and Development Services- left at 11:37 a.m.  
Anusha Rai, HR Advisor – arrived at 11:28 a.m., left at 11:37 a.m.  
Wendy Wainwright, Deputy Director of Corporate Services  
Amy Wainwright, Deputy Director of Planning and Development Services – left at 11:37 a.m.  
Scott Zayac, Director of Protective Services – arrived at 11:22 a.m., left at 11:37 a.m.

Others: Olava Brooke, (BV Pool) Smithers - via Zoom – left at 11:45 a.m.  
Tanner Moulton, Community Relations Project Advisor, TC Energy – left at 11:22 a.m.  
Parker Nesdoly, Operations Planning Engineer, TC Energy – left at 11:22 a.m.  
Chloe Taylor, RDBN Planning Student - left at 11:37 a.m.

Media: Jake Wray, LD News – via Zoom

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### **CALL TO ORDER**

Chair Parker called the meeting to order at 10:40 a.m.

### **First Nations Acknowledgement**

### **AGENDA & SUPPLEMENTARY AGENDA**

#### **2025-BM-117**

Moved by Director Stoltenberg

Seconded by Director Lambert

That the Agenda for September 18, 2025 be approved; and that the Supplementary Agenda be dealt with at this meeting.

CARRIED UNANIMOUSLY

### **MINUTES**

#### **Board Meeting Minutes - August 14, 2025**

#### **2025-BM-118**

Moved by Director Stoltenberg

Seconded by Director McGuire

That the Board Meeting Minutes of August 14, 2025 be approved.

CARRIED UNANIMOUSLY

#### **Committee of the Whole Meeting Minutes - September 4, 2025**

#### **2025-BM-119**

Moved by Director Elphee

Seconded by Director Riis-Christianson

That the Committee of the Whole Meeting minutes of September 4, 2025 be received.

CARRIED UNANIMOUSLY

## **ELECTORAL AREA PLANNING**

### **Bylaw for First, Second and Third Reading**

#### **Cameron Kral, Planner - Rezoning Application RZ B-02-25 First, Second and Third Reading for Rezoning Bylaw No. 2082, 2025 Electoral Area B (Burns Lake Rural)**

##### **2025-BM-120**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

1. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2082, 2025 be given first, second, and third reading this 18<sup>th</sup> day of September, 2025.
2. That staff report to the Board with further information regarding the legal status of the rail crossing at Hope Road prior to the Board's consideration of adoption of Regional District of Bulkley-Nechako Rezoning Bylaw No. 2082, 2025.

CARRIED UNANIMOUSLY

#### **Danielle Patterson, Senior Planner - RDBN Development Procedures Bylaw No. 2076, 2025 First, Second, and Third Readings - All Electoral Areas**

##### **2025-BM-121**

Moved by Director McGuire

Seconded by Director Stoltenberg

That Regional District of Bulkley-Nechako Development Procedures Bylaw No. 2076, 2025 be given first, second, and third reading this 18<sup>th</sup> day of September, 2025.

CARRIED UNANIMOUSLY

## **Bylaw for Third Reading**

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

#### **2025-BM-122**

Moved by Director Moon

Seconded by Director Greenaway

1. That the Board receive the Report of the Public Hearing Report for Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025.
2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025 be given third reading this 18<sup>th</sup> day of September, 2025.

CARRIED UNANIMOUSLY

## **Bylaw for Third Reading and Adoption**

### **Danielle Patterson, Senior Planner - Rezoning Application RZ F-01-25 Third Reading and Adoption for Rezoning Bylaw No. 2080, 2025 - Electoral Area F (Vanderhoof Rural)**

#### **2025-BM-123**

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. 2080, 2025.
2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2080, 2025 be given third reading and adoption this 18<sup>th</sup> day of September, 2025.

CARRIED UNANIMOUSLY

Thursday, September 18, 2025

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**Other****Jason Llewellyn - Director of Planning and Development Services - Planning and Development Department Bylaw Review****2025-BM-124**

Moved by Director Stoltenberg

Seconded by Director Wiebe

That the Board receive the Director of Planning and Development Services' Planning and Development Department Bylaw Review memorandum.

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Pump and Haul Sewage Disposal Regulation Bylaw No. 1101, 1999
  - Originally directed by Northern Health
  - No longer required
  - Repeal process
    - Staff will bring forward a report regarding the repeal process
- RDBN Manufactured Home Park Bylaw No. 740, 1993
  - Out of date
  - Planning staff have included the update of the bylaw in their workplan
- Electoral Area G (Houston/Granisle Rural) Building Bylaw No. 1634, 2012
- Director Newell will review with staff
- RDBN Board of Variance Bylaw No. 1623, 2012
  - Legal requirements.

**Area B Advisory Planning Commission Meeting Minutes - August 28, 2025****2025-BM-125**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

That the Board receive the Area B Advisory Planning Commission Meeting Minutes for August 28, 2025.

CARRIED UNANIMOUSLY



## **Area F Advisory Planning Commission Meeting Minutes - June 24, 2025**

### **2025-BM-126**

Moved by Director Moon

Seconded by Director Stoltenberg

That the Board receive the Area F Advisory Planning Commission Meeting Minutes for June 24, 2025.

CARRIED UNANIMOUSLY

## **DEVELOPMENT SERVICES**

### **Land Referral**

**Danielle Patterson, Senior Planner - Referral - Permit Application to Discharge Ash onto Agricultural Lands (Tracking No. 7410378) Electoral Area A (Smithers/Telkwa Rural)**

### **2025-BM-127**

Moved by Director Stoltenberg

Seconded by Director Atrill

That the comment sheet be provided to West Fraser Mills Ltd. as the Regional District's comments on the Permit Application to Discharge Ash on Agricultural Lands (Tracking Number 7410378).

CARRIED UNANIMOUSLY

### **Other**

**Jason Llewellyn - Director of Planning and Development Services - ALR Application Process Policy**

### **2025-BM-128**

Moved by Director Dekens

Seconded by Director Elphee

That the Board approve the Agricultural Land Reserve Application Process Policy.

CARRIED UNANIMOUSLY

**Jason Llewellyn – Director of Planning and Development Services - Heritage Conservation Act Transformation Project**

**2025-BM-129**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Board receive the Director of Planning and Development Services' Heritage Conservation Act Transformation Project.

CARRIED UNANIMOUSLY

**BUILDING INSPECTION**

**Jason Llewellyn, Director of Planning and Development Services- Building Inspection Procedures Policy**

**2025-BM-130**

Moved by Director Stoltenberg

Seconded by Director Riis-Christianson

That the Board approve the Building Inspection Procedures Policy.

CARRIED UNANIMOUSLY

**PARKS AND TRAILS**

**Jason Llewellyn, Director of Planning and Development Services - Dominion Telegraph Line Research Report**

**2025-BM-131**

Moved by Director Stoltenberg

Seconded by Director Riis-Christianson

That the Board support staff's completion of the Dominion Telegraph Line research project.

CARRIED UNANIMOUSLY

## **ADMINISTRATION REPORTS**

### **AI (Artificial Intelligence) Governance Policy**

#### **2025-BM-132**

Moved by Director Moutray

Seconded by Director Elphee

That the Board approve the AI Governance Policy.

CARRIED UNANIMOUSLY

### **Cheryl Anderson, Director of Corporate Services - RDBN Mail Ballot Authorization and Procedure Bylaw No. 2066, 2025 - Adoption**

#### **2025-BM-133**

Moved by Director Moon

Seconded by Director Greenaway

That Regional District of Bulkley-Nechako Mail Ballot Authorization and Procedure Bylaw No. 2066, 2025 be adopted this 18<sup>th</sup> day of September, 2025.

CARRIED UNANIMOUSLY

### **John Illes, Chief Financial Officer - Sale of Surplus Vehicles**

#### **2025-BM-134**

Moved by Director Atrill

Seconded by Director Lambert

That the Board authorize the disposal of units P1, P8, and A2.

CARRIED UNANIMOUSLY

Thursday, September 18, 2025

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**John Illes, CFO, Cheryl Anderson, Director of Corporate Services, Alex Eriksen, Director of Environmental Services - Fort Fraser Sewer and Water Update**

**2025-BM-135**

Moved by Director Riis-Christianson

Seconded by Director Moutray

1. That Fort Fraser Sewer Service Establishment Bylaw No. 2086, 2025 be given first, second, and third reading this 18<sup>th</sup> day of September, 2025.
2. That the Board defer the following:  
Regional District of Bulkley-Nechako Water Service Regulatory Amendment Bylaw No. 2087, 2025 and Regional District of Bulkley-Nechako Sewer Service Regulatory Amendment Bylaw No. 2088, 2025.

**John Illes, Chief Financial Officer - Bulkley Valley Regional Pool and Racquet Courts Update and Review**

**2025-BM-136**

Moved by Director Atrill

Seconded by Director Dekens

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).

CARRIED UNANIMOUSLY

## **ADMINISTRATION CORRESPONDENCE**

### **Minister of Forests - Response to July 23, 2025 letter Re: Dugouts on Crown Land**

#### **2025-BM-137**

Moved by Director Brien

Seconded by Director Stoltenberg

That the Board receive the September 4, 2025 letter from Jamie Jeffreys, ADM, Ministry of Forests, regarding the role of dugouts in supporting livestock grazing on Crown land.

CARRIED UNANIMOUSLY

## **SUPPLEMENTARY AGENDA**

### **ADMINISTRATION REPORT**

#### **Cheryl Anderson, Director of Corporate Services - Request to Designate Inland Ferries as Essential Services**

#### **2025-BM-138**

Moved by Director Lambert

Seconded by Director Stoltenberg

That the Board approve the letter to Premier Eby, Minister Farnworth, and Minister Whiteside regarding Inland Ferries as Essential Services.

CARRIED UNANIMOUSLY

**VERBAL REPORTS AND COMMITTEE CHAIR REPORTS**Electoral Area F (Vanderhoof Rural)

Director Moon provided an update:

- Hay crops in the area are sufficient
- Attended the District of Vanderhoof Pump Track Grand Opening and noted that Mayor Moutray enjoyed a ride through the track
- Auction prices for steers and calves
- Approximate dollar value of forage crops in Area F
- Agriculture dollars in the region in 2025
- Groundbreaking of a 34-unit housing project for low to moderate incomes, including families and seniors
- Attended the Economic Forum in Vanderhoof
  - Expressed appreciation to the District of Vanderhoof for hosting the event
  - Housing was identified as the #1 priority.

Community Hall Meeting

Rural Directors in attendance at the Community Hall meeting on September 11th expressed their appreciation to RDBN staff for hosting a very good well attended event. Directors noted discussion and direct connection with constituents was beneficial. Directors are looking forward to continuing work with the Community Hall groups within the region.

District of Vanderhoof

Director Moutray commented:

- District of Vanderhoof Pump Track has been a great addition to the community and has been in consistent use by youth in the community since the Grand Opening
- RBA Projects - new force main and new lift station
  - RBA funding has made a significant impact to small communities to improve infrastructure
- Economic Development Forum
  - Thanked RDBN staff and Director Moon for attending.

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Village of Fraser Lake

Director Storey indicated she is looking forward to the upcoming UBCM Conference September 21-26, 2025 in Victoria.

The Village of Fraser Lake arena project will be another month before it is completed, and the water project is ongoing.

Village of Granisle

Director McGuire updated the Board:

- On September 17<sup>th</sup> the sprinkler system testing in Memorial Park took place
- RBA funding has been critical to utilize for leveraging funds for grant applications for the following projects
  - Waste Water Outfall
  - Mall remediation
- Gas Station and Convenience Store have closed which is disappointing for the community
- Anticipating meetings with BC Ambulance and the RCMP at the 2025 UBCM Convention.

Village of Burns Lake

Director Wiebe provided the following update:

- Village Heights services are complete
- Held an Employee Appreciation Barbecue on September 16<sup>th</sup>

Village of Telkwa

Director Dekens commented:

- Village of Telkwa has 11 Minister Meetings at the upcoming UBCM Convention
- Village of Telkwa Volunteer Fire Department was deployed for wildfire support
- Continuation of the Cycle 16 Trail along Highway 16 between Smithers and Telkwa continues to be constructed
- Subdivision continues to move forward with the first basement being constructed.

Electoral Area E (Francois/Ootsa Lake Rural)

Director Lambert mentioned the critical need for a helipad on the Southside of Francois Lake.

Thursday, September 18, 2025

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Electoral Area C (Fort St. James Rural)

Director Greenaway provided the following update:

- Director Elphee invited Director Greenaway to attend a meeting with the BC Nurses Union
  - It was identified that staffing and the inability to access the training required to fulfill their jobs were reasons identified for staff leaving the Nats'oojeh Hospital and Health Centre
- Stuart Lake Shelter and Support Society is preparing for the Extreme Weather Shelter to be open October 15, 2025 to March 31, 2026
- Director Greenaway donated the five passes the Regional District received for the Snotty Nose Res Kids performance to Connexus Community Resources for their clients.

Electoral Area G (Houston/Granisle Rural)

Director Newell mentioned that users of the Morice Owen FSR and Morice Lake FSR are degrading and becoming dangerous. He spoke of determining a way to record the number of recreational users in order to provide the information to the Minister of Forests. He also noted the reduction in limited entry hunting has had an impact to the economy in the region.

Town of Smithers

Director Atrill provided the following update:

- RBA funding is being utilized for projects in the community:
  - Princess Street Upgrade
  - Water Main Project
  - Paving Projects
- Will be attending an RBA meeting while at the 2025 UBCM Convention
- West Fraser Sawmill has announced a curtailment of operations in September
- Town of Smithers created a new public engagement tool called Engaged Smithers
  - It is being utilized for two projects: the new public library and the budget process.
- Encampment
  - Hired two Bylaw Officers and private security
- NCLGA Mental Health Symposium - October 15<sup>th</sup> in Prince George
- Northern Development Initiative will be hosting a 20th Anniversary Celebration at the UBCM Convention on September 24<sup>th</sup>.



Thursday, September 18, 2025

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Chair Update/Electoral Area D (Fraser Lake Rural)

Chair Parker noted the following:

- Working with staff on scheduling for the UBCM Convention in Victoria, September 21-26, 2025
- University of Northern B.C.
  - Chair Parker has been invited to be interviewed about Northern Evaluation regarding better outreach and involvement in communities and how to build on “educate in the north and stay in the north” programs
  - It is exciting to move forward and continue to build relationships between the RDBN and the University.

**RECEIPT OF VERBAL REPORTS****2025-BM-139**

Moved by Director Atrill

Seconded by Director McGuire

That the Board receive the various Directors' verbal reports.

CARRIED UNANIMOUSLY

**Lunch**

Break for lunch at 12:09 p.m.

Reconvened at 12:52 p.m.

**NEW BUSINESS**CN Rail - Abandoned Creosote Railway Ties

Director Riis-Christianson brought forward concerns from residents in Electoral Area B regarding the number of abandoned creosote railway ties along the rail lines throughout the area. He identified that a number of the ties have been left for over a year near bodies of water. The ties are deemed hazardous material and can leach into ground water and water bodies. The creosote ties are also a fire hazard.

Thursday, September 18, 2025

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**2025-BM-140**

Moved by Director Riis-Christianson  
Seconded by Director Newell

That the Board write a letter to CN requesting prompt removal of abandoned railway ties along its north line within the Regional District; and further, that the letter be cc'd to all applicable First Nations communities whose traditional territories boarder the rail line.

CARRIED UNANIMOUSLY

**2025-BM-141**

Moved by Director Riis-Christianson  
Seconded by Director Newell

That the Board write a letter to the Ministry of Environment and Parks to request information regarding any monitoring of CN storage areas that house creosote railway ties and any monitoring of ground water and neighbouring water bodies; and further, that the letter be cc'd to First Nations communities whose traditional territories are near the area.

CARRIED UNANIMOUSLY

Director Lambert spoke of the creosote docks and bumpers used in Francois Lake. He has had conversations with the three First Nations on the Southside of Francois Lake regarding the docks and bumpers.

Director Lambert will continue to work with the three First Nations to request to have the creosote docks and bumpers removed from Francois Lake. Staff will provide contact information for appropriate Ministries to contact.

**IN-CAMERA MOTION****2025-BM-142**

Moved by Director Stoltenberg  
Seconded by Director Wiebe

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

- Labour relations
- Land acquisition

CARRIED UNANIMOUSLY

Thursday, September 18, 2025

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**ADJOURNMENT**

**2025-BM-143**

Moved by Director Greenaway

Seconded by Director Lambert

That the meeting be adjourned at 1:01 p.m.

CARRIED UNANIMOUSLY

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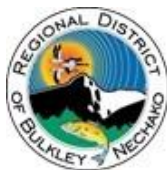
Mark Parker, Chair

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Wendy Wainwright, Deputy Director of Corporate Services

Thursday, October 09, 2025

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**COMMITTEE OF THE WHOLE MEETING**  
**MINUTES**

**Thursday, October 09, 2025**

- Directors Present: Chair Mark Parker  
Gladys Atrill  
Shane Brien – arrived at 10:03 a.m.  
Leroy Dekens  
Martin Elphee  
Judy Greenaway  
Clint Lambert – via Zoom – arrived at 10:35 a.m.,  
left at 10:35 a.m., returned at 10:45 a.m.  
Linda McGuire  
Shirley Moon  
Kevin Moutray  
Chris Newell  
Michael Riis-Christianson  
Stoney Stoltenberg  
Sarrah Storey – via Zoom – arrived at 10:02 a.m.  
Henry Wiebe
- Staff: Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
Megan D'Arcy, Regional Agriculture Coordinator  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning – left at 10:03 a.m.  
Maria Sandberg, Planning and Parks Coordinator – left at 10:03 a.m.
- Others: Joelle Barfoot, Expansion Program Manager,  
CityWest – arrived at 10:04 a.m., left at 10:29 a.m.  
Lee Brain, Consultant - Stakeholder Relations, via  
Zoom - arrived at 10:04 a.m., left at 10:29 a.m.  
Tara Dunphy, Director of Strategic Initiatives,  
Skeena Region, Ministry of Forests - via Zoom -  
left at 10:12 a.m.  
Stacy Mathews, Outside Plant Technical Manager,  
CityWest – via Zoom – arrived at 10:12 a.m., left at  
10:29 p.m.  
Philip Mills, Director, Sales & Marketing, CityWest  
- via Zoom - arrived at 10:04 a.m., left at 10:29 a.m.  
Wes Eisses, Vice President of Projects, CityWest –  
arrived at 10:12 a.m., left at 10:29 a.m.

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Stefan Woloszyn, Chief Executive Officer - via  
Zoom - arrived at 10:15 a.m., left at 10:29 a.m.

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**CALL TO ORDER**

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

**First Nations Acknowledgement****AGENDA & SUPPLEMENTARY AGENDA****2025-COWM-015**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Committee of the Whole Agenda for October 9, 2025 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.

CARRIED UNANIMOUSLY

**MINUTES****Committee of the Whole Meeting Minutes - September 4, 2025****2025-COWM-016**

Moved by Director Greenaway

Seconded by Director Dekens

That the Committee of the Whole Meeting Minutes of September 4, 2025 be approved.

CARRIED UNANIMOUSLY

**UBCM Community Excellence Awards**

Chair Parker announced that the RDBN received Honourable Mention for Excellence in Service Delivery at the UBCM Community Excellence Awards for Phase 1 of the Cycle 16 Trail Project. Chair Parker recognized Jason Llewellyn, Director of Planning and Development Services and Maria Sandberg, Planning and Parks Coordinator, for their work on the project.

Thursday, October 09, 2025

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**DELEGATIONS****MINISTRY OF FORESTS - Strategic Initiatives and Forest Landscape Planning - Skeena - via Zoom**

Tara Dunphy, Director

Re: Update - Lakes Resiliency Forest Landscape Planning and Bulkley Morice Forest Landscape Plan

Ms. Dunphy provided a PowerPoint Presentation.

**Lakes Resiliency Project**

- Who's Involved
- Overview: Where are we in the process
- Project Progress
  - Open houses tentatively planned for November 18, 2025

**Bulkley-Morice Forest Landscape Plan (FLP)**

- Who's Involved
- Overview: Where are we in the process
- Project Progress.

Discussion took place regarding Community Forests being included in the projects. Ms. Dunphy confirmed area Community Forests are involved in the process.

Chair Parker thanked Ms. Dunphy for attending the meeting.

**CITYWEST - via Zoom**

Stefan Woloszyn, Chief Executive Officer, Philip Mills, Director, Sales & Marketing  
Lee Brain, Consultant - Stakeholder Relations, Joelle Barfoot, Expansion Program Manager  
Stacy Mathews, Outside Plant Technical Manager, Wes Eisses, Vice President of Projects

Re: Project Update

A PowerPoint Presentation was provided.

- Fibre to the Home Community Partnership
- Connecting Smithers - Upper Viewmount
  - Complete
- Connecting Burns Lake – ERI (Economic Recovery Intake) Funding
  - Complete
- Connecting Burns Lake & Francois Lake – UBF (Universal Broadband Fund)
  - Detailed Design/Permitting

Thursday, October 09, 2025

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Discussion took place regarding issues with pole access and the Board's assistance in relation to the issues arising with access to the poles. Mr. Woloszyn noted that a letter would be helpful, and he would follow up with staff. Mr. Woloszyn noted that CRTC has made changes to the legislative process to mitigate the issues however the original applications were submitted prior to the change and are subject to the previous process.

The PowerPoint Presentation continued:

- Connecting Cluculz Lake
  - Detailed Design/Permitting
- Connecting Rural Fort St. James
  - Detailed Design/Permitting.

Chair Parker thanked CityWest for attending the meeting.

### **ADMINISTRATION REPORTS**

#### **Cheryl Anderson, Director of Corporate Services - NCLGA Mental Health and Addictions Symposium October 15, 2025, Prince George, BC**

##### **2025-COWM-017**

Moved by Director Riis-Christianson

Seconded by Director McGuire

That the Committee recommend that the Board authorize Director Greenaway's attendance at the NCLGA Mental Health and Addictions Symposium October 15, 2025 in Prince George, BC and further, that Director Greenaway be authorized to sign the Accord.

CARRIED UNANIMOUSLY

#### **Cheryl Anderson, Director of Corporate Services - 2026 BC Natural Resources Forum - January 20-22, 2026 - Prince George, B.C.**

##### **2025-COWM-018**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Board authorize attendance of Rural Directors wishing to attend the 2026 BC Natural Resources Forum on January 20-22, 2026 in Prince George, B.C.

CARRIED UNANIMOUSLY

Thursday, October 09, 2025

5

The following was discussed:

- Consider writing a letter to the organizers regarding the need for a larger event space to allow more attendees
  - Registration opened and immediately all hotels and special events are full
- A very successful event for northern BC
  - Challenges to successfully register immediately after registration opens.
- Director Storey reached out to C3 Alliance regarding the registration opening while Elected Officials attended UBCM.

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Canada Community-Building Fund BC – Area E (Francois/Ootsa Lake Rural) Grassy Plains Hall Foundation Repair Project**

**2025-COWM-019**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

1) That the Committee recommend that the Board authorize contributing up to \$33,000 of Electoral Area E (Francois/Ootsa Lake Rural) Canada Community- Building Fund BC allocation monies to a Recreation Infrastructure Project for the Grassy Plains Community Hall, and further,

**(participants/weighted/majority)**

2) That the Committee recommend that the Board authorize the withdrawal of up to \$33,000 from the Federal Gas Tax Reserve Fund.

CARRIED UNANIMOUSLY

**Megan D'Arcy, Regional Agriculture Coordinator - Food Producing Non-Profit Gathering Report**

**2025-COWM-020**

Moved by Director Dekens

Seconded by Director McGuire

That the Committee receive the Regional Agriculture Coordinator's Food Producing Non-Profit Gathering Report memorandum.

CARRIED UNANIMOUSLY



Thursday, October 09, 2025

6

Discussion took place regarding the Food Producing Non-Profit Gathering Report:

- Necessity for sustainable funding
- Volunteer and community engagement strategy needed
  - Volunteer fatigue
  - Stipends etc.
- Organizations working towards similar goals work in silos
  - Also heard the same sentiment from the region's Community Hall representatives
- Policy and advocacy consideration
- Regional Districts need to consider an avenue to find solutions to assist in coordinating volunteers
- Staff research options and investigate examples in the Province and bring forward at a future meeting
- Agriculture Session at UBCM showcased the efforts of the Squamish-Lillooet Regional District
- Funding options
  - Economic Development funding needed
  - Grant in Aid funding may not be sufficient
- Funding structure of the following:
  - Groundbreakers Agriculture Association
  - Nechako Valley Food Network
  - Fraser Lake Eco-Coop
- Need for strong governance structures for non-profit organizations
- Minimizing reliance on grant funding
- Report identified similar conversation across various sectors regarding volunteer burnout and volunteerism
- Pressure on the tax base to increase staffing to coordinate volunteers
- Downloading from the province creates pressures.

**2025-COWM-021**

Moved by Director Moon

Seconded by Director Atrill

That the Committee recommend that the Board discuss with staff the possibility of a position to help promote volunteerism and assist with advocacy.

CARRIED UNANIMOUSLY

Thursday, October 09, 2025

7

The following was discussed:

- CAO Helgesen will have a discussion with staff to develop possible ideas to discuss at a future Committee of the Whole meeting
  - Staff will include potential options and programs the RDBN can support to assist groups and assist with volunteerism
- Reviewing current staff positions and work plans
- Agriculture focus
  - Access to good food and food security is needed for all constituents - rural and municipal
- Across all sectors services are needed
  - Recreation
  - Agriculture, etc.
- Non-profits capitalizing on strong governance systems to be efficient and assist with succession plans
- Challenges with government policy e.g. pasteurized milk.

**Megan D'Arcy, Regional Agriculture Coordinator - Young Agrarians BC Land Matching Program**

**2025-COWM-022**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Committee receive the Regional Agriculture Coordinator's Young Agrarians BC Land Matching Program memorandum.

CARRIED UNANIMOUSLY

**Megan D'Arcy, Regional Agriculture Coordinator - Premier's Task Force on Agriculture and Food Economy - Fall 2025 Update**

**2025-COWM-023**

Moved by Director Stoltenberg

Seconded by Director Elphee

That the Committee receive the Regional Agriculture Coordinator's Premier's Task Force on Agriculture and Food Economy - Fall 2025 Update memorandum.

CARRIED UNANIMOUSLY

Thursday, October 09, 2025

8

**SUPPLEMENTARY AGENDA****ADMINISTRATION REPORTS****Alex Eriksen, Director of Environmental Services - Updated Extended Producer Responsibility Five-Year Action Plan for Mattresses****2025-COWM-024**

Moved by Director Stoltenberg

Seconded by Director Elphee

That the Committee recommend that the Board support and add the Regional District of Bulkley-Nechako to the signatory to the Regional District of Okanagan-Similkameen's letter to the Honourable Tamara Davidson, Minister of Environment and Parks regarding the need to include mattresses and foundations in the Recycling Regulation as identified in the 2021-2026 Five-Year Action Plan.

CARRIED UNANIMOUSLY**NEW BUSINESS**

Director Stoltenberg spoke to the RDBN AI Policy and noted the use of should, shall, must and may. He spoke to the definition of shall and must.

Discussion took place regarding bringing forward the AI Policy for additional review.

**2025-COWM-025**

Moved by Director Stoltenberg

Seconded by Director Dekens

The Committee recommend that the Board direct staff to bring forward the RDBN AI policy to review the use of shall, should, and must.

CARRIED UNANIMOUSLY

Thursday, October 09, 2025

9

**IN-CAMERA MOTION****2025-COWM-026**

Moved by Director Greenaway

Seconded by Director Newell

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:

- Connectivity
- Labour Relations

CARRIED UNANIMOUSLY**ADJOURNMENT****2025-COWM-027**

Moved by Director Brien

Seconded by Director Dekens

That the meeting be adjourned at 11:19 a.m.

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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Wendy Wainwright, Deputy Director of Corporate Services



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
RURAL SERVICES COMMITTEE MEETING  
Thursday, October 09, 2025**

Directors Present: Chair Michael Riis-Christianson  
Judy Greenaway  
Clint Lambert - via Zoom  
Shirley Moon  
Chris Newell  
Mark Parker  
Stoney Stoltenberg

Staff: Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
Megan D'Arcy Regional Agriculture Coordinator  
John Illes, Chief Financial Officer  
Amy Wainwright, Deputy Director of Planning and Development Services - left at 12:45 p.m.  
Wendy Wainwright, Deputy Director of Corporate Services

Others: Martin Elphee, District of Fort St. James  
Linda McGuire, Village of Granisle

**CALL TO ORDER**

Chair Riis-Christianson called the meeting to order at 12:42 p.m.

**AGENDA**

**2025-RSC-006**

Moved by Director Stoltenberg  
Seconded by Director Moon

That the Rural Services Committee Agenda for October 9, 2025 be approved.

CARRIED UNANIMOUSLY

## **MINUTES**

### **Rural Services Committee Meeting Minutes - September 4, 2025**

#### **2025-RSC-007**

Moved by Director Stoltenberg

Seconded by Director Parker

That the Rural Services Committee Meeting Minutes for September 4, 2025 be approved.

CARRIED UNANIMOUSLY

## **DEVELOPMENT SERVICES**

### **Mine Referral**

#### **Rowan Nagel, Planning/GIS Technician - Notice of Work Referral No. 0200333 - Electoral Area B (Burns Lake Rural)**

#### **2025-RSC-008**

Moved by Director Parker

Seconded by Director Stoltenberg

That the comment sheet be provided to the Province as the Regional District's comments for Notice of Work Referral No. 0200333.

CARRIED UNANIMOUSLY

#### **Rowan Nagel, Planning/GIS Technician - Notice of Work Referral No. 0200254 - Electoral Area G (Houston/Granisle Rural)**

#### **2025-RSC-009**

Moved by Director Newell

Seconded by Director Greenaway

That the comment sheet be provided to the Province as the Regional District's comments for Notice of Work Referral No. 0200254.

CARRIED UNANIMOUSLY

Thursday, October 09, 2025

3

**REPORTS****Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid for Area A (Smithers/Telkwa Rural) Bulkley Valley Search and Rescue****2025-RSC-010**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the Committee recommend that the Board approve allocating \$26,000 in Electoral Area A (Smithers/Telkwa Rural) Grant in Aid monies to the Bulkley Valley Search and Rescue Society towards the replacement of their primary rescue truck.

CARRIED UNANIMOUSLY**Nellie Davis, Manager of Strategic Initiatives and Rural Services -Grant in Aid for Area A (Smithers/Telkwa Rural) Smithers Mountain Bike Association****2025-RSC-011**

Moved by Director Stoltenberg

Seconded by Director Newell

1. That the Committee recommend that the Board approve allocating \$20,000 in Electoral Area A (Smithers/Telkwa Rural) Grant in Aid monies to the Smithers Mountain Bike Association for a trail building project; and,
2. That the Committee recommend that the Board approve allocating \$20,000 in Electoral Area A (Smithers/Telkwa Rural) Economic Development Service monies to the Smithers Mountain Bike Association for a trail building project.

CARRIED UNANIMOUSLY**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Community Hall Meeting Summary****2025-RSC-012**

Moved by Director Stoltenberg

Seconded by Director Newell

That the Committee receive the Manager of Strategic Initiatives and Rural Services' Community Hall Meeting Summary memorandum.

CARRIED UNANIMOUSLY

Thursday, October 09, 2025

4

Discussion took place regarding steps moving forward:

- Electoral Area Directors individually meeting with community halls in their area and bringing forward the needs of the halls
- Community Hall Meeting Summary - September 11, 2025
  - "Where we think the RDBN can start": 1 through 7
  - Identifying additional priorities and including them
  - Determining priorities for 2026 staff work plans and budgets
    - Staff will discuss and bring forward information.
- Importance of continued communication with the community halls
  - Staff are currently developing a newsletter
- Mapes/Blackwater Community Hall
  - Historical recordings
  - Project to transcribe the recordings to print
  - Lakes District Museum recently completed a project and is willing to share information.

Chair Riis-Christianson noted that the September 11, 2025 Community Hall meeting was an excellent stakeholder engagement session and can be used as a template in the future for rural issues requiring engagement. He noted the importance of continuing to follow up with the halls.

**John Illes, Chief Financial Officer and Nellie Davis, Manager of Strategic Initiatives and Rural Services - Community Hall Appraisal Report**

**2025-RSC-013**

Moved by Director Stoltenberg

Seconded by Director Parker

That the Committee direct staff to pursue a contract for appraisals of all fifteen community hall locations in the RDBN.

CARRIED UNANIMOUSLY

John Illes, Chief Financial Officer noted the need for an appraisal report for community halls wanting to participate in exploring pooled purchasing options for insurance. Discussion took place regarding the cost of an appraisal report for each hall and the option to utilize Grant in Aid funds or Economic Development funds. Director Greenaway spoke of supporting other associations such as the Snowmobile Club in her area. Staff indicated they can investigate further.



Thursday, October 09, 2025

5

**ADJOURNMENT**

**2025-RSC-014**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the meeting be adjourned at 1:03 p.m.

CARRIED UNANIMOUSLY

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Michael Riis-Christianson, Chair

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Wendy Wainwright, Deputy Director of Corporate Services



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Amy Wainwright, Deputy Director of Planning and Development Services

**Date:** October 23, 2025

**Subject:** **Rezoning Application RZ A-02-25 - First and Second Reading for Rezoning Bylaw No. 2091, 2025**

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

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091" be given first and second reading.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091" be delegated to the Director or Alternate Director for Electoral Area A, (Smithers/Telkwa Rural).
3. And, that the Board direct staff to hold the public hearing once an acceptable plan for the building code deficient buildings on the property has been established.

### EXECUTIVE SUMMARY

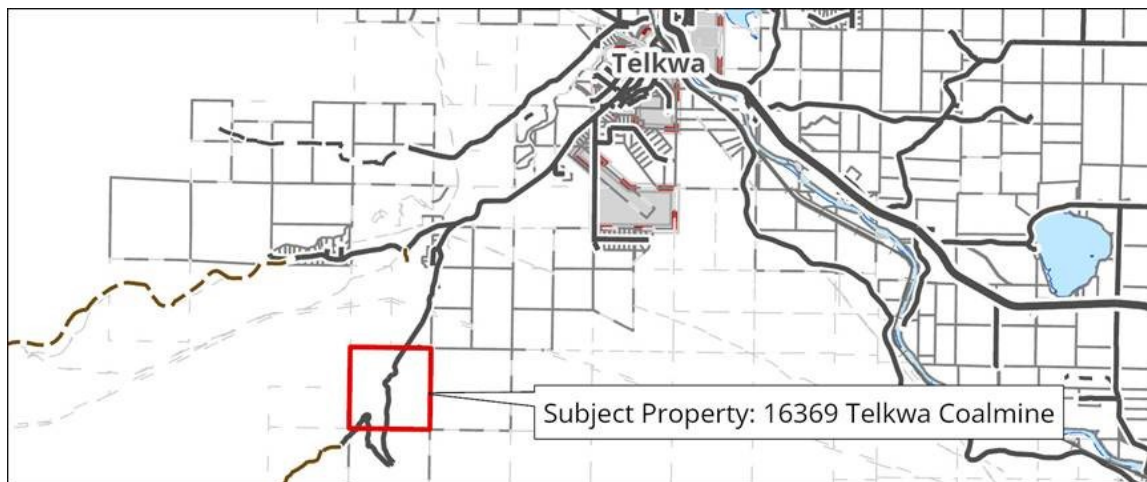
This application proposes to rezone a 12.01 ha (29.68 acres) portion of the 16369 Telkwa Coalmine Rd. property (District Lot 401, R5 CD) from the Large Holdings (H2) Zone to the Recreation (P2) Zone. The intent of the rezoning is to legalize the existing recreational use. Telkwa Mining Limited owns the property and leases a portion of it to the BC Back Country Horsemen, who have developed a campground and recreational facilities on-site.

The proposal adequately aligns with applicable OCP policy and staff do not foresee any notable negative impacts resulting from legalizing the proposed use.

## APPLICATION SUMMARY

|                               |                                                                                                                                                     |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of Agent / Owner:</b> | Dan Farmer, Telkwa Mining Limited (owner)                                                                                                           |
| <b>Electoral Area:</b>        | Electoral Area A (Smithers/Telkwa Rural)                                                                                                            |
| <b>Subject Property:</b>      | 16369 Telkwa Coalmine Road, legally described as District Lot 401, Range 5, Coast District (PID 014-965-682)                                        |
| <b>Property Size:</b>         | Approximately 259.49 ha (641.22 ac); area under application is approximately 12.01 ha (29.68 acres)                                                 |
| <b>OCP Designation:</b>       | Resource (RE) pursuant to "Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014" (the OCP)                                           |
| <b>Zoning:</b>                | Large Holdings Zone (H2) pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)                          |
| <b>Existing Land Uses:</b>    | Clubhouse, campground, riding arena, recreation area and accessory storage used by the Northwest chapter of the Back Country Horsemen Society of BC |
| <b>Location:</b>              | Approximately 7.5 km southwest of the Village of Telkwa.                                                                                            |

### Location Map:



### Proposal:

The applicant is requesting to rezone a portion of the subject property from the Large Holdings Zone (H2) to the Recreation Zone (P2) to allow the recreational use of this property by the BC Back Country Horsemen. The recreational use of the property has already been established, and this rezoning application is to legalize the existing use. The site will continue to be used for horseback riding, training of horses and riders, horse driving, camping, meetings, and social activities.

### **Discussion:**

The Backcountry Horsemen of BC, Northwest Chapter, identified the subject property for a campground and staging area for horseback riding in 2017. Telkwa Mining owns the property and allowed the club to develop the site. With grant funding from the Wetzin'Kwa Community Forest and volunteer hours, the club developed a number of buildings and facilities on the property including:

- An arena with a horse shelter and equipment storage;
- A toolshed/coverall;
- A clubhouse with attached picnic shelter;
- Perimeter and cross fencing;
- Seven to ten campsites with corrals and running water;
- Three cabins,
- A skills training course; and
- Many kilometers of trails leading from the camp.

The Regional District supported the Back Country Horsemen in the past through grant-in-aid and provided a letter of support for another grant application. In 2024 the organization applied for funding under the Regional District Recreation Contribution Grant Program. This application process revealed that the camp property is not appropriately zoned for the current use and the required building permits were not obtained for the existing buildings. Once the zoning and building compliance issues are resolved the Recreation Contribution Grant funding may be released.

### **Official Community Plan (OCP)**

The property is designated Resource (RE) pursuant to the OCP. The intent of the RE designation is 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 habitat.

Section 3.9.2 of the OCP contains the following RE designation policy that relates to this proposal:

*"(9) Rezoning applications to allow outdoor and community recreation activities such as firing ranges, fairgrounds, race tracks, and golf courses, may be approved where it can be demonstrated that the uses will not have an unacceptable negative impact on a residential area or the natural environment."*

Section 2.2 General Plan Goals contains the following related policy:

*"(12) The plan strives to increase opportunities for outdoor recreation for all residents, including access to lakes, rivers, trails and parks."*

## **Current & Proposed Zoning**

### Current Zone

The subject property is zoned H2 in the Zoning Bylaw. This Zone permits the following principal uses:

- agriculture
- intensive agriculture
- single family dwelling
- two family dwelling
- portable sawmill
- rural retreat
- utility
- skiing facility

### Proposed Zone

The applicant is requesting to rezone an approximately 12.01 ha (29.68 acre) portion of the subject property containing the recreation site to P2. This Zone permits the following principal uses:

- clubhouse
- community recreation
- outdoor recreation

Secondary uses include:

- agriculture
- campground
- convenience retail store
- dwelling unit in a building containing a principal use
- farmers' market
- primitive campground
- restaurant
- single family dwelling

The proposed zone will permit all existing recreational uses and some additional secondary uses, which are not currently proposed but provide opportunities for the club in the future.

### **STAFF COMMENTS**

The Backcountry Horsemen Coalmine Camp is well established and appears to be appropriately situated. The use has not created any land use conflicts since its establishment in 2017 and provides a valuable and unique recreation facility in the area.

Staff have identified significant deficiencies with some of the buildings on the property that were constructed without permits. Staff have requested that the applicant develop a plan to address these deficiencies to staff's satisfaction prior to holding of the public hearing and the Board's further consideration of the application.

The subject property was previously used for coal mining activities, and a site disclosure statement has been forwarded to the Ministry of Environment and Parks for evaluation. The proposed rezoning cannot be finalized until a Release Notice or Certification Document from the Ministry is obtained. The rezoning application cannot proceed past third reading until the required documentation is received.

### **REFERRAL COMMENTS**

The proposed rezoning was referred to the Village of Telkwa, the Electoral Area A Advisory Planning Commission (APC), and the RDBN Building Inspection.

RDBN Building Inspection: No concerns if the building compliance issues are resolved as noted.

Electoral Area A APC: The APC unanimously supports the application.

At the time of the writing of this report no comments had been received from the Village of Telkwa.

### **ATTACHMENTS:**

- Rezoning Amendment Bylaw 2091
- Applicant Submission Site Plans
- [Site Visit Photos 2024 link](#)
- [H2 Zone and P2 Zone \(link\)](#)

### **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. 2091**

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 rezoned from the "Large Holdings (H2)" Zone to the "Recreation (P2)" Zone:

An unsurveyed portion of District Lot 401, Range 5 Coast District comprising approximately 12.01 ha (29.68 acres) as shown on Schedule "A", which is incorporated in and forms part of this bylaw; and

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091, 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 "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2091, 2025".

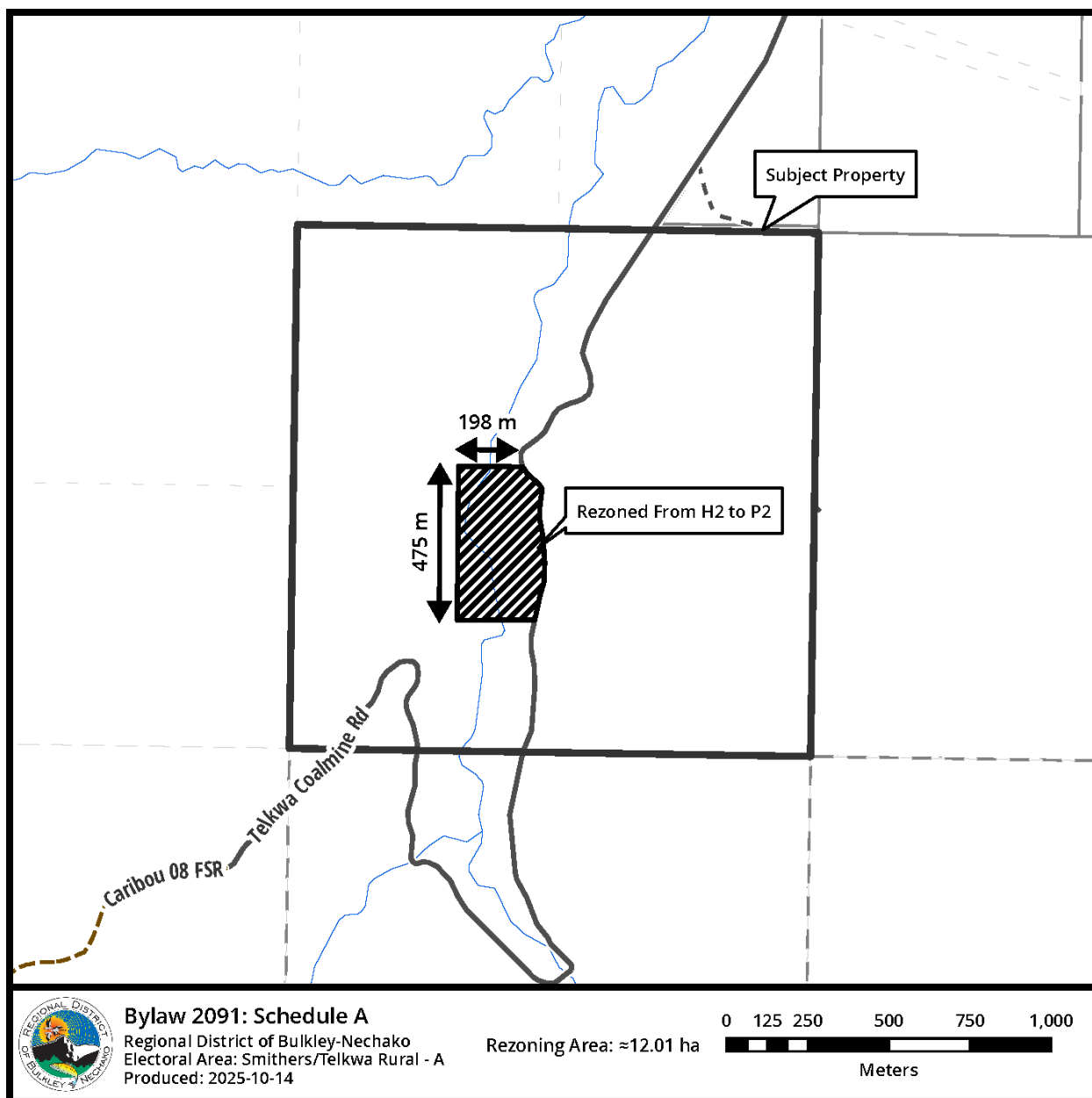
DATED AT BURNS LAKE this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
Corporate Administrator

ADOPTED this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

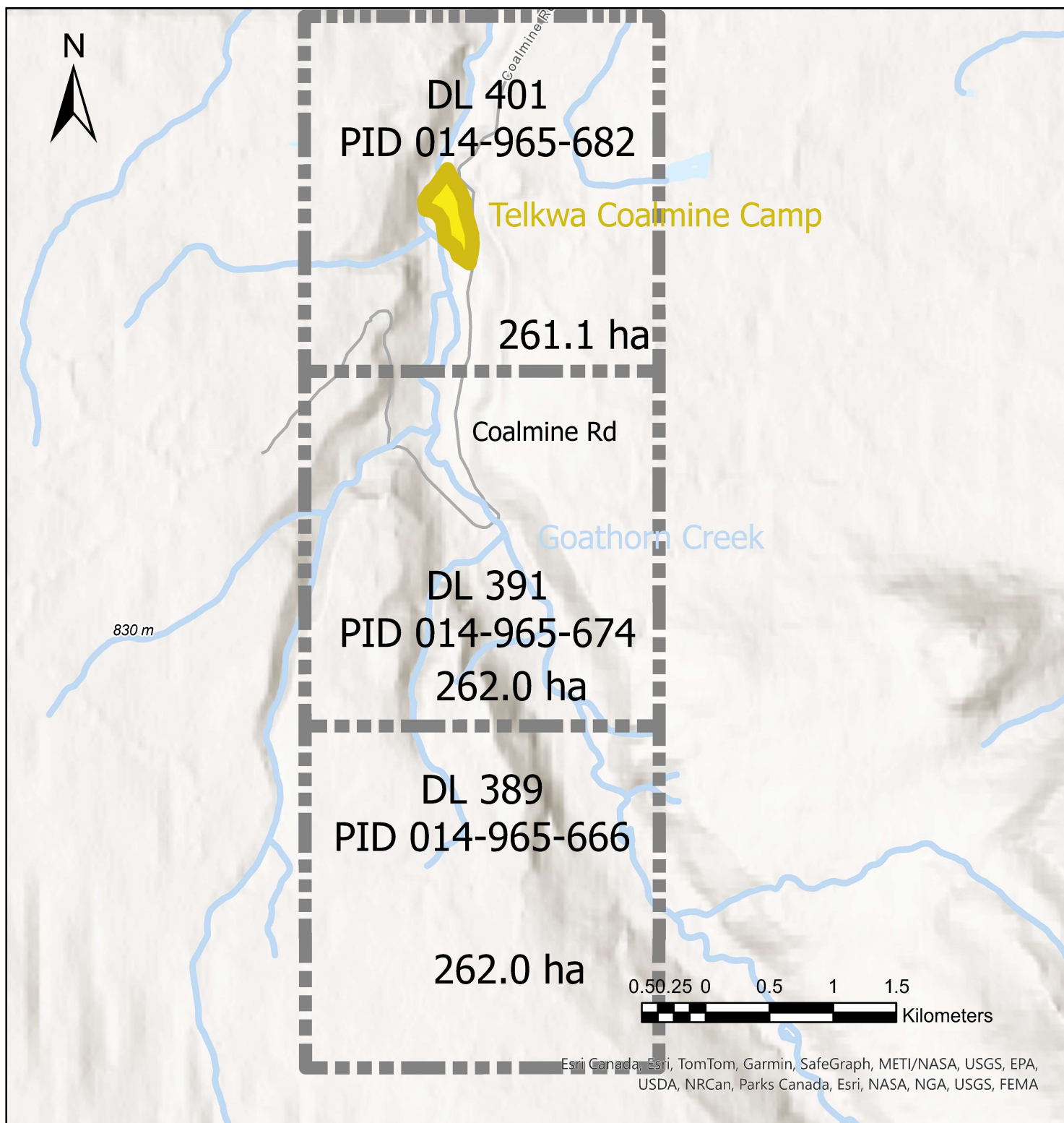
**SCHEDULE "A" BYLAW NO. 2091**

An unsurveyed portion of the lands legally described as District Lot 401, Range 5 Coast District comprising approximately 12.01 ha (29.68 acres), be rezoned from the "Large Holdings (H2)" Zone to the "Recreation (P2)" Zone.

I hereby certify that this is Schedule "A" of Bylaw No. 2091, 2025.



Corporate Administrator



## Legend

- ▬▬▬▬ Surface Rights
- Telkwa Coalmine Camp





# Back Country Horsemen Coal Mine Camp



Campsite

Outhouse

Driveway

Road

Arena

Forest

Structure

Creek

Yard

Scale: 1:900  
Produced: 2024-08-19  
0 0.01 0.01 0.03 0.04 0.06 KM





# Back Country Horsemen Coal Mine Camp



- Campsite
- Outhouse
- Driveway
- Road
- Arena
- Structure
- Creek
- Yard

Scale: 1:900  
Produced: 2024-08-19

0 0.01 0.01 0.03 0.04 0.06 KM





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Amy Wainwright, Deputy Director of Planning and Development Services

**Date:** October 23, 2025

**Subject:** **OCP Amendment and Rezoning Application RZ RDBN-01-25 - Third Reading and Adoption for Bylaw No. 2083 and 2084 - Electoral Area G (Houston/Granisle Rural)**

---

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

1. That the Board receive the Report of 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"
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 third reading and adoption this 23rd day of October, 2025.

---

**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 the proposed bylaws. As such, staff recommend Bylaw No. 2083, 2025 and Bylaw No. 2084, 2025 be given third reading and adoption.

## 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

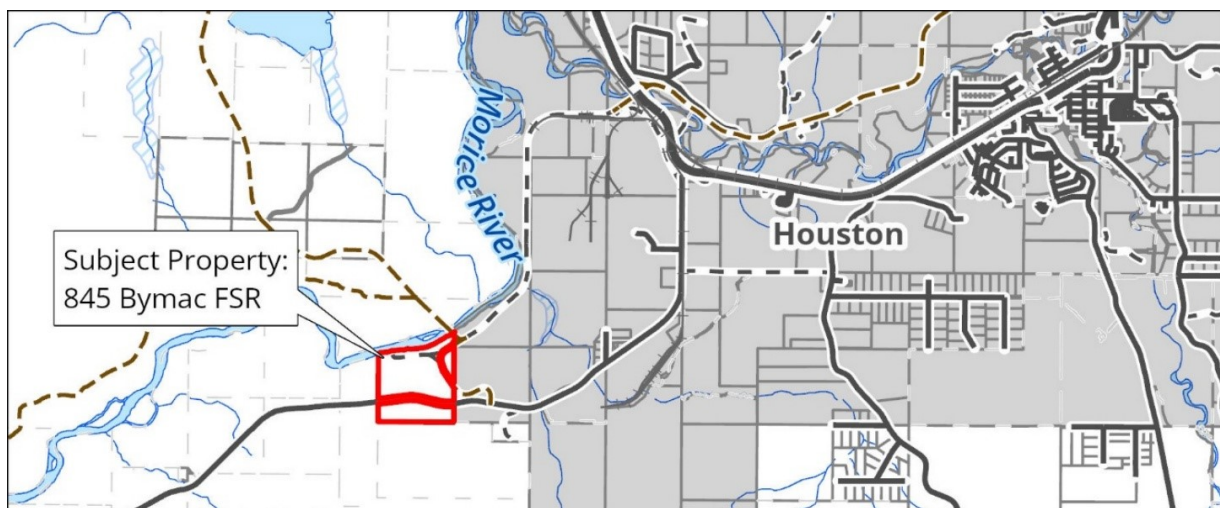
**ALR Status:** Not within the ALR

**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.



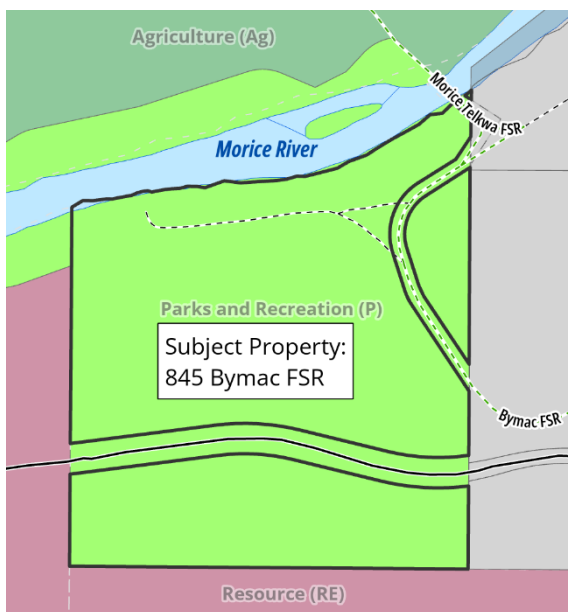
**Proposed Rezoning:**

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.

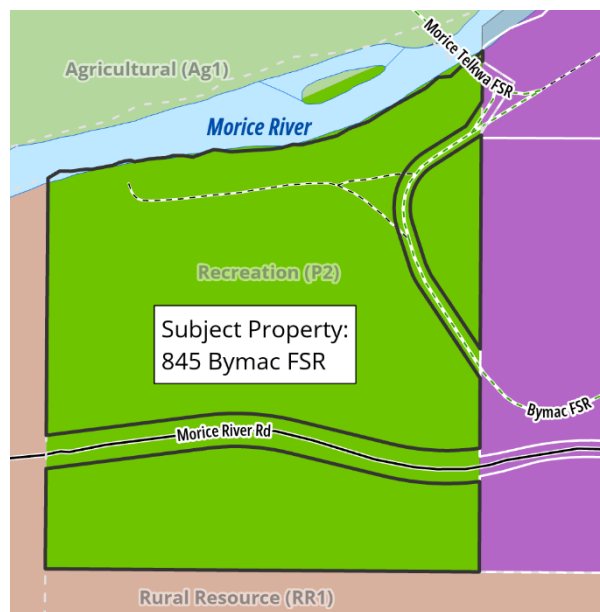
Provincial records incorrectly identified the property as being within the District of Houston (DoH). As a result of this error, the property was not assigned an official community plan designation or zoning by RDBN bylaws. The province has since confirmed that the property is within the jurisdiction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

PROPOSED OCP DESIGNATION



PROPOSED ZONING



## PUBLIC HEARING

A public hearing for Bylaw No. 2083 and Bylaw No. 2084 was held on Monday, September 15, 2025. No written submissions were received, and no members of the public were in attendance. The Report of the Public Hearing for Bylaw No. 2083 and Bylaw No. 2084 is attached for receipt.

## ATTACHMENTS:

- OCP Amendment Bylaw No. 2083, 2025
- Rezoning Bylaw No. 2084, 2084, 2025

- Report of the Public Hearing for Bylaw No. 2083 and Bylaw No. 2084
- [Planning Report 1<sup>st</sup> and 2<sup>nd</sup> Reading RZ RDBN-01-25 \(link\)](#)
- [Parks and Recreation \(P\) OCP Designation \(link\)](#)
- [Recreation \(P2\) Zone \(link\)](#)

**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. 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 14<sup>th</sup> day of August, 2025

READ A SECOND TIME this 14<sup>th</sup> day of August, 2025

PUBLIC HEARING HELD this 15<sup>th</sup> day of September, 2025

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".

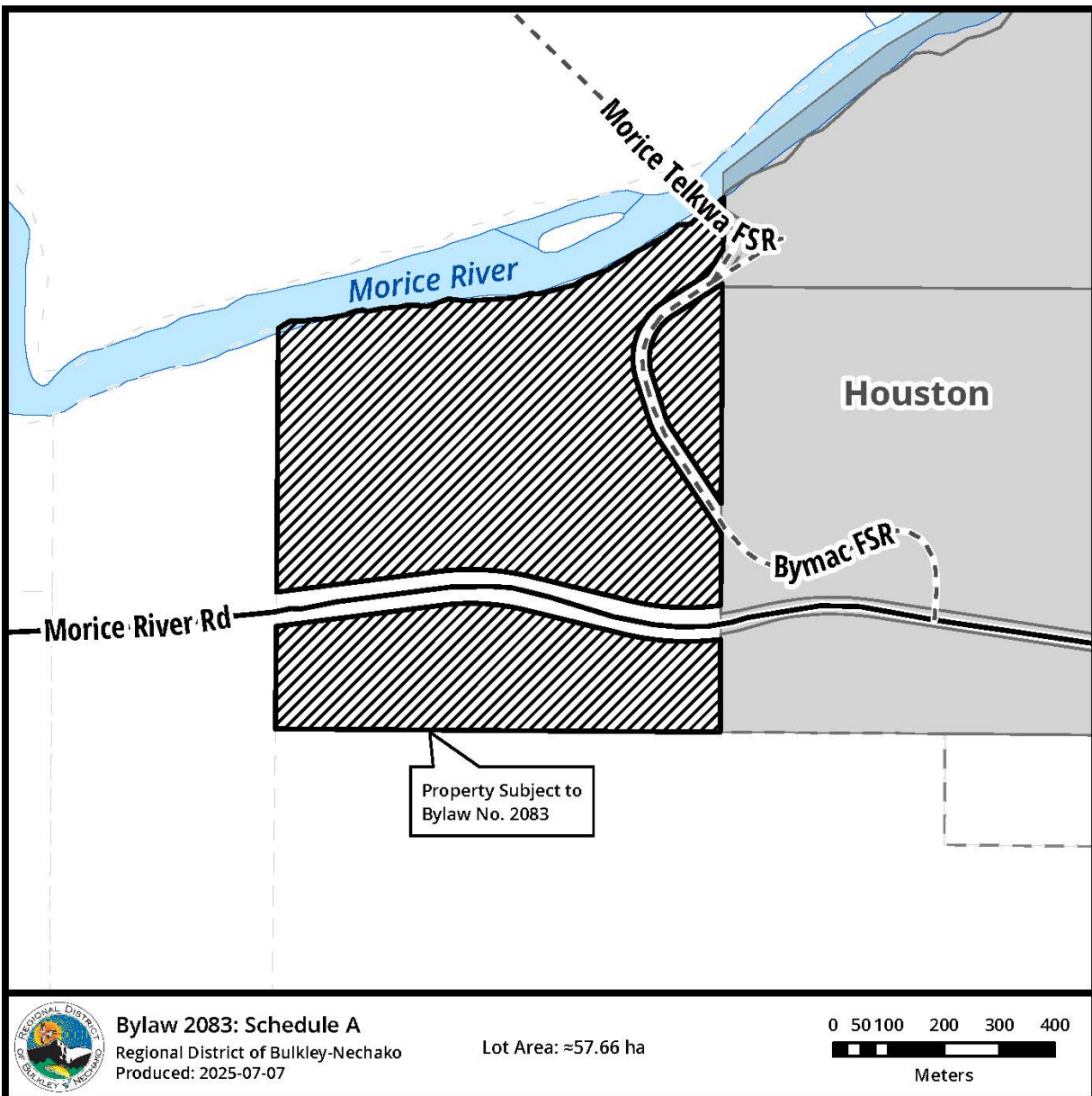
DATED AT BURNS LAKE this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
 Corporate Administrator

ADOPTED this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
 Chairperson

\_\_\_\_\_  
 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.

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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:

"Campground only on the parcel legally described as the West ½ of District Lot 2121, Range 5 Coast District."

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

READ A FIRST TIME this 14<sup>th</sup> day of August, 2025

READ A SECOND TIME this 14<sup>th</sup> day of August, 2025

PUBLIC HEARING HELD this 15<sup>th</sup> day of September, 2025

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2084, 2025".

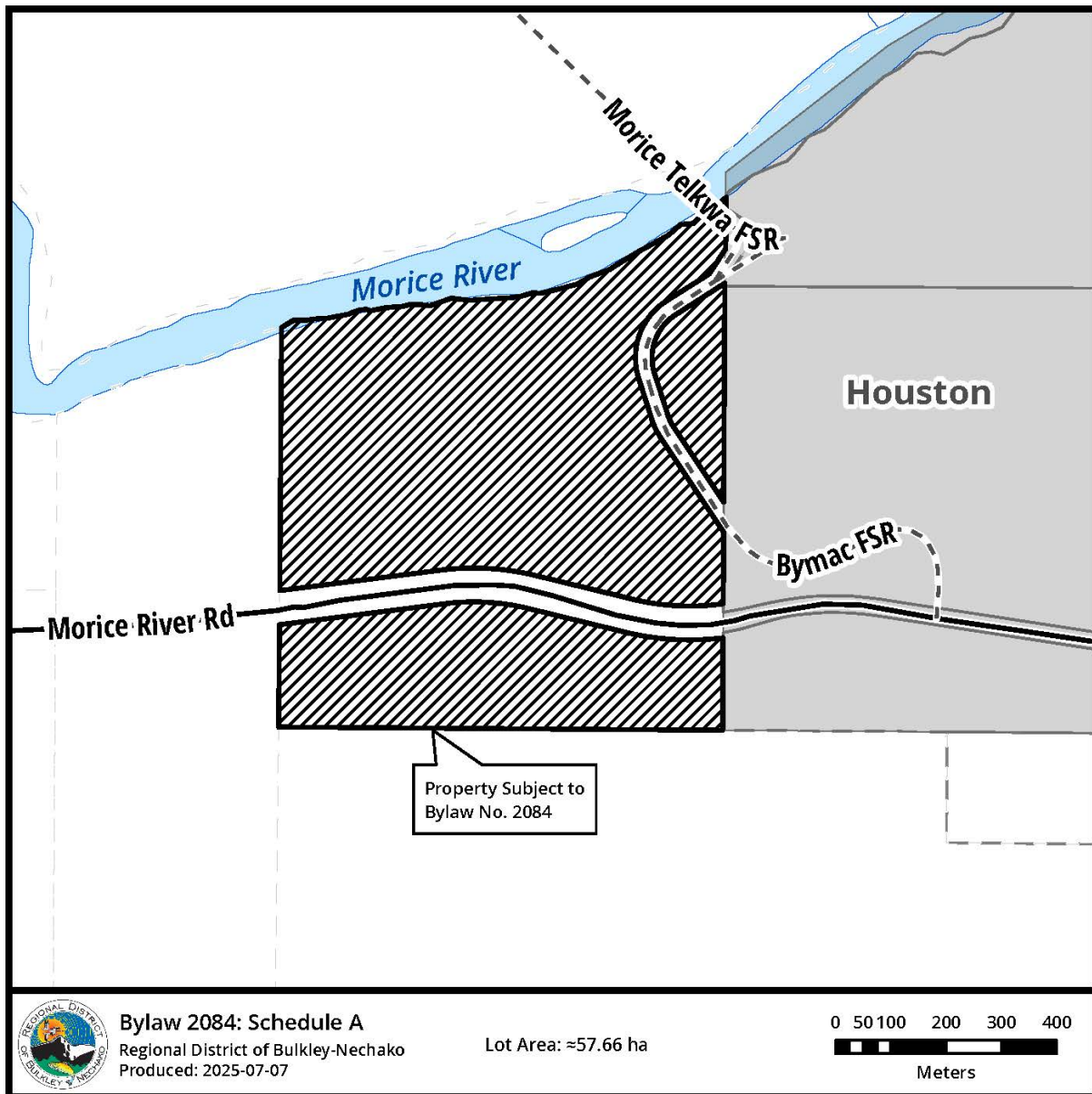
DATED AT BURNS LAKE this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
Corporate Administrator

ADOPTED this \_\_\_\_ day of \_\_\_\_

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**SCHEDULE "A" BYLAW NO. 2084**

The lands legally described as The West ½ 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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2083 & BYLAW NO. 2084**

Report of the Public Hearing held at 7:00 pm, Monday, September 15, 2025 by Zoom video/conference call regarding "Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 2083, 2025" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2084, 2025".

ATTENDANCE:

**Members of the Public:**

None

**RDBN Directors:**

Chris Newell, Public Hearing Chair, Director, Electoral Area G (Houston/Granisle Rural)

**RDBN Staff:**

Amy Wainwright, Deputy Director of Planning and Development (Recording Secretary)

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

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

BUSINESS:

No members of the public attended the public hearing, and no written submissions were received.

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

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Chris Newell, Chairperson

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Amy Wainwright, Recording Secretary



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Danielle Patterson, Senior Planner  
**Date:** October 23, 2025  
**Subject:** **RDBN Development Procedures Bylaw No. 2076, 2025 – Adoption – All Electoral Areas**

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

That Regional District of Bulkley-Nechako Development Procedures Bylaw No. 2076, 2025 be adopted.

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### BACKGROUND

On September 18, 2025, the Regional District of Bulkley-Nechako Development Procedures Bylaw No. 2076, 2025 received first, second, and third readings, and may now be considered for adoption.

In 2020, the Regional District adopted Development Procedures Bylaw No. 1898. Since adopting the current Development Procedures Bylaw, the Province's Bill 44 Housing Statutes created several legislative changes to the *Local Government Act (LGA)* and the *Community Charter (CC)*. The changes affected the accuracy of the current Development Procedures Bylaw substantially enough that the Planning Department has developed a new Development Procedures Bylaw No. 2076, 2025 for the Board's consideration. In addition to these legislative changes, the proposed Development Procedures Bylaw reorders, clarifies, and corrects some regulations based on planning staff's experience working with the Current Development Procedures Bylaw.

Staff recommend to the Board that "Regional District of Bulkley-Nechako Development Procedures Bylaw No. 2076, 2025" be adopted.

### DISCUSSION

#### Bylaw Content

Section 460 of the *LGA* requires local governments to adopt a bylaw that defines procedures for the receiving and processing of applications to amend an official community plan or zoning bylaw, or the issuance of a permit. Section 462 of the *LGA* requires a local government to establish fees by bylaw. It is noted that a public input process is not required for the adoption of this bylaw.

The proposed bylaw applies to the following types of applications:

- Official Community Plan (OCP) and Zoning Bylaw Amendments;
- Land Use Permits (Development Permits, Development Variance Permits, Temporary Use Permits, and Temporary Use Permit Renewals);
- Approval for Strata Conversions and Marketing of Shared Interest in Land;
- Exemption from Floodplain Specifications;
- Approval of Parcel Frontage Exemptions;
- Discharges or Amendments of Covenants; and
- Board of Variance Applications.

Development Permit Amendments, Temporary Use Permit Renewals, and Approval of Parcel Frontage Exemptions are new applications categories that are not addressed in the Current Development Procedures Bylaw.

The Proposed Development Procedure Bylaw includes the following topics:

- General Provisions, including the types of land use matters that require an application;
- Definitions;
- Application procedures, including, who must authorize an application, the application forms, and the required application information;
- Application fees and refunds;
- OCP and rezoning notice requirements, including notice of Public Hearings or when a Public Hearing is not held pursuant to Section 464 (2) or Section 464 (3) of the *LGA*;
- Land Use Permit notice requirements;
- Signature requirements for permits and bylaw amendments;
- The re-application process;
- Fees and fee refunds; and
- Enforcement.

#### Fee Reductions

The application fee has been reduced for Zoning Bylaw Amendments (Reduced to \$1,000) and combined OCP / Zoning Bylaw Amendments (reduced to \$1,500).

The previous also included a \$20 per parcel for parcels 1-50 and \$10 per parcel for parcels 51 and up, which has been removed.

#### Fees for New Application Categories

- Development Permit Amendment: \$100
- Temporary Use Permit Renewal: \$500
- Approval of Parcel Frontage Exemption: No fee.

#### **ATTACHMENT:**

- Development Procedures Bylaw No. 2076, 2025

#### **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 DEVELOPMENT PROCEDURES BYLAW NO. 2076, 2025**

*A bylaw to establish procedures for  
land use and development applications*

**WHEREAS** Section 460 of the *Local Government Act* requires that a local government define by bylaw the procedures under which an Owner of land may apply for an amendment to the official community plan or zoning bylaw, or for the issuance of a permit under Part 14 of the *Local Government Act*;

**AND WHEREAS** under Section 462 of the *Local Government Act* a local government may adopt a bylaw which imposes certain application, administration, inspection, and other fees;

**AND WHEREAS** the *Local Government Act* provides local governments with various authorities pertaining to matters dealt with in this Bylaw;

**NOW THEREFORE** the Regional Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

### **1. TITLE**

- 1.1. This Bylaw may be cited as "Regional District of Bulkley-Nechako Development Procedures Bylaw No. 2076, 2025".

### **2. REPEAL**

- 2.1. "Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1898, 2020" and any amendments thereto are hereby repealed.

### **3. GENERAL PROVISIONS**

- 3.1. This Bylaw shall apply to all lands within the Regional District of Bulkley-Nechako.
- 3.2. Any person wishing to do any of the following must make an application to the Regional District in accordance with this Bylaw.
  - 3.2.1 Amend an official community plan bylaw or zoning bylaw.
  - 3.2.2 Receive a land use permit (development permit, development permit amendment, temporary use permit, temporary use permit renewal, or development variance permit).
  - 3.2.3 Receive an exemption to the minimum frontage on a highway required pursuant to Section 512 of the *Local Government Act*.



- 3.2.4 Obtain Board approval for a strata conversion, or the marketing of a shared interest in land.
- 3.2.5 Obtain an exemption from a flood plain specification pursuant to Section 524 (7) of the *Local Government Act*.
- 3.2.6 Obtain the Board's approval for an amendment to, or discharge of, a Covenant.
- 3.3. In this Bylaw the following definitions apply:
 

**"Applicant"** means the property Owner(s), or the property Owner's agent, making application pursuant to this Bylaw.

**"Board"** means the elected and appointed Directors of the Regional District of Bulkley-Nechako acting as the Regional District of Bulkley-Nechako Board of Directors in assembled meetings thereof.

**"Director"** means the Director or Deputy Director of Planning and Development for the Regional District of Bulkley-Nechako, the deputies of the Director of Planning and Development as appointed by the Director of Planning and Development, or another person appointed by the Regional District of Bulkley-Nechako to act in place of the Director or Deputy Director of Planning and Development.

**"Owner"** means the registered owner of land as verified by the Regional District through a title search, state of title certificate or the BC Assessment Roll.

**"Regional District"** means the Regional District of Bulkley-Nechako.
- 3.4. Unless otherwise defined in this Bylaw, all words and phrases in this bylaw shall have the meaning given to them in the *Local Government Act* and the *Community Charter*.

#### **4. APPLICATION PROCEDURES**

- 4.1. Applications must be made using the application form prescribed by the Director.
- 4.2. The application form must be signed by all Owner(s) of the land involved or an agent acting on behalf of the Owner(s) provided that the agent has written authorization to represent the Owner(s) regarding the application. All joint tenants and tenants in common must sign the application form or provide written authorization to an agent acting on their behalf. Sections 4.1. and 4.2. do not apply to application forms submitted by the Regional District.



- 4.3. The following information shall be submitted, at the property Owner's expense, with an application form, where applicable. The Director or the Board may waive the requirement to provide information if the Director or the Board determines the information is not necessary to assist in evaluation or consideration of the application.
  - 4.3.1 A copy of the certificate of title or state of title certificate dated within 30 days of the date the application is submitted, and copies of applicable charges on title.
  - 4.3.2 A complete application form.
  - 4.3.3 Documents and site plans that clearly describe the application, and any proposed use or development.
  - 4.3.4 Documents and plans that clearly demonstrate compliance with the existing or proposed regulations, as applicable.
- 4.4. A complete Site Disclosure Statement shall accompany applications where required pursuant to Section 40 (1) (b) of the *Environmental Management Act*.
- 4.5. The Director or the Board may request additional information determined to be necessary to assist the Director or the Board in their consideration of the application.
- 4.6. Every application shall be made to and be processed under the direction of the Director.
- 4.7. Where an Owner is registering a Covenant or other charge involving the Regional District on the title of a property in association with an application, the Regional District must sign the Covenant prior to registration, and it shall be the Owner's responsibility to prepare and file the document and provide proof of Land Title registration to the satisfaction of the Regional District. The Owner shall reimburse the Regional District for its legal fees to prepare or review these legal documents.

## **5. OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENT NOTICE REQUIREMENTS**

- 5.1. Where notice of a public hearing is required to be mailed or otherwise delivered in accordance with Section 466 (4) of the *Local Government Act* that notice must be delivered to parcels within a distance of 200 metres of the area that is subject to the bylaw alteration.
- 5.2. Where a public hearing is not being held pursuant to Section 464 (2) or Section 464 (3) of the *Local Government Act* and notice is required to be



mailed or otherwise delivered in accordance with Section 467 of the *Local Government Act*, that notice must be delivered to parcels within a distance of 200 metres of the area that is subject to the bylaw alteration.

- 5.3. Where notice of a public hearing is required in accordance with Section 466 (4) of the *Local Government Act* the Applicant shall post, and maintain, in accordance with Section 7.1. of this Bylaw, a sign at least ten days before the public hearing.
- 5.4. If no members of the public attend a public hearing at the time and location of the public hearing, the public hearing shall be adjourned after 15 minutes and the public hearing shall be considered to have been held as required.

## **6. LAND USE PERMIT NOTICE AND SECURITY**

- 6.1. Where notice relating to a land use permit is required to be mailed or otherwise delivered in accordance with Section 494 or 499 of the *Local Government Act* that notice must be delivered to parcels within 100 metres of the area that is subject to the permit.
- 6.2. Where an application for a development variance permit proposes to reduce a minimum parcel area requirement the Applicant shall post and maintain, in accordance with Section 7.1. of this Bylaw, a sign at least ten days before the Board considers the permit.
- 6.3. Where an application for a temporary use permit is made, the Applicant shall post and maintain, in accordance with Section 7.1. of this Bylaw, a sign at least ten days before the Board considers the permit.
- 6.4. Security required by permits shall be in the form of a certified cheque, or an irrevocable letter of credit that is clean and unconditional, automatically renewing, and redeemable at a bank or credit union located within the boundaries of the Regional District of Bulkley-Nechako. The letter of credit may be subject to additional conditions specified by the Director of Planning and Development, Chief Administrative Officer or the Board.

## **7. SIGNAGE REQUIREMENTS**

- 7.1. A sign required under Sections 5.3., 6.2., and 6.3. must be posted and removed, in accordance with the following:
  - 7.1.1 The sign shall be a minimum of 1.2 x 0.9 metres in dimension.
  - 7.1.2 The sign shall be constructed of plywood, corrugated plastic, or other such durable material.



- 
- 7.1.3 The sign shall have clearly visible lettering that is not less than 5.5 centimetres in height.
  - 7.1.4 The sign shall contain the following wording.  
*"This site is the subject of an application that may impact the use or development of land. For further information please contact the Regional District of Bulkley-Nechako at (insert Regional District phone number)."*
  - 7.1.5 The sign shall be located within three metres of a property line of a property that is subject to the application and the sign shall be located on a property line abutting a public road in a location facing and clearly visible from the road.
  - 7.1.6 The sign shall be placed so as not to interfere with pedestrian or vehicle traffic flow, or obstruct visibility from a highway, lane, walkway, or driveway.
  - 7.1.7 If the placement of the notice in accordance with Section 7.1.5 or 7.1.6. is not feasible, the sign shall be located on the nearest abutting road or in another location approved by the Director.
  - 7.1.8 The sign shall be installed in a safe and sturdy manner and be capable of withstanding typical wind and other weather conditions. When applicable, effort shall be made to ensure the sign is not obstructed by snow.
  - 7.1.9 If the application involves more than one subject property, a second sign may be required, at the discretion of the Director.
  - 7.1.10 Failure to post and keep posting the sign in accordance with this Bylaw may result in the postponement of the relevant public hearing or consideration of the land use permit.
  - 7.1.11 Any additional notification costs incurred by the Regional District resulting from a failure to post, and keep posted, a sign shall be paid by the Applicant prior to the advertising of the applicable public hearing or consideration of the land use permit.
  - 7.1.12 Prior to the Board's consideration of the related bylaw amendment or land use permit, the Applicant shall provide the Director with a letter signed by the Applicant stating the sign has been posted in accordance with this Bylaw, and a photograph of the posted sign.
  - 7.1.13 Where a sign required under this Bylaw is removed, destroyed, or altered due to vandalism or theft the validity of any bylaw or land use permit that is the subject of the relevant application shall not



be impacted.

7.1.14 The sign shall be removed as follows:

- i. For official community plan and zoning bylaw amendment applications subject to a public hearing, within five days of the conclusion of the related public hearing(s).
- ii. For land use permits, within five days of the consideration of the related land use permit.

## **8. APPLICATION LAPSE AND RE-APPLICATION**

- 8.1. Where the Board has considered an application that is subject to this Bylaw, and that application is denied or defeated, the Board shall not consider another application that is the same or similar for a period of 365 days after the date of the Board's consideration of that application.
- 8.2. The time limit specified in Section 8.1. may be varied in relation to a specific re-application by an affirmative vote of at least two-thirds (2/3) of Board Members eligible to vote.
- 8.3. If a bylaw amending an official community plan or zoning bylaw is not adopted within a period of 36 months after the date of first reading of that bylaw, the bylaw shall lapse and will be of no force or effect and the application shall be cancelled. A new application and fee shall be required to proceed with the amendment that was the subject of the lapsed bylaw.

## **9. FEES**

- 9.1. Applications shall include the fees identified in Schedule 'A', which forms part of this Bylaw. Fees are not required for applications submitted by the Regional District.
- 9.2. The application fees prescribed in Schedule 'A' may be waived or reduced by an affirmative vote of at least two-thirds (2/3) of Board members eligible to vote.
- 9.3. An application shall be deemed not to have been made until the required application fees and information required pursuant to Sections 4.1. to 4.4. of this Bylaw have been received by the Regional District.
- 9.4. Where an Applicant uses a sign provided by the Regional District, a sign fee is required as prescribed in Schedule 'A'.
- 9.5. Where a public hearing is required prior to the amendment of a Covenant, an "Additional Public Hearing" fee is required as prescribed in Schedule 'A'.



- 9.6. The application fee for an official community plan bylaw amendment or zoning bylaw amendment includes the holding of one public hearing in association with the application, where applicable. Where another public hearing is required, as a result of the actions of the Applicant, an additional fee is required as prescribed in Schedule 'A'.
- 9.7. Where an application is for the purpose of legalizing an existing bylaw(s) contravention, the application fee shall be increased as prescribed in Schedule 'A'.

## **10. FEE REFUNDS**

- 10.1. Application fees are non-refundable once the application review process has been initiated by staff, except as stated in Section 10. of this Bylaw.
- 10.2. The application fee for an official community plan bylaw amendment, a zoning bylaw amendment, or an amendment to a Covenant shall be refunded as follows.
  - 10.2.1 When a public hearing shall be held pursuant to Section 464 of the *Local Government Act*, 50 per cent of the fee shall be refunded if the application is withdrawn or denied by the Board prior to the provision of notice of a public hearing.
  - 10.2.2 When a public hearing shall not be held pursuant to Section 464 of the *Local Government Act*, 50 per cent of the fee shall be refunded if the application is withdrawn or denied by the Board prior to the provision of notice pursuant to Section 467 of the *Local Government Act*.
  - 10.2.3 No fee shall be refunded once notice has been provided.
- 10.3. The application fee for a land use permit shall be refunded as follows.
  - 10.3.1 50 per cent of the fee shall be refunded if the application is withdrawn prior to the provision of notice of Board consideration of a permit.
  - 10.3.2 No fee shall be refunded once notice of a permit has been provided, or the permit has been considered by the Board.
- 10.4. Upon returning a Regional District sign in good condition to the Regional District, a \$75 refund shall be issued.
- 10.5. The application fee for an exemption from a flood plain specification shall be refunded as follows.
  - 10.5.1 50 per cent of the fee shall be refunded if the application is withdrawn prior to the consideration of the flood plain specification



by the Board.

10.5.2 No fee shall be refunded once the flood plain specification has been considered by the Board.

10.6. The application fee for a strata conversion or the marketing of a shared interest in land shall be returned as follows.

10.6.1 50 per cent of the fee shall be refunded if the application is withdrawn prior to the consideration of the strata conversation or shared interest in land by the Board.

10.6.2 No fee shall be refunded once the strata conversion or the marketing of a shared interest in land has been considered by the Board.

10.7. The application fee for an application to the Board of Variance shall be refunded as follows.

10.7.1 50 per cent of the fee shall be refunded if the application is withdrawn prior to the provision of notice of Board of Variance consideration of the application.

10.7.2 No fee shall be refunded once notice of Board of Variance consideration has been provided.

## **11. SEVERABILITY**

11.1. If any section, subsection, paragraph, subparagraph or clause of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remaining portions of this Bylaw.

## **12. ENFORCEMENT**

12.1. The Director or Bylaw Enforcement Officer may enter any land, building or other structure at any reasonable time for the purpose of ascertaining whether this Bylaw, a land use regulation, or any terms or conditions of a land use permit issued pursuant to this Bylaw are being observed, or have been met.

12.2. No person shall interfere with or obstruct the entry of the Director or Bylaw Enforcement Officer onto any land or into any building or other structure to which entry is made or attempted pursuant to the provisions of this Bylaw.

12.3. No person shall suffer or permit any land, building or other structure to be





used, occupied, developed, constructed, erected, altered, modified, replaced, located, enlarged, or maintained in a manner contrary to any term or condition of an exemption from a flood plain specification or a land use permit issued pursuant to this Bylaw.

12.4. Every person who violates any provision of this Bylaw; permits, suffers or allows any act to be done in violation of any provision of this Bylaw; or neglects to do anything required to be done by any provision of this Bylaw; commits an offence punishable upon summary conviction and is subject to a fine not less than \$2,000.00 and not more than \$10,000.00.

12.5. Each day during which any violation, contravention or breach of this Bylaw continues shall be deemed a separate offence.

READ A FIRST TIME this eighteenth day of September, 2025

READ A SECOND TIME this eighteenth day of September, 2025

READ A THIRD TIME this eighteenth day of September, 2025

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Development Procedures Bylaw No. 2076, 2025".

DATED AT BURNS LAKE this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Corporate Administrator

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**Schedule A**  
**to Regional District of Bulkley-Nechako**  
**Development Procedures Bylaw No. 2076, 2025**

**APPLICATION FEES**

| <b>Application Type</b>                                     | <b>Fee – Standard</b>               | <b>Fee – Legalize existing bylaw contravention</b> |
|-------------------------------------------------------------|-------------------------------------|----------------------------------------------------|
| Official Community Plan (OCP) Bylaw Amendment               | \$1,000                             | \$1,500                                            |
| Zoning Bylaw Amendment                                      | \$1,000                             | \$1,500                                            |
| Combined OCP and Zoning Bylaw Amendment                     | \$1,500                             | \$2,250                                            |
| Exemption from a Flood Plain Specification                  | \$500                               | \$750                                              |
| Development Variance Permit                                 | \$500                               | \$750                                              |
| Development Permit                                          | \$200                               | \$300                                              |
| Development Permit Amendment                                | \$100                               | \$150                                              |
| Temporary Use Permit                                        | \$700                               | \$1,050                                            |
| Temporary Use Permit Renewal                                | \$500                               | \$750                                              |
| Parcel Frontage Exemption                                   | N/A                                 | N/A                                                |
| Strata Conversion or Marketing of a Shared Interest in Land | \$500                               | \$750                                              |
| Covenant Amendment                                          | \$500                               | \$750                                              |
| Board of Variance*                                          | \$1,000                             | \$1,500                                            |
| <b>Miscellaneous Items</b>                                  | <b>Fee (where applicable)</b>       |                                                    |
| Sign Fee**                                                  | \$100 per sign                      |                                                    |
| Additional Public Hearing                                   | \$800 per additional public hearing |                                                    |

\* Refer to Bylaw No. 1623, 2022 for Board of Variance application procedures.

\*\* Sign fee applies for use of a Regional District provided sign.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cameron Kral, Planner  
**Date:** October 23, 2025  
**Subject:** **Rezoning Application RZ B-02-25 - Adoption for Rezoning Bylaw No. 2082, 2025 - Electoral Area B (Burns Lake Rural)**

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

That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2082, 2025 be adopted.

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### APPLICATION SUMMARY

**Name of Agent / Owners:** Mark and Brandy-Ann Martens

**Electoral Area:** Electoral Area B (Burns Lake Rural)

**Subject Property:** 4215 Hope Road, legally described as Lot 2, District Lot 2545, Range 5, Coast District Plan 3722 (PID 011-785-101)

**Property Size:** 2.9 ha (7.2 ac)

**OCP Designation:** Lakeshore (L) Designation in "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017" (the OCP)

**Zoning:** Waterfront Residential II Zone (R4) 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 Burns Lake Rural Fire Protection Area

**Existing Land Uses:** Single Family Dwelling and several accessory storage buildings. No building permit records for the two storage buildings.

**Location:** 5 km northwest of the Village of Burns Lake, between the CN Rail track and Decker Lake.

**Location Map**



## DISCUSSION

The applicants reside in a Single Family Dwelling on the subject property and wish to construct a second 900-1600 ft<sup>2</sup> (83.6 to 148.6 m<sup>2</sup>) detached Single Family Dwelling.

The R4 Zone allows two dwellings on the subject property in the form of one Single Family Dwelling with a Secondary Suite, or one Two Family Dwelling. However, the R4 Zone does not allow two detached dwellings. Therefore, the applicants are proposing to amend the R4 Zone to allow two Single Family Dwellings without Secondary Suites on the subject property. Staff note this proposal would only alter the form of the dwellings permitted on the subject property and would not increase the maximum number of dwellings permitted.

A letter was received in response to the public notice prior to first reading which raised concerns regarding the legal status of the rail crossing connecting Hope Road to Highway 16, and associated liability issues (see attached First, Second, and Third Reading Report).

### Subject Property



### Zoning



CN Rail has confirmed the crossing is private and that CN has an agreement with a landowner on file from 1995. However, CN cannot provide a copy of the agreement. Staff attempted to contact the resident to confirm their position prior to adoption, but no response was received at the time of writing this report.

The Board gave rezoning Bylaw No. 2082, 2025 first, second and third reading at the September 18, 2025 Board meeting and adoption was withheld until the Bylaw received approval from the Ministry of Transportation and Transit (MOTT).

The Bylaw has been approved by MOTT and the proposal is consistent with the OCP. As the proposed rezoning does not increase the density of development allowed on the property and provides additional housing options staff recommend that Bylaw No. 2081, 2025 be adopted.

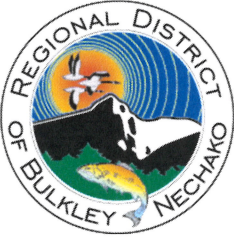
**ATTACHMENTS:**

- Bylaw No. 2082, 2025
- [Rezoning Application RZ B-02-25 First, Second and Third Reading Report](#) (Link)

**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. 2082, 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 text is added to Section 8.0.2 Density as:

- (2) Notwithstanding Section 8.0.2 (1), two Single Family Dwellings where each Single Family Dwelling contains only one Dwelling Unit, are permitted on the Parcel legally described as Lot 2, District Lot 2545, Range 5, Coast District, Plan 3722.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2082, 2025".

READ A FIRST TIME this 18<sup>th</sup> day of September, 2025.

READ A SECOND TIME this 18<sup>th</sup> day of September, 2025.

READ A THIRD TIME this 18<sup>th</sup> day of September, 2025.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2082, 2025".

DATED AT BURNS LAKE this 22<sup>nd</sup> day of September 2025.

Deputy Corporate Administrator

Approved pursuant to section 52(3)(a) of the *Transportation Act*  
this 23 day of September, 2025

Shaun Holahan

for Minister of Transportation & Transit

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

Chairperson

\_\_\_\_\_

Corporate Administrator



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Cameron Kral, Planner

**Date:** October 23, 2025

**Subject:** **Rezoning Application RZ F-03-25 - Adoption for Rezoning Bylaw No. 2081, 2025 - Electoral Area F (Vanderhoof Rural)**

---

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

That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025 be adopted.

---

### 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  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 23, Township 2, Range 4, Coast District, Except Plan 3756 (PID: 015-719-189)

**Property Size:**  $\approx$ 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)

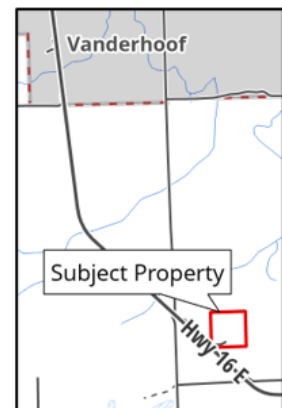
**Building Inspection:** Within the Building Inspection area

**Fire Protection:** Within the Vanderhoof Rural Fire Protection area

**Existing Land Uses:** Institutional, Agriculture, Residential

**Location:** Approximately 3 km south of the District of Vanderhoof, off Highway 16.

**Location Map**





## PROPOSAL

This application proposed amending the boundary of the P1 Zone on the subject property. The purpose of the request is to accommodate the expansion of an existing church/school building; align the P1 Zone boundary with the Agricultural Land Commission's (ALC) Non-Farm Use approval area; and bring all the institutional uses on the property into full conformity with the Zoning Bylaw.

The proposed rezoning is consistent with the OCP and none of the referral agencies have expressed concerns. No negative impacts are anticipated.

The Board gave Rezoning Bylaw No. 2081, 2025 third reading at the September 18, 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 MOTT and staff recommend that Bylaw No. 2081, 2025 be adopted.

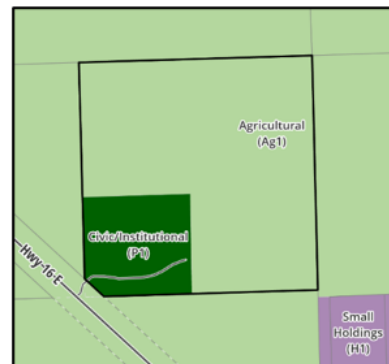
## ATTACHMENTS:

- Bylaw No. 2081, 2025
- Report of the Public Hearing on Bylaw No. 2081, 2025
- [Rezoning Application RZ F-02-25 Third Reading Report](#) (Link)

## STRATEGIC PLAN ALIGNMENT:

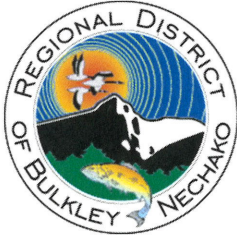
This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:  
4. Community and Economic Sustainability

**Current Zoning**



**Proposed Zoning**





**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  $\pm 0.92$  ha are rezoned from the Agricultural Zone (Ag1) to the Civic/Institutional Zone (P1); and the portion of the following lands totalling  $\pm 1.02$  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  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  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 14<sup>th</sup> day of August, 2025.

READ A SECOND TIME this 14<sup>th</sup> day of August, 2025.

PUBLIC HEARING HELD this 2<sup>nd</sup> day of September, 2025.

READ A THIRD TIME this 18<sup>th</sup> day of September, 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 22<sup>nd</sup> day of September 2025.



Deputy Corporate Administrator

Approved pursuant to section 52(3)(a) of the *Transportation Act*  
this 7 day of October, 2025.



for Minister of Transportation & Transit

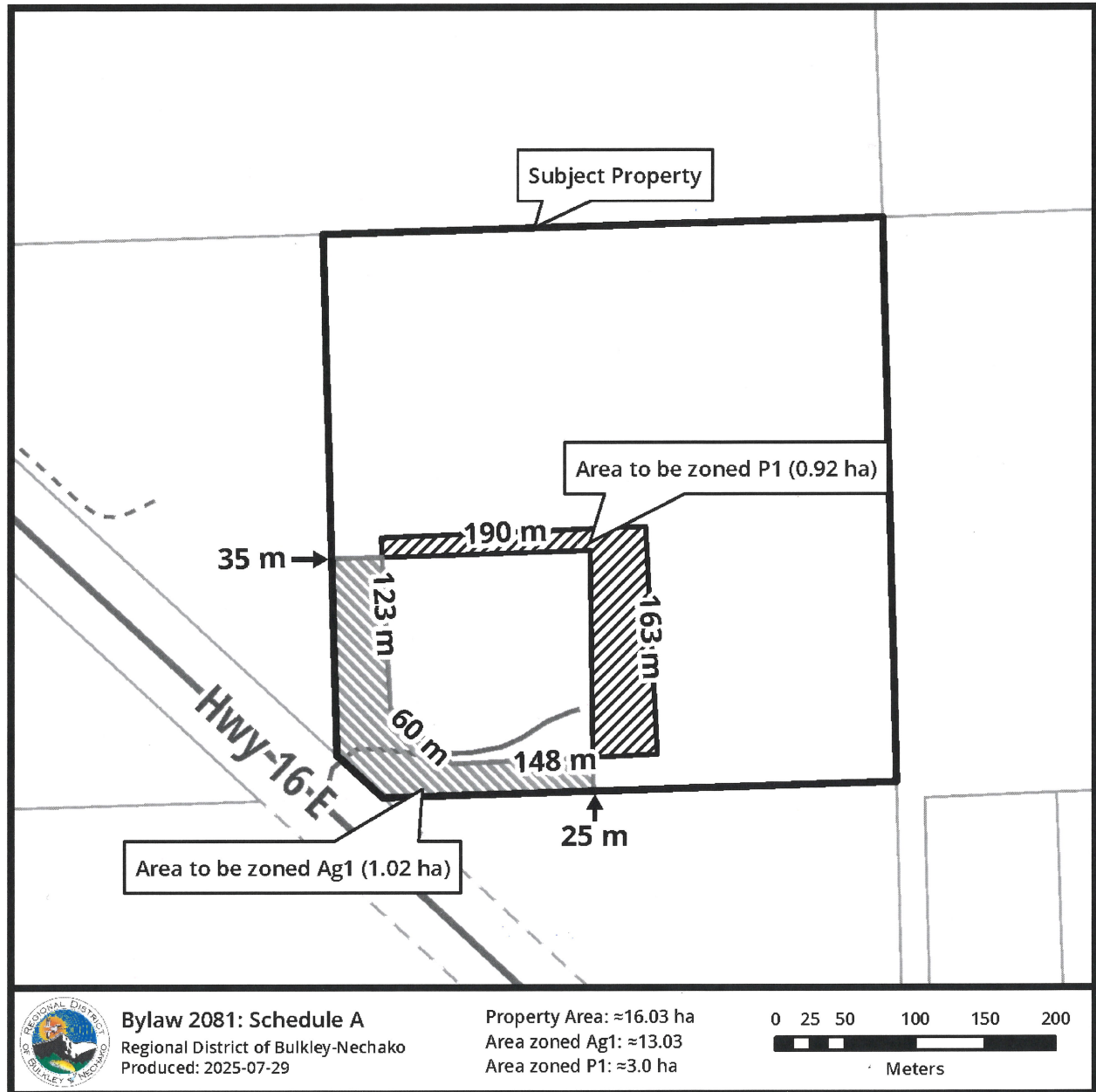
ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 2080 AND BYLAW NO. 2081**

Report of the Public Hearing held at 7:00 pm, Tuesday, September 2, 2025 by Zoom video/conference call regarding "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2080, 2025" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2081, 2025"

**ATTENDANCE:**

**Members of the Public:**

Jonathan Toews, Woodland Centre Congregation, 7360 Highway 16 East, BC  
(agent)

Frank Toews, Woodland Centre Congregation, 5623 Highway 16 East, BC

Tanner Moulton, TC Energy, 201 - 760 Kinsmen Place, Prince George, BC  
(applicant representative)

Parker Chong, TC Energy, 201 - 760 Kinsmen Place, Prince George, BC  
(applicant representative)

Nicole Stuckert, TC Energy, 201 - 760 Kinsmen Place, Prince George, BC  
(applicant representative)

**RDBN Director:**

Shirley Moon, Public Hearing Chair, Director, Electoral Area F (Vanderhoof Rural)

**RDBN Staff:**

Danielle Patterson, Senior Planner

Cameron Kral, Planner (Recording Secretary)

**CORRESPONDENCE:** TC Energy Noise Control Information (See Appendix A).

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

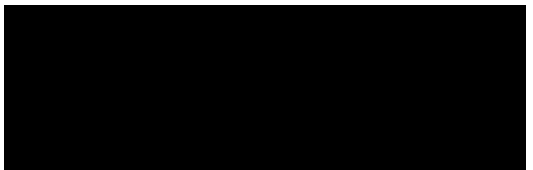
**BUSINESS:**

Danielle Patterson Provided an overview of Bylaw No. 2080 and Bylaw No. 2081, along with the Public Hearing process. Danielle Patterson stated that Public Hearing packages are available on the Regional District's website and the chat section in Zoom.

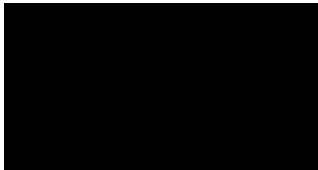
Chair Moon Asked if the applicant for Bylaw No. 2081 wished to provide comment.

Jonathan Toews Stated they are not proposing to increase the total area of the property in the P1 Zone, and they are only proposing to adjust the P1 Zone boundary on the property to allow an addition to the church.

|                |                                                                                                                                                                                                          |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Chair Moon     | Asked for any additional comments on Bylaw No. 2081. No response received.                                                                                                                               |
| Chair Moon     | Asked if the applicant for Bylaw No. 2080 wished to provide comment.                                                                                                                                     |
| Tanner Moulton | Stated that TC Energy had conducted a community information session in January 2025 regarding their application and that all the information regarding their proposal was included in their application. |
| Chair Moon     | Asked for any additional comments on Bylaw No. 2080. No response received.                                                                                                                               |
| Chair Moon     | Asked if there were any additional comments on Bylaw No. 2080 or Bylaw No. 2081 a first time. No response received.                                                                                      |
| Chair Moon     | Asked if there were any additional comments on Bylaw No. 2080 or Bylaw No. 2081 a second time. No response received.                                                                                     |
| Chair Moon     | Asked if there were any additional comments on Bylaw No. 2080 or Bylaw No. 2081 a third and final time. No response received.                                                                            |
| Chair Moon     | Adjourned the Public Hearing at 7:09 pm.                                                                                                                                                                 |



Shirley Moon, Chairperson



Cameron Kral, Recording Secretary

**Appendix "A"**  
**Report of the Public Hearing for Bylaw No. 2080 and Bylaw No. 2081**  
**Written Submission (Received for Bylaw No. 2081 Only)**

**Submitted by**

Tanner Moulton, TC Energy  
(applicant representative)

**Address**

201 - 760 Kinsmen Place,  
Prince George, BC

**Available by link:** [Letter and BC Oil & Gas Commission British Columbia Noise Control Best Practices Guideline \(version 2.2; July 2021\).](#)



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cameron Kral, Planner  
**Date:** October 23, 2025  
**Subject:** **Temporary Use Permit Application F-01-25 - Electoral Area F (Vanderhoof Rural)**

---

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

That the Board approve the issuance of Temporary Use Permit F-01-25 to allow the use of a portable crushing unit and portable screening unit on the subject property.

---

**EXECUTIVE SUMMARY**

The applicant is requesting a Temporary Use Permit (TUP) for three years to allow the operation of a portable crusher and portable screener on a 0.8 ha (1.97 ac) area of the subject property as part of a proposed limestone quarry (see Attachments for Site Plans).

The quarry is proposed to extract up to 99,555 tonnes of material over a five-year period. Operations would involve the use of blasting and conventional equipment to extract limestone which would be transported to the requested 0.8 ha crushing/screening area for stockpiling and processing. The crushed limestone would then be hauled offsite along a mine access road and Sackner Pit Road. The quarry is proposed to operate Monday to Friday, 7:00 am to 5:00 pm, April to November.

In staff's opinion, the proposal is consistent with the OCP, and no negative impacts are anticipated. Staff recommend that TUP F-01-25 be approved.



## APPLICATION SUMMARY

|                                |                                                                                                                           |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>Name of Agent / Owners:</b> | Tracey Martin, DWB Consulting Services Ltd. (Agent)<br>Valley Lime Ltd. (Applicant)                                       |
| <b>Electoral Area:</b>         | Electoral Area F (Vanderhoof Rural)                                                                                       |
| <b>Subject Property:</b>       | Unaddressed Crown land, legally described as Block A of the West ½ of District Lot 5415, Cariboo District (PIN: 10034131) |
| <b>OCP Designation:</b>        | Resource (RE) Designation in "Vanderhoof Rural Official Community Plan Bylaw No. 1963, 2021" (the OCP)                    |
| <b>Zoning:</b>                 | Rural Resource Zone (RR1) in "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)        |
| <b>Building Inspection</b>     | Not within the Building Inspection Area                                                                                   |
| <b>Fire Protection</b>         | Not within a Fire Protection Area                                                                                         |
| <b>Existing Land Uses:</b>     | Undeveloped Crown Land and Limestone Quarry (inactive)                                                                    |
| <b>Location:</b>               | Approximately 11 km east of the District of Vanderhoof, off Sackner Pit Road (see map below).                             |
| <b>Proposed TUP Area:</b>      | 0.8 ha (1.97 ac)                                                                                                          |



## PROPOSAL

Additional information on the proposed quarry is included in the attached Quarry Management Plan and Mine Access Road Management Plan, including environmental monitoring; reclamation; potential impacts; and mitigation measures for dust, emissions, wildlife, invasive plants, noise, and waste.

The applicant also provided staff with an approved Mines Permit, Licence of Occupation; and Industrial Access Permit for the proposed quarry and access road. An approved Agricultural Land Commission (ALC) decision for the access road has also been provided as it crosses a small section of ALR land. Copies of these approvals are available from staff upon request.

The subject property is zoned Rural Resource Zone (RR1), which does not permit aggregate processing uses, including crushing and screening. Therefore, a TUP is required. Aggregate extraction, including blasting, cannot be regulated by the RDBN.

## DISCUSSION

### Site Details

The site is surrounded by undeveloped Crown land to the north, east and south, and private land to the west. The proposed quarry has been inactive since the 1980s. The site has not yet been cleared but there is some disturbance from the existing quarry.

The requested crushing/screening area would be located on the west side of the quarry near the mine access road. A 50 m (164 ft) wide vegetation buffer is proposed to be maintained around the site (see Attachments for Site Plans). No buildings are located on the subject property. The nearest residence is located approximately 1.5 km west of the requested crushing/screening area.

### Official Community Plan

The subject property is designated Resource (RE) pursuant to 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. OCP Policy 3.7.2(1) under the RE Designation states:

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

### Temporary Use Permits Explained

A TUP allows a use not permitted by zoning to occur for up to three years, with the option for the applicant to request that the Board consider renewing the TUP for a maximum of three additional years. After the renewed TUP expires, the applicant can submit a new application to allow the use to continue.

The TUP must be in accordance with the policies identified in Section 6.3 of the OCP, which allow for the issuance of a Temporary Use Permit on the following basis:

- (f) the proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area;*
- (f) the environment would not be negatively affected by the proposed temporary use;*
- (f) the proposed temporary use will not have adverse affects on neighbouring land uses or property owners;*
- (f) the need for security in the form of an irrevocable letter of credit with an automatic extension clause has been considered to ensure that the required decommissioning and reclamation is completed;*

- (f) the proposed temporary use does not require a significant amount of capital investment in a particular location; and,*
- (f) the proposed temporary use has the support of the Agricultural Land Commission through the approval of an application if the land is within the ALR.*

### **Planning Department Comments**

In Staff's opinion the proposal is consistent with the OCP, and no notable negative impacts are anticipated. Therefore, staff recommend that TUP F-01-25 be approved.

### **REFERRALS**

This application was referred to The Ministry of Transportation and Transit (MOTT), the District of Vanderhoof, and the Electoral Area F Advisory Planning Commission (APC).

The **MOTT** has no concerns with the proposal but noted an Industrial/Resource Access Permit is required and that Sackner Pit Road is load restricted during the spring until June/July.

*(Staff clarified with MOTT that the applicant received an approved Industrial Access Permit prior to applying for this TUP).*

**The Electoral Area F Advisory Planning Commission (APC)** recommended support for the application at their October 8, 2025 meeting with conditions:

1. Confirmation of hours of operation;
2. Confirmation of the presence of snakes and bats at the limestone outcropping, and mitigation measures;
3. Dust during the transportation of limestone should be addressed.

*(Staff note the applicant is requesting operating hours of 7:00 am to 5:00 pm Monday to Friday for crushing and screening. The agent stated to staff no snakes, bats or other reptiles have been identified by their Biologist. However, the area was identified as potential snake habitat, and the Quarry Management Plan includes mitigation measures to protect wildlife if discovered. Staff note that Division 35 of the Motor Vehicle Act Regulations require that aggregate loads be securely covered if likely to bounce, blow, or drop from a vehicle in transit, and the Quarry Management Plan contains typical dust control measures).*

No response was received from the **District of Vanderhoof** at the time of writing this report.

### **PUBLIC NOTICE**

Notice of this application was published in the October 9, 2025 edition of the Vanderhoof Omineca Express informing the public of the time and location of the Board's consideration of the application, and their ability to provide input in writing.

Notices were electronically and hand delivered to property owners and tenants within 100 metres of the subject property due to the Canada Post strike. A sign was placed along Sackner Pit Road at least 10 days before the Board considers the permit. Any comments received from the public or referral agencies will be presented to the Board for consideration.

**ATTACHMENTS:**

- TUP F-01-25
- Site Plan Drawings
- [Quarry Management Plan](#) (Link)
- [Mine Access Road Management Plan](#) (Link)
- [Site Visit Photos, August 26, 2025](#) (Link)

**STRATEGIC PLAN ALIGNMENT:**

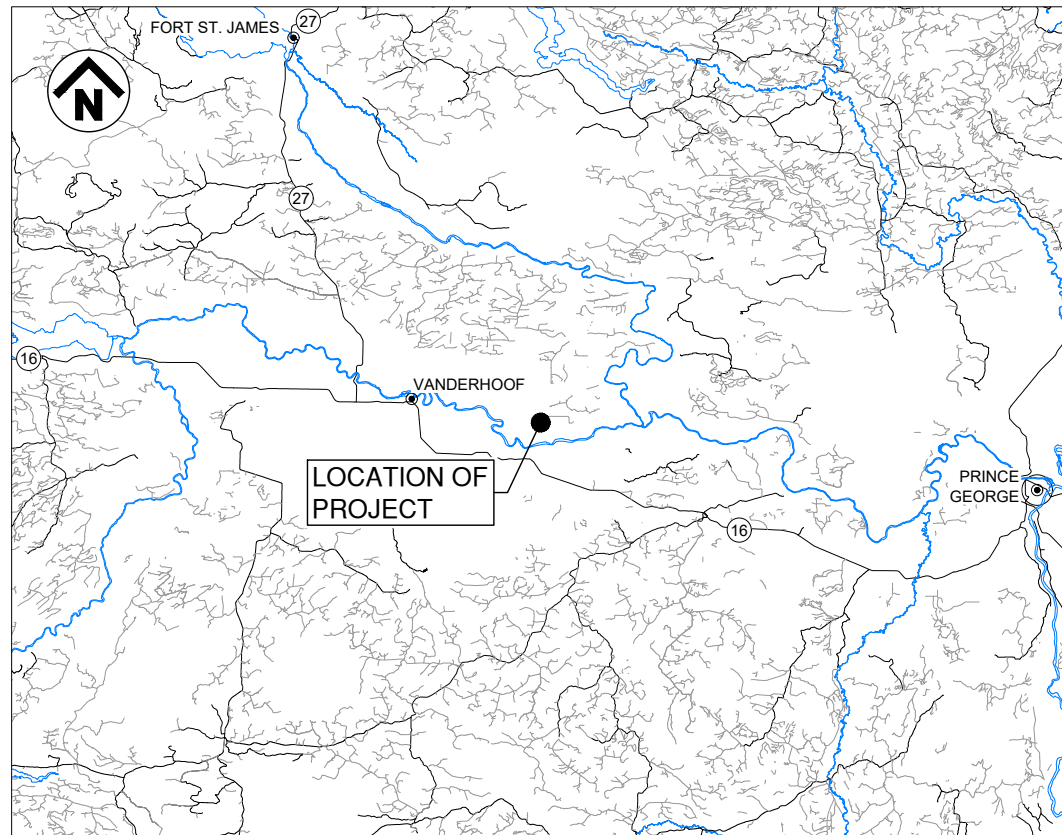
This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

4. Community and Economic Sustainability

# VALLEY LIME LTD.

## PROPOSED LIMESTONE QUARRY (YEARS 0 TO 5) VANDERHOOF, BC.

Lat. 53° 59' 25.5" Long. 123° 44' 38.2"



**KEY MAP**  
NTS

| DRAWING LIST   |               |
|----------------|---------------|
| DRAWING NUMBER | DRAWING TITLE |
| 21556-164-01   | LOCATION MAP  |
| 21556-164-02   | ACCESS MAP    |
| 21556-164-03   | TENURE MAP    |
| 21556-164-04   | SITE MAP      |
| 21556-164-05   | SECTIONS      |

ISSUED FOR PERMITTING

C:\R\_Eng\2021\Smelley\556\1164 - NOV Application, Drilling Program\DrawingProduction\100\_Plan\21556-164-00.dwg

INTENDED TO BE PLOTTED ON 11"x17"  
ANY COPIES or PDFS MAY NOT BE TO SCALE

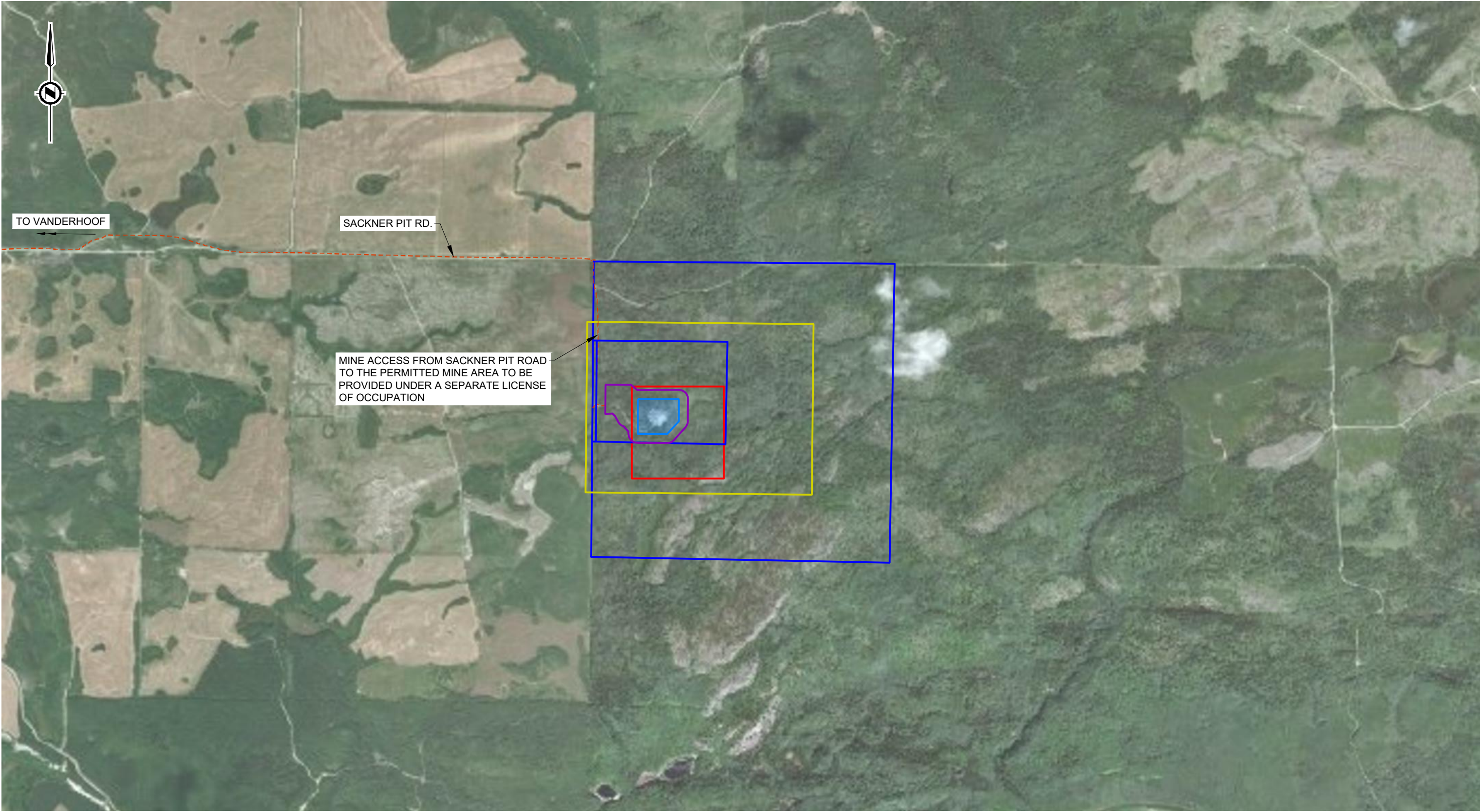


**DWB Consulting  
Services Ltd.**

Permit to Practice# 1000169

| CLIENT PROJECT CODE | DATE       | DRAWING NUMBER | REV |
|---------------------|------------|----------------|-----|
|                     | 2024-03-27 | 21556-164-00   | D   |





**LEGEND:**

- EXISTING ROAD
- MINERAL CLAIM 374380 (25 HECTARES)
- MINERAL CLAIM 1095074 (114 HECTARES)
- DISTRICT LOT 5415
- PERMITTED MINE AREA
- PROPOSED QUARRY AREA/BOUNDARY

**NOTES:**

1. FOR GENERAL NOTES REFER TO DWG 21556-164-01

**ACCESS MAP**

| SCALE |  | 0 100 1:20,000 500m |  | CAD FILENAME                       |     | 21556-164 - TITLE & LOCATION MAP |  |
|-------|--|---------------------|--|------------------------------------|-----|----------------------------------|--|
| REV   |  | DATE                |  | DESCRIPTION                        |     | PLOT DATE                        |  |
| A     |  | MAY 21              |  | ISSUED FOR DISCUSSION              |     | 2024-04-05                       |  |
| B     |  | DEC 22              |  | ISSUED FOR PERMITTING              |     |                                  |  |
| C     |  | JAN 23              |  | ISSUED FOR PERMITTING, MINOR EDITS |     |                                  |  |
| D     |  | MAR 24              |  | ISSUED FOR PERMITTING              |     |                                  |  |
|       |  |                     |  | DRW                                | CHK | ENG                              |  |
|       |  |                     |  | JH                                 | JCP | AJ                               |  |
|       |  |                     |  | BC                                 | JCP | AJ                               |  |
|       |  |                     |  | BC                                 | JCP | AJ                               |  |
|       |  |                     |  | BC                                 | JCP | AJ                               |  |



DWB Consulting Services Ltd.  
1579 9<sup>th</sup> Avenue  
Prince George, B.C.  
V2L 3K8  
Phone: (250) 562-5541 Fax: (250) 562-5561

DESIGNED AJ DATE 2021-05-20  
QUALITY CONTROL JCP DATE 2021-06-09  
QUALITY ASSURANCE DATE  
DRAWN JH DATE 2021-05-20

**VALLEY LIME LTD.**  
**PROPOSED LIMESTONE QUARRY (YEARS 0 TO 5)**  
**VANDERHOOF, BC**

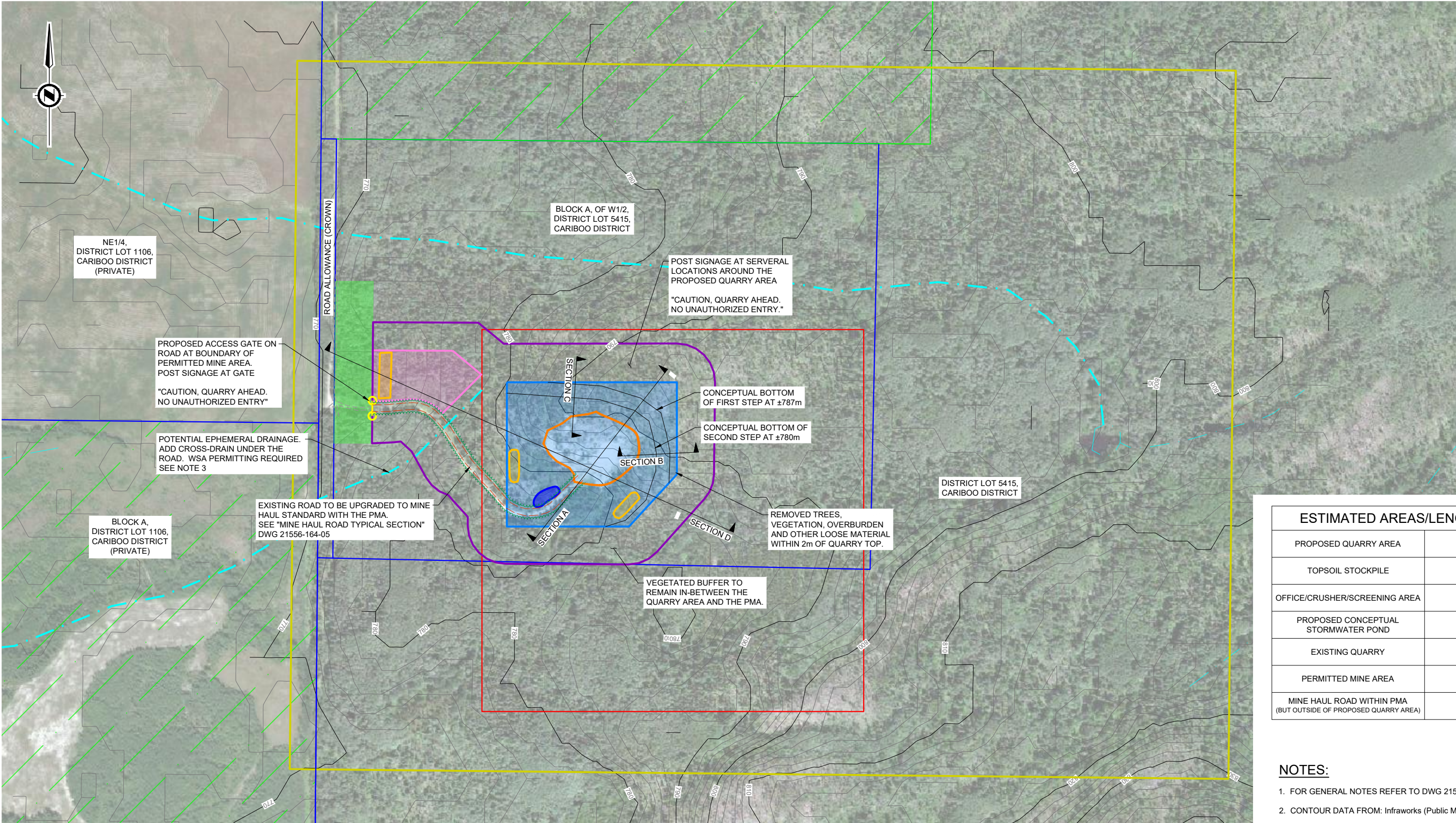
**ACCESS MAP**

|            |                |       |           |         |                |     |
|------------|----------------|-------|-----------|---------|----------------|-----|
| LATITUDE:  | 53° 59' 25.5"  | NAD83 | NORTHING: | 5982711 | DRAWING NUMBER | REV |
| LONGITUDE: | 123° 44' 38.2" | 10U   | EASTING:  | 451224  | 21556-164-02   | D   |

ISSUED FOR PERMITTING

INTENDED TO BE PLOTTED ON 11"x17"  
ANY COPIES or PDFS MAY NOT BE TO SCALE





| ESTIMATED AREAS/LENGTHS                                         |          |
|-----------------------------------------------------------------|----------|
| PROPOSED QUARRY AREA                                            | ±4.0 ha  |
| TOPSOIL STOCKPILE                                               | ±0.2 ha  |
| OFFICE/CRUSHER/SCREENING AREA                                   | ±0.8 ha  |
| PROPOSED CONCEPTUAL STORMWATER POND                             | ±0.05 ha |
| EXISTING QUARRY                                                 | ±0.8 ha  |
| PERMITTED MINE AREA                                             | ±11.3 ha |
| MINE HAUL ROAD WITHIN PMA (BUT OUTSIDE OF PROPOSED QUARRY AREA) | ±0.4 ha  |

- NOTES:**
- 1. FOR GENERAL NOTES REFER TO DWG 21556-164-01
  - 2. CONTOUR DATA FROM: Infracore (Public Model)
  - 3. REFER TO DWB REPORT "Valley Lime Quarry Management Plan" FOR DETAILS ON THIS APPLICATION.

**LEGEND:**

MINERAL CLAIM 374380 (25 HECTARES)

MINERAL CLAIM 1095074 (114 HECTARES)

EXISTING QUARRY BOUNDARY

LAND ACT SURVEYED PARCELS

EXISTING ACCESS

EXISTING CREEK

PERMITTED MINE AREA

PROPOSED QUARRY AREA/BOUNDARY

VEGETATED DUST & VISUAL BARRIER

TOPSOIL STOCKPILE

OFFICE/CRUSHER/SCREENING AREA

PROPOSED CONCEPTUAL STORMWATER POND

ALR ZONES

**INTENDED TO BE PLOTTED ON 11"x17"**  
**ANY COPIES or PDFS MAY NOT BE TO SCALE**

**SITE MAP**

ISSUED FOR PERMITTING

SCALE 0 25 1:5000 125m

CAD FILENAME 21556-164 - CONTOUR SITE MAP & SECTIONS

PLOT DATE 2024-04-09

| REV | DATE   | DESCRIPTION                        | DRW | CHK | ENG |
|-----|--------|------------------------------------|-----|-----|-----|
| A   | MAY 20 | ISSUED FOR DISCUSSION              | JH  | JCP | AJ  |
| B   | DEC 22 | ISSUED FOR PERMITTING              | BC  | JCP | AJ  |
| C   | JAN 23 | ISSUED FOR PERMITTING, MINOR EDITS | BC  | JCP | AJ  |
| D   | MAR 24 | ISSUED FOR PERMITTING              | BC  | JCP | AJ  |

DWB Consulting Services Ltd.  
1579 9<sup>th</sup> Avenue  
Prince George, B.C.  
V2L 3K6  
Phone: (250) 562-5541 Fax: (250) 562-5561

DESIGNED \_\_\_\_\_ AJ DATE 2021-05-20

QUALITY CONTROL \_\_\_\_\_ JCP DATE 2021-06-09

QUALITY ASSURANCE \_\_\_\_\_ DATE \_\_\_\_\_

DRAWN \_\_\_\_\_ JH DATE 2021-05-20

**VALLEY LIME LTD.**  
**PROPOSED LIMESTONE QUARRY (YEARS 0 TO 5)**  
**VANDERHOOF, BC**

**SITE MAP**

LATITUDE: 53° 59' 25.5"

NAD83 NORTHING: 5982711

LONGITUDE: 123° 44' 38.2"

10U EASTING: 451224

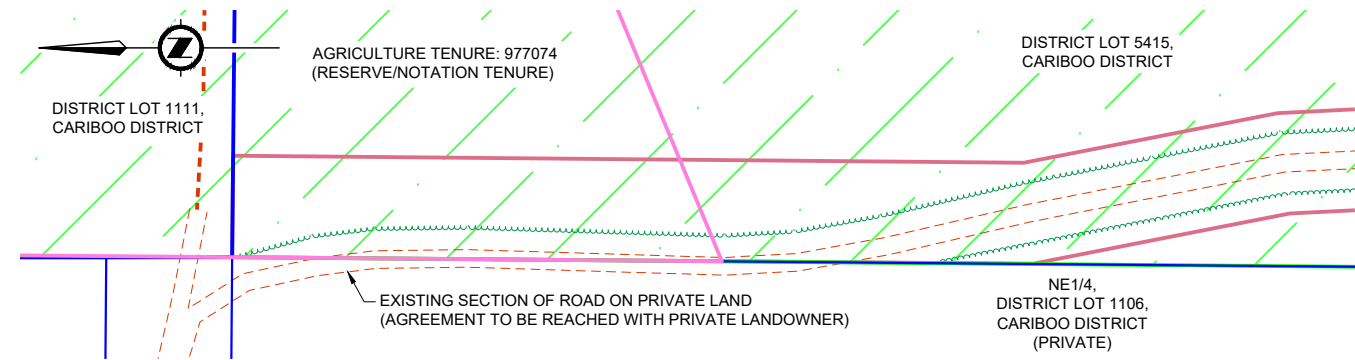
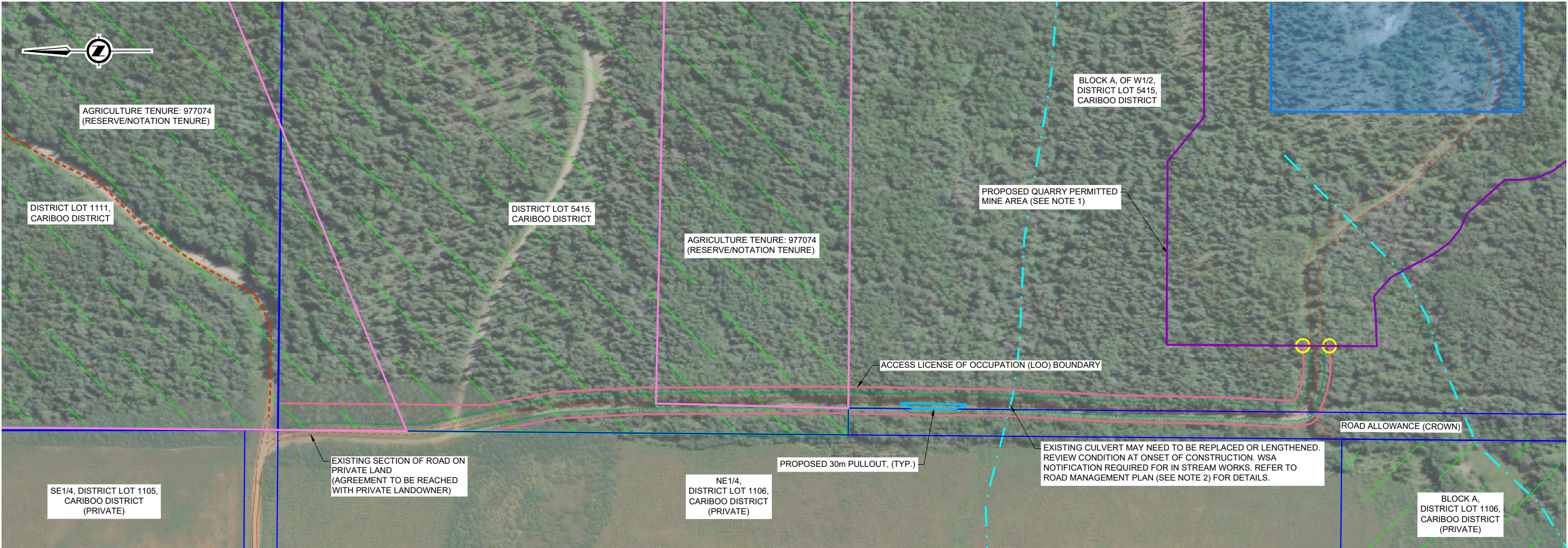
DRAWING NUMBER

21556-164-04

REV

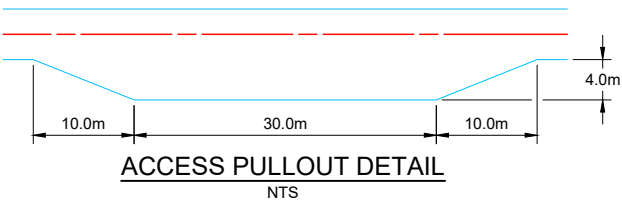
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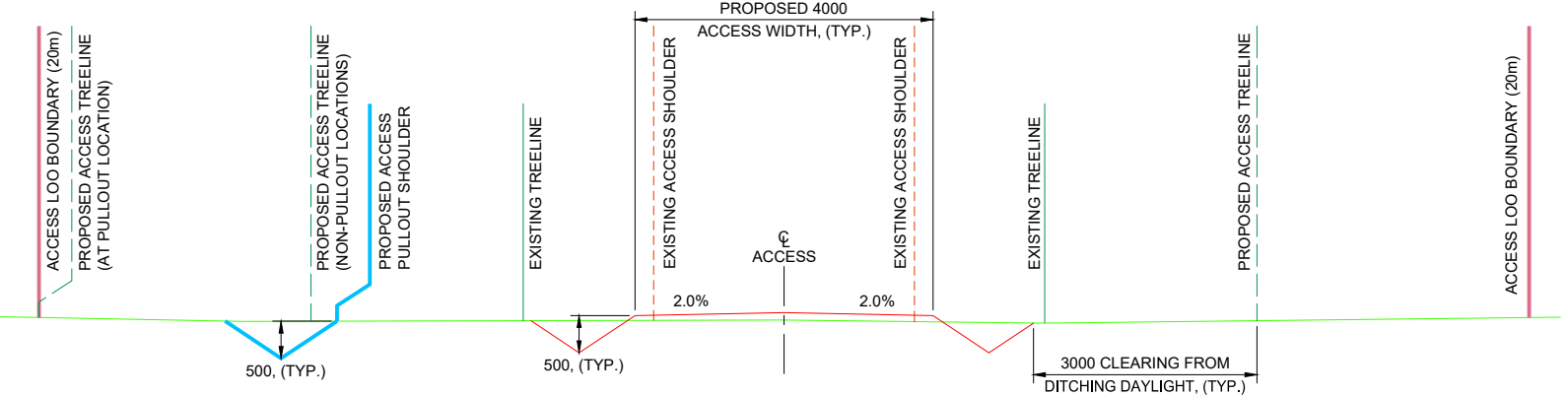
PRIVATE PROPERTY PORTION DETAIL  
1:1500

- LEGEND:**
- EXISTING ACCESS
  - EXISTING CREEK
  - PERMITTED MINE AREA
  - ACCESS LOO BOUNDARY (20m)
  - PROPOSED ACCESS SHOULDERS & PULLOUTS
  - PROPOSED ACCESS TREELINE (SECTION)
  - EXISTING ACCESS TREELINE (SECTION)
  - PROPOSED ACCESS TREELINE (PLAN)
  - ALR ZONES
  - PROPOSED QUARRY AREA/BOUNDARY



- NOTES:**
- QUARRY DETAILS ESTABLISHED ON SEPARATE APPLICATIONS:
    - Crown Land Tenure Application Tracking Number: 100411657
    - Notice of Work Valley Lime Quarry Tracking Number: 100389002
  - REFER TO DWB REPORT "Valley Lime Limited - Mine Access Road Management Plan" FOR MORE INFORMATION.

**PLAN**  
1:3000



**ACCESS TYPICAL SECTION (WITHIN LOO)**  
1:125

|                |        |                                       |                      |     |                                                                                                                                       |                                     |                                                                                  |       |                   |                |     |
|----------------|--------|---------------------------------------|----------------------|-----|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|----------------------------------------------------------------------------------|-------|-------------------|----------------|-----|
| SCALE AS NOTED |        | CAD FILENAME 21556-164-10 ROAD DETAIL | PLOT DATE 2024-03-28 |     | <b>DWB Consulting Services Ltd.</b><br>1579 9th Avenue<br>Prince George, B.C.<br>V2L 3K6<br>Phone: (250) 562-5541 Fax: (250) 562-5561 |                                     | <b>VALLEY LIME LTD.</b><br>PROPOSED ACCESS TO LIMESTONE QUARRY<br>VANDERHOOF, BC |       |                   |                |     |
| REV            | DATE   | DESCRIPTION                           | DRW                  | CHK | ENG                                                                                                                                   | DESIGNED AJ DATE 2024-03-27         | ACCESS PLAN                                                                      |       |                   |                |     |
| A              | MAR 24 | ISSUED FOR PERMITTING                 | BC                   | JCP | AJ                                                                                                                                    | QUALITY CONTROL JCP DATE 2024-03-27 | LATITUDE: 53° 59' 25.5"                                                          | NAD83 | NORTHING: 5982711 | DRAWING NUMBER | REV |
|                |        |                                       |                      |     |                                                                                                                                       | QUALITY ASSURANCE DATE              | LONGITUDE: 123° 44' 38.2"                                                        | 10U   | EASTING: 451224   | 21556-164-10   | A   |
|                |        |                                       |                      |     |                                                                                                                                       | DRAWN BC DATE 2024-03-27            |                                                                                  |       |                   |                |     |

ISSUED FOR PERMITTING

INTENDED TO BE PLOTTED ON 11"x17"  
ANY COPIES or PDFS MAY NOT BE TO SCALE





**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
TEMPORARY USE PERMIT NO. F-01-25**

ISSUED TO: Valley Lime Ltd.  
PO Box 380  
Vanderhoof, BC V0J 3A0

WITH RESPECT TO THE FOLLOWING LANDS:

**Unaddressed Crown land, legally described as Block A of the West ½ of  
District Lot 5415, Cariboo District (PIN: 10034131)**

1. This Temporary Use Permit authorizes the following temporary use:  
  
The operation of a portable crushing unit and portable screening unit for processing aggregate mined from the subject property.
2. The temporary use identified in Section 1 may occur only in substantial accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A.
3. The permit holder shall, as a condition of this permit, ensure the following:
  - a. Operation of the portable crushing unit and screening unit shall be limited to between April 1 and November 30 of each year.
  - b. Hours of operation for the portable crushing unit and screening unit shall be limited to 7:00 am to 5:00 pm, Monday to Friday.
  - c. No permanent structures associated with the portable crushing unit and screening unit shall be built or placed within the Temporary Use Permit Area.
  - d. The portable crushing unit and screening unit shall not be set up on a permanent foundation.
  - e. Operation of the portable crushing unit and screening unit shall be limited to the "Temporary Use Permit Area" as identified in Schedule A.
4. This Permit authorizes the temporary use identified in Section 1 of this permit to occur only for a term of three years from the date of issuance of this permit.

If a term or provision of this permit is contravened or not met, or if the Applicant or property owner suffers or permits any act or thing to be done in contravention of or in violation of any term or provision of this permit, or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing prescribed or imposed or required by this permit the

Applicant and/or property owner are in default of this permit, and the permit shall be void and of no use or effect.

5. As a term of this permit the owner of the land must remove the crushing unit and screening unit from the land upon which the temporary use is occurring or has occurred within two months of the expiration date of this permit unless this permit is renewed by the Board.
6. This permit is not a building permit, nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

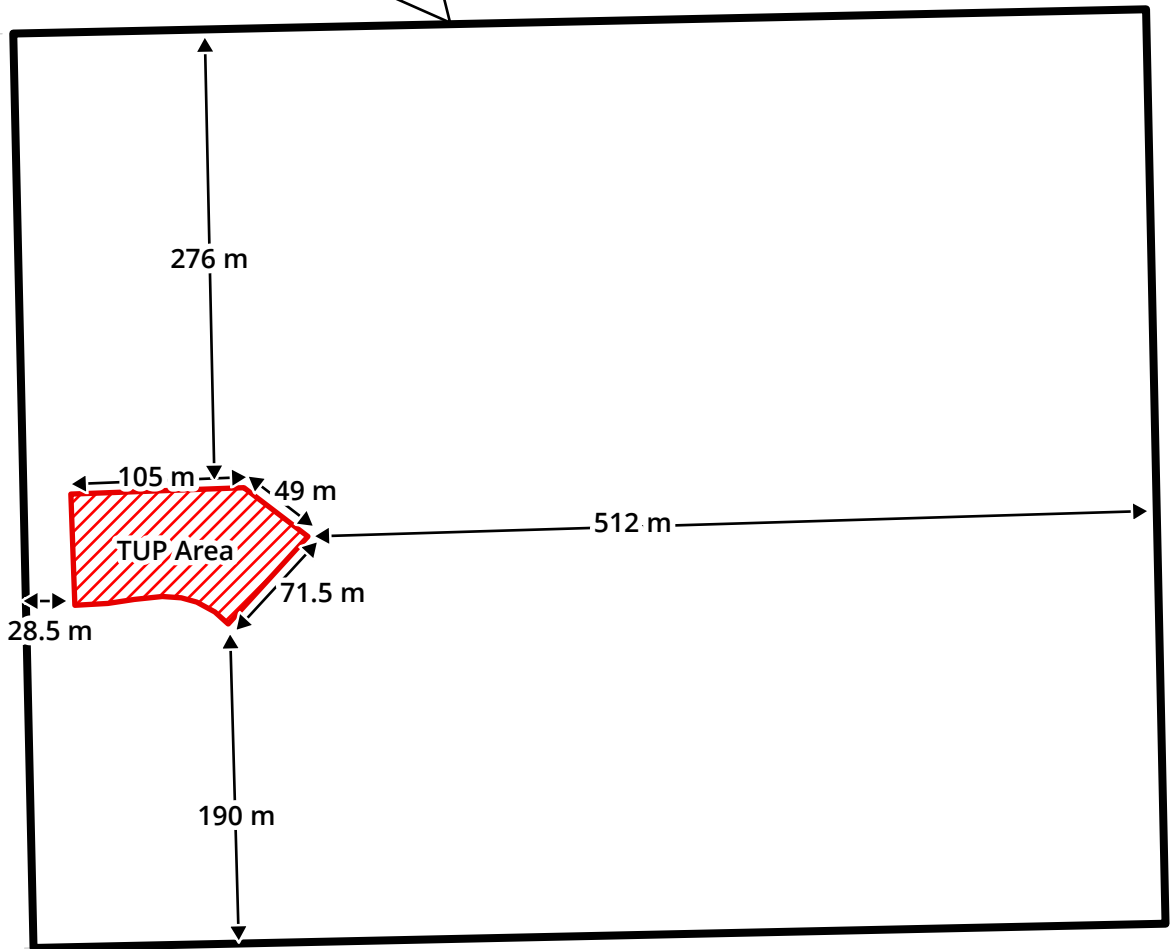
AUTHORIZING RESOLUTION passed by the Regional Board on the \_\_\_\_ day of \_\_\_\_\_, 2025.

PERMIT ISSUED on the \_\_\_\_ day of \_\_\_\_\_, 2025.

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Corporate Administrator

Subject Property



**Advisory Planning Commission  
Meeting Minutes**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------------------------------------------------------------------------------------------|
| <b>Electoral Area A</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Meeting Date: Monday Oct 6, 2025</b> | <b>Meeting Location: Virtually via Zoom</b>                                                 |
| <b>Attendance</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                         |                                                                                             |
| <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><u>APC Members</u></p> <p><input checked="" type="checkbox"/> Natalie Trueit-MacDonald</p> <p><input checked="" type="checkbox"/> Bob Posthuma</p> <p><input checked="" type="checkbox"/> Sandra Hinchliffe</p> <p><input type="checkbox"/> <del>Andrew Watson</del></p> <p><input checked="" type="checkbox"/> Alan Koopman</p> <p><input checked="" type="checkbox"/> Paul Murphy</p> </div> <div style="width: 45%;"> <p><u>Electoral Area Director</u></p> <p><input type="checkbox"/> <del>Director Stoney Stoltenberg</del></p> <p><input type="checkbox"/> <del>Alternate Vicky Hoskins</del></p> <p><u>Other Attendees</u></p> <p><input checked="" type="checkbox"/> Amy Wainwright, Deputy Director of Planning and Development</p> <p><input checked="" type="checkbox"/> Jessy Chaplin - TML</p> <p><input checked="" type="checkbox"/> Eric Becker – BC Horseman</p> <p><input type="checkbox"/></p> </div> </div> |                                         |                                                                                             |
| Chairperson: Sandra Hinchliffe                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                         | Secretary: Natalie Trueit-MacDonald                                                         |
| Call to Order: 7pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                         |                                                                                             |
| <b><u>Agenda</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                         |                                                                                             |
| 7:00 pm          RZ A-02-25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                         |                                                                                             |
| <p>Applications (Include application number, comments, and resolution)</p> <p>The APC unanimously supports the application.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |                                                                                             |
| Meeting Adjourned: 7:05pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                         | Secretary Signature: <span style="background-color: black; color: black;">[REDACTED]</span> |

# Advisory Planning Commission Meeting Minutes

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Electoral Area F                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Meeting Date: October 8, 2025<br>7:00 pm                                                                                                                                                                                                                                                                                                                                         | Meeting Location: District of Vanderhoof Office                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| <p align="center"><b>Attendance</b></p> <table border="0"> <tr> <td> <u>APC Members</u><br/> <input checked="" type="checkbox"/> Mike Pritchard<br/> <input checked="" type="checkbox"/> Henry Klassen<br/> <input checked="" type="checkbox"/> Ben Rodts<br/> <input type="checkbox"/> Barb Ephrom<br/> <input checked="" type="checkbox"/> Kelly Gehrmann         </td> <td> <u>Electoral Area Director</u><br/> <input checked="" type="checkbox"/> Director Shirley Moon<br/> <input checked="" type="checkbox"/> Alternate Director Alex Kulchar<br/> <br/> <u>Other Attendees</u><br/> <input checked="" type="checkbox"/> Cameron Kral, Planner <i>Zoom.</i><br/> <input type="checkbox"/> _____<br/> <input type="checkbox"/> _____<br/> <input type="checkbox"/> _____         </td> </tr> </table> |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                      | <u>APC Members</u><br><input checked="" type="checkbox"/> Mike Pritchard<br><input checked="" type="checkbox"/> Henry Klassen<br><input checked="" type="checkbox"/> Ben Rodts<br><input type="checkbox"/> Barb Ephrom<br><input checked="" type="checkbox"/> Kelly Gehrmann | <u>Electoral Area Director</u><br><input checked="" type="checkbox"/> Director Shirley Moon<br><input checked="" type="checkbox"/> Alternate Director Alex Kulchar<br><br><u>Other Attendees</u><br><input checked="" type="checkbox"/> Cameron Kral, Planner <i>Zoom.</i><br><input type="checkbox"/> _____<br><input type="checkbox"/> _____<br><input type="checkbox"/> _____ |
| <u>APC Members</u><br><input checked="" type="checkbox"/> Mike Pritchard<br><input checked="" type="checkbox"/> Henry Klassen<br><input checked="" type="checkbox"/> Ben Rodts<br><input type="checkbox"/> Barb Ephrom<br><input checked="" type="checkbox"/> Kelly Gehrmann                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <u>Electoral Area Director</u><br><input checked="" type="checkbox"/> Director Shirley Moon<br><input checked="" type="checkbox"/> Alternate Director Alex Kulchar<br><br><u>Other Attendees</u><br><input checked="" type="checkbox"/> Cameron Kral, Planner <i>Zoom.</i><br><input type="checkbox"/> _____<br><input type="checkbox"/> _____<br><input type="checkbox"/> _____ |                                                                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| Chairperson: <i>Henry</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Secretary: <i>Mike</i>                                                                                                                                                                                                                                                                                                                                                           |                                                                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| Call to Order: <i>7:00pm.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| Agenda:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 7:00 Election of Chair and Secretary<br>7:15-7:45 ✓ TUP F-01-25 ✓                                                                                                                                                                                                                                                                                                                | <i>Tracy Martin Proponent</i>                                                        |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| Applications (Include application number, comments, and resolution)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><u>RZ F-01-25</u> <i>Recommend acceptance.</i></p> <p><i>Motion to <del>approve</del> of the project with the following conditions</i></p> <p><i>1) to check on times of operation 0700-1700 or 0600 to 1800 M/S Ben/Kelly.</i></p> <p><i>2) to confirm <del>the</del> or deny the presence of Bats or snakes in the Limestone feature. If confirmed what mitigation measures will be applied</i></p> <p><i>3) Dust during transport of the limestone product should be addressed.</i></p> <p align="center"><i>Approved.</i></p>                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                      |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |
| Meeting Adjourned:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Secretary Signature                                                                                                                                                                                                                                                                                                                                                              |  |                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                  |



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Jason Llewellyn, Director of Planning and Development

**Date:** October 23, 2025

**Subject:** **Bylaw Notice Adjudication Registry - District of Houston and District of Vanderhoof**

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

That the Board authorize the addition of the District of Houston and the District of Vanderhoof to the Bylaw Notice Dispute Adjudication Registry Agreement.

---

### DISCUSSION

In June 2025 the Board adopted "Regional District of Bulkley-Nechako Bylaw Notice Enforcement Bylaw No. 2041, 2025" which authorizes the issuance of bylaw notices for specified bylaw infractions. Bylaw notices differ from a ticket in that bylaw notices are not disputed through the Provincial Court system. Local governments are responsible for establishing and administering a dispute adjudication system within their jurisdiction.

Schedule C to Bylaw 2041 contains a Bylaw Notice Dispute Adjudication Registry Agreement for the establishment of a joint bylaw notice adjudication process with RDBN member municipalities with the RDBN acting as the host local government. The fees to participating municipalities are designed to cover the cost of that municipality's participation in the service.

Staff entered into the agreement with the Village of Burns Lake on September 16, 2025, as previously authorized by the Board. The RDBN is now seeking Board authorization to enter into agreements with the District of Houston and the District of Vanderhoof to add them to the registry.

Section 20 of the agreement states:

'Subject to adoption of the required Authorizing Bylaw additional member municipalities of the RDBN may be added to this agreement in Schedule A without further modification of this Agreement by RDBN Board resolution, and execution of Section 28 of this Agreement by that municipality.'

The District of Vanderhoof and the District of Houston wish to join the RDBN's Bylaw Notice Dispute Adjudication Registry and have signed the agreement. With the Boards approval of

the staff recommendation the Chief Administrative officer may sign the agreements, and the municipalities will be added to the Bylaw Notice Dispute Adjudication Registry.

**ATTACHMENTS:**

Houston Bylaw Notice Dispute Adjudication Registry Agreement  
Vanderhoof Bylaw Notice Dispute Adjudication Registry Agreement  
[Bylaw Notice Enforcement Bylaw No. 2041, 2025](#)

**STRATEGIC PLAN ALIGNMENT:**

Not applicable





**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BYLAW NOTICE DISPUTE ADJUDICATION  
REGISTRY AGREEMENT**

**BETWEEN**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**AND**

**DISTRICT OF VANDERHOOF**

**Schedule C to Bylaw No. 2041, 2025**

THIS AGREEMENT made this            day of            , 2025 (the "Agreement").

BETWEEN:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO (RDBN)**

Box 820  
37 3<sup>rd</sup> Avenue  
**Burns Lake, BC, V0J 1E0**

AND:

**VILLAGE OF BURNS LAKE**

Box 570  
Burns Lake, British Columbia, V0J 1E0

AND:

**DISTRICT OF VANDERHOOF**

160 Connaught Street Box 900  
Vanderhoof BC V0J 3A0

AND:

**ADDITIONAL LOCAL GOVERNMENTS** (to be included in Schedule A, without further modification of this Agreement)

(hereinafter called the "Parties")

**WHEREAS** the *Local Government Bylaw Enforcement Act* (the "Act") provides that a local government may, by bylaw, deal with a bylaw contravention by bylaw notice in accordance with the Act;

**WHEREAS** the Act also provides that two or more local governments may enter into an agreement adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system and the sharing of costs.

**NOW THEREFORE** in consideration of the mutual promises contained herein, the Parties agree as follows:

## Definitions

1. In this Agreement, the following definitions apply:

**"Act"** means the *Local Government Bylaw Notice Enforcement Act*.

**"Adjudication"** means the process where the Disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether they are satisfied that the contravention occurred as alleged.

**"Adjudication Fee"** means the sum of \$25.00 payable to the applicable Party should the disputant be unsuccessful in the dispute adjudication.

**"Agreement"** means this Agreement.

**"Authorizing Bylaw"** means a bylaw adopted by the Council or Board of each Party authorizing this Agreement.

**"Parties"** means the Regional District of Bulkley-Nechako, the Village of Burns Lake, the District of Vanderhoof, and any additional local government that may be included later in Schedule A in accordance with Section 21 of this Agreement.

**"Party"** means any one of the Parties.

**"Registry"** means the Bulkley-Nechako Bylaw Notice Dispute Adjudication Registry established by this agreement.

**"Regulation"** means the Bylaw Notice Enforcement Regulation.

**"Roster Organization"** has the same meaning as the Regulation.

**"Screening Officer"** has the same meaning as the *Act*.

## The Registry

2. Subject to the *Act* and to the adoption of the Authorizing Bylaws, the Parties to this Agreement agree that the notice dispute adjudication system, to be known as the Bulkley-Nechako Bylaw Notice Dispute Adjudication Registry, is hereby established.
3. The RDBN will operate the Registry on behalf of the Parties.
4. The RDBN will establish, fund and operate the Registry, and will recover its costs of operating the Registry by charging the other Parties on a per-adjudication basis and their proportional use of the Registry's services as outlined in this Agreement.
5. The Registry will be located at the RDBN Offices at 37 3<sup>rd</sup> Avenue, PO Box 820, Burns Lake, BC, V0J 1E0.

**Screening Officer**

6. A Bylaw Notice must be reviewed by the Screening Officer for the Party that issued the Bylaw Notice before a dispute adjudication may be scheduled.
7. Each Party is responsible for appointing its Screening Officers in accordance with the *Act*, and for administering and funding the Screening Officer positions. The Screening Officer positions and responsibilities are in no way a function of the Registry.

**Administrative Services**

8. The RDBN will provide and supervise the administrative services required by the Registry, subject to Sections 10 and 11 of this agreement.
9. The collection of penalties will be the responsibility of the applicable Party if not collected by the Registry immediately following an in-person adjudication.
10. The RDBN will not present evidence on behalf of, or represent, any other Party in support of a Bylaw Notice issued by that Party.

**Oversight Committee**

11. The Parties agree to establish an Oversight Committee to advise the RDBN regarding administrative procedures and policy relating to the operation of the Registry.
12. Each Party will appoint one representative to serve on the Oversight Committee. The Parties agree that the representatives will be paid employees of the Parties they represent and will not be remunerated by the Registry.
13. The Oversight Committee representative appointed by a Party shall serve as that Party's contact person for RDBN staff with respect to this agreement and the provision of administrative services required by the Registry.

**Payments and Disbursements**

14. The RDBN will prepare an annual operating budget for the Registry as part of the RDBN's corporate budgeting process and will fund the operation of the Registry from this budget.
15. The RDBN will recover its costs of operating the Registry from the Parties by charging the fees outlined in Schedule B, and by each Party paying their proportionate costs of

the fees charged by the Roster Organization based on the number of adjudications for each Party.

16. The RDBN will issue an invoice to the applicable Party within 60 days of service being rendered. Amounts owing are due and payable within 60 days of receipt of the invoice.
17. Any fees or penalties collected by the Registry will be credited to the relevant Party and subtracted from the amount owing by that Party for their participation in the Registry.
18. All costs relating to legal services, witnesses, Screening Officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the applicable Party which issued the Bylaw Notice in question and will not be borne by the Registry or by the RDBN on behalf of the Registry.

### **Municipal Participation and Agreement Amendments**

19. The Parties will negotiate in good faith any proposed amendments to this Agreement upon request of any Party. All amendments must be in writing, approved by a two-thirds majority of the Parties in writing and executed by each party and listed as an itemized Amendment in Schedule C.
20. Subject to adoption of the required Authorizing Bylaw additional member municipalities of the RDBN may be added to this agreement in Schedule A without further modification of this Agreement by RDBN Board resolution, and execution of Section 28 of this Agreement by that municipality.
21. A Party may withdraw from this agreement by providing written notice to the other Parties 90 days in advance of that Party's withdrawal.

### **Dispute Resolution**

22. In the event of any dispute or disagreement arising from the interpretation or application of this Agreement, or in the event of any breach or alleged breach by a Party, written notice may be provided by a Party to the Parties describing the nature of the breach or alleged breach, or the disagreement or dispute. In the event that such notice is given, the Parties will:

- a. immediately proceed to negotiate in good faith to resolve the matter to the mutual satisfaction of both parties; and
- b. if a resolution satisfactory to all Parties is not achieved within 60 (sixty) days of the first written notice being delivered to the other Parties, then either Party may serve a second written notice upon the other Parties that the matter is to be referred to binding arbitration; and
- c. a single arbitrator shall be appointed by agreement of the Parties within 90 days of the second written notice being delivered, and failing such agreement, the arbitrator shall be appointed pursuant to the *Arbitration Act* to hear all Parties to the dispute and the decision of that arbitrator shall be final, conclusive and binding on all Parties, with costs payable in respect of the arbitration to be determined by the arbitrator.

### **Term**

- 23. This Agreement comes into effect on \_\_\_\_\_ and continues in effect until December 31, 2030. With the consent of a two-thirds majority of the Parties, the effect of this agreement can be extended until a new agreement is in place or until December 31, 2031, whichever comes first. Any Party may withdraw from this Agreement upon 30 days' written notice to the other Parties.

### **Law Applicable:**

- 24. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia. Nothing in this Agreement will negate or fetter the legal authority of a Party to this Agreement.
- 25. The Parties agree that in the event that the RDBN is named in a legal action arising in any way, directly or indirectly, from the operation or administration of the Registry or any adjudication conducted pursuant to this Agreement, then the Party who issued the Bylaw Notice associated with or giving rise to the legal action will indemnify the RDBN for all of its costs, including staff time and solicitors and professional fees and disbursements, for responding to and defending against such legal action except in the case of dishonesty, gross negligence or malicious or wilful misconduct by the RDBN. Such costs will be paid within 30 days of receipt of an invoice for same from the RDBN.
- 26. Each Party is responsible for maintaining its own liability insurance in respect of its participation in this Agreement. Such insurance must cover any liability that may arise



from the negligence of such Party related directly or indirectly to or arising in any way from participation in this Agreement.

- 27 Each Party must immediately inform the other Parties if the insurance coverage required herein is cancelled, expired or has otherwise lapsed.

### **Execution of Agreement**

28. This Agreement may be executed in counterparts through original copies, facsimile copies, or by emailed PDF copies. Each counterpart will be deemed to be an original that, together with the other counterparts, constitutes one agreement having the same effect as if the parties had signed the same document.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals on the day and year first above written.

The Corporate Seal of the  
RDBN was affixed hereto in the  
presence of:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chief Administrative Officer

The Corporate Seal of the  
DISTRICT OF VANDERHOOF  
was affixed hereto in the  
presence of:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



**SCHEDULE A (ADDITIONAL LOCAL GOVERNMENTS)**

The following local governments have been added as parties to this Agreement as additional local governments:

| <b>Local Government</b> | <b>Date Joined</b> |
|-------------------------|--------------------|
| DISTRICT OF VANDERHOOF  |                    |
|                         |                    |
|                         |                    |
|                         |                    |
|                         |                    |
|                         |                    |

**SCHEDULE B (FEES)**

|                        |                                       |
|------------------------|---------------------------------------|
| Hearing Scheduling Fee | \$50.00 per hearing                   |
| Hearing Fee            | \$50 per quarter hour of hearing time |



THIS AGREEMENT made this 28 day of July, 2025 (the "Agreement").

BETWEEN:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO (RDBN)**

**Box 820  
37 3<sup>rd</sup> Avenue  
Burns Lake, BC, V0J 1E0**

AND:

**DISTRICT OF HOUSTON**

**Box 370  
3367 12th Street  
Houston, BC, V0J 1Z0**

AND:

**ADDITIONAL LOCAL GOVERNMENTS** (to be included in Schedule A, without further modification of this Agreement)

(hereinafter called the "Parties")

**WHEREAS** the *Local Government Bylaw Enforcement Act* (the "Act") provides that a local government may, by bylaw, deal with a bylaw contravention by bylaw notice in accordance with the Act;

**WHEREAS** the Act also provides that two or more local governments may enter into an agreement adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system and the sharing of costs.

**NOW THEREFORE** in consideration of the mutual promises contained herein, the Parties agree as follows:

## Definitions

1. In this Agreement, the following definitions apply:

**"Act"** means the *Local Government Bylaw Notice Enforcement Act*.

**"Adjudication"** means the process where the Disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether they are satisfied that the contravention occurred as alleged.

**"Adjudication Fee"** means the sum of \$25.00 payable to the applicable Party should the disputant be unsuccessful in the dispute adjudication.

**"Agreement"** means this Agreement.

**"Authorizing Bylaw"** means a bylaw adopted by the Council or Board of each Party authorizing this Agreement.

**"Parties"** means the Regional District of Bulkley-Nechako, the Village of Burns Lake, and any additional local government that may be included later in Schedule A in accordance with Section 21 of this Agreement.

**"Party"** means any one of the Parties.

**"Registry"** means the Bulkley-Nechako Bylaw Notice Dispute Adjudication Registry established by this agreement.

**"Regulation"** means the Bylaw Notice Enforcement Regulation.

**"Roster Organization"** has the same meaning as the Regulation.

**"Screening Officer"** has the same meaning as the *Act*.

## The Registry

2. Subject to the *Act* and to the adoption of the Authorizing Bylaws, the Parties to this Agreement agree that the notice dispute adjudication system, to be known as the Bulkley-Nechako Bylaw Notice Dispute Adjudication Registry, is hereby established.
3. The RDBN will operate the Registry on behalf of the Parties.

4. The RDBN will establish, fund and operate the Registry, and will recover its costs of operating the Registry by charging the other Parties on a per-adjudication basis and their proportional use of the Registry's services as outlined in this Agreement.
5. The Registry will be located at the RDBN Offices at 37 3<sup>rd</sup> Avenue, PO Box 820, Burns Lake, BC, V0J 1E0.

### **Screening Officer**

6. A Bylaw Notice must be reviewed by the Screening Officer for the Party that issued the Bylaw Notice before a dispute adjudication may be scheduled.
7. Each Party is responsible for appointing its Screening Officers in accordance with the Act, and for administering and funding the Screening Officer positions. The Screening Officer positions and responsibilities are in no way a function of the Registry.

### **Administrative Services**

8. The RDBN will provide and supervise the administrative services required by the Registry, subject to Sections 10 and 11 of this agreement.
9. The collection of penalties will be the responsibility of the applicable Party if not collected by the Registry immediately following an in-person adjudication.
10. The RDBN will not present evidence on behalf of, or represent, any other Party in support of a Bylaw Notice issued by that Party.

### **Oversight Committee**

11. The Parties agree to establish an Oversight Committee to advise the RDBN regarding administrative procedures and policy relating to the operation of the Registry.
12. Each Party will appoint one representative to serve on the Oversight Committee. The Parties agree that the representatives will be paid

employees of the Parties they represent and will not be remunerated by the Registry.

13. The Oversight Committee representative appointed by a Party shall serve as that Party's contact person for RDBN staff with respect to this agreement and the provision of administrative services required by the Registry.

### **Payments and Disbursements**

14. The RDBN will prepare an annual operating budget for the Registry as part of the RDBN's corporate budgeting process and will fund the operation of the Registry from this budget.
15. The RDBN will recover its costs of operating the Registry from the Parties by charging the fees outlined in Schedule B, and by each Party paying their proportionate costs of the fees charged by the Roster Organization based on the number of adjudications for each Party.
16. The RDBN will issue an invoice to the applicable Party within 60 days of service being rendered. Amounts owing are due and payable within 60 days of receipt of the invoice.
17. Any fees or penalties collected by the Registry will be credited to the relevant Party and subtracted from the amount owing by that Party for their participation in the Registry.
18. All costs relating to legal services, witnesses, Screening Officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the applicable Party which issued the Bylaw Notice in question and will not be borne by the Registry or by the RDBN on behalf of the Registry.

### **Municipal Participation and Agreement Amendments**

19. The Parties will negotiate in good faith any proposed amendments to this Agreement upon request of any Party. All amendments must be in writing,



approved by a two-thirds majority of the Parties in writing and executed by each party and listed as an itemized Amendment in Schedule C.

20. Subject to adoption of the required Authorizing Bylaw additional member municipalities of the RDBN may be added to this agreement in Schedule A without further modification of this Agreement by RDBN Board resolution, and execution of Section 28 of this Agreement by that municipality.
21. A Party may withdraw from this agreement by providing written notice to the other Parties 90 days in advance of that Party's withdrawal.

### **Dispute Resolution**

22. In the event of any dispute or disagreement arising from the interpretation or application of this Agreement, or in the event of any breach or alleged breach by a Party, written notice may be provided by a Party to the Parties describing the nature of the breach or alleged breach, or the disagreement or dispute. In the event that such notice is given, the Parties will:
  - a. immediately proceed to negotiate in good faith to resolve the matter to the mutual satisfaction of both parties; and
  - b. if a resolution satisfactory to all Parties is not achieved within 60 (sixty) days of the first written notice being delivered to the other Parties, then either Party may serve a second written notice upon the other Parties that the matter is to be referred to binding arbitration; and
  - c. a single arbitrator shall be appointed by agreement of the Parties within 90 (ninety) days of the second written notice being delivered, and failing such agreement, the arbitrator shall be appointed pursuant to the *Arbitration Act* to hear all Parties to the dispute and the decision of that arbitrator shall be final, conclusive and binding on all Parties, with costs payable in respect of the arbitration to be determined by the arbitrator.

### **Term**

23. This Agreement comes into effect on \_\_\_\_\_ and continues in effect until December 31, 2030. With the consent of a two-thirds majority of the Parties, the effect of this agreement can be extended until a new agreement is in place or until December 31, 2031, whichever comes first. Any Party may withdraw from this Agreement upon 30 days' written notice to the other Parties.

**Law Applicable:**

24. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia. Nothing in this Agreement will negate or fetter the legal authority of a Party to this Agreement.
25. The Parties agree that in the event that the RDBN is named in a legal action arising in any way, directly or indirectly, from the operation or administration of the Registry or any adjudication conducted pursuant to this Agreement, then the Party who issued the Bylaw Notice associated with or giving rise to the legal action will indemnify the RDBN for all of its costs, including staff time and solicitors and professional fees and disbursements, for responding to and defending against such legal action except in the case of dishonesty, gross negligence or malicious or wilful misconduct by the RDBN. Such costs will be paid within 30 days of receipt of an invoice for same from the RDBN.
26. Each Party is responsible for maintaining its own liability insurance in respect of its participation in this Agreement. Such insurance must cover any liability that may arise from the negligence of such Party related directly or indirectly to or arising in any way from participation in this Agreement.
27. Each Party must immediately inform the other Parties if the insurance coverage required herein is cancelled, expired or has otherwise lapsed.

**Execution of Agreement**

28. This Agreement may be executed in counterparts through original copies, facsimile copies, or by emailed PDF copies. Each counterpart will be deemed to be an original that, together with the other counterparts, constitutes one agreement having the same effect as if the parties had signed the same document.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals on the day and year first above written.

The Corporate Seal of the  
RDBN was affixed hereto in the  
presence of:

---

Chairperson

\_\_\_\_\_  
Chief Administrative Officer

The Corporate Seal of the  
District of Houston  
was affixed hereto in the  
presence of:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

#### **SCHEDULE A (ADDITIONAL LOCAL GOVERNMENTS)**

The following local governments have been added as parties to this Agreement as additional local governments:

| <b>Local Government</b> | <b>Date Joined</b> |
|-------------------------|--------------------|
| District of Houston     |                    |
|                         |                    |
|                         |                    |
|                         |                    |
|                         |                    |
|                         |                    |

#### **SCHEDULE B (FEES)**

|                        |                                       |
|------------------------|---------------------------------------|
| Hearing Scheduling Fee | \$50.00 per hearing                   |
| Hearing Fee            | \$50 per quarter hour of hearing time |

**BYLAW AMENDMENTS**

| <b>Date Approved</b> | <b>RDBN Board Resolution</b> | <b>Description</b> |
|----------------------|------------------------------|--------------------|
|                      |                              |                    |
|                      |                              |                    |



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Llewellyn, Director of Planning and Development  
**Date:** October 23, 2025  
**Subject:** **Proposed Regulatory Policy for Renewable Energy Projects**

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

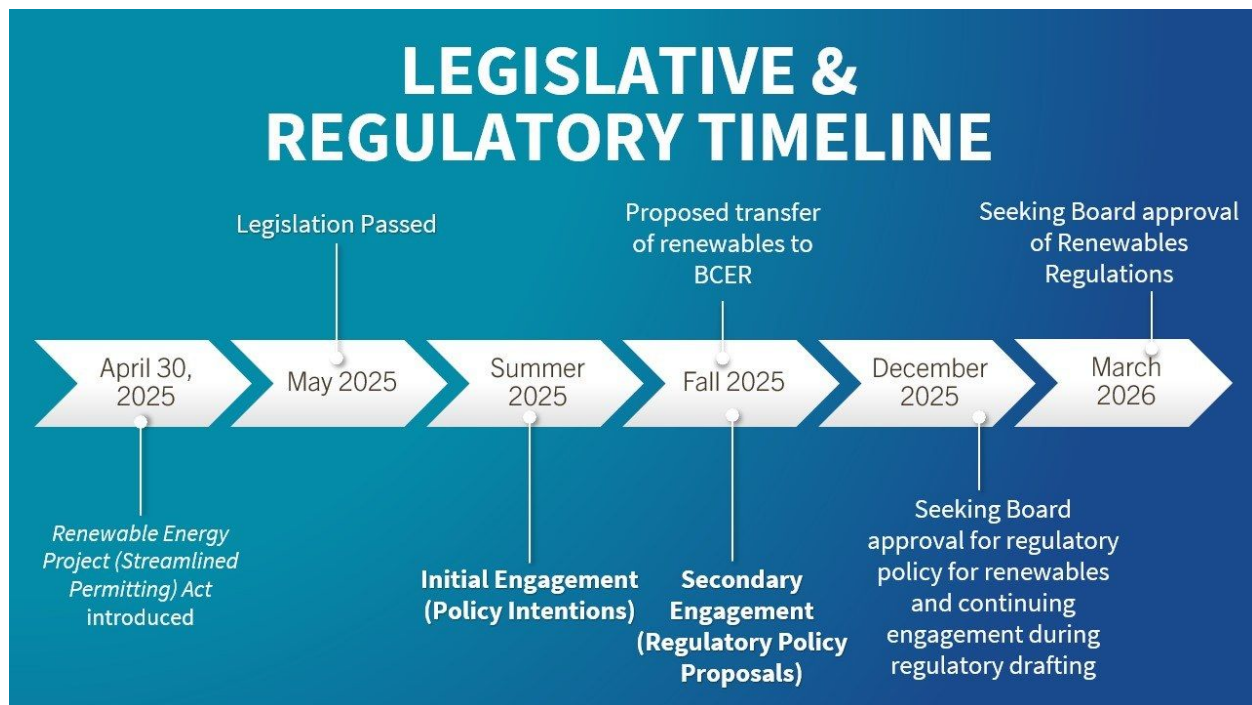
Receive

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### BACKGROUND

The Renewable Energy Projects (Streamlined Permitting) Act received Royal Assent on May 29, 2025. The Provincial Government has indicated its intent to prescribe wind and solar projects as streamlined projects which would be exempted from the Environmental Assessment process and be subject to BC Energy Regulator (BCER) oversight.

The BCER is developing the regulations necessary for this increased regulatory responsibility and is currently entering into the secondary engagement component of the process.



In July the attached document titled “The Renewables Framework: Policy Intention” outlined the key policy issues the BCER will consider within the regulatory framework which is being developed for wind and solar projects. The document describes the issue under consideration, provides a statement of the BCER’s related policy intention, and outlines a set of potential options to illustrate the different ways in which the issue could potentially be managed.

In response to the BCER’s request for feedback by July 31, 2025 the Board directed staff to respond with the following comments:

“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.”

The Board also requested that the BCER appear as a delegation to present on this matter. The BCER delegation presented to the Board at its August 14, 2025 Board meeting.

On October 15, 2025 the BCER provided a discussion paper titled “Proposed Regulatory Policies for Renewable Energy Projects” (attached). This discussion paper builds on the policy intentions document referenced above by outlining specific regulatory and policy interventions to achieve the policy intentions previously communicated.

The BCER is hosting a virtual engagement session for regional district Chairs and CAO’s on Oct 30<sup>th</sup>, 2025. A public engagement session is also being planned. The BCER has requested written feedback on the regulatory proposal discussion paper by November 14, 2025. The BCER indicates that this feedback will inform the final regulatory policy proposal considered by the BCER Board of Directors later this year.

## **DISCUSSION**

The Planning Department has reviewed the “Proposed Regulatory Policies for Renewable Energy Projects” document. The review process for renewable energy projects appears to be comprehensive. However, the role for local governments appears to be limited. The proponent must provide local governments with a description of the project and a referral. It is unclear whether the socio-economic report referenced on page 27 of the “Proposed Regulatory Policies for Renewable Energy Projects” document must be made available to local governments for comment. The proponent receives the local government input, considers the input, and submits their project to the BCER for permit approval along with a summary of the local government input and the revisions to the project, if any, made in response to that input. The BCER then considers the application. Staff have no reason to expect that the BCER will engage with or otherwise recognize the concerns of local governments as part of their approval process.

Staff are providing this report to the Board for information in advance of the October 30 regional district information session and the unscheduled public information session. The Board may then consider providing further input to the BCER at its November 6, 2025 meeting in advance of the November 14<sup>th</sup> deadline.

**ATTACHMENTS:**

Renewables Framework: Policy Intentions document

Proposed Regulatory Policies for Renewable Energy Projects

**STRATEGIC PLAN ALIGNMENT:**

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

2. Advocacy with the Province



# Proposed Regulatory Policies for Renewable Energy Projects

October 2025



**BCER**



## Our Role

As the **British Columbia Energy Regulator** (BCER) our role includes the regulation of natural gas, oil, hydrogen, ammonia, methanol and renewable energy sources such as geothermal, solar and wind power and prescribed transmission lines.

Our authority is established by way of the **Energy Resource Activities Act (ERAA)**, the **Renewable Energy Projects (Streamlined Permitting) Act (REPA)** and additional legislation related to heritage conservation roads, land and water use, forestry and other natural resources.

Our employees work out of seven locations to ensure our presence near energy resource activities: Fort Nelson, Fort St. John, Dawson Creek, Terrace, Prince George, Kelowna and Victoria.

**We acknowledge and respect the many First Nations, each with unique cultures, languages, legal traditions and relationships to the land and water, on whose territories the BCER's work spans.**

## Vision



## Mission

We regulate the life cycle of energy resource activities in B.C., from site planning to restoration, ensuring activities are undertaken in a manner that:

- Protects public safety and the environment.
- Supports reconciliation with Indigenous Peoples and the transition to low-carbon energy.
- Conserves energy resources.
- Fosters a sound economy and social well-being.

## Values

**Respect** is our commitment to listen, accept and value diverse perspectives.

**Integrity** is our commitment to the principles of fairness, trust and accountability.

**Transparency** is our commitment to be open and provide clear information on decisions, operations and actions.

**Innovation** is our commitment to learn, adapt, act and grow.

**Responsiveness** is our commitment to listening and timely and meaningful action.

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# Introduction

The British Columbia Energy Regulator (BCER) is the single window regulatory agency responsible for overseeing energy resource activities and geothermal resources in British Columbia. In 2025, the Renewable Energy Projects (Streamlined Permitting) Act (REPA) granted the BCER oversight of renewable energy projects prescribed by the provincial government.

As a result of this expanded mandate, the BCER is working to develop new regulations, permit conditions and guidance documents that govern the life cycle operations of renewable energy projects in B.C. Initially these changes will focus on requirements for wind and solar projects which are expected to take effect in spring 2026. All of the work to develop new regulatory requirements is guided by the BCER's mandate and mission of “ensuring energy resource activities in the province are undertaken in a manner that protects public safety and the environment, supports reconciliation with Indigenous peoples, conserves energy resources and fosters a sound economy and social well-being.”

The regulatory development process comprises of: (1) Defining and setting policy intentions (2) Proposing and evaluating options (3) Recommending chosen policies (4) Implementing the updated regulatory framework. The BCER engaged on policy intentions in summer 2025 and is currently at the second stage of the process, seeking feedback on proposed regulatory policies which will inform the recommendation of chosen policies.





## About This Paper

This discussion paper is intended to share further details about proposed regulatory policies to be applied to renewable energy projects regulated by the BCER. The BCER conducted initial engagement in summer 2025, which centred on BCER's [Policy Intentions](#) and described a range of issues to be addressed in an updated regulatory framework.

This paper and related engagements build on these policy intentions by proposing specific regulatory requirements to address a range of issues previously identified. These requirements are informed by feedback from the initial engagements, advice from independent experts and research and policy analysis conducted by subject matter experts across the BCER.

Regulatory policy proposals are organized according to the same four thematic areas from initial engagement: Environmental Protection, Supporting Reconciliation, Community and Social Well-Being and Protecting Public Safety. In this paper, you will find background discussion of the key policy goals and issues in each thematic area, as well as the specific regulatory policy proposals on which the BCER is currently seeking feedback.

The regulatory policy proposals outlined will inform the BCER Board regulations for renewable energy projects and will be supported by forthcoming guidance that will further clarify expectations for applicants and permit holders. Please note

the requirements proposed in this paper are intended to be applied primarily to large, industrial-scale renewable facilities. Smaller renewable facilities, or those that remain subject to the requirements of the Environmental Assessment Act, will face different requirements, fit for the size and impact of their facility. It is anticipated BCER regulations, guidance and the regulatory framework will be brought into force in spring 2026.

Feedback can be submitted to [info@rep-spa.ca](mailto:info@rep-spa.ca). We welcome your comments on these proposals and will consider all submissions, as we work to finalize the regulatory policy before bringing it to BCER's Board of Directors for review.

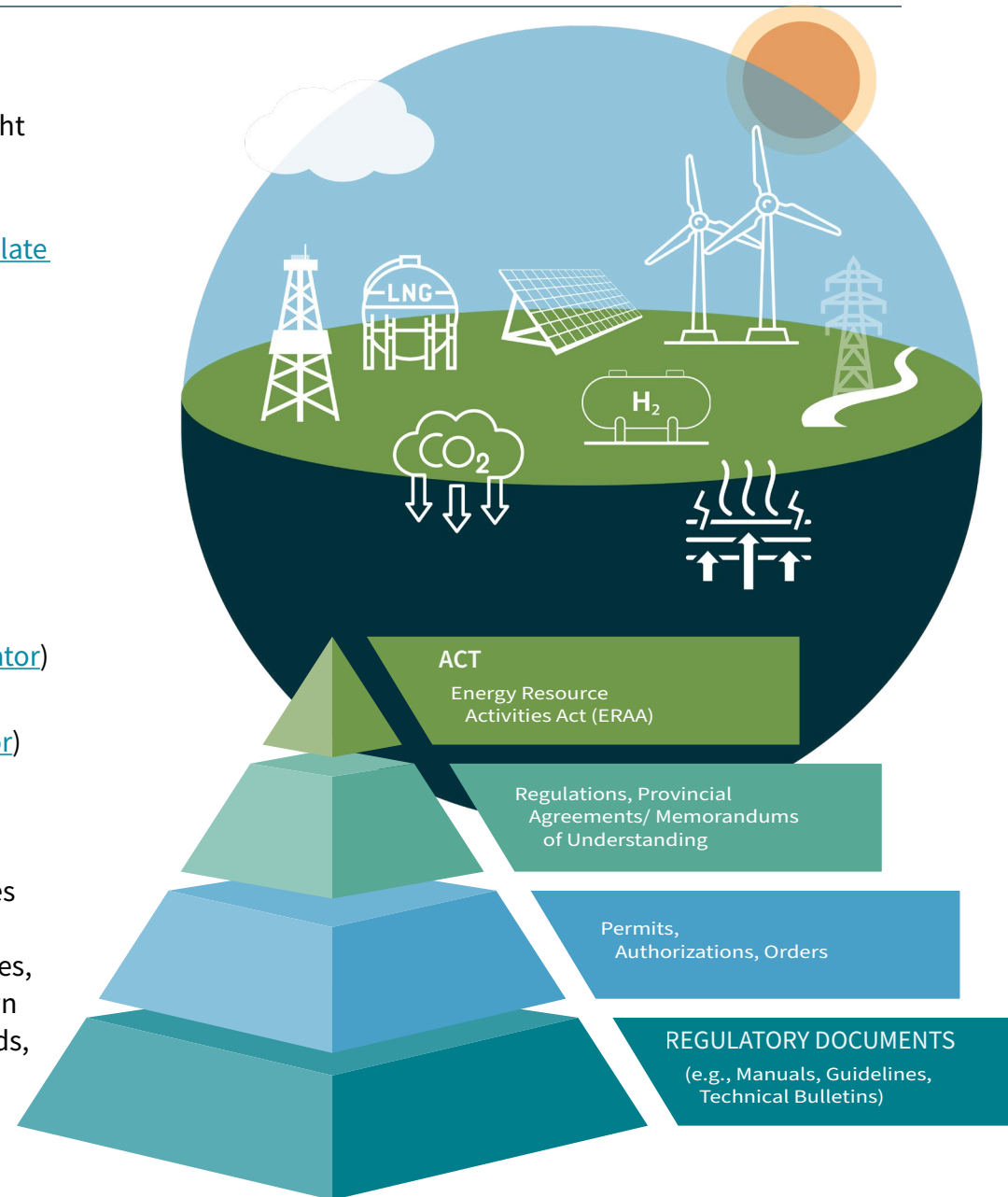


# The BCER's Regulatory Framework

This section provides background information on the BCER's regulatory framework. The BCER has life cycle regulatory oversight of the following activities:

- **Oil, Gas, Carbon Storage Reservoirs and LNG** ([What We Regulate | BC Energy Regulator](#))
  - Energy Resource Activities Act (ERAA) and associated regulations
  - Petroleum and Natural Gas Act
- **Geothermal Resources** ([Geothermal | BC Energy Regulator](#))
  - Geothermal Resources Act and associated regulations
- **Hydrogen, Ammonia and Methanol** ([Hydrogen | BC Energy Regulator](#))
  - ERAA and associated regulations
- **Wind and Solar** (Renewables; [Renewables | BC Energy Regulator](#))
  - REPA and associated regulations
- **Transmission Lines** ([Transmission Lines | BC Energy Regulator](#))
  - REPA and associated regulations

Life cycle regulatory oversight includes the design, permitting, construction, operation and decommissioning/restoration phases of projects. This includes oversight of the activities listed above and their “related activities”, such as roads, temporary workspaces, water use, waste discharge, aggregate use for construction, Crown land access, non-farm use of Agricultural Land Reserve (ALR) lands, timber cutting, archaeology matters, etc.





Prior to applying to the BCER for a permit or authorization, companies seeking to carry out an energy resource activity must conduct pre-engagement with First Nations and consultation and notification with landowners and communities. As an agent of the government, the BCER is charged with adjudicating applications in accordance with legislative requirements and fulfilling the Crown's obligation to consult with First Nations in relation to the activities contemplated by those applications. The regulatory policies proposed below also outline a range of required reviews that must be completed prior to the submission of a permit application. Such reviews must be done by a qualified professional and meet all parameters required by the BCER. These parameters will be largely specified in application manuals and other policy guidance documents.

The BCER's regulatory framework is comprised of legislation and regulations and other regulatory mechanisms such as permits, authorizations, permit conditions, orders, contraventions, administrative penalties and guidance documents. Together, these mechanisms are used to provide oversight of the full life cycle of energy resource activities in B.C. The framework incorporates the use of management systems and professional reliance where appropriate. The framework considers efficiency and seeks to avoid regulatory overlap where risks are managed through existing mechanisms.

To effectively function as a single-window regulator for the full life cycle of energy resource activities in B.C., legislation provides the BCER with authority to issue approvals under the following "specified enactments":

- Forest Act,
- Heritage Conservation Act (HCA),
- Land Act,
- Environmental Management Act, and
- Water Sustainability Act.



To optimize the single-window, the BCER has been granted additional legislative authorities through delegations and designations, including in relation to certain decisions under the:

- Mines Act,
- Agricultural Land Commission Act,
- Water Sustainability Act,
- Wildlife Act,
- Natural resource enforcement functions (such as Special Conservation Officer designations).

The Energy Resource Activities Act, Geothermal Resources Act and REPA also give the BCER Board of Directors the power to make regulations for certain matters relating to how an activity must be applied for and carried out. The BCER's Board has exercised that authority to enact a [suite of regulations](#).

For other topics, government has retained regulation making authority. This authority has been utilized by the Province to pass regulations that apply to energy resource and geothermal resource activities and to direct the BCER on requirements that must be considered, including:

- Environmental Protection and Management Regulation (EPMR): Sets out government's environmental objectives for energy resource activities to enable environmental protection during the life cycle of an energy resource activity.
- Energy Resource Activities General Regulation: Regulates permit expiration, special projects, release of information, surveys, etc.
- Administrative Penalty Regulation: Establishes penalties for non-compliance with regulations.

Finally, some activities may require additional approvals from other regulators or create obligations under other statutes or regulations, such as:

- BC Building Code – Requirements for building safety are described in the BC Building Code. Facility structures may be expected to comply with design and construction standards, as applicable.
- Safety Standards Act – Some aspects of the construction and operation of a facility will need to be permitted under the Safety Standards Act, which is administered by Technical Safety BC.
- Occupational Health and Safety Regulation – While the proposed regulatory policies include several public and worker safety requirements, worker safety is also subject to the Occupational Health and Safety Regulation, which is administered by WorkSafe BC.
- Other potentially applicable acts include the Transportation Act or the federal Fisheries Act.
- Spill Reporting Regulation: Sets out reporting requirements for spills.
- Contaminated Sites Regulation: Regulates the assessment and remediation of contaminated sites.





# 1. Environmental Protection

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## Introduction & Policy Intent

While renewable energy activities (such as wind and solar projects) support B.C.'s efforts to diversify its energy sources and transition to a low-carbon economy, any large project development requires some disturbance of the environment and may pose some degree of risk to lands, waters and wildlife. As a regulator, the BCER protects the environment by ensuring energy resource projects are conducted in a manner that avoids and minimizes impacts to the lands, waterways, or diverse ecosystems of wildlife in B.C. The BCER has a robust system of policies requiring the assessment and mitigation of environmental impacts that will be adapted and expanded to address the specific risks associated with renewable activities.

## Issues & Desired Outcomes

### 1.1 Impacts to Land, Water and Wildlife

Renewable energy projects may require several wind turbines or solar arrays, or much larger turbines and arrays, which may be spread over a wide area. Therefore, development of a renewable energy project may require extensive clearing, removal of vegetation, earthworks or redirection of streams, all of which pose a risk to the surrounding environment, including wildlife and their habitats. However, many of these risks can be avoided or

minimized through appropriate project design and management. A key to effective avoidance and mitigation of impacts is early identification and evaluation of risk factors and proactive management planning.

The regulatory framework will ensure applicants complete a comprehensive environmental impact report for all potential hazards that may impact environmental values. Examples of environmental values considered include soils, surface water, ground water, riparian areas, air quality, wildlife, wildlife habitat, vegetation, forest health and agricultural capability. The required report will provide the foundation for the applicant to develop a comprehensive environmental management plan. The environmental management plan will propose the practices and processes for how identified environmental impacts will be avoided, minimized and/or mitigated in an ongoing and adaptive manner. The proposed regulations will require that all reports and management plans are based on the best available science and Indigenous Knowledge, where available. These exercises must be conducted by appropriately qualified professionals registered with a regulatory body under the Professional Governance Act. Professional reliance ensures risks to the environment are assessed by those with appropriate specialist knowledge in a robust and accountable manner. Management plans are periodically audited to ensure proper implementation and lack of compliance with an accepted plan can also be the basis of enforcement action against a permit holder.

The BCER recognizes wind turbines pose specific risks to flying animals such as birds and bats. These risks include directly striking rotating blades of turbines and trauma caused by pressure changes in proximity to a turbine. Our policy framework will provide guidance regarding inclusion of appropriate population surveys and studies to appropriately determine risks to flying species and their migration.

The proposed regulations aim to achieve the following outcomes :

- Impacts to the environment are proactively identified, risk-assessed and suitable mitigations are developed early in project development.
- Renewable energy projects are sited, designed and constructed to minimize risks from the project to environmental values such as waterways, wildlife and wildlife habitat.
- Renewable energy projects are operated to be active and responsive in management of potential risks to the environmental values across and beyond the life cycle of the project.



| Pre-Application & Application Requirements - Impacts to Land, Water and Wildlife                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p>An applicant must submit an environmental impact report, completed by qualified professionals and consistent with parameters established by the BCER, which addresses the following:</p> <ul style="list-style-type: none"> <li>• An assessment of the current environmental conditions prior to construction and potential adverse environmental effects to land, water and wildlife across the life cycle of the project.</li> <li>• The best available science and Indigenous Knowledge.</li> <li>• For a wind energy project, the report must include a minimum of one year of bird and bat monitoring completed prior to the submission of the application.</li> </ul>                                                                              | <p>Statutory Decision Makers (SDMs) may only approve permits for projects that can demonstrate they will not create material adverse effects to the environment. The environmental impact reports inform the design and development of the project to minimize environmental risks and support adaptive management. The initial environmental review also captures the “pre-disturbance” state of the project area to inform decommissioning and restoration plans and objectives, including observations and measurements that represent the condition of the site prior to construction.</p> <p>BCER guidance will provide requirements for environmental values to be assessed and where appropriate, the corresponding methodologies, while allowing sufficient flexibility to suit the unique needs of the project environment.</p> |
| <p>An applicant must submit an environmental management plan, developed by qualified professionals and consistent with parameters established by the BCER, that details the processes and procedures to monitor and minimize the adverse effect the facility could have on the environment considering the following:</p> <ul style="list-style-type: none"> <li>• The data and risk of impacts from the above environmental impact report.</li> <li>• All proposed activities across the life cycle of the project.</li> <li>• The best available science and Indigenous Knowledge.</li> <li>• For a wind energy project, the management plan must include plans for post-construction bird and bat surveys, fatality monitoring and reporting.</li> </ul> | <p>SDMs consider the environmental management plan in permitting decisions and must determine the proposed mitigation measures will achieve the desired environmental outcomes and sufficient ongoing monitoring will be in place to allow permit holders to adapt their processes to match changes in the environment across the lifetime of the project.</p> <p>To receive a permit, the applicants must demonstrate the risk of material adverse environmental effects can be avoided or, otherwise minimized.</p>                                                                                                                                                                                                                                                                                                                    |

## Construction, Operations & Decommissioning Requirements - Impacts to Land, Water and Wildlife

| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The permit holder must maintain records demonstrating implementation of the environmental management plan and ongoing monitoring of environmental values in the form and manner required by the BCER.</p>                                                                                                                                                                                                                                                                                                                                                                | <p>BCER requires consistent and up-to-date information regarding facility operations to enforce compliance with regulations and permit conditions.</p> <ul style="list-style-type: none"> <li>• Some records are required to inform specific investigations or audits.</li> <li>• Other information is required on a regular basis to determine compliance with specific, ongoing performance metrics (e.g. bird or bat mortality per year).</li> <li>• BCER guidance will describe how records are to be maintained and requirements for submission.</li> </ul>                                                                                                                                                     |
| <p>In the case of a significant wildlife incident, the permit holder must immediately notify the BCER.</p> <p>A significant wildlife incident includes:</p> <ul style="list-style-type: none"> <li>• The death or injury of an endangered species listed in Schedule 1 of the Species at Risk Act.</li> <li>• The death or injury of a locally significant species as identified by the BCER.</li> </ul>                                                                                                                                                                    | <p>Immediate notification may be required in some cases to inform BCER's compliance and enforcement team and ongoing performance monitoring of renewable energy projects.</p> <p>Incidents requiring notification will be described in permit conditions and guidance (e.g. listing locally significant species).</p>                                                                                                                                                                                                                                                                                                                                                                                                |
| <p>Before making any material change to the environmental management plan, the permit holder must:</p> <ul style="list-style-type: none"> <li>• Ensure a qualified professional assesses the potential adverse effects of the proposed change and develops any required mitigation measures.</li> <li>• Ensure a qualified professional prepares an updated environmental management plan.</li> <li>• Submits to the BCER for approval, a copy of the updated environmental management plan with a statement describing the extent and rationale for the change.</li> </ul> | <p>After a project has been permitted, if circumstances require a change to the design, layout and/or operation of the facility as approved, the permit holder must assess the potential impacts of the proposed change, to determine if the risk of adverse environmental affects may increase.</p> <p>To ensure flexibility in site design and to minimize regulatory burden, the permit holder is only required to notify the BCER if a qualified professional determines the proposed change is likely to increase risk to environmental values. Notification allows BCER to determine if a permit amendment is required and to request further information regarding mitigations to the identified impacts.</p> |



## 1.2 Cumulative Effects Management

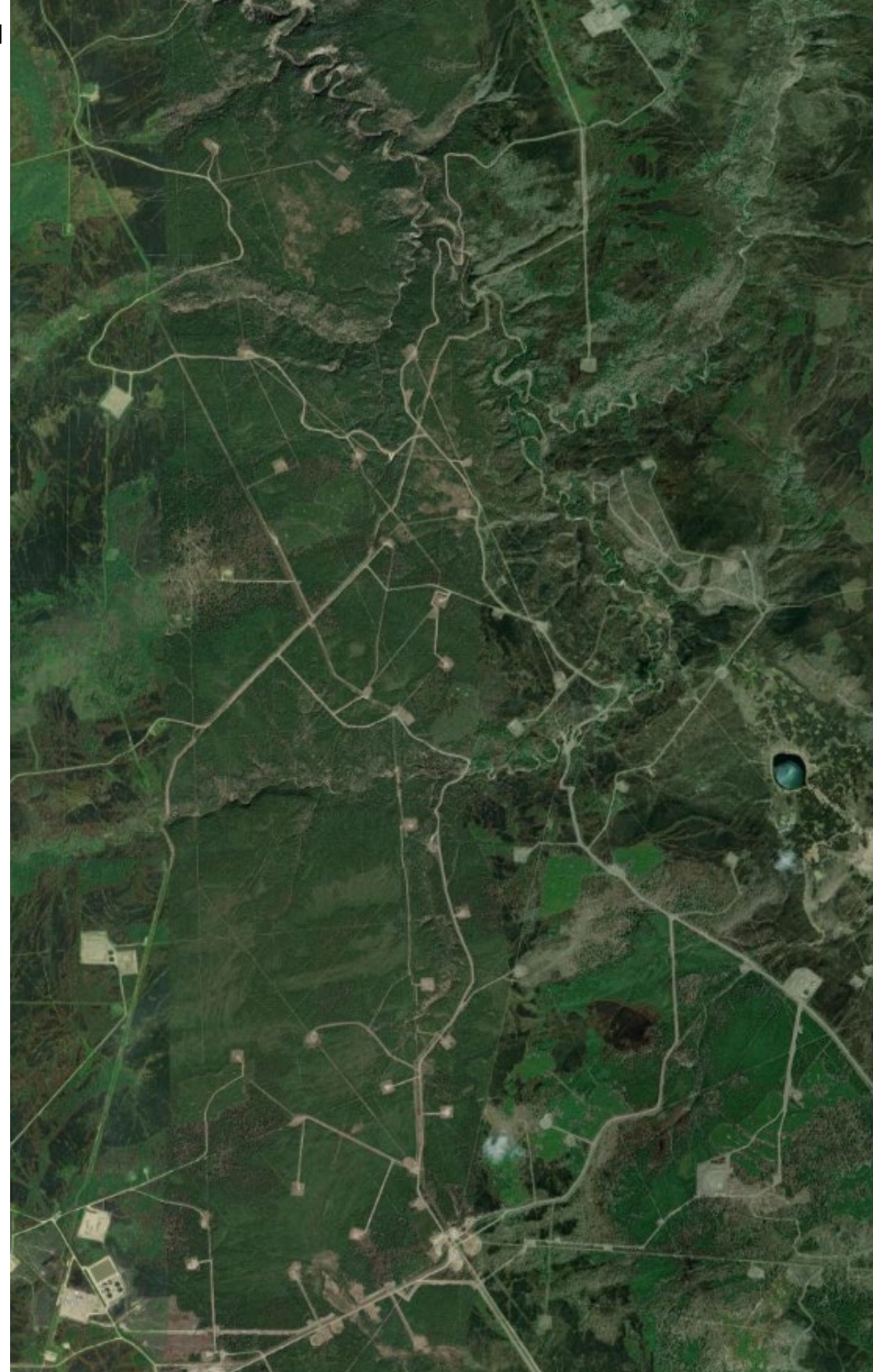
The B.C. government defines cumulative effects as changes to environmental, social, and economic values caused by the *combined* effects of past, present and potential future human activities and natural processes.

In permitting energy resource activities, the BCER works with the Province, applicants, First Nations, and local communities, to ensure the environmental impacts of an individual project are mitigated and/or reduced. Although the impacts associated with an individual project are minimized, the combined effects of several projects within the same area can build up over time. The aggregated impacts of multiple projects may eventually adversely affect the environment, communities and First Nations' rights to conduct traditional activities upon their territories.

The proposed regulations require applicants to provide an assessment of the potential contribution of an individual project to wider cumulative effects. This information will be used to inform the BCER's permitting decisions for renewable energy projects and to guide applicant development of suitable mitigation measures.

In collaboration with the Province, the BCER is developing regulations and guidelines for the management of cumulative effects in support of the following outcome:

- The potential contribution of renewable energy projects to cumulative effects are proactively assessed and mitigated.



| Pre-Application & Application Requirements - Cumulative Effects Management                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p>Applicant must submit a cumulative effects assessment (CEA) completed by appropriate qualified professionals and consistent with parameters established by the BCER.</p> <p>Applicant must ensure a CEA and management plans are completed using the best available scientific and Indigenous Knowledge.</p>                                                                                                                                                                                                                   | <p>An assessment is required to provide SDMs with suitable information to evaluate the project's potential contribution to cumulative effects and consider these risks in the decision on the project.</p> <p>Pre-engagement with local First Nations and consultation with local communities should inform selected CEA values and management outcomes, and/or provide additional assessment or tool information to support the CEA process.</p> |
| <p>Applicants must submit a cumulative effects management plan prepared by an appropriate qualified professional and consistent with parameters established by the BCER. This management plan must outline the proposed mitigations to address identified impacts to cumulative effects and how the project is maximizing the use of already disturbed lands.</p> <p>If undisturbed lands are impacted by a project, the management plan must demonstrate how progressive restoration will be used to mitigate these impacts.</p> | <p>SDMs require accurate information on mitigation measures that specifically address the project's contributions to cumulative effects, in addition to the direct effects of the project, to ensure long-term stewardship and protection of environmental values.</p> <p>Where undisturbed areas are impacted by a project, requirements for applicants to restore the lands will be increased.</p>                                              |



| Construction, Operations & Decommissioning Requirements - Cumulative Effects Management                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Rationale                                                                                                                                                                                                                                                                                                               |
| <p>The permit holder must maintain records demonstrating implementation of their cumulative effects management plan.</p> <p>These records must be:</p> <ul style="list-style-type: none"> <li>• Provided to the BCER upon request.</li> <li>• Submitted to the BCER in the form and manner required.</li> </ul>                                                                                                                                                                                                                                | <p>Accurate information regarding the implementation and results of mitigation measures is required to inform BCER's compliance and enforcement activities.</p>                                                                                                                                                         |
| <p>A permit holder must, before making a change to the renewable energy facility design, ensure qualified professionals assess potential contributions to cumulative effects that may result from the change.</p> <p>If the qualified professional identifies the proposed change to the renewable energy facility design may significantly increase the risk of adverse contributions to cumulative effects, the permit holder must not proceed with the intended change and submit notification to the regulator in the manner required.</p> | <p>In cases where circumstances require a change in the project, potential risks to cumulative effects values must be assessed and specified, in addition to any direct environmental risks, for the BCER to determine if the proposed change requires additional mitigation measures or a formal permit amendment.</p> |



### 1.3 Agricultural Land

The Agricultural Land Reserve (ALR) refers to land, designated by the Province, where agricultural is recognized as the priority use and non-agricultural uses are restricted. However, land that is desirable for agricultural uses is often also well-suited to renewable energy projects. REPA provides the BCER with the ability to authorize non-farm use of ALR land for use in renewable energy projects, to support the development of B.C.'s diverse energy resources.

The BCER's proposed regulatory framework will ensure when non-farm use of ALR land is considered, negative impacts to agriculturally capable lands are minimized. Applicants will be required to conduct agricultural assessment to inform land management plans, to maintain as much agricultural use as possible and minimize impacts to existing cultivation and prevent contamination and erosion of the soil. Decommissioning and restoration plans will also be required to consider the preserving or restoring the long-term agricultural capability of land.

The BCER is developing regulations and guidelines for the management of agricultural land in support of the following outcomes:

- Impacts to agricultural capability from renewable energy projects are minimized during site planning and repaired when operations cease.
- Agricultural capability of the land will be maintained.
- Following restoration of a project, reclamation will ensure agricultural activities can be fully resumed upon the land.



| Pre-Application & Application Requirements - Agricultural Land                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                         | Rationale                                                                                                                                                                                                                                                                                                                                       |
| <p>The applicant must submit an agricultural assessment report conducted by a qualified professional and consistent with parameters established by the BCER.</p> <p>The assessment will include site assessment and agricultural capability assessment.</p>                                                        | <p>An assessment is required to provide SDMs with suitable information to evaluate the project's potential impacts to agricultural land and consider these impacts in the decision on non-farm use. The assessment captures the "pre-disturbance" state of the agricultural land and is used to inform restoration planning and objectives.</p> |
| <p>An agricultural land management plan developed by a qualified professional and consistent with parameters established by the BCER must be submitted to the regulator.</p> <p>Management plans will address impacts noted by the assessment and include recommendations for surface water and soil handling.</p> | <p>SDMs consider the agricultural land management plan in non-farm use decisions and determine if the proposed soil handling, water management and other mitigation measures will preserve agricultural capability.</p>                                                                                                                         |
| <p>Decommissioning and restoration planning for agricultural land must demonstrate how the site will be restored to the standards established in the baseline site assessment.</p>                                                                                                                                 | <p>To receive a non-farm use permit, applicants must demonstrate their consideration of planning for restoration to maintain agricultural potential.</p>                                                                                                                                                                                        |

| Construction, Operations & Decommissioning Requirements - Agricultural Land                                                                                                                         |                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                          | Rationale                                                                                                                                                                                                       |
| <p>Agricultural management plan is implemented and monitored by the permit holder.</p>                                                                                                              | <p>Accurate information regarding the implementation and results of the implementation of the agricultural management plan is required to inform BCER's compliance and enforcement activities.</p>              |
| <p>Following construction, progressive restoration of land impacted by construction but not needed for operations, is completed in accordance with the decommissioning and restoration plan.</p>    | <p>Requirement for explicit post-construction restoration ensures restoration is conducted progressively and improves agricultural use. Restoration objectives are to return to pre-disturbance conditions.</p> |
| <p>Final reclamation and restoration following decommissioning of the project returns the disturbed land to pre-construction conditions. The initial assessment sets standards for reclamation.</p> | <p>Ensures restoration of the Agricultural Land Reserve lands, preventing loss of agricultural land and maintaining agricultural potential for B.C.</p>                                                         |



## 1.4 Decommissioning and Restoration

The expected lifetime for a wind or solar facility is currently roughly 25 - 35 years after operations begin. Once operations conclude, project sites must be decommissioned, which involves the safe removal or remediation of site equipment and infrastructure. Once decommissioning is complete, the site must be restored to a natural state, or prepared for other uses such as agricultural, recreation, or First Nations traditional cultural practices. ERAA requires administrative and financial responsibility for decommissioning and restoration of projects rests with the permit holder.

The proposed regulatory framework adopts a proactive and progressive approach towards decommissioning and restoration, where decommissioning is considered and planned for in the early stages of project development and treated as a process that occurs across the life cycle of the project. The BCER expects equipment and infrastructure is removed when it is no longer necessary and not waiting to the end of operations. To ensure the decommissioning and restoration activities are performed responsibly, expediently and without disruption to the environment or local communities, applicants will be required to submit a decommissioning and restoration plan at application. The proposed framework will also direct applicants to proactively consider how site materials can be disposed in a responsible manner that maximizes reuse or recycling and minimizes waste. The BCER will consider the potential impacts mass disposal of site materials may have on local landfills and community capacity for waste management.

BCER's proposed regulatory framework will aim to achieve the following outcomes:

- Equipment and infrastructure associated with a renewable energy activity are decommissioned in a timely and efficient manner.
- Decommissioning and restoration are proactively considered and planned for before construction of projects.
- Decommissioning and restoration are completed progressively with components removed and appropriately restored, as soon as they become unnecessary, across the project life cycle.
- Permit holder is fully liable for costs associated with decommissioning and restoration.
- Decommissioning ensures disposal of materials in landfills is minimized and opportunities to reuse or recycle materials are utilized as far as practicable.
- Decommissioning ensures disposal of materials does not adversely impact the capacity of local communities to manage and dispose of their own waste.



| Pre-Application & Application Requirements - Decommissioning and Restoration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Rationale                                                                                                                                                                                                                                                                                                                                    |
| Applicant must ensure a qualified professional prepares a decommissioning and restoration plan consistent with parameters established by the BCER and submits this plan to the BCER with their application for approval.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | To receive a permit, applicants must demonstrate their acceptance of this responsibility for the decommissioning and restoration of project sites, their awareness of the practical and financial requirements of decommissioning and restoration, and their ability to complete decommissioning activities within an appropriate timescale. |
| <p>The decommissioning and restoration plan must contain the following information, and any additional information as required by the BCER.</p> <ul style="list-style-type: none"> <li>• Descriptions of activities required, including decommissioning, assessment, remediation, reclamation and restoration.</li> <li>• Schedule and timing of progressive restoration activities to be completed post-construction.</li> <li>• Timeline of all decommissioning and restoration activities to be completed post-operations and following suspension of the facility.</li> <li>• Description of how materials and equipment will be responsibly disposed and confirmation from the proposed waste handling facility of their capacity to receive the materials.</li> <li>• Description of any materials to be left on site and how these will be safely managed.</li> <li>• Inventory of all substances that could potentially cause pollution or contaminate the site and how any contamination will be prevented and/or remediated.</li> <li>• Cost-estimate of all activities.</li> </ul> | Proposed requirements for content of decommissioning and restoration plans are consistent with Environmental Management Act provisions (awaiting enactment) and provide information required for SDMs to evaluate the feasibility of the proposed activities and the permit holder's liability.                                              |

| Construction, Operations & Decommissioning Requirements - Decommissioning and Restoration                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                         | Rationale                                                                                                                                                                                                                                                                                                                                                                               |
| Post-construction restoration activities must be initiated within one year of commencement of operations.                                                                                                                                                          | Requirement for explicit post-construction and schedules ensuring restoration is conducted progressively and not reserved until the end of operations.                                                                                                                                                                                                                                  |
| All decommissioning and restoration plans must be reviewed and, if necessary, updated by a qualified professional every five years.                                                                                                                                | Ensure decommissioning and restoration plans submitted with a permit application remain relevant and practicable across the lifetime of the facility (~ 30 years) and can account for changes in available technology, waste disposal options and environmental conditions.                                                                                                             |
| The permit holder must submit updates to the decommissioning and restoration plan to the BCER for approval.                                                                                                                                                        | Decommissioning and restoration plans must be approved by the BCER. The BCER will, through guidance, identify criteria for a decommissioning and restoration plan to be approved. These may include, but are not limited to, maximum timelines for decommissioning and restoration, requirements for agricultural land, removing structures and completing certificates of restoration. |
| Within 12 months of the last date of operation for a renewable energy facility, a permit holder must implement a suspension plan prepared by a qualified professional and consistent with parameters established by the BCER; or return the facility to operation. | Requires permit holders to ensure inactive wind turbines and solar arrays are in a safe state that does not pose risks to the environment or public safety.                                                                                                                                                                                                                             |
| The permit holder must implement the approved post-operations decommissioning and restoration plan consistent with parameters established by the BCER within 24 months of the last date of operation.                                                              | Provides an explicit requirement that permit holders proceed with approved plans and ensures decommissioning and restoration activities are completed in a timely fashion.                                                                                                                                                                                                              |
| The permit holder must ensure the decommissioning of a renewable energy project is carried out safely.                                                                                                                                                             | Decommissioning operations carry similar risks as construction and dangers to employees and the public, must be minimized.                                                                                                                                                                                                                                                              |
| The permit holder must keep records demonstrating implementation of the decommissioning and restoration plan and submit these records to the BCER on request.                                                                                                      | Records are required to support and inform BCER's enforcement activities and to ensure permit holders comply with applicable regulations and the conditions of their permit.                                                                                                                                                                                                            |



## 2. Supporting Reconciliation

### Introduction & Policy Intent

The BCER is committed to mutually beneficial, collaborative working relationships with First Nations and Indigenous governments and recognizes the Declaration on the Rights of Indigenous Peoples Act (Declaration Act) as the framework for reconciliation. The BCER upholds the Crown's duty to consult with impacted First Nations, Section 35 of the Canadian Constitution Act and all applicable case law.

The regulatory framework for renewable energy projects will strive to ensure the interests of First Nations are understood, respected and considered in project development plans, the BCER's decision-making and delivery of our mandate. This will require clear identification of how First Nations rights may be impacted by developments and the implementation of legally enforceable requirements to uphold and protect these interests.

The BCER adjudicates permits and regulates permit holders conducting energy resource activities. Internal policy guides our decision makers according to the values articulated in this section. The discussion below reflects our internal policy to ensure consent is considered in BCER permitting decisions.





## Issues & Desired Outcomes

### 2.1 Early and Pre-Engagement

The BCER upholds the Crown's duty to consult. In addition to its own consultation, the BCER asks applicants to conduct pre-engagement with impacted First Nations. This proactive approach supports project planning, increased communication and collaboration between parties, and helps reduce the likelihood of impacts during both construction and operational phases of development projects. More information can be found in the [BCER's pre-engagement guidance](#).

The BCER also recognizes the wisdom and value of Indigenous Knowledge in understanding and planning for impacts. In addition to considering this knowledge when it is provided, the BCER expects permit applicants to incorporate it into their project plans if it is shared by an impacted First Nation during pre-engagement.

| Pre-Application & Application Requirements - Early and Pre-Engagement                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                      | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| An applicant must conduct pre-engagement with impacted First Nations and submit a pre-engagement report with their application. | <p>Pre-engagement supports incorporation of Indigenous Knowledge and First Nation interests into development plans. Pre-engagement is required across the BCER's regulated activities.</p> <p>Detail regarding these reporting requirements is outlined in the existing pre-engagement guidance. This report is required to demonstrate that pre-engagement has been completed and to indicate how interests identified have been incorporated into development plans.</p> |

## 2.2 Indigenous Knowledge and its Protection

An important aspect of the regulatory life cycle is the respectful use and protection of Indigenous Knowledge. This knowledge plays an important role in identifying and addressing potential impacts, and the BCER recognizes its value in planning and decision-making. When Indigenous Knowledge is shared by a First Nation, the BCER expects permit applicants to incorporate it into their project plans. Indigenous Knowledge can be incorporated into early planning, consultation and other touch points with the BCER. Acknowledging and protecting it is essential, both as a moral responsibility and a legal obligation.

Indigenous Knowledge should only be used with appropriate permission and in accordance with the governance, laws, policies and practices of the First Nation that shares it. Many First Nations in B.C. maintain in-house datasets, records or rely on knowledge holders with expertise in a particular subject or area. To ensure protection and confidentiality, applicants/permit holders and First Nations should work together to determine how Indigenous Knowledge is handled during engagement. This may include information-sharing agreements and adherence to community protocols.



The First Nations Principles of Ownership, Control, Access and Possession (OCAP), developed by the First Nations Information Governance Centre, provide further guidance on protecting Indigenous Knowledge. In addition, the Freedom of Information and Protection of Privacy Act (FOIPPA) provides legal mechanisms to safeguard sensitive information from disclosure, including when public disclosure could reasonably be expected to:

- Harm the Province's conduct of relations with First Nations governments (FOIPPA, Section 16). This protection is valid for 15 years from the time of disclosure.
- Result in damage to, or interfere with, the conservation of natural sites or sites of anthropological or heritage value, an endangered, threatened, or vulnerable species or subspecies, or any other rare or endangered living resource (FOIPPA, Section 18).



The BCER has established a strong and evolving framework for incorporating Indigenous Knowledge into the regulatory process. This framework reflects our commitment to meaningful collaboration with First Nations and inclusion of all available information to help inform the regulatory framework and decision-making. It is embedded in several regulations and guidance documents that guide our work, including:

- [Ecological Suitable Species Guideline](#)
- [Treaty 8 Planning and Mitigation Measures](#)
- [Guidance for Pre-engaging First Nations](#)
- [Processing Facility Regulation](#) and [Guideline](#)

Together, these processes produce stronger outcomes, including:

- Increased communication between applicants and impacted First Nations regarding interests, impacts and necessary mitigations or management strategies.
- Consideration of Indigenous Knowledge in project development plans and assessments of project impacts.
- Reduced likelihood of impacts to First Nations interests throughout the life cycle of a development project.

By respecting and protecting Indigenous Knowledge, and embedding it into the regulatory life cycle, the BCER and applicants can support more responsible and sustainable energy resource development in B.C.

| Pre-Application & Application Requirements - Indigenous Knowledge and its Protection                                                                                                                                      |                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                | Rationale                                                                                                                                                                                                                               |
| Environmental assessments, cumulative effects assessments, and assessments of community impacts submitted by an applicant must incorporate relevant Indigenous Knowledge when it is provided by an impacted First Nation. | This provision formalizes the expectation Indigenous Knowledge be integrated into planning, operational procedures and decision-making. High-level guidance will be developed regarding appropriate management of Indigenous Knowledge. |



## 2.3 Heritage Conservation Act (HCA)

For renewable energy projects, the BCER intends to follow the approach outlined in the HCA and its guidance materials (as it does for energy resource activities regulated under ERAA). Any future changes to the HCA will also be implemented by the BCER.

Some specific aspects are noted below:

- Pre engagement opportunities include opportunities for First Nations to discuss interests that may include HCA regulated heritage resources or other cultural heritage resources.
- The BCER's archaeology submissions and review will be done through the BCER's application process for energy resource activities. This process enables location-specific conditions related to archaeology to be incorporated into the permit for the renewable energy resource project where appropriate.



## 2.4 Protecting Cultural Heritage Sites

The BCER's oversight of cultural heritage resources not regulated under the HCA is conducted pursuant to the Environmental Protection and Management Regulation (EPMR). The EPMR defines a cultural heritage resource as an object, a site or the location of traditional societal practices, that is not regulated under the HCA, and is of historical, cultural or archaeological significance to Aboriginal people. The EPMR is a government regulation and changes to the regulation are outside of the scope of this discussion paper.

All energy resource activities must be planned and undertaken in accordance with the EPMR. Applicants contemplating energy resource activities are expected to engage potentially affected First Nations early in the planning process. As part of engagement, permit holders are encouraged to work collaboratively with First Nations to identify appropriate approaches for considering cultural heritage values, including the development of datasets or management measures where First Nations wish to share that information.

| Pre-Application & Application Requirements - Protecting Cultural Heritage Sites                                                                       |                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                            | Rationale                                                                                                                                                                                                                                                                                                                   |
| An applicant must prepare a mitigation plan for any cultural heritage resources identified within the operating area of the renewable energy project. | Through pre-engagement with First Nations, cultural heritage resources may be identified. Where these are identified, applicants must prepare a management plan to mitigate potential impacts to those resources. The BCER encourages applicants to work with the affected First Nations in developing the mitigation plan. |



## 2.5 Consent & Consensus

### BCER's Guidance on Seeking Consensus with First Nations through Consultation

As outlined above, the BCER, as an agent of the Crown, is responsible for fulfilling the Crown's duty to consult with First Nations before authorizing energy activities. Beyond meeting this legal duty, the BCER seeks to engage meaningfully with First Nations, aiming to build respectful relationships, share information and support participation in decisions that may affect their rights and interests. This work is rooted in reconciliation and guided by the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the Declaration Act, and the principle of Free, Prior and Informed Consent (FPIC).

### Free, Prior and Informed Consent (FPIC)

FPIC affirms Indigenous peoples' rights to be involved early and meaningfully in decisions affecting their lands, territories and resources. It requires that decisions are made free from coercion, within timelines that allow for thorough information gathering and through processes consistent with each Nation's governance. Article 32 of UNDRIP and Principle 6 of B.C.'s Draft Principles affirm that governments must seek FPIC prior to approving projects with potential impacts, while the Truth and Reconciliation Commission's Call to Action 52 reinforces the recognition of Aboriginal title and related rights.

### FPIC in Practice at BCER

The BCER has long integrated FPIC into its regulatory approach. This includes respecting First Nations' self-determination, supporting decision-making through capacity funding and training, requiring early applicant engagement and maintaining transparency throughout the project life cycle. Engagement extends beyond project reviews to include co-development of regulations and standards, ensuring Indigenous Knowledge and perspectives are reflected in regulatory requirements.

### Consensus-Seeking

Consensus is a central principle in the BCER's consultation process. While not a legal requirement for project approval, consensus represents respectful collaboration, shared problem-solving and trust-building. It is pursued through early engagement, mandatory pre-engagement by applicants, open dialogue and joint development of mitigation and accommodation measures. The BCER reviews applications to ensure meaningful pre-engagement has occurred and continues consultation throughout the regulatory life cycle.

If consensus is not achieved, the BCER documents reasons, provides further opportunities for discussion and takes First Nations' input seriously.



## 2.6 Capacity Funding Resources to Support Capacity and Participation

The BCER places a strong emphasis on supporting participation and capacity at every stage of the regulatory life cycle through three key avenues: guidance and expertise from BCER staff and subject matter experts, dedicated funding and the Partnership Program.

### Support from staff and Subject Matter Experts

The BCER supports capacity and participation in the regulatory life cycle by working with First Nations to establish consultation and engagement protocols, agreements and arrangements that reflect their unique priorities and approaches. These frameworks create clarity and predictability, while also strengthening opportunities for collaboration. Beyond process, the BCER's subject matter experts are committed to working alongside First Nations to share knowledge, exchange perspectives and learn from one another. This ongoing collaboration helps to ensure regulatory decisions are more informed, culturally grounded and ultimately lead to better outcomes for the land and communities.

### Capacity Funding

Capacity funding is another key way the BCER supports participation in regulatory processes. Capacity funding is designed to support meaningful participation by First Nations in their work with the BCER. It provides resources, staff and technical expertise to help First Nations review applications, attend meetings, hire

advisors, conduct technical studies and develop their own policies and priorities.

Currently, the BCER does not have a specific capacity funding approach for renewable energy projects. However, work is underway to develop a clear and consistent model that supports meaningful participation in this emerging sector. The BCER will continue to communicate with First Nations as this work progresses.

### Partnership Program

Beyond funding, the BCER also works to strengthen long-term relationships through the Partnership Program.

Launched in 2017, the Partnership Program supports reconciliation, the Declaration Act and the BC Energy Regulator's mandate. It advances long-term partnerships and supports First Nation-driven priorities through education, capacity building and joint initiatives.

Supporting participation and capacity is not just about funding or process, it's about building the conditions for stronger relationships and better decisions on the land. These efforts are ongoing, but together they represent a commitment to move beyond transactional consultation toward collaboration that respects rights, knowledge and community priorities.







## 3. Foster Social Well-Being

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### Introduction & Policy Intent

Fostering community and social well-being is a core component of the BCER's regulatory mandate. The Energy Resource Activities Act (ERAA) establishes that fostering a sound economy and social well-being are explicit purposes for which the BCER was established. As such, the BCER has a comprehensive framework for the assessment of social impacts and community engagement, which will be adapted for renewable energy projects.

With respect to renewable energy projects, the regulatory framework will ensure proponents consider and minimize impacts on how people and communities interact with their social, cultural and biophysical surroundings. This will require both a robust consideration of the potential impacts to communities, along with an engagement program that allows affected persons to communicate concerns directly to both applicants and the BCER.

### Issues & Desired Outcomes

#### 3.1 Assessment of Community Impacts

Renewable energy projects may pose a variety of different impacts to surrounding communities. Applicants are expected to proactively understand the nature and extent of these impacts and to implement all feasible mitigations in siting, design and operations. The BCER will consider the impacts of a proposed development on nearby communities when adjudicating a permit application.

Requirements relating to the assessment of community impacts should produce the following outcomes:

- Clear understanding of the nature and extent of impacts that could affect nearby communities. This information informs engagement with local communities and governments and informs the consideration of the BCER when reviewing permit applications.
- Identification of effective mitigation strategies that can limit negative impacts of development for local communities.



| Pre-Application & Application Requirements - Assessment of Community Impacts                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                         | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Applicants must identify all receptors within 1.5 km of the proposed project boundary, which includes regularly occupied buildings and buildings used for livestock.                                                                                                                                                                                                               | The presence and location of receptors influences the extent of assessment considered sufficient during permit application review. Identification of these receptors informs requirements related to community engagement; the distance used here aligns with that for public consultation.                                                                                                                                                          |
| <p>An applicant must submit a report that identifies and evaluates the nature and extent of socio-economic impacts across the full life cycle of a project to:</p> <ul style="list-style-type: none"> <li>• Housing</li> <li>• Use of local resources (e.g. hospitals, landfills)</li> <li>• Vulnerable populations</li> </ul>                                                     | A report on socio-economic impacts will inform the project applicant and the local community of the potential societal impacts of their project.                                                                                                                                                                                                                                                                                                     |
| If receptors are identified within 1.5 km of the project, the applicant must submit a report that identifies all receptors within 1.5 km of the project and assesses the nature and extent of quality-of-life impacts to noise, light, traffic and access. In addition, wind projects must assess the impact of shadow flicker and solar projects must assess the impact of glare. | <p>The presence and location of receptors influences the extent of assessment considered sufficient during permit application review. Identification of these receptors informs requirements related to community engagement.</p> <p>Projects with no receptors present will not be required to complete this assessment.</p>                                                                                                                        |
| The above reports must describe the methodology used to assess impacts and detail any planned mitigations and a rationale for their adequacy.                                                                                                                                                                                                                                      | <p>Applicants should use the findings of these reports to inform community engagement efforts and develop appropriate mitigations.</p> <p>Guidance will be developed to inform methodology and scope of the required assessments. The BCER relies on an accurate understanding of anticipated impacts to quality of life and socio-economic well being to assess the adequacy of mitigations and the impact of development on local communities.</p> |
| The above requirements shall not apply to an applicant completing an environmental assessment under the Environmental Assessment Act.                                                                                                                                                                                                                                              | Applicants who are required to complete an environmental assessment under the Environmental Assessment Act will be exempted from overlapping requirements within the BCER framework.                                                                                                                                                                                                                                                                 |



### 3.2 Community Engagement

Effective and proactive communication between affected persons, local governments, project applicants and the BCER is fundamental to the management of project impacts and local communities. ERAA provides the BCER authority to implement regulations respecting public consultation (i.e. community engagement) in addition to existing ERAA legislation, which allows any person to make a submission to the BCER respecting a permit application.

Requirements respecting community engagement should produce the following outcomes:

- Consultation with persons who may experience impacts from the development.
- Consultation with rights holders or others whose socio-economic interests could be impacted by the development.
- Consultation with local authorities and federal bodies who may be impacted by the development.



| Pre-Application & Application Requirements - Community Engagement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p>Applicants must provide an invitation to consult the following persons:</p> <ul style="list-style-type: none"> <li>• The local authority of jurisdiction where the project is proposed to be sited.</li> <li>• Any federal bodies whose interests or operations may be impacted by the facility.</li> <li>• Rights holders whose ability to exercise those rights may be impacted by the facility.</li> <li>• Any registered landowner if all or part of the landowner's land is within 1.5 km of the project boundary.</li> </ul>                                                                                                                                                                                                                                             | <p>Landowners identified for an invitation to consult are more likely to face direct impacts to their property because of proximity to the development. Applicants need to consult with local authorities and landowners to ensure local values are considered in project planning. Additionally, these consultations allow an opportunity for local governments to clarify any bylaws that may apply.</p> <p>Federal bodies who operate critical infrastructure, such as aerodromes or radar systems, also require awareness of proposed developments to mitigate impacts to their interests. Consultation provides an opportunity for them to work directly with applicants on management strategies and to ensure applicants comply with any relevant federal policy expectations.</p> |
| <p>An invitation to consult must contain the following information:</p> <ul style="list-style-type: none"> <li>• A description of the proposed project</li> <li>• A summary of the nature, geographic area, and timing of the potential offsite quality of life impacts</li> <li>• Contact information of the applicant</li> <li>• Address or location of the proposed facility</li> <li>• A statement that the recipient may make a submission to the BCER under section 22 (5) of ERAA</li> <li>• A statement clarifying that the recipient may respond in writing within 30 days, including requesting a meeting with the applicant</li> <li>• When provided to a local authority, the invitation must also include a summary of anticipated socio-economic impacts</li> </ul> | <p>See above rationale regarding contents of invitations to consult.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |



| <i>Table continued from previous page</i>                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| An applicant must make all reasonable efforts to accommodate meeting with those who receive an invitation to consult.                                                                                                                                                                                                                                                            | Applicants are expected to engage in good faith with all parties receiving an invitation to consult.                                                                                                                                             |
| <p>An applicant must respond to all submissions from consulted persons as follows:</p> <ul style="list-style-type: none"> <li>• Provide a summary of the meeting with the respondent, if applicable.</li> <li>• Provide a description of the revisions, if any, that will be made to the proposed activities based on the concerns, if any, raised by the respondent.</li> </ul> | These requirements clarify expectations for engagement with consulted persons and demonstrate to recipients how the information gleaned during consultations will be provided to decision makers.                                                |
| <p>Invitations to consult may be provided via the following methods of service:</p> <ul style="list-style-type: none"> <li>• By written notice in accordance with a method of service set out in section 79 (1) of ERAA or section 2 of the Service Regulation.</li> </ul>                                                                                                       | The BCER must prescribe the methods of service for documents served under ERAA. Applying the existing Service Regulation provides coherence across the BCER regulatory framework.                                                                |
| <p>Applicants must include in their application a report including:</p> <ul style="list-style-type: none"> <li>• A summary of who was consulted.</li> <li>• A copy of the invitation provided.</li> <li>• A record of all comments received and how they were considered in development planning.</li> </ul>                                                                     | This report must be required with an application package for the BCER to assess the adequacy of consultation efforts. This review includes a consideration of the extent to which concerns raised were reasonably accommodated by the applicant. |

### 3.3 Noise

Renewable energy projects produce noise during construction, and wind projects produce noise during operations. This noise can be disruptive to nearby communities and is commonly cited as a primary concern of communities who host such developments. Noise from wind turbines can be modelled prior to construction using establishing methodologies and can be monitored during operations. While some degree of noise is inherent in the construction and operation of these projects, the impact of this noise should be limited to ensure projects are well integrated with their surrounding communities and do not become a nuisance to nearby residences. Many jurisdictions in Canada and globally have implemented noise assessment requirements and most have a limit on the maximum level of noise that is acceptable during operations. Mitigations are well established and include siting turbines at a sufficient distance from receptor buildings or implementing strategies such as curtailing turbine activity when wind conditions are likely to produce a disruptive level of noise.

Requirements respecting noise should produce the following outcomes:

- Construction noise is minimized to the extent practicable consistent with public expectations for construction noise.
- Noise during the operational phase of the project should not present a sustained nuisance to nearby residences or common public gathering areas.
- Even if not sustained, noise levels that can be disruptive to human health and wildlife should be avoided.



| Pre-Application & Application Requirements - Noise                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                        | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| The BCER has prepared Noise Control Best Practices Guidelines that outline best practices for the assessment and limitation of noise impacts.                                                                                                                                                                                     | The BCER plans to use project specific permit conditions to establish noise requirements where there are receptors within 1.5 km. The permit conditions will be based on the process for establishing permissible sound limits detailed in the Noise Control Best Practices Guidelines.                                                                                                                                                                                                   |
| In assessing the nature and extent of quality-of-life impacts from noise as part of the assessment of community impacts, applicants must prepare and submit a report outlining the results of completed noise assessments including the maximum noise levels expected at receptors located within 1.5 km of the project boundary. | The predicted cumulative sound levels at the receptors from existing, approved and proposed activities can be compared with the calculated permissible sound levels. If the predicted cumulative sound levels exceed the permissible sound levels, then the applicant can identify further measures to reduce expected noise levels. The noise impact assessments inform permit condition requirements related to noise. Refer to BCER Noise Control Best Practices for more information. |

| Construction, Operations & Decommissioning Requirements - Noise                              |                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                   | Rationale                                                                                                                                                                                                                                                                                                                                                                                             |
| Permit holders must ensure construction and turbine operations do not cause excessive noise. | Permit holders must comply with BCER Noise Control Best Practices Guideline. Operators should be equipped to carry out preventative actions to limit noise impacts. Certain wind conditions have the potential to significantly increase noise from wind turbines if turbine speeds are not adequately reduced. Insufficient maintenance of turbines also has the potential to cause excessive noise. |



### 3.4 Crown Land Access

Many renewable energy projects are likely to be sited on Crown land in B.C., as nearly 94 per cent of the provincial land base is comprised of such land. There are several important considerations in managing this access. Access management is a nuanced public policy issue that requires balancing the principle of public access with:

- The rights of First Nations to quiet enjoyment of their lands.
- The responsibility of government to generate economic returns from the development of public resources on Crown land.
- Potential impacts to wildlife and other elements of the natural environment from increased access.
- The need to prevent the public from accessing any operational areas that could pose a hazard to their safety or the integrity of infrastructure.

Requirements respecting Crown land access should produce the following outcomes:

- Applicants and permit holders shall seek to manage access in the public interest by considering and balancing interests of various parties.
- Access must be restricted where it poses a public safety risk or a risk to project infrastructure.
- Access should be managed in cooperation with local First Nations.
- Impacts to wildlife and the natural environment from increased access due to development should be minimized.
- The public's general right to access Crown land should not otherwise be impacted, particularly for activities deemed permissible in the Provincial [Crown Land Permissions Policy](#).



| Pre-Application & Application Requirements - Crown Land Access                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p>Applicants must prepare and submit an access management plan summarizing access restrictions consistent with parameters established by the BCER.</p> <p>The management plan must outline agreements or expectations for shared/overlapping use and how this use will be managed within the context of public safety, government objectives and First Nations interests.</p> <p>The access management plan must prioritize the physical security of the facility during construction and operation.</p> | <p>This plan should be informed by pre-engagement with impacted First Nations and community engagement with overlapping tenure holders and local authorities. This requirement ensures applicants are working collaboratively with impacted persons to develop access management policies and procedures that uphold public safety, while minimizing negative impacts to other users/rights holders on the land base. The BCER will implement binding permit conditions to supplement the access management plan as deemed necessary.</p> |

| Construction, Operations & Decommissioning Requirements - Crown Land Access                                               |                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                | Rationale                                                                                                                                                                                                                                        |
| <p>Applicants must operate the facility in accordance with the access management plan and relevant permit conditions.</p> | <p>The BCER will conduct compliance and enforcement efforts based on the content of the access management plan and in response to complaints. If necessary, the BCER will enforce binding permit conditions regarding access-related issues.</p> |



### 3.5 Shadow Flicker

Shadow flicker is a phenomenon of pulsating light and shadow caused by the sun shining through rotating wind turbine blades. The intensity of this phenomenon diminishes with increasing distance from a wind turbine, which means it is typically most noticeable near the wind turbine. The occurrence of shadow flicker is highly dependent on the location of the turbine relative to surrounding buildings, latitude/geographic location of the facility and time of day and year. Shadow flicker is generally experienced from inside built structures and therefore poses negligible risks in terms of public safety. Shadow flicker can present a nuisance to observers inside nearby buildings and is, therefore, an important consideration regarding community impacts.

Requirements with respect to shadow flicker should produce the following outcomes:

- Applicants and the BCER have an accurate understanding of the scope of shadow flicker impacts that may be associated with a proposed development.
- Shadow flicker impacts to nearby buildings should be avoided wherever possible, and must not present a frequent, recurring impact to nearby buildings.
- Assessment of shadow flicker impacts shall only be required where there are “receptor” buildings that could face impacts.

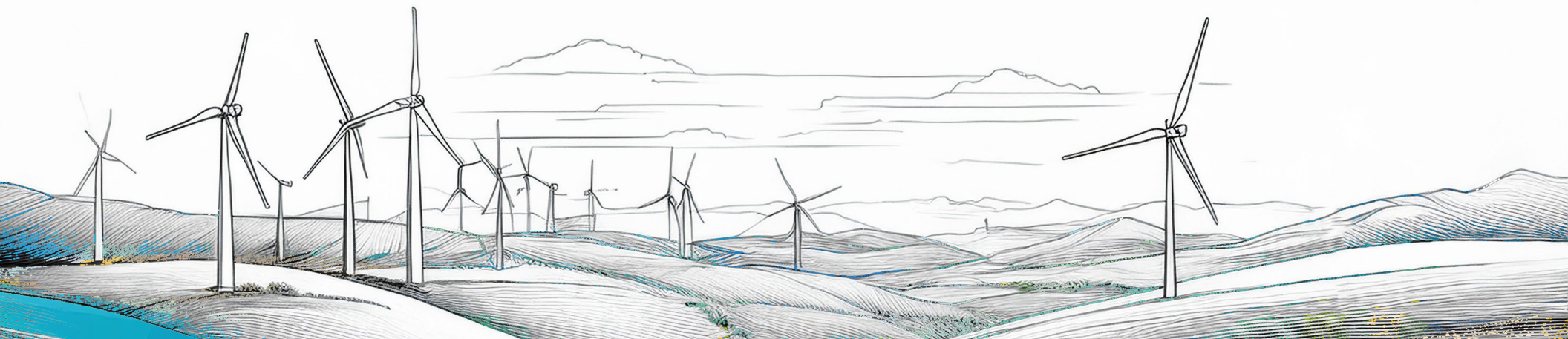


### Pre-Application & Application Requirements - Shadow Flicker

| Proposed Regulatory Policy                                                                                                              | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The effects of shadow flicker must be assessed as part of the report of quality-of-life impacts if receptors are located within 1.5 km. | If receptors are identified within 1.5 km of the facility, a shadow flicker assessment must be completed. Guidance will be developed to describe the required methodology for such assessments. Predicting shadow flicker at residences surrounding a wind project is achieved through calculations of sun angles at different times of day and periods of a year at a given latitude. This is done while accounting for turbine height and intervening topography. |

### Construction, Operations & Decommissioning Requirements - Shadow Flicker

| Proposed Regulatory Policy                                                                                                    | Rationale                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Permit holders must limit the duration of shadow flicker experienced at identified receptors to 30 min/day and 30 hours/year. | These shadow flicker duration limits are aligned with those implemented elsewhere in North America and Europe. Limits will only be applied where receptors have been identified, as shadow flicker does not pose general hazards to wildlife. |





### 3.6 Solar Panel Glare

Solar projects may cause visual disturbance due to the reflection of light from photo-voltaic panels. This effect is best described as glare, which is a short but sustained bright reflection (not a flash). Modern solar panels are designed to minimize the effects of glare, but the phenomenon may still impact nearby areas, particularly when the sun is low on the horizon (during late and early sunlight hours). For context, studies have shown less than two per cent of light is typically reflected off modern solar panels, meaning they produce less glare than a regular window or body of water.

Glare can present a minor nuisance to those in the vicinity of a solar project and may pose safety concerns if it impacts transportation corridors, such as highways or aerodromes. While the glare effect from a single solar panel is objectively minor, the glare off a large array of panels may require proactive management.

Requirements with respect to solar panel glare should produce the following outcomes:

- Applicants and the BCER have an accurate understanding of the scope of glare impacts that may be associated with a proposed development.
- Glare impacts to transportation corridors and aerodromes must not occur.
- Assessment of glare impacts shall only be required where there are “receptor” buildings, transportation corridors or aerodromes that could face impacts.



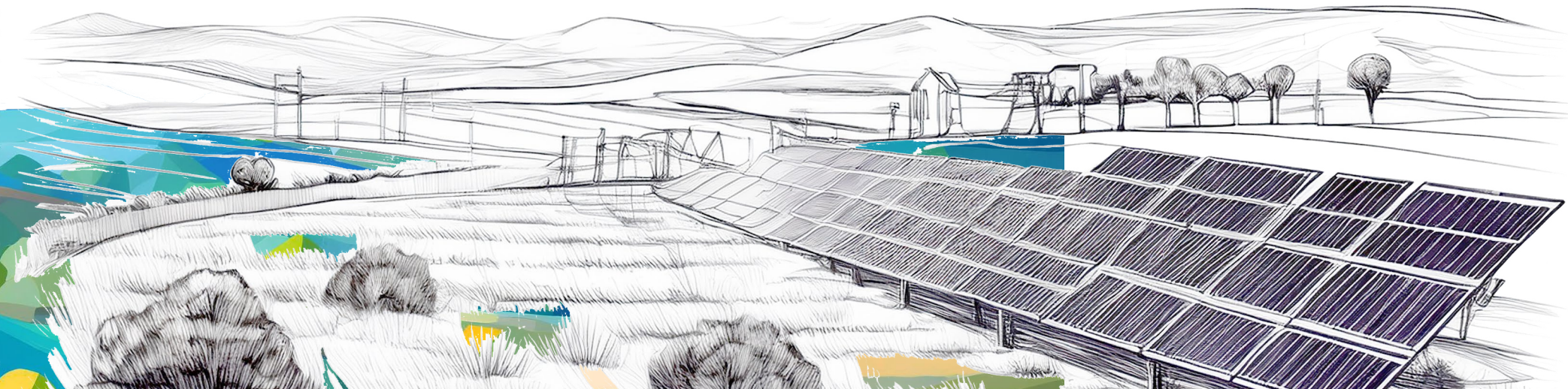


## Pre-Application & Application Requirements - Solar Panel Glare

| Proposed Regulatory Policy                                                                                                                              | Rationale                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicants must ensure the siting of a solar project does not cause excessive glare which would impact the safe operation of air, rail or road traffic. | <p>Glare requirements will be based on site-specific factors. Applicants will be required to identify nearby receptors in the application submissions.</p> <p>Guidance will establish expectations regarding the methodology to be utilized in conducting pre-construction assessments of solar panel glare. This guidance should require assessment of glare from transportation corridors and aerodromes.</p> |

## Construction, Operations & Decommissioning Requirements - Solar Panel Glare

| Proposed Regulatory Policy                                                                                                                                        | Rationale                                                                                                                                                                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Permit holders must ensure operation of a solar energy project does not cause excessive glare which would impact the safe operation of air, rail or road traffic. | Permit conditions will be used to define specific limitations and requirements. These conditions may require adjustments to panel orientation during certain times, or the installation of screening or other physical barriers that protect nearby structures or transportation corridors from glare impacts. |



## 4. Protecting Public Safety

### Introduction & Policy Intent

Protecting public safety is a core component of the BCER's regulatory oversight and is explicitly defined in legislation as one of the purposes for which the BCER exists. Public safety is a multifaceted topic that requires consideration of a broad range of hazards that could be associated with an energy resource activity. For instance, risks to public safety include both hazards that arise from the design, maintenance and operation of energy infrastructure itself, or from the influence of the natural environment on that infrastructure (such as the potential for seismic activity or weather to create hazards at the facility site).

The risks and hazards commonly associated with renewable energy projects are well understood. Renewable energy facilities generally pose a lower risk to public safety when compared to other energy resource activities, such as hydrocarbon production and processing. This reduced risk profile reflects both the surface-based nature of the activity, as well as the fact hazardous gases or fluids are not the primary source of energy being produced or transported.

The BCER has identified the primary hazards posed by wind and solar facilities and appropriate management strategies to minimize these hazards. We recognize while the hazards are well understood, the risk associated with a particular facility is unique to the design and larger context surrounding a particular development. To reflect this reality, the BCER is proposing a regulatory framework that will ensure operators develop, document and implement a systematic approach to managing the unique hazards that may be present at their facility. Permit holders will be expected to anticipate, manage, monitor and mitigate the effects of all potential hazards and risks throughout the life cycle of a project.





## Issues & Desired Outcomes

### 4.1 Adoption of Codes & Standards

Standards and codes regarding infrastructure design and management systems are a common regulatory tool that provide consistency across jurisdictions and promote sound engineering practices. Government has recognized the importance of codes and standards in ERAA, providing the BCER authority to adopt codes and standards. The BCER has utilized this authority across our regulatory framework, adopting several relevant Canadian and international engineering and management standards in various BCER Board regulations.

The BCER has reviewed international and Canadian standards for the design and operation of renewable energy projects and have considered their applicability and suitability for the B.C. context. The proposed adoption of the standards below should achieve the following outcomes:

- Clear direction to permit holders regarding expectations for the design and operation of wind projects.
- Permit holder awareness of the latest industry standards respecting design and operation of renewable energy projects, as reflected in regular updates to adopted codes/standards.
- Regulatory consistency with other Canadian jurisdictions.

| Construction, Operations & Decommissioning Requirements - Adoption of Codes & Standards                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                           | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Wind projects must be designed in accordance with CSA C61400-1 (as amended from time to time) unless the permit indicates otherwise. | CSA C61400-1 is the Canadian localized version of the well-established IEC 61400-1 which is widely used in the design of all major wind turbines. The CSA version includes Canadian deviations which reflect essential differences for electrical, environmental and structural safety requirements and provide additional requirements and guidance for the broader range of Canadian external conditions (such as colder climate). Deviations from the standard may be acceptable if the applicant is able to demonstrate the alternative approach provides an equivalent or greater level of safety than the referenced standard. |

## 4.2 Setbacks

Renewable energy projects may be sited in close proximity to occupied residences or other regularly utilized structures. While these facilities pose limited hazards to nearby structures or persons, hazards such as ice throw, blade throw and turbine collapse must be considered in the siting of turbines relative to surrounding structures. Setbacks are commonly utilized in other jurisdictions to mitigate hazards to public safety. The Canadian Renewable Energy Association provides guidance on these hazards specific to the Canadian context and climate, and the BCER has reviewed this guidance in the development of the setback policy outlined below.

ERAA provides the BCER authority to make regulations establishing setbacks for the purpose of protecting public safety. This authority does not extend to the implementation of setbacks

for purposes other than for protecting public safety, such as environmental buffers or wildlife setbacks. The BCER does not intend to prescribe setback distances from solar facilities, as the safety hazards posed to nearby structures from these facilities are negligible. Setback distances for solar in other jurisdictions are typically absent or extremely limited in scope (less than 100m).

Setbacks implemented with respect to wind facilities should achieve the following outcomes:

- Limit public safety impacts and damage to nearby structures in the case of potential hazardous events including ice throw, blade throw or turbine collapse.
- Minimize impacts on existing and potential future land uses of adjacent properties.

| Construction, Operations & Decommissioning Requirements - Setbacks                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                               | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p>Wind turbines must be installed at a location which is:</p> <ul style="list-style-type: none"> <li>• A safe distance from any resource road.</li> <li>• 2.5 x total height from public roads, highways or railways.</li> <li>• 2.5 x total height from permanent buildings not associated with the facility.</li> <li>• 2.5 x total height from adjoining property lines not associated with the facility.</li> </ul> | <p>Setback requirements are based on safety considerations including tower collapse/failure, dropped blades and ice throw. The proposed setback distances provide a simplified approach for distance calculations and are informed by CANREA “Best Practices For Wind Farm Icing and Cold Climate” health and safety formula (max throwing distance = 1.5 x diameter + hub height) and Ontario Renewable Energy Approval Setbacks (blade length +10m from any public road or railway – no exceptions)</p> |
| <p>A permit holder may be exempted from the prescribed setbacks above, where consent is provided by the registered landowner whose structures or property lines are within the setback distance.</p>                                                                                                                                                                                                                     | <p>This exemption clause requires permit holders to get consent from landowners if they wish to install wind turbines within 2.5 x total height from property lines or buildings.</p>                                                                                                                                                                                                                                                                                                                     |

### 4.3 Ice Fall and Ice Throw

The previous section regarding setbacks highlights the risk ice throw can pose to structures in the immediate vicinity of a wind facility. Similar risks in the immediate vicinity of the wind turbine may occur due to ice fall (ice detaching and falling from the wind turbine). Ice fall may pose a risk to workers and the public when in close proximity to the turbine. Wind turbines can accumulate ice under certain atmospheric conditions, such as ambient temperatures near freezing (0°C) combined with high relative humidity, freezing rain or sleet. Since weather conditions may then cause this ice to be shed, there are safety concerns that must be considered during project development and operation.

The risks of ice fall and ice throw are easily managed with several common mitigations. Examples of such mitigations include setbacks, physical and visual warnings (signage), and condition-specific mitigations such as restricting access for site personnel or curtailing operations during conditions where ice may accumulate.

The regulatory requirement below should produce the following outcomes:

- Ice fall and ice throw does not pose a risk to nearby structures, site personnel or the public at large.

| Construction, Operations & Decommissioning Requirements - Ice Fall and Ice Throw       |                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                             | Rationale                                                                                                                                                                                   |
| Permit holder must develop and implement a management plan for ice fall and ice throw. | <ul style="list-style-type: none"> <li>• Necessary for protection of public safety.</li> <li>• Appropriate mitigations are site-specific and best assessed at the project level.</li> </ul> |

## 4.4 Emergency Management

The BCER prioritizes the reduction and proactive mitigation of risks to public safety, while recognizing incidents may occur, despite robust management programs being in place. Consequently, emergency response planning is an integral component of our regulatory approach to ensuring public safety and mitigating the impact of potential incidents.

Emergency preparedness requires collaboration with local authorities, first responders and local First Nations, as well as ensuring staff accountable for emergency response at a renewable energy project are adequately equipped and trained to effectively manage incidents.

The BCER has a well-established emergency management program with dedicated full-time staff to support applicants and permit holders in development and implementation of their emergency management framework. However, the responsibility for developing and implementing such processes and procedures remains with the permit holder. The BCER will integrate the regulatory policy proposals below into the regulatory framework for renewable energy projects and will develop associated guidance materials for permit holders.

The proposed policies below should achieve the following outcomes:

- Coordinated planning between permit holders, local authorities, First Nations and first responders, regarding emergency preparedness and response procedures.
- Clear, documented procedures for emergency response that inform training for facility staff.
- Clear provision of information regarding facility hazards to first responders likely to respond in case of emergency.
- Consideration of both technical and natural hazards that may contribute to an emergency, including seismic events, flooding and wildfire.





## Construction, Operations & Decommissioning Requirements - Emergency Management

| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Before construction, a permit holder must submit an emergency response plan including:</p> <ul style="list-style-type: none"> <li>• A description of the facility and its operational activities to be covered by the emergency response plan, emergency contact information for the facility, a description of hazards and risks, hazardous product information, emergency response roles and responsibilities and emergency response procedures.</li> <li>• A training program based on the results of hazard identification to ensure employees and other personnel working on behalf of the permit holder, who have a role and responsibility in an emergency, have appropriate training prior to assuming emergency response roles.</li> </ul> | <p>Renewable facilities are proposed in remote areas where emergency response times may be limited. As such, permit holders must be prepared to respond to and contain an emergency.</p> <p>Submission of a robust emergency response plan ensures permit holders are proactively prepared for emergencies at the facility, with clear procedures outlined and roles identified for staff. Because they will be required to act in the case of emergency, facility staff must be adequately trained in relevant procedures and policies.</p> |
| <p>Require a permit holder to establish and maintain a liaison with the local authority and local First Nations for emergency response activity at its facility and to consult with them in developing and updating emergency plans.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>Coordination with local authorities is crucial to effective emergency response. Establishing a liaison ensures local authorities and First Nations have a clear point of contact for such collaborative planning.</p>                                                                                                                                                                                                                                                                                                                     |
| <p>Establish triggers for permit holder to review and, if necessary, update the emergency response plan in response to changes in site-specific hazards and risk or identified deficiencies in the plan, at least once a year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>Emergency management plans must be reviewed and updated at regular intervals to ensure they remain responsive to dynamic hazards and personnel changes.</p>                                                                                                                                                                                                                                                                                                                                                                               |
| <p>Require a permit holder to immediately respond to an emergency in accordance with the permit holder's plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>This blanket requirement clarifies the obligations of a permit holder to act in case of an emergency. Due to the remote location of many facilities, permit holders must be prepared to contain an emergency before local first responders are able to respond.</p>                                                                                                                                                                                                                                                                       |
| <p>When an emergency occurs, require a permit holder to notify local First Nations and local authorities as soon as possible, after the permit holder has taken any immediate actions necessary for public safety or to minimize immediate environmental impacts.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>This requirement is common across the BCER's emergency management framework and ensures timely communication with local First Nations and authorities in case an emergency occurs.</p>                                                                                                                                                                                                                                                                                                                                                    |
| <p>Permit holder must develop and implement a wildfire mitigation and management plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>There are well established mitigations to reduce wildfire risk that should be implemented at all facilities, such as implementing buffers and controlling vegetation in the immediate vicinity. The plan should consider immediate response to fire at the facility site, prior to first responder arrival. The plan should also consider downed lines or other ignition sources.</p>                                                                                                                                                     |



## 4.5 Physical Security

Maintaining the physical security of facility infrastructure is an important public safety consideration at all large industrial sites. Inadequate physical security may increase the risk of vandalism, theft or other unauthorized activities. These activities may impact public safety, worker safety or the reliable operation of the facility. Access to hazardous equipment should be controlled to protect unauthorized users from injuring themselves or others. As such, the BCER will enact security management requirements for renewable energy projects in the province.

The regulatory policy proposed below adapts the requirements of BCER's security management framework to the specific dynamics of renewable energy projects.



### Construction, Operations & Decommissioning Requirements - Physical Security

| Proposed Regulatory Policy                                                                                          | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Permit holder must develop and implement a management plan for physical security during construction and operation. | <p>This discrete plan should be complementary to the access management plan. This plan should provide specifics regarding how the physical security of the facility shall be maintained, outlining security systems, fencing and procedures. The plan should address control of access to hazardous equipment (e.g. substations, turbine internals, battery storage).</p> <p>Unlike elsewhere in the BCER's framework, this requirement does not extend to a consideration of cybersecurity. Cybersecurity at renewable energy projects is already considered in the context of grid reliability, which is regulated by the British Columbia Utilities Commission.</p> |

## 4.6 Buried Infrastructure

Buried infrastructure at renewable facilities, such as underground transmission lines, can pose risks to members of the public who are unaware of their presence. Those engaged in any construction activity requiring excavation are exposed to these risks. Buried infrastructure in B.C. is managed via the [BC 1 Call program](#).

This program registers underground infrastructure in a centralized database and requires those conducting any form of excavation to check for underground infrastructure in the proximity prior to digging. The proposed regulatory policy below should achieve the following outcomes:

- Ensure underground infrastructure at renewable energy projects is registered with BC 1 Call.
- Prevent the public from interfering with underground infrastructure and the risks inherent in disrupting such infrastructure during activities requiring excavation.



| Construction, Operations & Decommissioning Requirements - Buried Infrastructure                     |                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                          | Rationale                                                                                                                               |
| Permit holders must register buried power lines or other underground infrastructure with BC 1 Call. | Protects public safety by having an up-to-date record of buried infrastructure in BC 1 Call, to reduce the risk of future line strikes. |

## 4.7 Batteries & Energy Storage Systems

The renewable energy sector is developing at a rapid pace and quickly overcoming barriers to large-scale deployment. One such development is the integration of batteries and energy storage systems (BESS) into renewable energy projects. Because wind and solar energy production relies on intermittent natural conditions, a mechanism to store energy for later deployment is beneficial for the effective integration of renewable energy into utility systems. BESS allow excess energy production during the day to be stored and used later during peak demand periods, typically late afternoon or early evening.

While BESS offers several benefits in the deployment of wind and solar energy, it does pose public safety hazards that must be accounted for in the regulatory framework. Risks associated with BESS relate to thermal runaway, a feedback loop in which increases in temperature lead to further increases in temperature and may result in fires or explosions. Battery fires are difficult to extinguish and may release harmful gases in the surrounding area. Finally, disposal of damaged or burned batteries has unique considerations to prevent environmental impacts.

There are well established mitigations to decrease the risk of thermal runaways or the impacts of BESS fires. These mitigations relate to the proper installation and maintenance of BESS, as well as appropriate emergency response planning. Permit holders may consider established standards such as National Fire Protection Association Standard 855 in their planning for on-site BESS. Permit holders may also refer to the Canadian Electrical Code which includes requirements for the use of approved equipment for battery energy storage systems, such as certification to ANSI/CAN/UL 9540 and 9540A.

The regulatory policy proposed below should achieve the following outcomes:

- Minimize the risks of battery fires at wind and solar facilities.
- Ensure BESS are appropriately sited within the facility footprint to minimize risk in the case of fire or failure.

| Pre-Application & Application Requirements - Batteries & Energy Storage Systems                                                      |                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                           | Rationale                                                                                                                                                                                                                                                                     |
| If a project includes energy storage systems, then a hazard analysis and siting study must be submitted with the permit application. | Protects public safety by considering the potential risks associated with energy storage systems (e.g. battery storage). Applicants must consider the unique hazards of energy storage systems and ensure they are sited in a safe location which minimizes associated risks. |



## 4.8 Management & Maintenance Programs

The BCER recognizes renewable facilities have unique characteristics and risk profiles that, in some cases, are not well addressed through highly prescriptive regulatory provisions. Throughout our regulatory framework, the BCER addresses this issue by requiring the development of management programs are specific to the nature of the permitted facility. This approach requires permit holders to develop and implement plans appropriate for the specific risks of their facility and the sufficiency of plans are reviewed by the BCER. Management programs and other facility-specific programs are periodically audited to ensure proper implementation and lack of compliance with an accepted plan can also be the basis of enforcement action against a permit holder.

The regulatory policy proposal outlined below should achieve the following outcomes:

- Ensure permit holders thoroughly assess the risks and hazards present at their facility.
- Ensure proper procedures, policies and training are in place to manage these risks and hazards.



| Construction, Operations & Decommissioning Requirements -Management & Maintenance Programs                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                        | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Permit holder must develop and implement an operations, inspection and maintenance plan consistent with parameters established by the BCER.                                                                       | Permit holders must maintain and operate facilities appropriately to ensure public safety. Maintenance and operational requirements will differ according to infrastructure present and other conditions, so a management system approach best addresses requirements for a particular facility. The plan will also include components such as training and competency requirements. Detailed requirements will be outlined in policy guidance. |
| Permit holder must develop and implement a management plan for the safe storage and spill prevention of hazardous materials during construction and operation consistent with parameters established by the BCER. | Ensures the public and environment is adequately protected from hazardous materials. Risks related to hazardous materials are site-specific, so a management system approach best addresses requirements for a particular facility. Detailed requirements will be outlined in policy guidance.                                                                                                                                                  |
| Permit holder must develop and implement a management of change program consistent with parameters established by the BCER.                                                                                       | Ensures changes which may affect safe operation are adequately reviewed and approved prior to implementation. Detailed requirements will be outlined in policy guidance.                                                                                                                                                                                                                                                                        |
| Permit holders must develop and implement a quality management program for the project consistent with parameters established by the BCER.                                                                        | Ensures installed equipment will be reviewed and verified to be constructed properly by qualified personnel and in accordance with the design and required standards. Detailed requirements will be outlined in policy guidance.                                                                                                                                                                                                                |



## 4.9 Required Notifications

The BCER prioritizes clear communication with permit holders and has technical staff available to consult with permit holders regarding concerns or questions related to the design, maintenance or operation of their facilities.

There are key milestones in the project life cycle where the BCER needs to verify site conditions, proper installation and functioning of systems or other elements of a facility that may impact public safety. To ensure these necessary reviews are conducted, the BCER regulatory framework often mandates notification to the BCER before certain activities may begin.

The regulatory policies below should ensure the following outcomes:

- The BCER is provided sufficient notice regarding key development milestone that require some form of validation, inspection or assessment by the BCER.
- Construction and operations do not proceed until the BCER has conducted all necessary validations, inspections and assessments.

At right: Sunmine Solar farm in Kimberley B.C. (Photo: [Green Energy Futures](#), licensed under [CC BY-NC-SA 2.0](#))



| Construction, Operations & Decommissioning Requirements - Required Notifications                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                             | Rationale                                                                                                                                                                                                                                                                                                                                           |
| <p>Permit holders must provide notification, in the form and manner specified by the BCER. 14 days prior to commencement of:</p> <ul style="list-style-type: none"> <li>• Site Preparation</li> <li>• Construction</li> </ul>                                                                                                                                                                                                          | <p>Ensures the BCER is aware of upcoming site preparation and construction activities, to ready potential inspections and emergency response. Provides a record of initial construction for future reclamation requirements. If development is constructed in multiple phases, notice will be provided prior to the commencement of each phase.</p> |
| <p>Prior to operations, a permit holder must submit to the BCER a statement by the qualified professional of record, in the form and manner required by the BCER, that:</p> <ul style="list-style-type: none"> <li>• The facility was constructed, inspected and tested in compliance with the design, codes and standards, and applicable regulations.</li> <li>• The facility has been verified to be safe for operation.</li> </ul> | <p>Ensures all required inspections and tests to ensure safe operation are conducted by a qualified professional and validated by the BCER prior to operations commencing.</p>                                                                                                                                                                      |
| <p>A permit holder must provide notification to BCER within one hour of becoming aware of an emergency.</p>                                                                                                                                                                                                                                                                                                                            | <p>Required to ensure the BCER is aware of emergencies at regulated facilities and can help to coordinate response.</p>                                                                                                                                                                                                                             |
| <p>The regulation will include an incident classification matrix for renewable energy projects.</p> <p>Immediately after a permit holder becomes aware of an incident, the permit holder must classify the incident according to the event or consequence and probability of escalation or control.</p>                                                                                                                                | <p>Assessed against incident classification matrix, which also defines a reportable incident. Definitions of reportable incidents will be updated to include project specific incidents such as ice or blade throw.</p>                                                                                                                             |
| <p>Permit holders must notify the BCER of all reportable incidents within 24 hours of classification.</p>                                                                                                                                                                                                                                                                                                                              | <p>Required to ensure the BCER is aware of emergencies at regulated facilities and can help to coordinate response.</p>                                                                                                                                                                                                                             |

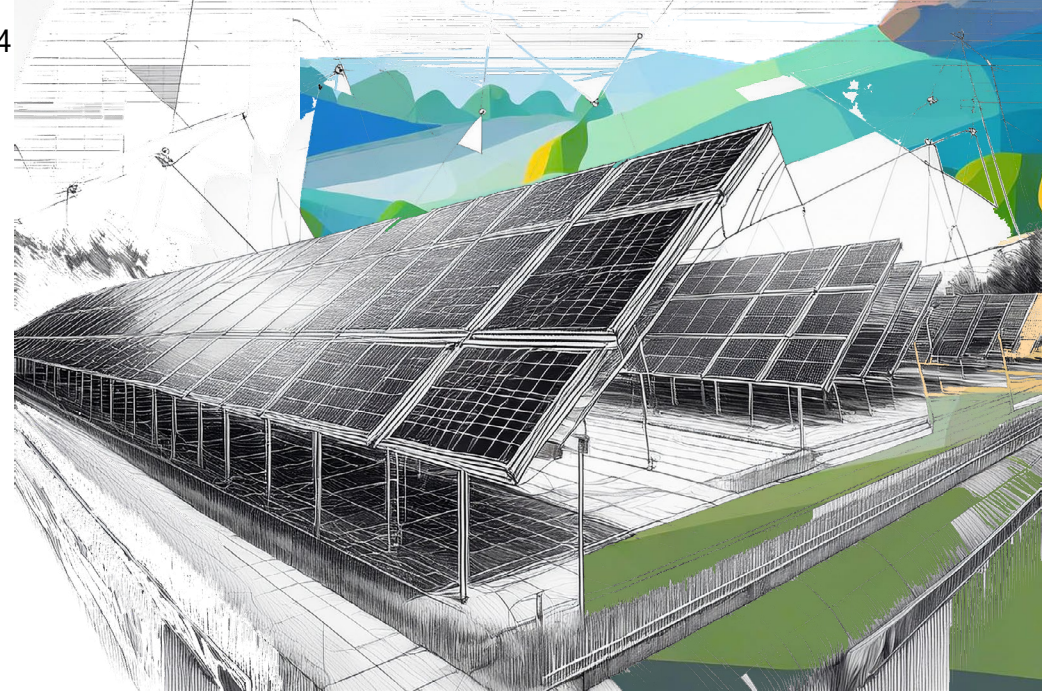


## 4.10 Required Reports & Records

The BCER framework generally requires permit holders to maintain and submit certain reports and records. These records may be utilized by the BCER to verify compliance with management systems and maintenance programs.

The regulatory policy proposed below should achieve the following outcomes:

- Ensure BCER has relevant information to verify compliance with management systems and other required programs.



### Pre-Application & Application Requirements - Required Reports & Records

| Proposed Regulatory Policy                                                                                                                                                                                                                                                                                                                                                                                                                              | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>An applicant for a renewable facility must submit the following with their application:</p> <ul style="list-style-type: none"> <li>• A project description, consistent with parameters established by the BCER, that details the design and range of siting configurations that may be constructed (“box permit” or “design envelope” approach).</li> <li>• A preliminary construction schedule.</li> <li>• Preliminary design documents.</li> </ul> | <p>These descriptions and schedules are necessary to assess the general nature and high-level impact of a proposed facility on the land base and potential hazards to public safety. Guidance will clarify that such descriptions will enable a “design envelope” approach, wherein applicants can propose a “most impactful” design within a project footprint area. This allows for flexibility in precise turbine siting and design after a permit has been issued, so long as it is within the thresholds of this “design envelope” submitted with an application. The project description should specify which elements of the facility design are final and what are still under consideration.</p> |

| Construction, Operations & Decommissioning Requirements -Required Reports & Records                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                                                                                                                                                      | Rationale                                                                                                                                                                                                                                                                                                                                             |
| Permit holders must submit to the BCER the record drawings (plot diagrams), signed and sealed by a qualified professional and consistent with parameters established by the BCER, within nine months after beginning operation. | These records are used for future reference by the BCER as part of review files.                                                                                                                                                                                                                                                                      |
| Permit holder must maintain up-to-date design documentation and drawings for the renewable energy facility.                                                                                                                     | Maintaining up-to-date design documentation and drawings is important to support the safe operation and maintenance of facilities, especially when troubleshooting issues or when planning modifications to equipment. It also allows the BCER to request and review this documentation if needed, to verify compliance with regulatory requirements. |
| Permit holders must maintain records of all inspection and maintenance activities.                                                                                                                                              | Provides verification permit holders are adhering to inspection, maintenance and operation plans.                                                                                                                                                                                                                                                     |
| Permit holders must maintain records regarding the management of changes consistent with their management of change plan.                                                                                                       | Provides verification permit holders are adhering to management of change plans.                                                                                                                                                                                                                                                                      |
| Permit holder must maintain records regarding implementation of all plans required in this section.                                                                                                                             | Ongoing records requirements allow BCER to conduct audit and verification of permit holder implementation of management plans.                                                                                                                                                                                                                        |

## 5. Administrative Requirements

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### Introduction & Policy Intent

This section details additional administrative issues not tied directly to one of the thematic areas discussed above. Administrative issues include things such as fees, record-keeping and reporting. The BCER seeks to minimize administrative complexity while maintaining high standards for regulatory oversight.

### Issues & Desired Outcomes

This section details additional administrative issues not tied directly to one of the thematic areas discussed above. Administrative issues include things such as fees, record-keeping and reporting. The BCER seeks to minimize administrative complexity while maintaining high standards for regulatory oversight.





## 5.1 Cost Recovery

The BCER operates as a fully cost recoverable organization, meaning the costs of our regulatory oversight are recovered directly from regulated parties through fees and levies. This cost recovery model ensures robust regulatory oversight while minimizing costs to the public. This funding model has long-standing precedence at the BCER and the Board of Directors appointed by government hold authority, subject to the approval of government, to impose fees and levies under ERAA. To ensure fees and levies accurately reflect the costs of our regulatory oversight, the BCER conducts an annual review of all fees

and levies and makes required adjustments accordingly. The organization proactively engages impacted permit holders when adjustments to fees or levies are anticipated.

Implementing the cost recovery tools outlined below supports the following outcomes:

- Ensure the full costs of BCER regulatory oversight are funded.
- Ensure fee and levy amounts are appropriately calculated and fairly apportioned amongst permit holders.
- Ensure the costs of regulatory oversight are not borne by the public.

| Pre-Application & Application Requirements - Cost Recovery                                   |                                                                                                                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                                   | Rationale                                                                                                                                                                                                                                                                                    |
| An applicant must pay the application fee associated with a renewable energy project permit. | Application fees are required to recover the costs associated with reviewing and consulting on a permit application. These fees will consider staff hours, consultation costs and fees associated with provincial authorizations that are bundled under the renewable energy project permit. |

| Construction, Operations & Decommissioning Requirements - Cost Recovery   |                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proposed Regulatory Policy                                                | Rationale                                                                                                                                                                                                                |
| A permit holder must pay operational levies associated with their permit. | Operational levies are required to recover the costs associated with ongoing regulatory oversight, including inspections, audits and compliance and enforcement. These levies will consider staff and operational costs. |

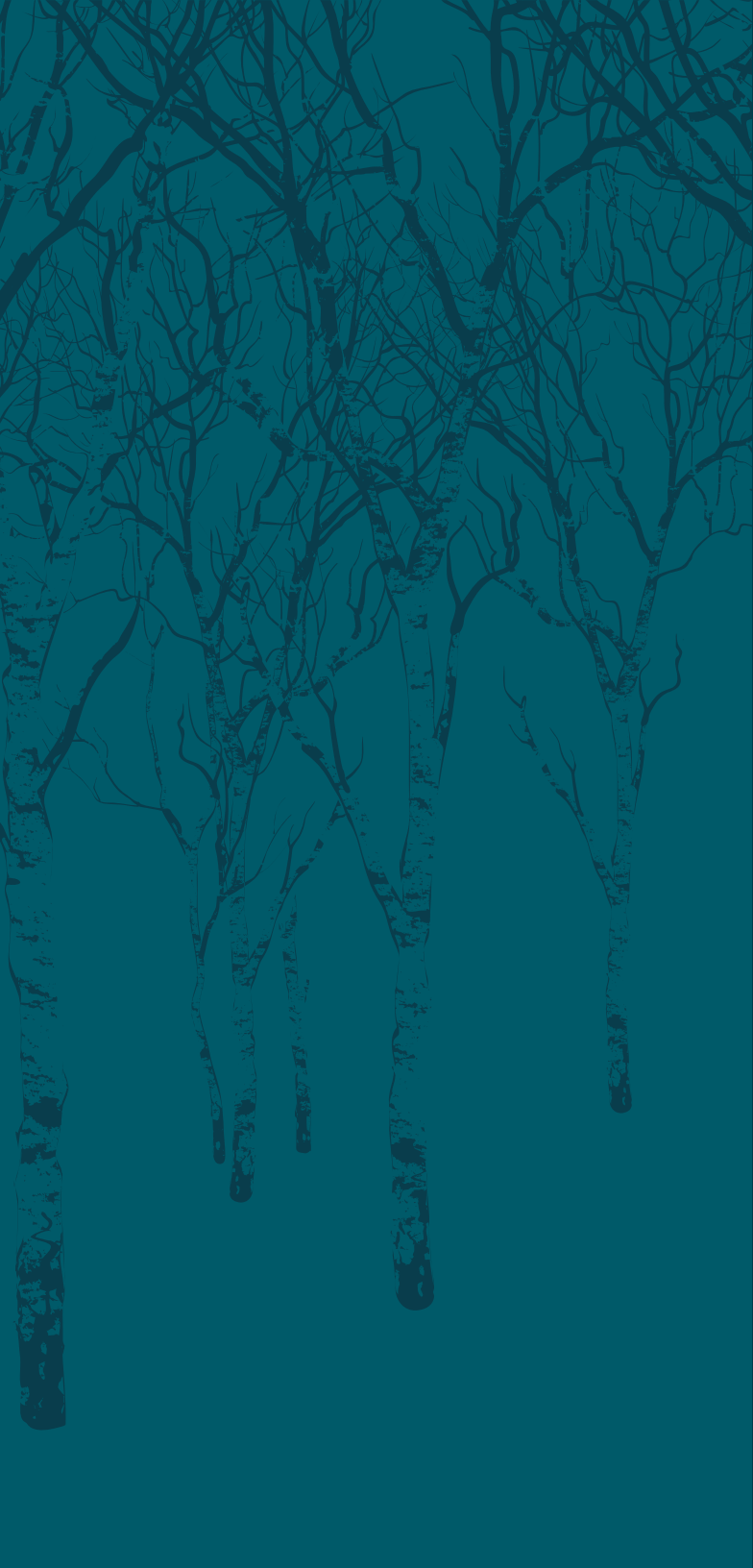
# How to Submit Feedback

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The BCER values your feedback regarding the proposed regulatory framework for renewable energy projects.

Written submissions or requests for meetings should be directed to [info@rep-spa.ca](mailto:info@rep-spa.ca). We are accepting feedback on the regulatory proposals above until Nov., 14, 2025.





[Discover how we regulate energy in B.C.](#)





**RENEWABLES  
FRAMEWORK:  
POLICY INTENTION**

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**BCER**  
BRITISH COLUMBIA ENERGY REGULATOR



# Our Regulatory Framework

- The BCER regulatory framework provides for rigorous oversight of the full lifecycle of energy resource activities to ensure public safety, protect the environment, support reconciliation with Indigenous peoples and foster a sound economy and social well-being.
- The framework includes BCER regulations with supporting policies and guidance documents, and relevant provincial legislation and regulations.
- The framework is administered through issuance of permits and authorizations with legally enforceable conditions, orders and through inspections and audits.
- The framework incorporates the use of management systems and professional reliance, where appropriate.
- The framework considers efficiency and seeks to avoid regulatory overlap where risks are managed through existing regulations.



# Context for Initial Engagement

Our mandate requires robust oversight across several thematic areas.

The slides that follow contain information regarding specific policy issues associated with each of these themes.

For each policy issue, the slides provide an overview of possible impacts, articulate the BCER's policy intention, and outlines potential options to meet this intent.

Note these possible impacts and options are intended to spur conversation and gather feedback regarding additional impacts and options to address them.

We welcome input and feedback from all interested parties.

Please reach out to [info@rep-spa.ca](mailto:info@rep-spa.ca) with feedback.



## THEME 1

**Environmental Assessment and Protection**



## THEME 2

**Supporting Reconciliation**



## THEME 3

**Foster Social Well-being**



## THEME 4

**Protecting Public Safety**

# THEME 1:

# Environmental Assessment & Protection

The regulatory framework will ensure operators minimize and mitigate risks to the environment throughout the lifecycle of the activity, while ensuring government's environmental objectives are met.

Examples of government's environmental objectives include those related to water, riparian values, wildlife and wildlife habitat, old growth management areas, resource features, and cultural heritage resources.

While subsequent slides detail key, broad environmental values to be managed, the BCER will consider regional differences and manage the unique impacts of each proposed project.



# WATER & LAND

## POTENTIAL IMPACTS

- Utility-scale renewable energy activities require large numbers of wind turbines or solar arrays that may be distributed across a large area of land.
- Construction activities and permanent infrastructure may impact lands, soils, natural waterways, wetlands, and drainage patterns.
- Impacts to water and land may also affect wildlife and wildlife habitat.



# WATER & LAND POTENTIAL IMPACTS

## POSSIBLE IMPACTS

- Construction activities may impact waterflows, fish passage and contribute to soil erosion.
- Construction may require earthworks, forest and vegetation clearing.
- Acid rock drainage from certain bedrock types can impact water and soil quality.

## BCER POLICY INTENT

***BCER's regulatory framework will require proponents to identify and manage potential impacts to soil, wetlands and waterways.***

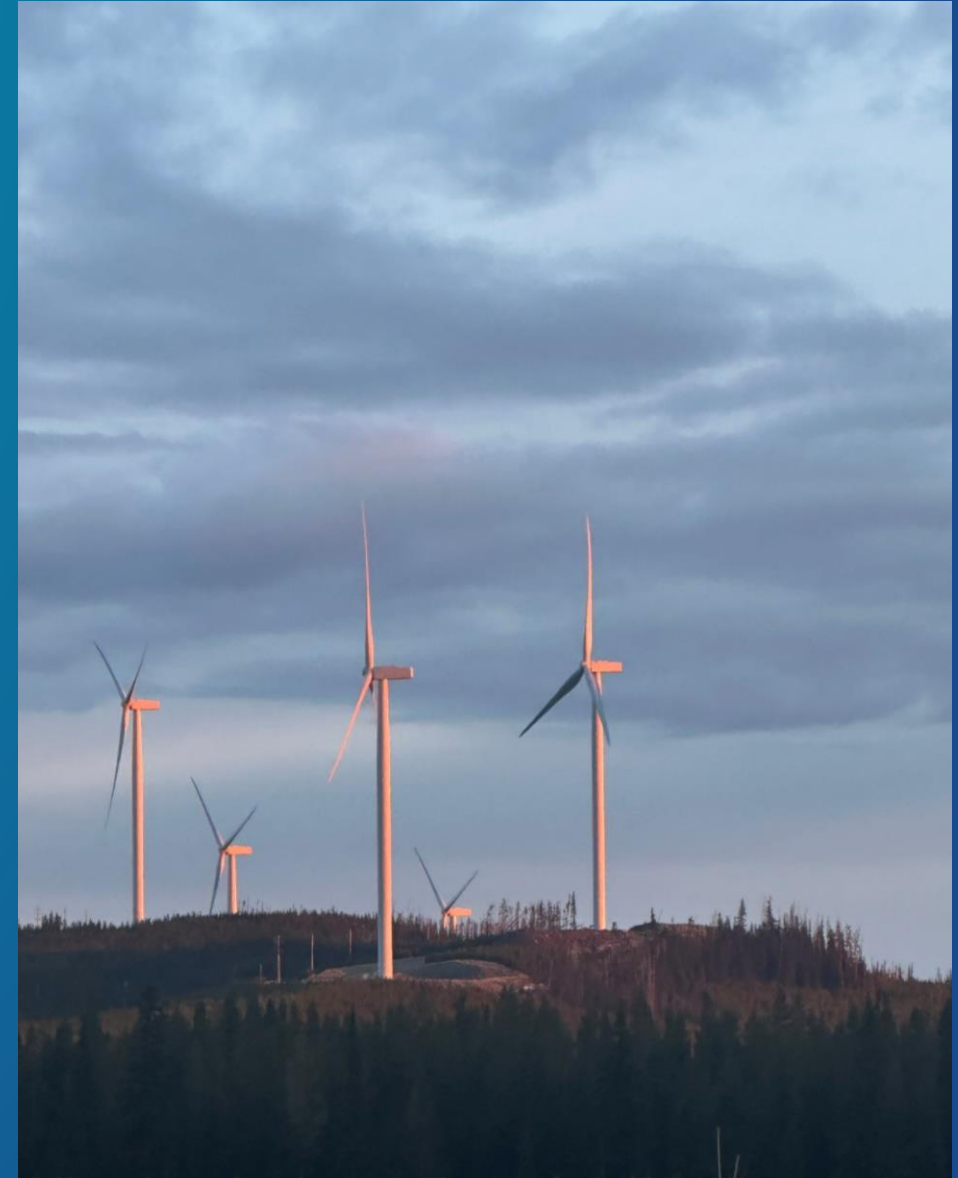
## POSSIBLE OPTIONS

- Require proponent to perform suitable geological and hydrological assessments and implement necessary mitigations based on the mitigation hierarchy and assessment results.
- Require siting and design of infrastructure to minimize risk.
- Require emergency response plans to address incidents e.g. floods or landslide.

# BIRDS & BATS

## POTENTIAL IMPACTS

- The height and operational nature of wind turbines poses unique risk to birds and bat species compared to other industrial activities.
- The impacts to bird and bat species are largely due to the rotating turbine blades which pose a physical barrier and create disturbances in the air.
- The likelihood and severity of these risks are dependent on the siting, location and time of operation for individual turbines, species type, and habitat.





# BIRDS & BATS

## POTENTIAL IMPACTS

### POSSIBLE IMPACTS

- Wind and solar projects can impact bird and bat species through:
  - Direct impacts with turbine blades.
  - Effects of low air pressure zones (barotrauma).
  - Vegetation clearing and habitat loss.

### BCER POLICY INTENT

***The regulatory framework will avoid or minimize impacts on bird and bat species by requiring proponents to have robust assessments and surveys of populations and habitat to inform turbine siting and to develop appropriate management plans for operation.***

### POSSIBLE OPTIONS

- Require proponent to conduct initial identification of bird and bat species to inform site design.
- Design and siting of turbines based on modelling of species behaviour.
- Suspend or slow turbine operations during specific “high traffic” periods.

# CUMULATIVE EFFECTS MANAGEMENT



- Cumulative effects are changes to environmental, social and economic values caused by the combined effect of past, present and potential future human activities and natural processes.
- Cumulative effects management considers both environmental effects of an activity and cultural, social and health impacts on the land base.
- The BCER must consider potential cumulative impacts to values related to Aboriginal and treaty rights and interests.
- The BCER recognizes the importance of cumulative effects assessments in natural resource management. BCER staff bring experience in this area and are continuing to build expertise to support effective implementation of cumulative effects considerations within regulatory processes.

# CUMULATIVE EFFECTS MANAGEMENT

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## POSSIBLE IMPACTS

- Wind and solar projects may be distributed over large areas.
- Projects include generation and support facilities, roads, and transmission lines.
- Development may disrupt access to fishing, hunting or cultural sites.
- Cumulative effects can result from individually minor but collectively significant actions taking place over time.

## BCER POLICY INTENT

***The regulatory framework will prioritize the consideration of cumulative effects in permitting decisions.***

## POSSIBLE OPTIONS

- Require proponent to assess potential environmental effects of a project.
- Require proponent to identify measures to avoid or mitigate those impacts.
- BCER considers the cumulative impacts of the project in the context of other activities.

# AGRICULTURAL LAND USE

- Wind and solar projects may be proposed on agricultural land.
- This may include land located within the Agricultural Land Reserve (ALR), which is land designated for priority agricultural uses.
- The BCER is intended to have authority to approve non-farm use of ALR lands (e.g. for wind and solar projects) but cannot approve the removal of land from the ALR.





# AGRICULTURAL LAND USE

## POSSIBLE IMPACTS

- Site infrastructure (e.g. turbine foundations) could impact agricultural use of land.
- Agricultural land may be occupied by projects for their operational lifetime, which could extend between 25 to 40 years (current estimates average 30 years).

## BCER POLICY INTENT

***The regulatory framework will require applicants to minimize and restore impacts to agricultural capability of the land during site selection, design and decommissioning of a wind or solar facility.***

## POSSIBLE OPTIONS

- Require proponent to conduct assessments of site-specific agricultural values performed by a Qualified Professional.
- Require proponents to avoid, minimize, or restore impacts to agricultural land as soon as practicable (such as following construction) and at end of life (complete restoration).



# DECOMMISSIONING & RESTORATION



- Once a project has completed its operational life, all project infrastructure (e.g. turbines, foundations, solar arrays, buildings) must be responsibly removed or otherwise decommissioned (such as burying foundations).
- Restoration should be considered in early project plans and performed throughout the project as is practicable.
- Decommissioning and restoration efforts will return all land to its pre-activity state.
- Proponents must have operational and financial responsibility for the decommissioning and restoration of project sites.

# DECOMMISSIONING & RESTORATION

## POSSIBLE IMPACTS

- Future uses of Crown land could be compromised if land is insufficiently restored.
- This includes potential impacts to productivity of ALR land if farmland not restored adequately.
- Treaty & Aboriginal rights could be impacted if land is insufficiently restored.

## BCER POLICY INTENT

***The regulatory framework will ensure restoration is considered during project planning and both interim and end of life restoration are conducted as soon as practicable.***

## POSSIBLE OPTIONS

- Require proponent to plan for decommissioning and restoration when siting and designing projects.
- Require progressive restoration over the life of the project.
- Require financial security for costs to decommission and restore sites.
- Implement timelines and standards for restoration.





## **THEME 2: SUPPORTING RECONCILIATION**

The BCER is committed to mutually-beneficial, collaborative working relationships with First Nations and Indigenous governments and recognizes the Declaration on the Rights of Indigenous Peoples Act as the framework for reconciliation.

The regulatory framework will ensure the interests of First Nations are understood, respected and considered in BCER decisions and the delivery of our mandate.

The BCER upholds all legal requirements under section 35 of the Canadian Constitution Act (1982) and applicable case law.

# PRE-ENGAGEMENT

- Pre-engagement requires proponents to plan projects with early and proactive collaboration with First Nations.
- The process considers environmental, social, cultural and other impacts to proactively identify mitigations prior to application.
- Currently, the BCER requires pre-engagement for most activities, focusing on building strong relationships, setting clear expectations and tailoring the engagement process to develop more meaningful and collaborative interactions.

# PRE-ENGAGEMENT

## POSSIBLE IMPACTS

- Thoughtful pre-engagement provides clear expectations for proponents, First Nations and the BCER, and builds understanding between parties.
- Insufficient pre-engagement may increase the likelihood applications are not accepted, and the likelihood of disputes at permit adjudication or operational phases.
- Such disputes are disruptive, costly, and time-consuming for all interested parties.

## BCER POLICY INTENT

***The regulatory framework will require proponents to engage with impacted First Nations prior to application submission (pre-engagement). The extent and results of this pre-engagement will be submitted with a permit application.***

## POSSIBLE OPTIONS

- Require pre-engagement by regulation with associated reporting.
- Require pre-engagement and associated reporting by policy.



# CONSENSUS-SEEKING & DECISION MAKING

- Engagement and consultation with First Nations are core components of the BCER's regulatory oversight.
- The BCER upholds all legal requirements under section 35 of the Canadian Constitution Act (1982) and applicable case law.
- The BCER recognizes the Declaration on the Rights of Indigenous Peoples Act as the framework for reconciliation with First Nations.
- The BCER seeks consensus with impacted First Nations regarding permitting decisions and management of issues that impact Treaty & Aboriginal rights.
- The BCER has considered concerns regarding exemption of wind projects from the *Environmental Assessment Act*. We invite conversations regarding our approach to consensus-seeking in decision making.

# CONSENSUS-SEEKING & DECISION MAKING

## POSSIBLE IMPACTS

- Clear consensus regarding management practices ensures projects are well-integrated with communities and respect Treaty and Aboriginal rights.
- Lack of consensus on management of project impacts reduces certainty for First Nations, proponents and the BCER.
- The lack of a clear process to seek consensus in decision-making may impact permitting timelines.

## BCER POLICY INTENT

***The regulatory framework will facilitate agreement and seek consensus with impacted First Nations regarding project decisions and the resolution of issues.***

## POSSIBLE OPTIONS

- Implement policy guidance outlining pathways for input on permitting decisions.
- Implement discrete consultation agreements with impacted First Nations defining the process to seek consensus.
- Require submission of proponent pre-engagement records, to include a summary of key issues and whether consensus was reached.



# CAPACITY FUNDING

- Consultation and permit review require substantial resourcing from First Nations.
- Capacity funding may assist First Nations in deploying the necessary resources to meaningfully participate in these processes and conversations.



# CAPACITY FUNDING

## POSSIBLE IMPACTS

- Lack of available capacity funding may reduce the ability of impacted First Nations to meaningfully participate in permit review.

## BCER POLICY INTENT

***The regulatory framework will support impacted First Nations involved in permit review through consideration of available capacity funding.***

## POSSIBLE OPTIONS

- Capacity funding may be outlined in agreements with impacted First Nations.
- Capacity funding may be included in calculation of application fees.
- Capacity funding may be part of agreements between proponents and impacted First Nations.



# PROTECTING CULTURAL HERITAGE SITES

- Construction of utility-scale renewable projects involves clearing and excavating lands to construct roads, generating facilities and transmission lines.
- The BCER has specified permitting authorities for inspections and permits under the *Heritage Conservation Act* through the *Energy Resource Activities Act*.
- Section 7 of the *Environmental Protection and Management Regulation* requires the BCER to consider objectives respecting conservation and protection of cultural heritage resources before issuing a permit.



# PROTECTING CULTURAL HERITAGE SITES

## POSSIBLE IMPACTS

- Construction of wind or solar projects may impact sites with cultural significance.
- Insufficient archeological investigations may result in damage to sites with cultural significance.

## BCER POLICY INTENT

***The regulatory framework will identify potential impacts to cultural sites or practices and require appropriate mitigations.***

## POSSIBLE OPTIONS

- Apply specified provisions of the *Heritage Conservation Act* for which BCER is proposed to have authority.
- Review and update the BCER's Archaeology Audit Program and "Heritage Conservation Program Guidelines" to reflect the unique dynamics of construction for renewables and how these may impact sites with cultural significance.

# INCORPORATION OF INDIGENOUS KNOWLEDGE

- The BCER is committed to the consideration of Indigenous Knowledge in evaluating project impacts when this knowledge is shared by First Nations.
- Indigenous Knowledge may be provided during pre-engagement, permit review, or at other stages of the project life cycle.
- The BCER recognizes the importance of managing Indigenous Knowledge appropriately, including ensuring Nations maintain control of this knowledge when shared.



# INCORPORATION OF INDIGENOUS KNOWLEDGE

## POSSIBLE IMPACTS

- Relying solely on Western science to assess project impacts may present “blind spots” to decision makers that could be illuminated with Indigenous Knowledge.
- Insufficient guidance to proponents regarding management of Indigenous Knowledge may result in inappropriate use of such knowledge.

## BCER POLICY INTENT

***The framework will ensure the BCER and proponents, if provided with Indigenous Knowledge, protect and handle the knowledge appropriately while considering it in environmental, social and cultural effects assessments.***

## POSSIBLE OPTIONS

- Require consideration of Indigenous Knowledge in effects assessments, when available and offered by First Nations.
- Provide guidance, including to proponents, regarding appropriate management of Indigenous Knowledge.

A background image showing a pair of hands gently holding a small green seedling with two leaves, growing out of dark soil. The image is slightly blurred and has a soft, natural lighting.

# **THEME 3:**

# **SOCIAL**

# **WELL-BEING<sup>26</sup>**

Promoting community well-being is a core component of the BCER's regulatory mandate. The BCER has well-established policies regarding community engagement, which will be adapted for renewables.

The regulatory framework will ensure proponents consider and minimize impacts on how people and communities interact with their social, cultural and biophysical surroundings.



# ASSESSMENT OF COMMUNITY IMPACTS

- Impacts may include noise, visual, traffic and access to public land, among others.
- Impacts will vary based on the nature of the renewable development, its proximity to communities and the unique dynamics of those communities.
- Decision makers require clarity regarding the nature and extent of impacts local communities will face.



Stock image

# ASSESSMENT OF COMMUNITY IMPACTS

## POSSIBLE IMPACTS

- Local communities may face impacts from renewable energy activities.
- Impacts vary, but may include noise, visual, traffic and access to public land.
- The extent and nature of any such impact must be assessed to inform decision makers and impacted persons.

## BCER POLICY INTENT

***The regulatory framework will ensure proponents assess potential impacts of renewable energy projects on communities and inform local communities of those impacts.***

## POSSIBLE OPTIONS

- Prescribe a list of impacts that must be assessed in all cases.
- Require proponents to assess all potential impacts to communities.
- Require mitigation of impacts as appropriate.

# SHADOW FLICKER

- Spinning turbine blades can cause intermittent shadows that appear as a persistent flicker that may be a nuisance to observers inside nearby buildings.
- Shadow flicker is typically limited to a distance equivalent to roughly 10x the rotor diameter.
- Shadow flicker may occur with different intensities in different locations depending on time of day.



# SHADOW FLICKER

## POSSIBLE IMPACTS

- Shadow flicker can disturb the enjoyment of nearby properties and frustrate occupants of nearby buildings.
- Impacts of shadow flicker are only relevant if nearby receptors are present.

## BCER POLICY INTENT

***The regulatory framework will ensure wind turbine operations minimize the impacts of shadow flicker by requiring proponents to assess and mitigate shadow flicker effects.***

## POSSIBLE OPTIONS

- Require a shadow flicker assessment and technical review if receptors are within a specified distance.
- Set threshold limits for maximum allowable shadow flicker durations.
- Proponent consultation with landowners impacted by shadow flicker.



# SOLAR PANEL GLARE

- Utility-scale solar projects may cause visual disturbance due to the reflection of light from the panels.
- For PV solar panels this effect is best categorized as *glare*, which is a short but sustained bright reflection (not a flash).
- Glare may be a minor nuisance to those in the vicinity of a solar project and may pose safety concerns if it impacts transportation.



<https://ases.org/wp-content/uploads/2017/05/glare1.jpg>

# SOLAR PANEL GLARE

## POSSIBLE IMPACTS

- Glare can be disruptive to those in the immediate vicinity of solar projects.
- In some areas, visual effects could present safety risks to transportation networks.

## BCER POLICY INTENT

***The regulatory framework will require proponents to assess glare impacts and implement appropriate management plans.***

## POSSIBLE OPTIONS

- Require glare assessments for nearby residences, roadways, railways and aerodromes.
- Require implementation of mitigations (screening, positioning, etc.) as per assessment results.
- Require submission of glare assessment and mitigations for BCER technical review if receptors are within a specified distance.

# NOISE

- Noise can be disruptive to both humans and wildlife, particularly when sustained.
- There are widely-accepted limits for noise from wind turbines, and the Province has existing guidance incorporating such limits.
- Noise from both construction and operations of wind developments can impact local communities and wildlife.



AI Generated Image

# NOISE

## POSSIBLE IMPACTS

- Operation of turbines and electrical equipment (substations, transformers) generates sustained, low-frequency noise.
- Construction of utility-scale wind developments requires temporary periods of noise.
- Noise presents a nuisance to nearby receptors and may impact wildlife behaviour.

## BCER POLICY INTENT

***The regulatory framework will ensure wind projects do not create excessive noise by requiring proponents to assess project compliance with specified noise limits.***

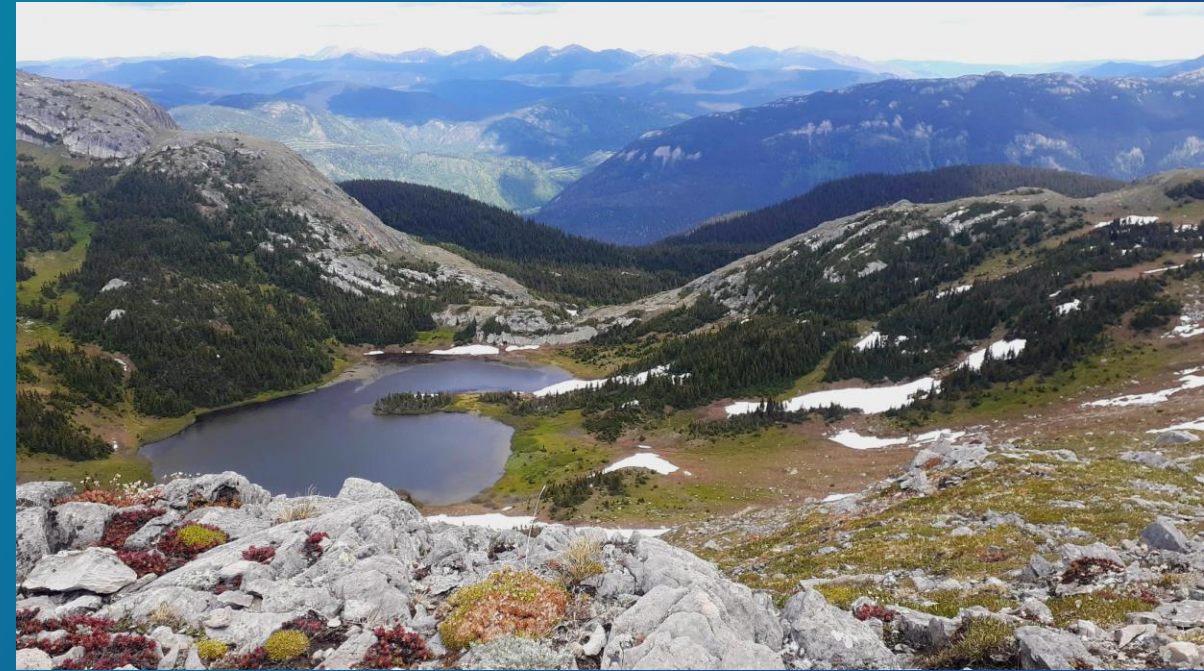
## POSSIBLE OPTIONS

- Implement a prescriptive noise limit to apply from receptors or within a specified distance.
- Require a noise impact assessment (including low frequency). Require submission and technical review of the assessment if receptors are within a specified distance.
- Require consideration and minimization of construction noise.



# CROWN LAND ACCESS

- Renewable energy projects may be sited on private or Crown land.
- Projects sited on Crown land may be in areas with overlapping tenures or used by the public.
- Access to such areas will be restricted during construction, and some ongoing restrictions may be required to ensure public safety and physical security of the project.



Crown land, British Columbia

# CROWN LAND ACCESS

## POSSIBLE IMPACTS

- Access to Crown land immediately adjacent to the project may be restricted.
- Rights holders with overlapping tenures may be impacted by such restrictions.
- Access may be restricted for specified periods or, in certain areas, indefinitely.

## BCER POLICY INTENT

***The regulatory framework will ensure projects sited on Crown land appropriately accommodate other uses while maintaining public safety.***

## POSSIBLE OPTIONS

- Require consultation with rights holders whose tenures may be impacted.
- Require submission of a management plan regarding public access in the project vicinity.



# COMMUNITY ENGAGEMENT

- Local communities within the vicinity of renewable energy activities may face impacts to quality of life.
- Impacts will generally be limited to noise, visual, traffic and access to public land.
- Transparency and engagement regarding such impacts should be afforded to local communities.
- Local authorities should be afforded input on permitting decisions that impact their communities.



# COMMUNITY ENGAGEMENT

## POSSIBLE IMPACTS

- Local communities may face impacts from renewable energy activities.
- Impacts vary but may include noise, visual, traffic, worker impacts during construction and access to public land.
- Insufficient notification and engagement regarding such impacts negatively affects community acceptance.

## BCER POLICY INTENT

***The regulatory framework will ensure parties impacted by the development are notified of anticipated impacts and parties who face significant impacts are given an opportunity to consult with the project proponent prior to permit adjudication. The framework will ensure local authorities are consulted on proposed renewable energy projects.***

## POSSIBLE OPTIONS

- Require proponent to assess community impacts and notify affected persons.
- Require proponent to consult with the most affected persons and notify others.
- Affected persons can be defined using radii or based on assessment of the extent of impacts.





# **THEME 4: PROTECTING PUBLIC SAFETY**

The risks and hazards associated with renewable energy activities are well understood, but unique to the characteristics of individual projects.

The regulatory framework will ensure operators implement a systematic approach in managing and reducing risks.

Proponents will be expected to anticipate, manage, monitor and mitigate the effects of all potential hazards and risks throughout the life cycle of a project.

# TECHNICAL HAZARDS & RISKS

- Renewable energy projects include electrical equipment, mechanical components, and elevated structures.
- Appropriate design, construction, and maintenance is required to minimize public safety risks associated with this infrastructure.

# TECHNICAL HAZARDS & RISKS

## POSSIBLE IMPACTS

- Structural or mechanical failure, including turbine collapse.
- Damaged blades or components being thrown.
- Accumulated ice thrown from turbine.
- Hazards from high voltage electrical equipment and batteries.
- Presence of hazardous fluids or materials.

## BCER POLICY INTENT

***The regulatory framework will ensure proponents consider and plan mitigations for all identified hazards and all equipment is appropriately constructed and maintained.***

## POSSIBLE OPTIONS

- Adopt suitable standards and codes to ensure sound design and construction.
- Require proponents to develop and implement detailed maintenance plans aligned with industry best practices.
- Prescribe appropriate setbacks to minimize risk to the public.



# NATURAL HAZARDS & CLIMATE RISKS

- Wind and solar projects may be exposed to natural hazards such as flooding and wildfires.
- Natural hazards such as extreme weather, earthquakes and wildfire can pose risks to renewable energy facilities.



# NATURAL HAZARDS & CLIMATE RISKS

## POSSIBLE IMPACTS

- High winds, ice storms, or lightning strikes could increase risk of mechanical failure.
- Failure of electrical components may pose a wildfire risk.
- Remote facilities may experience longer response times in the event of an emergency.

## BCER POLICY INTENT

***The regulatory framework will ensure projects are designed, constructed and operated to minimize the risks of natural hazards and extreme weather events and appropriate response plans are in place.***

## POSSIBLE OPTIONS

- Adopt suitable standards and codes to ensure structures are climate resilient.
- Require assessment of potential natural hazards or extreme climate related risks.
- Require proponents to develop and implement suitable emergency response plans and coordinate with local authorities.

A photograph of three deer with antlers standing in a green field under a blue sky. The text 'OTHER CONSIDERATIONS' is overlaid in white.

# OTHER CONSIDERATIONS

# IMPACTS TO AVIATION & RADAR

- Wind turbines may impact flight paths and aerodrome operations.
- Wind turbines may interfere with radar systems including those used for navigation, meteorology and airspace monitoring.
- The degree and nature of interference depends on the location of the wind turbine and characteristics of the rotor blades.
- Federal bodies such as the Canadian Armed Forces, Environment & Climate Change Canada and NAV Canada have established processes to mitigate the risks of such interference.





# IMPACTS TO AVIATION & RADAR

## POSSIBLE IMPACTS

- Wind turbines may be obstacles to aircraft which can affect flight paths or aerodrome operations.
- Interference may disturb critical communications, navigation and weather radars.
- Radar and aerodromes support core public priorities, including those related to public safety and national defence.
- Insufficient coordination between proponents and radar/aerodrome operators may result in risks to public safety.

## BCER POLICY INTENT

***The regulatory framework will ensure proponents coordinate effectively with operators of critical radar and telecommunications infrastructure. The framework will ensure applicants coordinate with aviation authorities and operators to evaluate and minimize risks to local aircraft.***

## POSSIBLE OPTIONS

- Require proponent to consult with any radar/aerodrome operators within a prescribed distance.
- Require proponent to consult all federal authorities who operate core radar systems in Canada.
- Require submission of “consent letter” (commonly provided by such authorities) at time of application.



# COST RECOVERY

- The BCER operates as a cost-recoverable organization. Regulated parties fund regulatory oversight through payment of levies and fees.
- This cost recovery model has long-standing precedence in the BCER's oversight of other energy resource activities, such as oil and gas.
- A cost recovery model minimizes costs for taxpayers while ensuring robust regulatory oversight.
- The BCER closely evaluates fee and levy amounts to ensure they accurately reflect the costs of regulatory oversight and are fairly apportioned amongst permit holders.



# COST RECOVERY

## POSSIBLE IMPACTS

- Project proponents will be subject to fees and levies on both a one-time and ongoing basis.
- Fee and levy amounts can impact the competitiveness of individual proponents and the industry at large.
- Insufficient fee and levy amounts impact the BCER's ability to operate.

## BCER POLICY INTENT

***The regulatory framework will ensure cost recovery allows for robust oversight of renewable energy projects, including review and enforcement of authorizations under Provincial legislation.***

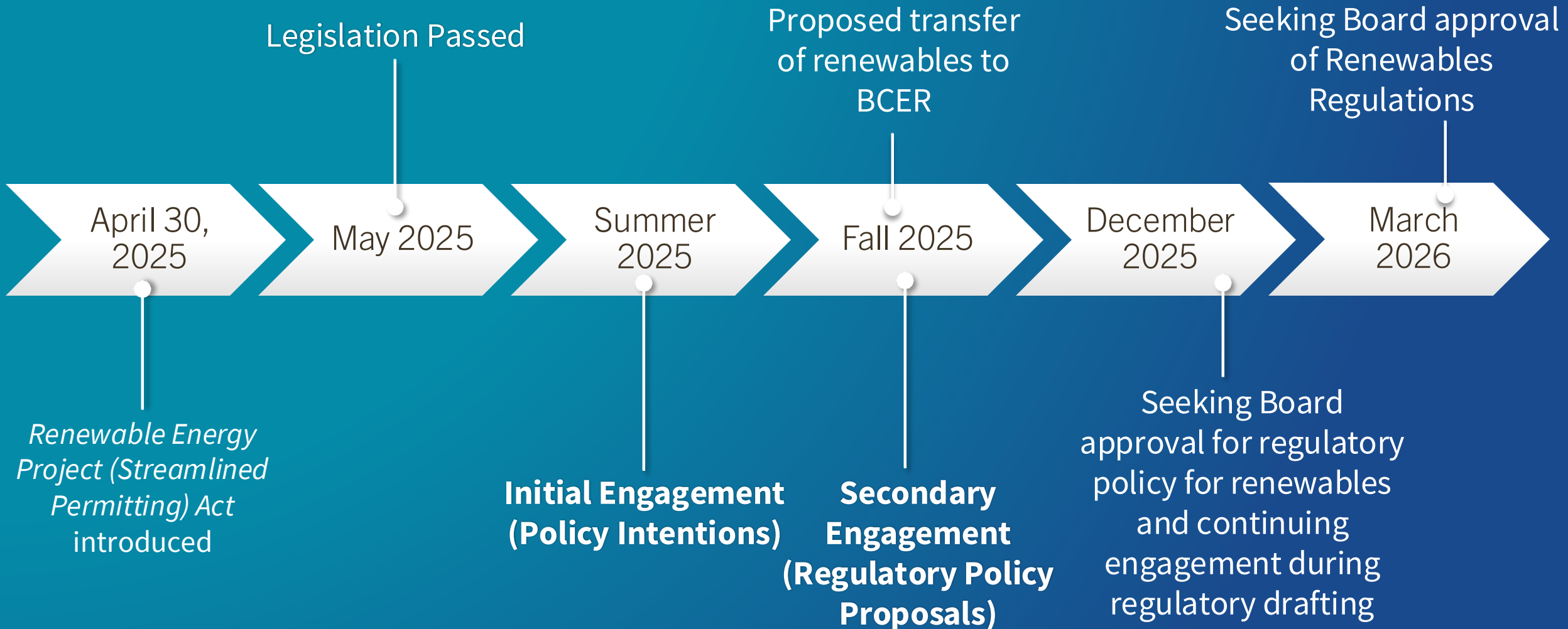
## MECHANISMS FOR COST RECOVERY

- Implement “application fees” to recover the cost of authorizations and permit review.
- Implement “operational levies” to recover the cost of ongoing regulatory oversight.
- Implement “service fees” for regulatory services provided, such as inspections.



# THE PATH FORWARD

# LEGISLATIVE & REGULATORY TIMELINE





# Summary

- Wind and solar energy projects may have impacts on the environment and communities around them.
- Risks associated with these activities are well understood and a range of options to avoid, mitigate or repair these impacts are available.
- As a full lifecycle regulator for energy activities, BCER intends to develop a regulatory framework that will ensure projects meet a high standard of environmental protection, public safety and supporting community well-being and reconciliation.

**We welcome input and  
feedback from all interested  
parties.**

**Please reach out to  
[info@rep-spa.ca](mailto:info@rep-spa.ca)**



**Scan here to see our  
Strategic Plan on a Page (S-PoP)**





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Alex Eriksen, Director of Environmental Services

**Date:** October 23, 2025

**Subject:** **Clearview Landfill Leachate Collection - Project Award**

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

That the Board approve the award of the Clearview Landfill Leachate Collection construction project to Van-Con Enterprises for \$666,980.06.

### BACKGROUND

The Clearview Landfill is considered a natural attenuation landfill which means that leachate generated in the footprint is intended to dissipate into the underlying soil. However, the soil condition at the site is less permeable than anticipated and the RDBN has been challenged with leachate and contact water retention. To mitigate leachate retention and outbreaks, a leachate collection system is required which consists of collection pipes and a lined pond from which the leachate can be redistributed onto the landfill and evaporated.

The 2025 Capital Budget included \$500,000 to complete site investigations, system design and portions of the project. Staff worked with Trace Consulting to finalize a design and a Request for Proposals (RFP) was issued on BC Bid on August 20th and closed on October 1, 2025.

The scope of the project included:

- Mobilization & Site Preparation
- Install of a composite liner system
- Pond and Road Construction
- Pond inlet and outlets
- Leachate collection pipes to current and future landfill Phases.

The above scope was hoped to be complete in 2025, however, delays in design finalization have pushed this project too close to winter which is not ideal for liner installation. A two-phased approach will be necessary to complete this project as follows:

- 2025 – grubbing, partial pond berm construction, collection pipes & valves install and berm penetration construction
- 2026 – pond berm completion, composite liner install, redistribution infrastructure and road construction

In 2025, \$100,000 of work has been completed to date. Projected expenditures for the remainder of 2025 are \$350,000 which include portions of this RFP and Technical Support from the Engineering Consultant. Projected expenditures in 2026 for the completion of the project are \$530,000. The total cost of the project is expected to be \$980,000

### **EVALUATIONS:**

The RDBN received proposals from five (5) qualified companies with the total price ranging from \$667,000 to \$1,716,000. The two highest proposals were considered unreasonable from a budget perspective, and did not provide any additional expertise or quality when compared with the other proponents, that warranted a full evaluation.

The three remaining proposals were evaluated independently by Trace Consulting, using the following criteria and points system:

- |                                |               |
|--------------------------------|---------------|
| 1. Qualifications & Experience | max 30 points |
| 2. Methodology & Work Plan     | max 30 points |
| 3. Total Proposed Price        | max 30 points |
| 4. Proposal Quality            | max 10 points |

The evaluation results are as follows:

| <b>Proponent</b>                         | <b>Price</b>   | <b>Score</b> |
|------------------------------------------|----------------|--------------|
| Van-con Enterprises (Vanderhoof, BC)     | \$666, 980.06  | 82/100       |
| MCL Group LTD. (Acheson, AB)             | \$790,423.81   | 79/100       |
| M4 Enterprises Ltd. (Vanderhoof, BC)     | \$865,200.00   | 55/100       |
| Triahn Enterprises Ltd. (Chilliwack, BC) | \$1,459,586.00 | Not scored   |
| West Horizon Contracting (Smithers, BC)  | \$1,715,992.92 | Not Scored   |

Staff reviewed the evaluation and agree with the result. Staff recommend awarding the contract to Van-Con Enterprises of Vanderhoof, BC and entering into negotiations for an adjusted phased approach to the project.

### **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:** Wendy Wainwright, Deputy Director of Corporate Services  
**Date:** October 23, 2025  
**Subject:** **Committee Meeting Recommendations - October 9, 2025**

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

Recommendation 1 through 9 as written.

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### BACKGROUND

The following are the recommendations from the October 9, 2025 Committee meetings for the Board's consideration and approval.

#### **Committee of the Whole Meeting – October 9, 2025**

##### **Recommendation 1:**

**Re: NCLGA Mental Health and Addictions Symposium October 15, 2025, Prince George, B.C.**

That the Board authorize Director Greenaway's attendance at the NCLGA Mental Health and Addictions Symposium October 15, 2025 in Prince George, BC and further, that Director Greenaway be authorized to sign the Accord.

##### **Recommendation 2:**

**Re: 2026 BC Natural Resources Forum - January 20-22, 2026 – Prince George, B.C.**

That the Board authorize attendance of Rural Directors wishing to attend the 2026 BC Natural Resources Forum on January 20-22, 2026 in Prince George, B.C.

**Recommendation 3:**

**Re: Canada Community-Building Fund BC – Area E (Francois/Ootsa Lake Rural) Grassy Plains Hall Foundation Repair Project**

1. That the Board authorize contributing up to \$33,000 of Electoral Area E (Francois/Ootsa Lake Rural) Canada Community- Building Fund BC allocation monies to a Recreation Infrastructure Project for the Grassy Plains Community Hall, and further,  
**(participants/weighted/majority)**
2. That the Board authorize the withdrawal of up to \$33,000 from the Federal Gas Tax Reserve Fund.

**Recommendation 4:**

**Re: Promote Volunteerism**

That the Board discuss with staff the possibility of a position to help promote volunteerism and assist with advocacy.

**Recommendation 5:**

**Re: Updated Extended Producer Responsibility Five-Year Action Plan for Mattresses**

That the Board support and add the Regional District of Bulkley-Nechako to the signatory to the Regional District of Okanagan-Similkameen's letter to the Honourable Tamara Davidson, Minister of Environment and Parks regarding the need to include mattresses and foundations in the Recycling Regulation as identified in the 2021-2026 Five-Year Action Plan.

**Recommendation 6:**

**Re: RDBN AI Policy**

That the Board direct staff to bring forward the RDBN AI policy to review the use of shall, should, and must.

**Rural Services Committee – October 9, 2025****Recommendation 7:**

**Re: Grant in Aid for Area A (Smithers/Telkwa Rural) Bulkley Valley Search and Rescue**

That the Board approve allocating \$26,000 in Electoral Area A (Smithers/Telkwa Rural) Grant in Aid monies to the Bulkley Valley Search and Rescue Society towards the replacement of their primary rescue truck.

**Recommendation 8:****Re: Grant in Aid for Area A (Smithers/Telkwa Rural) Smithers Mountain Bike Association**

1. That the Board approve allocating \$20,000 in Electoral Area A (Smithers/Telkwa Rural) Grant in Aid monies to the Smithers Mountain Bike Association for a trail building project; and,
2. That the Board approve allocating \$20,000 in Electoral Area A (Smithers/Telkwa Rural) Economic Development Service monies to the Smithers Mountain Bike Association for a trail building project.

**Recommendation 9:****Re: Community Hall Appraisal Report**

That the Board direct staff to pursue a contract for appraisals of all fifteen community hall locations in the RDBN.

**ATTACHMENTS:**

None

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

2. Advocacy with the Province
4. Community and Economic Stability



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cameron Hart, Community Development Coordinator  
**Date:** October 23, 2025  
**Subject:** **Grant in Aid for Area F (Vanderhoof Rural)**  
**Nechako Valley Historical Society**

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

That the Board approve allocating \$8,000 in Electoral Area F (Vanderhoof Rural) Grant in Aid monies to the Nechako Valley Historical Society to purchase a replacement cairn.

---

**BACKGROUND**

The Grant in Aid Balance for Area F as of September 30, 2025 is \$140,857

Director Shirley Moon is supportive of this application.

**ATTACHMENTS:**

Nechako Valley Historical Society Grant in Aid Application.



## Organization Legal Name

Nechako Valley Historical Society

## Organization Mailing Address

PO Box 1515, 748 1st Street, Vanderhoof, B.C.

## Contact Name

Anne Davidson

## Contact Email Address

[davidson886@outlook.com](mailto:davidson886@outlook.com)

## Project or purpose for which you require assistance

As Vanderhoof approaches its 100th birthday in 2026, we would like to have a new cairn placed at the museum. The old cairn is beyond repair. We will use the original pin and plaque on the new one.

For the past 35 years, this historically significant monument has remained in its original spot but has become badly neglected and forgotten. We believe it is essential to address this matter with renewed attention and urgency to ensure that this vital marker of British Columbia's heritage is properly preserved and showcased.

## Amount of Grant Requested

8000

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

Yes

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

1. The purposes of the Society are as follows:

- a) To educate members and the community about the history of the people, homes, sites, and events of Nechako Valley and its neighboring communities.
- b) To collect and preserve historical data and memorabilia associated with Nechako Valley

and its neighboring communities for the use and pleasure of present and future generations.

c) To promote research and publish findings regarding the archaeology, architecture, history, arts, crafts, culture, and genealogy of the area.

d) To preserve or assist in the preservation of the items that residents of Nechako Valley and its neighboring communities recognize as having historic value. These items include but are not limited to, natural and built heritage, views capes, memorabilia and archival history.

e) To discourage damage to objects of historical value in the area, and to discourage modifications or restorations of such objects until a thorough study, assisted by competent advisers, has been made.

f) To provide a place for the reception, display, study, and preservation of records and other property relating to the purposes of the Society.

g) To cooperate with other persons and organizations in promoting the above purposes.

No other organization in Vanderhoof does what we do. Many past residents will come in looking for information.

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

Electoral Area A (Smithers/Telkwa Rural)

Electoral Area B (Burns Lake Rural)

Electoral Area C (Fort St. James Rural)

Electoral Area D (Fraser Lake Rural)

Electoral Area E (Francois/Ootsa Lake Rural)

Electoral Area F (Vanderhoof Rural)

Electoral Area G (Houston/Granisle Rural)

Is your organization voluntary and non-profit?

Yes

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

None

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

The Nechako Valley Historical Society was incorporated on February 05, 1971

We have 24 members and numerous volunteers

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

We would like to unveil the Cairn July 01, 2026 for Vanderhoof's 100th birthday.

Describe how this proposal will benefit the community.

This Cairn will be front and center at the museum and tourist information center. Every year schools bring groups of students and we give them tours. Tourists from all over the world stop here including tour buses. It will be a perfect photo opportunity for everyone. Many locals bring there out of town guest to show them. Locals will come to check things out and see how the displays changed. There is a dog park and major hiking trails close by. Also many events are held on the grounds, July 1st pancake breakfast, Strawberry tea, Grad photos just to name a few.

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

Yes - please provide information below

Name of Grant or Funding Agency

District of Vanderhoof

Status of application

Pending

Name of Grant or Funding Agency

Nechako Valley Historical Society

Status of application

Approved

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

Yes

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

May 2021 we received \$30000 to start digitizing and photographing all artifacts, stories and photos at the museum. So far we have over 20,000 entries done.



NECHAKO VALLEY HISTORICAL SOCIETY

Box 1515

Vanderhoof, B.C. V0J 3A0

September 19, 2025

Regional District of Bulkley Nechako

The following is what it will cost to have the Cairn in place.

\$9486.40

- Northern Monumental (We will be giving them a Federal Tax receipt for the engraving.)

\$2000 +/-

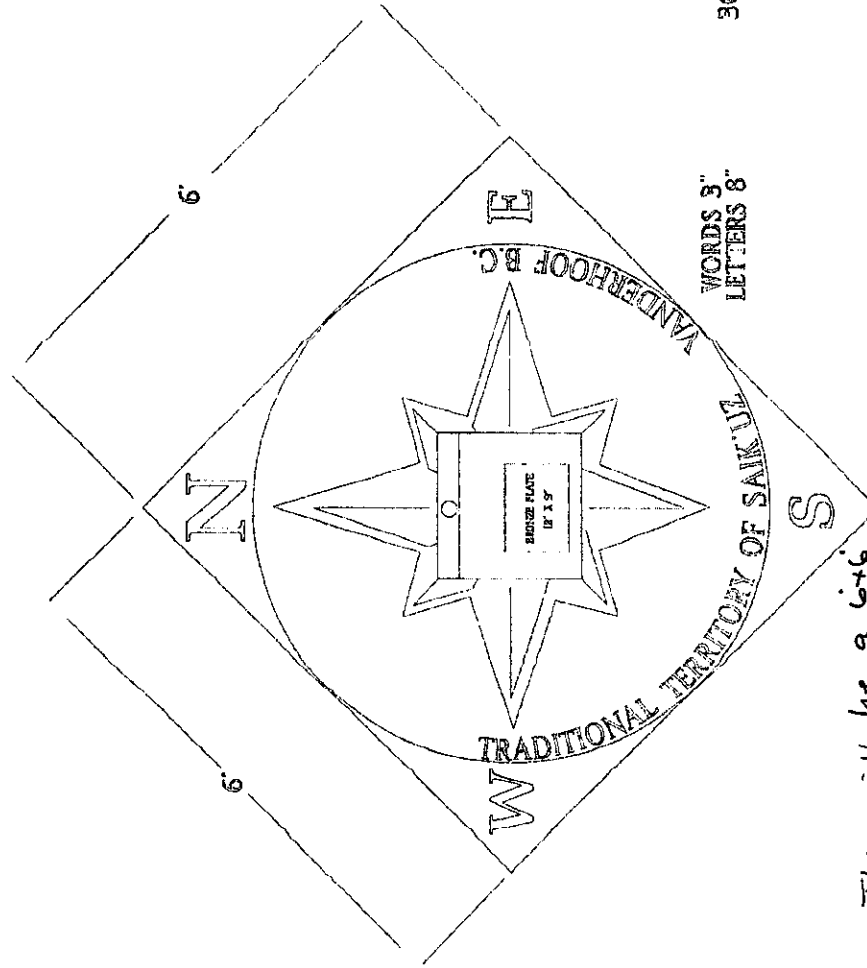
- For 2' of sand in the hole and 6" of cement with rebar in it.

The DOV will do the site prep.

The total cost should not be more than \$13,000 allowing for unforeseen problems.

Anne Davidson (treasure of NVHS)

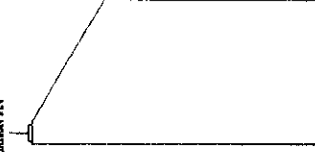




This will be a 6x6 solid piece of granite with all the etching in black on grey. 4" thick. The compass points will point in the right direction.

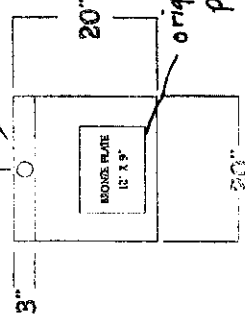
SIDE VIEW

LOCATION PIN



TOP VIEW

LOCATION PIN



original pin

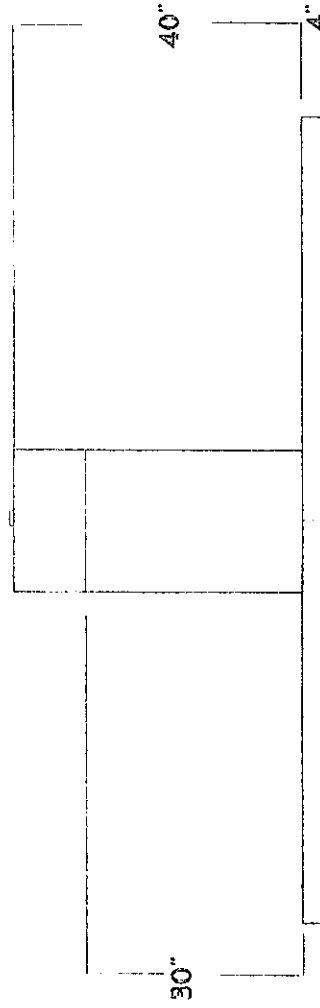
20"

242 original plaque

BRONZE PLATE 1 1/2\"/>

FRONT VIEW

LOCATION PIN



The cairn will be solid black etched in white.

LOCATION PEN

Dependent variables are:

4 82

# Sinkut Astro Pier

This survey monument, known as the Sinkut astro Pier, was originally located at the Sinkut River Bridge on Blackwater Road. The Astro Pier was used to determine the precise location of the 124th meridian and was the first higher order survey control monument in the Nechako Valley. It was set in 1912 by F. A. McDairmid, who worked for the Dominion Observatory. It was referred to by T.A. McEhanney, B.C. Land Surveyor, in 1913 when surveyed the 124th meridian. In 1926 J. A. E. Cambell, B.C. Land Surveyor, set a brass plug in the pier while carrying out a survey in the area.

Local legends have circulated in the community noting this monument to represent the precise location of the center of British Columbia.

After having been damaged by the reconstruction of the Sinkut River bridge, the monument was moved in 1989 to this site, 54° 00' 50" North, 124° 01' 07" West. It was dedicated on July 1, 1989 by former Surveyor General of British Columbia, G. S. (Gerry) Andrews.

Surveyors, and the monuments left behind, have provided the framework for the orderly development of land. From 1906 to 1916, when the Grand Trunk Pacific Railway was completed, hundreds of thousands of acres of land were surveyed in the Nechako Valley. The early surveys and their assistants, who carried out these surveys, worked under challenging and often difficult conditions. This monument is dedicated to their memory.

*This will be etched on the back.*

BACK VIEW

SIDE VIEW

Northern Monumental Ltd.  
4276 Jones Road  
Vanderhoof, B.C. V0J 3A2

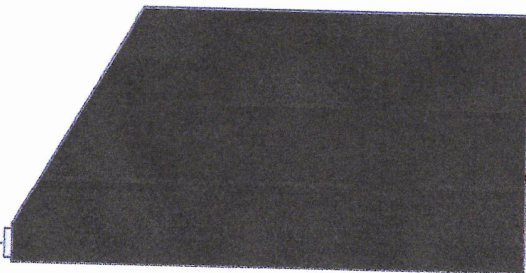
LOCATION PIN

### Sinkut Astro Pier

This survey monument, known as the Sinkut Astro Pier, was originally located at the Sinkut River bridge, where the monument was used by the Survey of Canada for the purpose of determining the position of the Sinkut River bridge. The monument was destroyed by fire in 1968 and was replaced by the present monument in 1969. The monument is a concrete pier, 12' x 9" in size, with a bronze plate on top. The plate is inscribed with the name of the monument and the date of its installation. The monument is located at the intersection of the Sinkut River and the road leading to the Sinkut River bridge. The monument is a concrete pier, 12' x 9" in size, with a bronze plate on top. The plate is inscribed with the name of the monument and the date of its installation. The monument is located at the intersection of the Sinkut River and the road leading to the Sinkut River bridge.

When located, it was found to be in the center of the Sinkut River bridge. The monument was used by the Survey of Canada for the purpose of determining the position of the Sinkut River bridge. The monument was destroyed by fire in 1968 and was replaced by the present monument in 1969. The monument is a concrete pier, 12' x 9" in size, with a bronze plate on top. The plate is inscribed with the name of the monument and the date of its installation. The monument is located at the intersection of the Sinkut River and the road leading to the Sinkut River bridge.

LOCATION PIN



TOP VIEW

LOCATION PIN

Vanderhoof  
Center Of B.C.

BRONZE PLATE  
12' X 9"

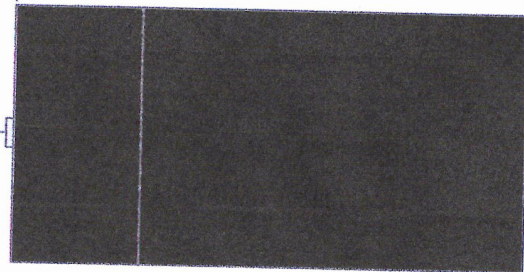
3"

20"

20"

FRONT VIEW

LOCATION PIN



30"

40"

4"





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** **Cameron Hart, Community Development Coordinator**

**Date:** October 23, 2025

**Subject:** **Grant in Aid for Area B (Burns Lake Rural) - Ride Burns Mountain Biking Association**

---

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

That the Board approve allocating \$10,000 in Electoral Area B (Burns Lake Rural) Grant in Aid monies to the Ride Burns Mountain Biking Association for the construction of a novice downhill trail.

---

**BACKGROUND**

The Grant in Aid Balance for Area B as of September 30, 2025 is \$49,361

Director Michael Riis-Christianson is supportive of this application.

**ATTACHMENTS:**

Grant in Aid Application



proposed novice downhill trail

Legend

-  Kager Lake Campground & Bike Park

Google Earth

Image © 2024 Airbus

Kager Lake Campground & Bike Park

500 m





|                                                                                                                                                                            | REDIP   | Applicant<br>Funding | Other<br>funding | Applicant<br>in-kind | Total<br>Project<br>Cost |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|----------------------|------------------|----------------------|--------------------------|
| Administrative                                                                                                                                                             | 700     |                      |                  |                      |                          |
| Contract supervisor incl. delivery of materials,<br>trail layout, track volunteer hrs, red seal carpenter<br>to construct and oversee volunteers constructing<br>boardwalk | 12,960  |                      | 9,000            |                      |                          |
| Contractor to construct trail                                                                                                                                              | 198,900 |                      |                  |                      |                          |
| Materials for boardwalk                                                                                                                                                    | 14,457  |                      |                  |                      |                          |
| boardwalk construction - Ride Burns volunteers.<br>Avg. 5 volunteers 12hrs/month for 8 months (over<br>2yrs) @\$20                                                         |         |                      |                  | 9,600                |                          |
| Handwork packing trail, removing rocks Avg. 6<br>volunteers - 12 hrs/month for 10 months over<br>2yrs                                                                      |         |                      |                  | 14,400               |                          |
| Bucking and swamping 55 hours @ 62.50                                                                                                                                      |         |                      | 3,438            |                      |                          |
| Falling Trees - certified faller 20hrs at \$110                                                                                                                            |         |                      | 2,200            |                      |                          |
| Trail counter                                                                                                                                                              | 2,700   |                      |                  |                      |                          |
| Shipping of trail counter                                                                                                                                                  | 100     |                      |                  |                      |                          |
| Signage                                                                                                                                                                    | 379     |                      |                  |                      |                          |
| marketing brochure - print and online promotion<br>of summer and winter biking                                                                                             | 3,000   |                      |                  |                      |                          |
| GST and PST on all project expenses                                                                                                                                        |         | 12,469               |                  |                      |                          |
| Contingency                                                                                                                                                                |         | 30,000               |                  |                      |                          |
|                                                                                                                                                                            | 233,196 | 42,469               | 14,638           | 24,000               | 314,303                  |
| Other funding Requests                                                                                                                                                     |         |                      |                  |                      |                          |
| RDBN Grant-in-Aid                                                                                                                                                          |         |                      | 10,000           |                      |                          |
| BL Community Forest                                                                                                                                                        |         |                      | 2,638            |                      |                          |
| Chinook Community Forest                                                                                                                                                   |         |                      | 2,000            |                      |                          |
|                                                                                                                                                                            |         |                      | 14,638           |                      |                          |
| Applicant contribution cash and in-kind                                                                                                                                    |         |                      | 66,469           |                      |                          |

**Organization**

Ride Burns Mountain Biking Association

**Mailing Address**

4005 McKenna School Road, Burns Lake V0J 1E1

**Contact Name**

Karl Paulson

**Contact Email Address**

karlpaulson.rideburns@gmail.com

**Project or purpose for which you require assistance**

Ride Burns is seeking funding as part of our application to REDIP for a novice downhill trail running from mid-mountain to the Kager parking lot. This trail will open the mountain up for the novice rider and for those not comfortable riding the current downhill trails.

**Amount of Grant Requested**

10000

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

Yes

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

Ride Burns, previously known as BLMBA has created a mountain bike industry in Burns Lake. Through countless volunteer hours and government financial support, the trail network at Kager Lake has become known across Canada and around the world. The attraction of tourists to Burns Lake as a destination supports our local businesses.



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

Electoral Area B (Burns Lake Rural)

**Is your organization voluntary and non-profit?**

Yes

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

No funds are made available to members or officers of the society. 100% volunteer.

Ride Burns has confirmed financial funding - \$43,514

Ride Burns has confirmed in-kind funding - \$21,600

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

The socieity was incorporated in 2006. The 2025 membership is 364, our highest number to date.

**Assistance is being requested for:**

Capital project and/or equipment

**Please describe the project/event for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required.****Describe how this proposal will benefit the community.**

By creating a novice downhill trail, we expect to attract more riders to the area for a greater riding experience for beginner riders. We believe that there is nowhere in the province that you will find a mid-mountain downhill for the novice rider. To be classified as a novice trail the slope of the trail needs to stay under 8%. We will also promote winter biking, known as fat biking, as we believe this is an untapped tourism opportunity. We would pack the uptrack, which would connect to the novice downhill trail.

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

- [REDIPgrantbudgetsimplified.pdf](#)
- [NoviceDownhillLocationMap.pdf](#)

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

Yes - please provide information below

**Name of Grant or Funding Agency**

REDIP

**Amount applied for**

233196

**Status of application**

Pending

**Name of Grant or Funding Agency**

Burns Lake Community Forest

**Amount applied for**

2638

**Status of application**

Pending

**Name of Grant or Funding Agency**

Chinook Community Forest

**Amount applied for**

2000

**Status of application**

Pending

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

Yes

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

2024, \$30,000 rebuilding of Swoopy. Work is completed and the final report will be submitted by October 17



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Blackwell Regional Fire Chief  
**Date:** October 23, 2025  
**Subject:** **Purchase and Installation of Luck Bay Water Tank – RFP # RDBN-FIRE-25-02**

---

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

That the Board award the supply and installation of a 10,000-gallon underground water tank to be located at Luck Bay Fire Hall to MX3 Rail and Civil Ltd. for a total cost of \$166,660.63 plus applicable taxes.

---

### BACKGROUND

The Regional District issued a Request for Proposal on September 9, 2025, for the purchase and installation of the Luck Bay underground water tank with a closing date of October 8, 2025.

At the September 12, 2024, Board meeting the following resolution was passed:

Underground Water Storage Moved by Director Riis-Christianson

Seconded by Director Stoltenberg

2024-13-15 1) "That the Board approve contributing \$239,000 from the Northern Capital and Planning Grant Reserve allocated for Protective Services to underground water storage projects.

2) That the Board authorize contributing up to \$286,000 in Canada Community Building Fund BC monies (\$80,000 from Area A, \$91,000 from Area B, and \$115,000 from Area C) to Resilience Infrastructure projects and further,

(participants/weighted/majority)

3) That the Board authorize the withdrawal of up to \$286,000 from the Federal Gas Tax Reserve Fund."

(All/Directors/Majority) CARRIED UNANIMOUSLY

The Area C Tank has a budget of \$175,000 for this project.



Five (5) vendors responded to the Request for Proposal on BC Bid with prices ranging from \$166,667 to \$297,140. Staff have reviewed and scored the submissions based on a weighted breakdown of price (60 points), delivery date (30 points), and quote quality (10 points).

The results are in the table below:

|                     | <b>Maximum Points</b> | <b>MX3 Rail and Civil Services Ltd</b> | <b>Newland Enterprises Ltd</b> | <b>Peace River Projects</b> | <b>Petro Engineering Canada Ltd</b> | <b>West Point Rail &amp; Timber CO Ltd</b> |
|---------------------|-----------------------|----------------------------------------|--------------------------------|-----------------------------|-------------------------------------|--------------------------------------------|
| <b>Total Points</b> | <b>100</b>            | <b>96.38</b>                           | <b>86.07</b>                   | <b>92.72</b>                | <b>70.54</b>                        | <b>71.53</b>                               |

Staff verified that the work could be completed by December 31, 2025, by contacting the top 3 vendors to confirm.

Staff recommend that the Board awards the purchase of the supply and installation of a 10,000-gallon underground water tank to MX3 Rail and Civil Services Ltd. based off the scoring of all the RFPs that were submitted.

#### **ATTACHMENTS:**

None

#### **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:** John Illes, CFO  
Jason Blackwell, Regional Fire Chief

**Date:** October 23, 2025

**Subject:** Topley Rural Fire Maximum Tax Limit Increase

---

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

That Topley Rural Fire Protection Service Establishment Amendment Bylaw No. 2092, 2025 be given First, Second, and Third Reading this 23rd day of October 2025.

---

**BACKGROUND**

Every five years the Regional District may increase the maximum taxation rate of a service by 25% over the maximum in effect in the fifth year previous.

This increase will allow the service to increase the amount it contributes to its long-term asset management reserves and to become less reliant on capital grants in the future.

**ATTACHMENTS:**

Bylaw No. 2092

**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. 2092

#### **A bylaw to amend the tax limit of the Topley Rural Fire Protection Service**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 1743, the "Topley Rural Fire Protection Service" for the provision of fire protection and suppression in the service area.

**AND WHEREAS** the Regional Board wishes to increase the tax limit for the service from NINETY THOUSAND DOLLARS (\$90,000) per annum to ONE HUNDRED TWELVE THOUSAND DOLLARS (\$112,000) per annum.

**AND WHEREAS** under Section 349 of the *Local Government Act*, the participants have 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. 1743 is hereby repealed and replaced with the following:  
The maximum amount of taxation that may be requisitioned annually for this service under Section 806.1(1)(a) of the *Local Government Act* is ONE HUNDRED TWELVE THOUSAND DOLLARS (\$112,000) per annum.
2. This bylaw may be cited as "Topley Rural Fire Protection Service Establishment Amendment Bylaw No. 2092, 2025."

Page 2 of Bylaw No. 2092

READ A FIRST TIME this \_\_ day of, \_\_, 2025

READ A SECOND TIME this \_\_ day of, \_\_, 2025

READ A THIRD TIME this \_\_ day of, \_\_, 2025

CONSENT OF ELECTORAL AREA "B" DIRECTOR RECEIVED this \_\_ day of, \_\_, 2025

CONSENT OF ELECTORAL AREA "G" DIRECTOR RECEIVED this \_\_ day of, \_\_, 2025

ADOPTED this \_\_ day of, \_\_, 2025

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2092 as adopted.

\_\_\_\_\_  
Corporate Administrator





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** AI Committee, RDBN and Anusha Rai, Human Resources Advisor

**Date:** October 23, 2025

**Subject:** **AI (Artificial Intelligence) Governance Policy**

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

Receive

### BACKGROUND

The RDBN AI Committee has reviewed the feedback provided by the Board and highlighted the words such as shall, should, may and must throughout the AI Policy.

### SUMMARY OF KEY POINTS:

- There are 5 instances of "may", 7 of "shall," 11 of "should," and 29 of "must," throughout the policy, all of which have been highlighted for review.
- The definitions of highlighted words as per Webster dictionary are as follows:
  - **May:** Used to indicate possibility or probability. It can also grant permission.
  - **Shall:** Often used to express what is inevitable or seems likely to happen in the future. It can also express determination or a command.
  - **Should:** Used to express obligation, propriety, or expediency. It can also indicate what is probable or expected.
  - **Must:** Indicates necessity or obligation. It can also express a strong recommendation or requirement.
- The policy will be reviewed each year and updated as needed.

### ATTACHMENTS:

Copy of AI Governance Policy



## AI Governance Policy for the Regional District of Bulkley-Nechako

Approved: September 2025

### **PURPOSE**

This policy is designed to provide a clear guideline for ethical, responsible, and effective use of artificial intelligence (AI) technologies by the Regional District of Bulkley-Nechako (RDBN). It aims to ensure that AI is used in a way that supports public services, enhances operational efficiency, while preserving transparency and privacy.

### **SCOPE**

This policy applies to all RDBN personnel, including the Board, employees, contractors, and consultants involved in the use, development, or oversight of AI systems in the RDBN's operations. It covers AI applications across all departments and functions, including but not limited to service delivery, planning, data management, and decision-making.

### **DEFINITIONS**

| Term                                | What It Means for You                                                                                                                                                                                                                                                                          |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Artificial Intelligence (AI)</b> | Technology that helps computers do tasks that normally require human thinking, like solving problems, creating content, or making decisions.                                                                                                                                                   |
| <b>Generative AI</b>                | AI that creates new content - like writing, creating images, or sounds based on your input. Examples include ChatGPT, Microsoft Co-Pilot, and Google Gemini.                                                                                                                                   |
| <b>Automated Decision-Making</b>    | Automated decision-making occurs when an AI system independently makes decisions without human review or approval at each step. It refers to systems that make or assist in making decisions that would otherwise be made by a person. For all uses human oversight <b>must</b> be maintained. |
| <b>Anonymization</b>                | Removing personal information in data so that no one can tell who it belongs to. This protects people's privacy.                                                                                                                                                                               |
| <b>FIPPA</b>                        | <i>Freedom of Information and Protection of Privacy Act</i> which protects people's personal information and gives them the right to access public records. You <b>must</b> follow this legislation when using AI.                                                                             |
| <b>Human-in-the-Loop (HITL)</b>     | A person <b>must</b> always be involved when AI is used for important decisions. Even if AI suggests something, a human must review, check and approve it.                                                                                                                                     |
| <b>Ethical AI</b>                   | Using AI in a way that is fair, safe, respectful, and legal. This means protecting privacy, avoiding harm, and making sure everyone is treated equally.                                                                                                                                        |

### **ROLES AND RESPONSIBILITIES**

| Role                      | Responsibilities                        |
|---------------------------|-----------------------------------------|
| <b>All RDBN Employees</b> | - Use AI tools in line with this policy |



## AI Governance Policy for the Regional District of Bulkley-Nechako

Approved: September 2025

|                                 |                                                                           |
|---------------------------------|---------------------------------------------------------------------------|
|                                 | - Review, edit, and verify AI-generated content before use                |
|                                 | - Maintain human oversight for high-impact decisions                      |
|                                 | - Report potential AI misuse, bias, or system failure to the AI Committee |
| <b>Managers/Supervisors</b>     | - Ensure team members understand their responsibilities                   |
|                                 | - Support training efforts and AI policy compliance                       |
|                                 | - Monitor AI usage within departments                                     |
| <b>AI Committee</b>             | - Evaluate proposed AI use cases                                          |
|                                 | - Conduct risk assessments, audits, and bias reviews                      |
|                                 | - Collaborate with FOI Head/Privacy Officer on legal compliance           |
| <b>FOI Head/Privacy Officer</b> | - Ensure compliance with privacy and data protection laws                 |
|                                 | - Review data practices and handle AI-related privacy breaches            |
| <b>IT Department</b>            | - Support technical implementation and monitoring of AI systems           |
|                                 | - Assist in system audits, bias detection, and risk mitigation efforts    |
| <b>Human Resources</b>          | - Facilitate AI training programs                                         |
|                                 | - Communicate updates, ethics, and best practices                         |

### **GUIDING PRINCIPLES**

RDBN's use of AI technologies **shall** be governed by the following principles:

#### **1. Principles for the Use of AI**

##### **a. Transparency**

- Employees **must** ensure that AI systems are transparent in their purpose and functioning.
- When possible, AI decisions should be explainable, understand how outcomes are determined particularly if they affect individual rights or opportunities.

##### **b. Accountability**

- Employees and departments using AI are responsible for the outcomes generated by the AI systems. You **must** review, edit, fact check, and fix any issues in AI-generated content before using or sharing it. There **must** be clear oversight mechanisms and designated personnel to monitor AI performance, address issues, and ensure responsible use.
- Human oversight or Human-in-the-loop (HITL) **must** be maintained in key decision-making processes where AI is used, particularly in sensitive areas such as public safety, resource allocation, or regulatory enforcement to ensure that personal information and intellectual property rights are maintained according to legal guidelines.



## AI Governance Policy for the Regional District of Bulkley-Nechako

Approved: September 2025

### c. Fairness and Non-Discrimination

- When employees use AI to create content or make decisions, they **must** read and review the output to ensure it is fair and unbiased.
- Employees using AI systems **must** comply with BC's legal requirements concerning human rights, non-discrimination, and equity. Additionally, employees shall refrain from using AI-generated content if they believe it is inappropriate or violates these principles.

### d. Privacy and Data Protection

- Employees **must** comply with the *Freedom of Information and Protection of Privacy Act* (FIPPA), *Personal Information Protection Act* (PIPA), the Canadian Charter of Rights and Freedoms, and human rights legislation when using AI, ensuring that personal data is handled responsibly and with consent where required.
- For clarification, please contact the RDBN FOI Head/Privacy Officer, or their designate.
- Data used in AI systems **must** be anonymized to avoid collecting or retaining any personal data.

## 2. AI Use Cases for RDBN Employees

The RDBN employees **may** use AI in the following areas and any other areas as deemed appropriate, while adhering to this policy:

- **Service Delivery Improvement:** Automating responses to resident inquiries, resource allocation, and operational logistics (e.g., waste collection optimization, utility management).
- **Data Analysis and Decision Support:** Using AI for data-driven planning, forecasting, and scenario analysis in areas such as land use, emergency preparedness, and environmental management.
- **Infrastructure Management:** Employing AI for predictive maintenance of infrastructure such as water and sewer systems, fleets, and public facilities to improve service continuity and reduce costs.
- **Public Engagement:** Leveraging AI to analyze public sentiment and feedback for better policy development and service improvements.

## 3. Ethical Guidelines

### a. Human-Centered Design

- AI systems **shall** augment, not replace, human decision-making particularly in scenarios involving ethical considerations or high-stakes outcomes. Employees **must** ensure that AI supports staff in delivering services, with human discretion (HITL) remaining essential in final decision-making processes.





## AI Governance Policy for the Regional District of Bulkley-Nechako

**Approved: September 2025**

- **Prohibition on Creating Autonomous AI Agents:** As part of our ethical guidelines, users are strictly prohibited from creating, deploying, or training autonomous AI agents or systems that can make decisions or take actions without human oversight. This includes but not limited to: AI systems that operate continuously without human intervention. AI agents that interact with users, information, environments, or other systems in an unsupervised or self-directed manner. AI designed to replicate or simulate human autonomy for decision-making, negotiation, or control.

### **b. Bias Mitigation**

- Employees **must** use their judgment to spot bias and not use the data and/ or report it to the AI Committee.
- If there are concerns reported to the AI Committee in collaboration with Information Technology, they will review AI models and datasets at least once a year to identify and address bias.
- The AI Committee is encouraged to collaborate with the FOI Head and IT Head to promote the ethical use of AI.

### **c. Public Accountability**

- AI systems used in public services or decisions that impact residents **should** be accompanied by clear communication about their use and impact. Public input such as surveys, focus groups, or online portals should be sought where possible, and channels should be provided for feedback and redress.
- Periodic public reports or audits **may be** prepared, detailing AI usage, outcomes, and improvements.

### **d. Sustainability**

- Employees **should** consider the environmental impact of AI tools and use them responsibly to support sustainability goals.

## **4. Training and Awareness**

- Training resources are available for employees interested in learning about mitigating bias, ethics in the Age of AI etc., please reach out to your Human Resources Advisor to learn more about these trainings.
- To ensure the responsible use of AI in sensitive areas, mandatory training will be required for employees involved in decision-making processes, public communications or messaging, and policy development or regulatory enforcement. These roles carry elevated risks and ethical considerations, and the specialized training will focus on bias awareness, legal compliance, and the importance of maintaining human oversight.



## AI Governance Policy for the Regional District of Bulkley-Nechako

**Approved: September 2025**

- Employees **shall** use their FIPPA training to understand potential impacts and avoid using personal information while using AI.
- The Human Resources Advisor will share information to help employees stay updated on AI advancements, relevant laws, and best practices to support ongoing improvement in AI governance.

### 5. Risk Management and Monitoring

Periodic internal reviews **should** be conducted to assess the effectiveness and ethical compliance of AI systems.

#### a. Risk Assessment

- AI Committee, in collaboration with IT, **must** conduct periodic risk assessments to identify potential legal, ethical, and operational risks. This includes evaluating risks such as data breaches, unintended consequences of AI decisions, and system failures.

#### b. System Audits

- AI systems **shall** undergo periodic audits to ensure they remain effective, accurate and compliant with this policy. Audits should focus on, but not limited to, accuracy, bias, privacy protections, and the impact on service delivery.
- AI breaches **must** be reported to the FOI Head/ Privacy Officer or designate.

#### c. Contingency Planning

- Employees **shall** ensure that appropriate contingency plans are in place in case of AI system malfunctions, errors, or breaches.
- AI breaches **must** be reported to the FOI Head/ Privacy Officer or designate.

#### d. Data Quality and Integrity

- Verify the quality and accuracy of any AI generated data. If the data cannot be confirmed as reliable, it **should** not be used.

### 6. Legal Compliance

- Employees **must** ensure that all AI systems comply with existing local, provincial, and federal laws, including but not limited to the *Freedom of Information and Protection of Privacy Act* (FIPPA), *Personal Information Protection Act* (PIPA), the BC Human Rights Code, and other relevant legislation. Legal consultation **may be** sought when implementing new AI technologies or expanding the use of existing systems.
- AI tools **must** not be used to create content for in-camera meetings in order to maintain confidentiality and comply with privacy regulations.
- Employees **must** avoid directly copying and using AI-generated content, and must review it thoroughly to avoid plagiarism, copyright violations, and potential legal or



## AI Governance Policy for the Regional District of Bulkley-Nechako

**Approved: September 2025**

reputational risks. Use plagiarism detection tools like Grammarly Premium, Quetext, or Copyscape to ensure content integrity.

- The organization will purchase licensed accounts for employees to ensure secure logins are used. Employees must not use personal accounts, as this poses a security risk. If you are considering using an AI tool, please complete an AI Use Form for review and approval before proceeding.

### 7. Incident Response Protocol for AI Systems

In the event of an AI system failure, misuse, or the generation of inappropriate or harmful content, the following **AI Incident Response Protocol** **must** be followed:

#### a. Initial Assessment

- The Corporate Officer, along with IT, and if required legal advisors, will review the incident to assess its scope, impact, and severity.
- All personnel **must** report the incident to their supervisor and the AI Committee immediately.
- Any privacy-related issues **must** also be reported to the FOI Head/Privacy Officer.
- Any significant incident **must** be reported to the Municipal Insurance Association – Cyber Insurance section. The insurance provider may choose to lead the investigation and mitigation.

#### b. Containment and Correction

- If necessary, the affected AI system will be suspended or restricted until corrected.
- Inappropriate outputs **must** be removed, retracted, or corrected.

#### c. Communication

- For incidents affecting public services, the Communications Officer will coordinate a public response.
- Affected individuals will be informed if the incident involves personal data or decisions impacting them directly.

#### d. Post-Incident Review and Update

- The AI Committee will document lessons learned, update the risk register, and recommend improvements to avoid recurrence.
- Policy and training materials **may be** revised based on incident findings.

### 8. Governance and Oversight

#### a. AI Committee

- An internal AI Committee is established to oversee the use of AI systems within the RDBN. This committee is responsible for reviewing AI use cases, evaluating risks, and



## AI Governance Policy for the Regional District of Bulkley-Nechako

**Approved: September 2025**

ensuring compliance with ethical standards and legal requirements in coordination with the FOI Head/Privacy Officer.

- The committee **should** include representatives from various departments, including IT, human resources, and public policy, along with external experts when necessary.

### **b. Review and Record Output**

- Employees **must** monitor the results generated by AI systems and evaluate their effectiveness to gain insights. This ongoing process supports continuous learning, helps in training and improving the AI system, and allows for refining search queries or inputs to achieve more accurate and relevant outcomes.

## **9. Public Engagement and Transparency**

- The RDBN **should** engage with the public regarding its use of AI when applicable, providing transparency into how AI impacts public services and decision-making processes.
- In the future, when RDBN adopts an AI system or chatbot on their website, a public feedback mechanism **shall** be established. This will allow residents to raise concerns or provide input regarding AI systems. Such feedback will be used to inform the ongoing development and improvement of AI policies and practices.
- The RDBN will utilize public meetings, surveys, and online platforms to gather resident input and address concerns regarding AI systems.
- Disclosure to the public or stakeholders must occur if/when a client is interacting with a chatbot or AI system, or when AI is used for RDBN purposes.

### **POLICY REVIEW AND UPDATES**

- This AI policy **should** be reviewed annually or as needed to reflect changes in AI technology, legal frameworks, and societal expectations.
- Employees are encouraged to provide feedback on how this policy impacts their work and its alignment with operational needs.
- Feedback from employees and the public will be systematically evaluated and integrated into policy updates where feasible.





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** October 23, 2025  
**Subject:** **Q3 Quarterly Report**

---

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

Receive

---

### BACKGROUND

Departmental Quarterly Reports for the 3rd 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

July 1, 2025 – September 30, 2025

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## 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

Vacant, First Nations Liaison

Nellie Davis, Manager of Strategic Initiatives and Rural Services

Shari Janzen, Community Development Coordinator

Cameron Hart, Community Development Coordinator

Megan D'Arcy, Agriculture Coordinator

## Strategic Priorities

| 2023-2026 STRATEGIC PRIORITIES          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Relationships with First Nations</b> | <ul style="list-style-type: none"> <li>➤ To enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of our communities.               <ul style="list-style-type: none"> <li>○ Extend invitations for informal meetings/meals with each First Nations government in the region</li> <li>○ Share and discuss respective strategic goals and objectives to identify opportunities for cooperation and collaboration on areas of mutual interest</li> <li>○ Investigate and identify opportunities for the RDBN to provide specific services to First Nations Communities</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                          |
| <b>Advocacy with the Province</b>       | <ul style="list-style-type: none"> <li>➤ 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.               <ul style="list-style-type: none"> <li>○ Support efforts to secure an agreement under the Resource Benefits Alliance by engaging with our communities and consistently messaging our expectations to the Province</li> <li>○ 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</li> <li>○ Extend invitations to ministers or senior ministry staff to visit our region so they can observe and discuss our issues and interests in-person</li> </ul> </li> </ul> |
| <b>Housing Supply</b>                   | <ul style="list-style-type: none"> <li>➤ To ensure there is an adequate supply and variety of housing options for our citizens.               <ul style="list-style-type: none"> <li>○ Provide support to the non-profit sector in their pursuit of affordable housing projects and initiatives</li> <li>○ Advocate with the Province for appropriate rules and regulations to reduce impediments to housing development and better reflect the needs of northern residents</li> <li>○ Investigate opportunities for the Regional District to plan for and/or support the development of workforce housing</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                      |



### **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 third 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:

- Sent congratulatory letter following Stellat'en First Nation Election
- Chair, Mayor Storey, and staff met with Stellat'en First Nation Chief and Council and staff following election
- Drafted joint RDBN, Nechako First Nations, Cheslatta Carrier Nation, and District of Vanderhoof letter to Premier Eby and Prime Minister Carney following Rio Tinto announcement at the Natural Resources Forum
- Attended joint RDBN/District of Vanderhoof meeting with Minister of Indigenous Relations and Reconciliation at the Union of B.C. Municipalities Convention
- Developed social media post in recognition of National Day for Truth and Reconciliation
- Prepared and sent joint RDBN/Cheslatta Carrier Nation/Nee Tahi Buhn Band letter to the Province requesting that inland ferries be designated an essential service.

### **Advocacy with the Province**

The following Minister/Staff meetings took place at the Union of B.C. Municipalities Convention:

- Minister of State for Local Governments and Rural Communities
  - Natural Resources Forum – more opportunities to meet with Ministers
  - Communication – virtual meetings with Ministers throughout the year
  - Communication challenges with Ministry of Indigenous Relations and Reconciliation (Pathways 3.0)
  - Legislative reform
- Minister of Agriculture and Food
  - Agricultural Land Use and Foreign Ownership (joint with RDFFG)
  - Invasive Weeds

- ALR Land Classification Review
- Water Storage and Artificial Beaver Dams
- Minister of Energy and Climate Solutions
  - Wind farms and cumulative impacts
  - Pacific Northern Gas Rate Increase 2025-2027
- Minister of Water, Lands and Resource Stewardship
  - Water storage and Artificial Beaver Dams
  - Dam maintenance and funding on private property
  - Nechako River MOU/Rio Tinto Projects with First Nations
- Minister of Emergency Management and Climate Readiness
  - Emergency and Disaster Management Act Update/Regulations
  - Sustainable, long-term funding
  - Northern/rural emergency management
- Minister of Post-Secondary Education and Future Skills
  - Veterinarian Shortage (joint with RDFFG)
  - Post Secondary Education Funding (joint with RDFFG)
  - College of New Caledonia – Care Aid to Licensed Practical Nurse Program
  - Train in the north, stay in the north
- Northern Health
  - Emergency Room Closures
  - Retention and Recruitment of Medical Professionals
  - College of New Caledonia – Care Aid to Licensed Practical Nurse Program
- Minister of Infrastructure
  - Vanderhoof Primary Care
- Minister of Environment and Parks
  - Illegal Dumping

## Economic Development/Rural Services

### Agriculture

The Regional Agriculture Coordinator continues to work with Upland Consulting on the Agriculture Water Assessment and Community Irrigation Feasibility project. The project is now in the report writing stage and is about 2/3 complete.

Interviews and data collection for the Livestock Services Project took place through the summer. As part of the project the team, including the Regional Agriculture Coordinator, will be presenting at a Food Summit taking place in Prince George entitled Northern Harvest: Seeding Sustainable Futures Through Food and Collaboration.

The Regional Agriculture Coordinator has been invited to speak at the Annual Meeting of the Nechako Watershed Roundtable coming up in October.

### Administration

July 1, 2025 – September 30, 2025

Department staff travelled to farms in the region as part of a video marketing projects for the Connecting Consumers and Producers initiative this summer. All of the producer highlights have been published on social media, and the longer, comprehensive video is in production.

### Rural Services

The RDBN hosted a gathering for Community Hall Societies in the region on September 11 at the Heritage Church in Burns Lake. About 35 society representatives attended from twelve of the fourteen halls in the region. There was valuable information sharing, and several action items are now underway.

## Human Resources

### Staff Appreciation and Training Day

Human Resources, along with the Events Committee, helped organize the annual Staff Appreciation and Training Day on August 21, 2025. On this day, RDBN office and sites were closed to the public to allow employees to participate in a full day of training and team collaboration. Staff from various sites, including both office and field staff, came together for learning and to build connections. The training sessions included a session on Freedom of Information and Protection of Privacy, an overview of RDBN employee benefits and an educational session on planning for retirement, helping employees understand the options and considerations for their future. The day also included fun activities, games, and opportunities for staff to network with colleagues and council members, encouraging teamwork and strengthening relationships across the organization.

### Employee Assistance Program (EAP)

Human Resources collaborated with the Finance team to evaluate and select a new Employee Assistance Program provider to better support employee well-being. The EAP transitioned from TELUS to People Corporation to enhance the range and accessibility of employee support services. Following the selection, the program was successfully launched to all staff. A presentation was conducted by People Corporation to introduce the new EAP platform, demonstrate the registration process, and highlight the range of services and resources available to employees. Mental health continues to be a primary focus for Human Resources, and educating employees about the resources and support available remains a top priority. The transition to the new EAP provider reflects the ongoing effort to strengthen mental health support and ensure employees have access to meaningful assistance when needed.

**Electoral Area Funding Summaries  
to September 30, 2025**

**Area A (Smithers/Telkwa Rural)**

**Economic Development Service**

|                               |                 |                         |                 |
|-------------------------------|-----------------|-------------------------|-----------------|
| <b>2025 Starting Balance:</b> | <b>\$57,902</b> | <b>Current Balance:</b> | <b>\$52,902</b> |
|-------------------------------|-----------------|-------------------------|-----------------|

Grants approved:

Smithers Chamber Business Excellence Awards - \$5,000

**Grant in Aid**

|                               |                  |                         |                 |
|-------------------------------|------------------|-------------------------|-----------------|
| <b>2025 Starting Balance:</b> | <b>\$252,323</b> | <b>Current Balance:</b> | <b>\$78,103</b> |
|-------------------------------|------------------|-------------------------|-----------------|

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  |
| BV Tool Library                         | Repair Café Insurance     | \$ 500    |



## Area B (Burns Lake Rural)

### **Economic Development Service**

|                        |                 |                  |                 |
|------------------------|-----------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$20,000</b> | Current Balance: | <b>\$12,500</b> |
|------------------------|-----------------|------------------|-----------------|

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: | <b>\$77,049</b> | Current Balance: | <b>\$49,361</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

|                                           |                                   |           |
|-------------------------------------------|-----------------------------------|-----------|
| Spirit North                              | Snowmobile for Trail Maintenance  | \$ 5,000  |
| Special Olympics 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 |
| BVL D Airshed Management Society          | Clean Air Plan Update             | \$ 1,250  |

## Area C (Fort St. James Rural)

### **Economic Development Service**

|                        |                 |                  |                 |
|------------------------|-----------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$50,000</b> | Current Balance: | <b>\$48,500</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

Fort St. James Primary Care Society Resource Manual - \$1,500

### **Grant in Aid**

|                        |                 |                  |                 |
|------------------------|-----------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$57,176</b> | Current Balance: | <b>\$37,476</b> |
|------------------------|-----------------|------------------|-----------------|

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: | <b>\$125,000</b> | Current Balance: | <b>\$117,000</b> |
|------------------------|------------------|------------------|------------------|

Grants approved:

Village of Fraser Lake Attraction/Retention Video Project - \$8,000

#### **Grant in Aid**

|                        |                 |                  |                 |
|------------------------|-----------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$72,576</b> | Current Balance: | <b>\$57,626</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

|                             |                                  |          |
|-----------------------------|----------------------------------|----------|
| 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 |
| Fraser Lake RCMP Detachment | Cops for Cancer Team Hosting     | \$ 500   |

### Area E (Francois/Ootsa Lake Rural)

#### **Economic Development Service**

|                        |                  |                  |                 |
|------------------------|------------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$100,000</b> | Current Balance: | <b>\$77,500</b> |
|------------------------|------------------|------------------|-----------------|

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: | <b>\$68,286</b> | Current Balance: | <b>\$45,917</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

|                                   |                                  |           |
|-----------------------------------|----------------------------------|-----------|
| 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: | <b>\$68,370</b> | Current Balance: | <b>\$68,370</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

None to Date

### **Grant in Aid**

|                        |                  |                  |                  |
|------------------------|------------------|------------------|------------------|
| 2025 Starting Balance: | <b>\$158,873</b> | Current Balance: | <b>\$140,857</b> |
|------------------------|------------------|------------------|------------------|

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 |
| Cluculz Lake Community Association  | 2025 Music Festival       | \$ | 3,500 |

## Area G (Houston/Granisle Rural)

### **Economic Development Service**

|                        |                 |                  |                 |
|------------------------|-----------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$28,313</b> | Current Balance: | <b>\$28,313</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

None to Date

### **Grant in Aid**

|                        |                 |                  |                 |
|------------------------|-----------------|------------------|-----------------|
| 2025 Starting Balance: | <b>\$37,756</b> | Current Balance: | <b>\$24,911</b> |
|------------------------|-----------------|------------------|-----------------|

Grants approved:

|                                         |                       |    |       |
|-----------------------------------------|-----------------------|----|-------|
| RCL 249 Pleasant Valley Branch          | Hot Water System      | \$ | 9,345 |
| Houston Archery Club                    | Equipment             | \$ | 1,000 |
| Houston Lhc'et'dli Preservation Society | Gathering Place Event | \$ | 2,500 |

| 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 | 14-Aug | 04-Sep | 18-Sep |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Stoney Stoltenberg        | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Michael Riis-Christianson | x      | x      | Absent | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Judy Greenaway            | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Mark Parker               | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Clint Lambert             | x      | x      | x      | x      | x      | x      | x      | x      | Absent | x      | Zoom   | x      | x      | x      | x      | x      |
| Shirley Moon              | x      | Zoom   | Zoom   | Alt    | x      | Zoom   | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Chris Newell              | x      | x      | x      | x      | Zoom   | Zoom   | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Gladys Atrill             | x      | x      | x      | x      | x      | x      | Zoom   | x      | x      | Zoom   | Alt    | x      | x      | x      | x      | x      |
| Shane Brien               | Zoom   | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Kevin Moutray             | x      | x      | x      | x      | x      | Alt    | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Henry Wiebe               | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Sarrah Storey             | Zoom   | x      | Alt    | Alt    | x      | x      | x      | x      | Zoom   | x      | Zoom   | x      | x      | x      | x      | Zoom   |
| Martin Elphee             | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      |
| Leroy Dekens              | x      | x      | Absent | x      | x      | x      | x      | x      | x      | x      | Absent | Absent | Absent | Alt    | x      | x      |
| Linda McGuire             | x      | x      | x      | x      | x      | x      | x      | x      | x      | x      | Zoom   | x      | x      | x      | x      | x      |





## Finance

July 1 to September 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 3rd Quarter 2025

Accounts payable paid a total of \$3,341,826 on invoices for last quarter. A total of \$14,319,910 was paid on invoices since the beginning of the year.

Accounts Receivable balance as of September 30th is \$193,541 with \$37,869 over 60 days (\$1,235,563 with \$71,381 over 60 days last quarter).

## Accounting and Reporting

The great majority of all revenue for the year has now been received (96% of the 100% budgeted) but the expenses are slightly below the expected amount (67% vs the expected 75% or expenses). This suggests that the year will end in a small surplus situation. Staff are happy to follow up on specific questions.

Highlights:

- Internal transfer from own reserves is slightly higher than expected as the Growing Community Fund is currently being utilized to fund Parks and Trails projects faster than originally anticipated. This will be brought forward in the November budget amendment.
- "Fees and Charges" is much higher than expected due to the much higher than expected "tipping fees" at the landfills.
- Expenses have been broken down into additional categories including "Association Dues" that include payments to NCLGA and UBCM. The other new category is "Safety Program" that includes safety equipment and gear for staff.
- Contribution to Reserves includes the budgeted amount and the increase in reserves from the allocation of investment revenue that the Regional District has earned.

The directors' remuneration and travel expenses report to the end of September is included with this memo as an attachment. Many of the UBCM remuneration and travel expenses will be included with Directors' October payroll. There are no concerns noted with the current report.

Attachments: **Directors Remuneration and Expenses**  
**Financial Report January 1 to September 30, 2025**

Finance  
 July 1 to September 30, 2025

**GENERAL GOVERNMENT**

| <b>REMUNERATION</b>                   | <b>Acutal</b>     |           | <b>Budget</b>    |            |
|---------------------------------------|-------------------|-----------|------------------|------------|
|                                       | <b>9 Months</b>   |           | <b>12 Months</b> |            |
| Director's Remuneration - "A"         | \$ 14,567         | \$        | 20,544           | <b>71%</b> |
| Director's Remuneration - "B"         | \$ 14,388         | \$        | 20,811           | <b>69%</b> |
| Director's Remuneration - "C" *       | \$ 20,166         | \$        | 26,622           | <b>76%</b> |
| Director's Remuneration - "D"         | \$ 34,716         | \$        | 54,819           | <b>63%</b> |
| Director's Remuneration - "E"         | \$ 13,427         | \$        | 19,119           | <b>70%</b> |
| Director's Remuneration - "F"         | \$ 13,979         | \$        | 19,569           | <b>71%</b> |
| Director's Remuneration - "G"         | \$ 14,143         | \$        | 19,569           | <b>72%</b> |
| Director's Remuneration - SMITHERS    | \$ 15,310         | \$        | 20,544           | <b>75%</b> |
| Director's Remuneration - TELKWA      | \$ 12,408         | \$        | 20,319           | <b>61%</b> |
| Director's Remuneration - HOUSTON     | \$ 20,042         | \$        | 28,080           | <b>71%</b> |
| Director's Remuneration - GRANISLE    | \$ 14,363         | \$        | 19,869           | <b>72%</b> |
| Director's Remuneration - BURNS LAKE  | \$ 14,530         | \$        | 20,061           | <b>72%</b> |
| Director's Remuneration - FRASER LAKE | \$ 12,829         | \$        | 19,494           | <b>66%</b> |
| Director's Remuneration - FORT ST. J  | \$ 15,046         | \$        | 21,182           | <b>71%</b> |
| Director's Remuneration - VANDERHOOF  | \$ 13,917         | \$        | 19,644           | <b>71%</b> |
| ALTERNATE Director's Remuneration     | \$ 2,119          | \$        | -                |            |
| <b>Total</b>                          | <b>\$ 245,950</b> | <b>\$</b> | <b>350,246</b>   | <b>70%</b> |

| <b>TRAVEL</b>             | <b>Acutal</b>    |           | <b>Budget</b>    |             |
|---------------------------|------------------|-----------|------------------|-------------|
|                           | <b>9 Months</b>  |           | <b>12 Months</b> |             |
| Electoral Area "A" Travel | \$ 2,984         | \$        | 5,075            | <b>59%</b>  |
| Electoral Area "B" Travel | \$ 1,603         | \$        | 1,750            | <b>92%</b>  |
| Electoral Area "C" Travel | \$ 2,438         | \$        | 6,125            | <b>40%</b>  |
| Electoral Area "D" Travel | \$ 2,978         | \$        | 15,450           | <b>19%</b>  |
| Electoral Area "E" Travel | \$ 1,771         | \$        | 1,750            | <b>101%</b> |
| Electoral Area "F" Travel | \$ 2,284         | \$        | 2,800            | <b>82%</b>  |
| Electoral Area "G" Travel | \$ 1,980         | \$        | 2,800            | <b>71%</b>  |
| SMITHERS Travel           | \$ 3,905         | \$        | 5,075            | <b>77%</b>  |
| TELKWA Travel             | \$ 1,946         | \$        | 4,550            | <b>43%</b>  |
| HOUSTON Travel            | \$ 1,687         | \$        | 2,975            | <b>57%</b>  |
| GRANISLE Travel           | \$ 2,057         | \$        | 3,500            | <b>59%</b>  |
| BURNS LAKE Travel         |                  | \$        | -                |             |
| FRASER LAKE Travel        | \$ 961           | \$        | 2,625            | <b>37%</b>  |
| FORT ST. J Travel         | \$ 2,160         | \$        | 6,563            | <b>33%</b>  |
| VANDERHOOF Travel         | \$ 2,798         | \$        | 2,975            | <b>94%</b>  |
| ALTERNATE TRAVEL          | \$ 736           |           |                  |             |
| <b>Total</b>              | <b>\$ 32,289</b> | <b>\$</b> | <b>64,013</b>    | <b>50%</b>  |

\* includes a \$5,628 allowance for SNRHD Chair

**RURAL GOVERNMENT**

| <b>REMUNERATION</b>           | <b>Acutal<br/>9 Months</b> | <b>Budget<br/>12 Months</b> |            |
|-------------------------------|----------------------------|-----------------------------|------------|
| Director's Remuneration - "A" | \$ 9,707                   | \$ 17,070                   | <b>57%</b> |
| Director's Remuneration - "B" | \$ 11,731                  | \$ 19,360                   | <b>61%</b> |
| Director's Remuneration - "C" | \$ 9,591                   | \$ 13,199                   | <b>73%</b> |
| Director's Remuneration - "D" | \$ 7,997                   | \$ 13,260                   | <b>60%</b> |
| Director's Remuneration - "E" | \$ 8,209                   | \$ 13,381                   | <b>61%</b> |
| Director's Remuneration - "F" | \$ 10,904                  | \$ 15,461                   | <b>71%</b> |
| Director's Remuneration - "G" | \$ 7,989                   | \$ 12,679                   | <b>63%</b> |
| <b>Total</b>                  | <b>\$ 66,128</b>           | <b>\$ 104,410</b>           | <b>63%</b> |

| <b>TRAVEL</b>              | <b>Acutal<br/>9 Months</b> | <b>Budget<br/>Full Year</b> |            |
|----------------------------|----------------------------|-----------------------------|------------|
| Electoral Area "A" Travel  | \$ 2,135                   | \$ 12,000                   | <b>18%</b> |
| Electoral Area "B" Travel  | \$ 1,908                   | \$ 12,000                   | <b>16%</b> |
| Electoral Area "C" Travel* | \$ 7,794                   | \$ 14,000                   | <b>56%</b> |
| Electoral Area "D" Travel  | \$ 3,411                   | \$ 12,000                   | <b>28%</b> |
| Electoral Area "E" Travel  | \$ 3,290                   | \$ 12,000                   | <b>27%</b> |
| Electoral Area "F" Travel  | \$ 5,673                   | \$ 12,000                   | <b>47%</b> |
| Electoral Area "G" Travel  | \$ 8,602                   | \$ 12,000                   | <b>72%</b> |
| <b>Total</b>               | <b>\$ 32,814</b>           | <b>\$ 86,000</b>            | <b>38%</b> |

\* includes a \$2,000 allowance for SNRHD travel

|                                     | Actual To<br>September 30, 2025 | Budget            |      |
|-------------------------------------|---------------------------------|-------------------|------|
| <b>REVENUES</b>                     |                                 |                   |      |
| Taxation                            | 15,302,264                      | 15,305,877        | 100% |
| Lieu of Taxes                       | 1,385,409                       | 1,271,354         | 109% |
| Taxation and Service Agreement      | 79,018                          | 102,168           | 77%  |
| Federal Grants                      | 1,936,971                       | 1,933,000         | 100% |
| Fees and Charges                    | 2,953,972                       | 1,634,970         | 181% |
| Government Transfers                | 1,554,961                       | 3,850,948         | 40%  |
| Investment Revenue                  | 426,695                         | -                 |      |
| Municipal Debt Payments             | 352,272                         | 739,800           | 48%  |
| Internal Transfer from Own Reserves | 877,954                         | 598,000           | 147% |
| Northern Capital and Planning Grant | 593,250                         | 941,000           | 63%  |
| Donations and Minor Grants          | 87,419                          | 71,613            | 122% |
| Provincial Unconditional Grant      | 185,000                         | 185,000           | 100% |
| Miscellaneous Revenue               | 174,279                         | 410,500           | 42%  |
| Prior Year Surplus                  | 1,876,312                       | 1,863,406         | 101% |
| <b>Total Revenue</b>                | <b>27,785,775</b>               | <b>28,907,636</b> | 96%  |
| <b>EXPENSES</b>                     |                                 |                   |      |
| MFA Interest Paid                   | 153,857                         | 319,040           | 48%  |
| MFA Principal Repayment             | 131,436                         | 455,055           | 29%  |
| Directors Remuneration and Benefits | 357,562                         | 803,303           | 45%  |
| Directors Travel and Expenses       | 65,380                          | 175,763           | 37%  |
| Elections                           | -                               | 7,000             | 0%   |
| Association Dues                    | 44,603                          | 53,851            | 83%  |
| Staff Salaries and Benefits         | 5,389,453                       | 7,811,927         | 69%  |
| Staff Travel and Education Expenses | 135,998                         | 281,050           | 48%  |
| Safety Program                      | 58,123                          | 113,500           | 51%  |
| Accounting                          | 25,640                          | 40,000            | 64%  |
| Legal                               | 21,298                          | 48,500            | 44%  |
| BC Transit                          | 120,123                         | 198,121           | 61%  |
| Insurance                           | 261,156                         | 335,174           | 78%  |
| Utilities                           | 147,695                         | 212,496           | 70%  |
| Fuel                                | 315,432                         | 484,000           | 65%  |
| Services and Supplies               | 1,391,538                       | 2,248,428         | 62%  |
| Equipment and Vehicle Maintenance   | 252,929                         | 346,346           | 73%  |
| Leasehold Amortization Expense      | -                               | 39,177            | 0%   |
| Emergency Management                | 43,157                          | 250,000           | 17%  |
| Other Expenses and Special Projects | 328,472                         | 1,833,829         | 18%  |
| Grants to Municipalities            | 3,060,811                       | 2,454,077         | 125% |
| Grants to Societies                 | 2,194,851                       | 3,585,208         | 61%  |
| Capital                             | 3,705,588                       | 5,996,000         | 62%  |
| Contribution to Reserves            | 1,167,856                       | 729,050           | 160% |
| Prior Year Deficit                  | 94,720                          | 86,741            | 109% |
| <b>Total Expenses</b>               | <b>19,467,677</b>               | <b>28,907,636</b> | 67%  |
| <b>Net Gain (Loss)</b>              | <b>8,318,098</b>                | <b>-</b>          |      |





# Protective Services Department

July 1, 2025 – September 30, 2025

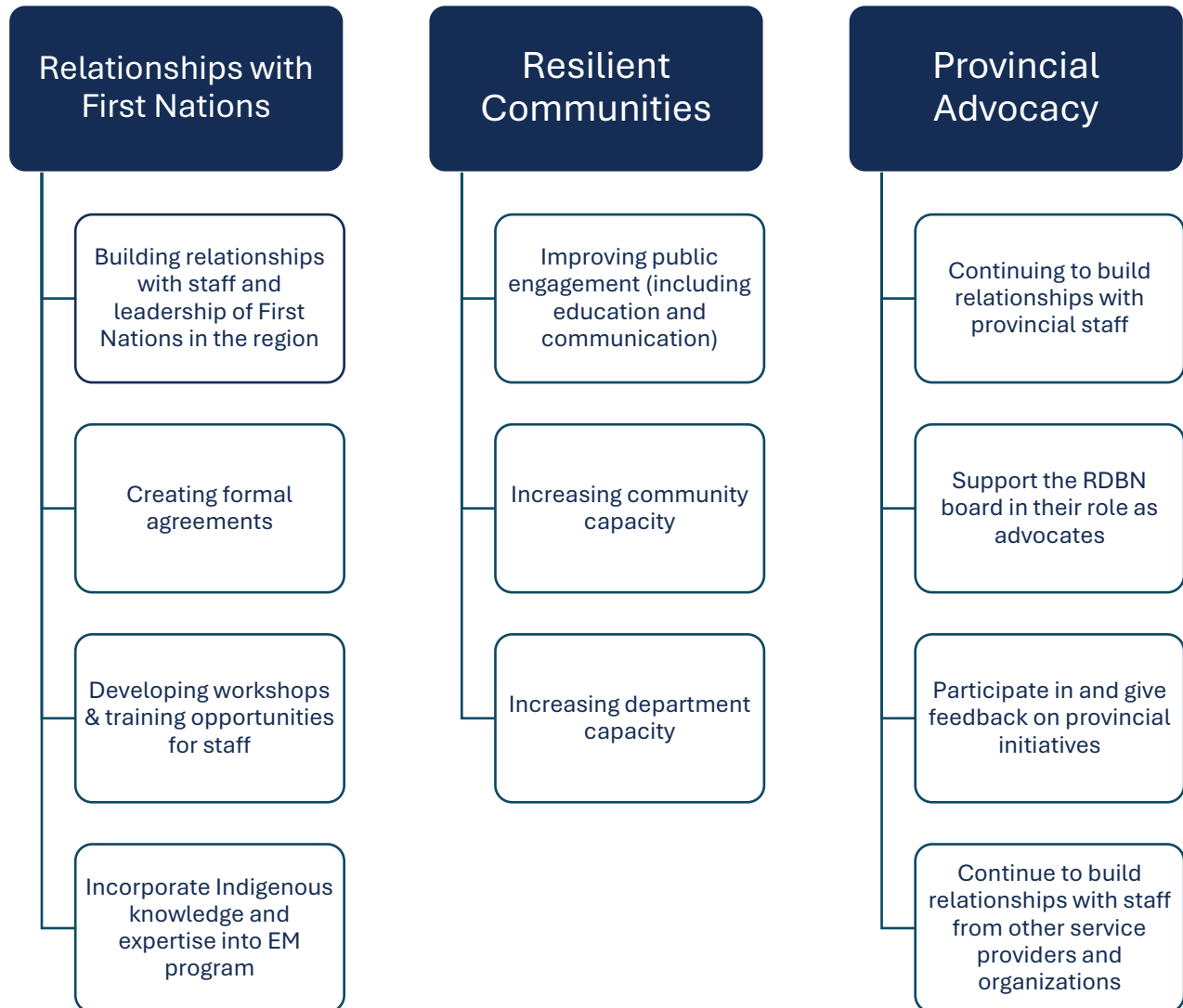
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## General

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 Coordinator – Cole Bender
- Emergency Management Technician – Grace Zayac

### Staff changes since last report

The Protective Services Department had two positions change in the 3<sup>rd</sup> quarter of 2025. The FireSmart Educator retired and the FireSmart Summer Student contract ended.

## Indigenous Engagement

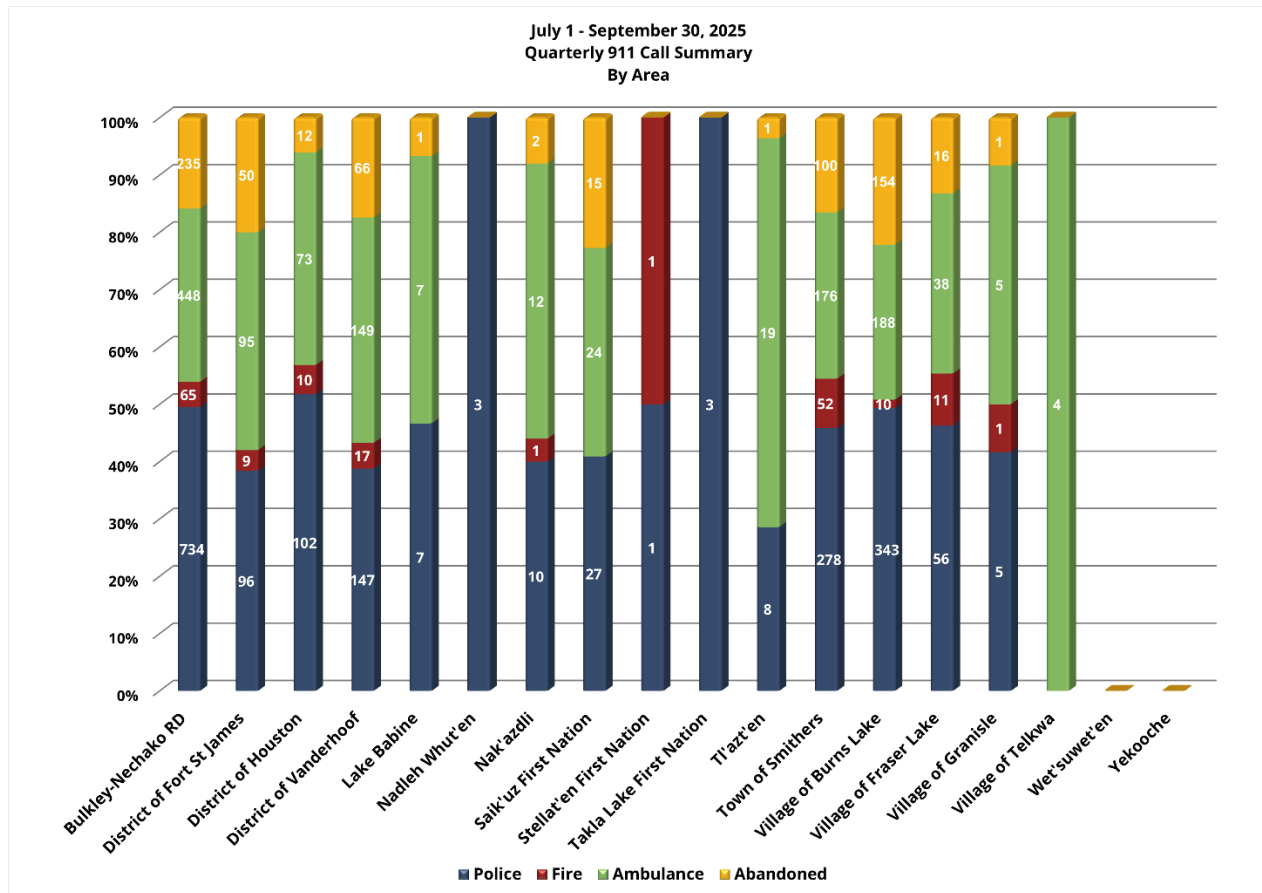
In keeping with the Regional District's 'Strategic Focus Areas, the Protective Services Department is working to enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of communities. This quarter, staff met with members of 8 First Nation communities (Stellat'en First Nation, Lake Babine Nation, Cheslatta Carrier Nation, Nee Tahi Buhn Band, Takla First Nation, Ulkatcho First Nation, Witset First Nation and Tsilqot'in National Government). Staff also met with representatives from 1 First Nation organization (Office of the Wet'suwet'en).

Staff travelled to Wit'at to teach members of the community about the operation of their newly acquired fire truck. Pumping, drafting, hydrant, and some hose deployment/handling were a few of the skills looked at. Staff also discussed equipment needs and setting up the truck.

Staff attended the Cheslatta Carrier Nation Open house event of their new administration building in Danskin, Electoral Area E.

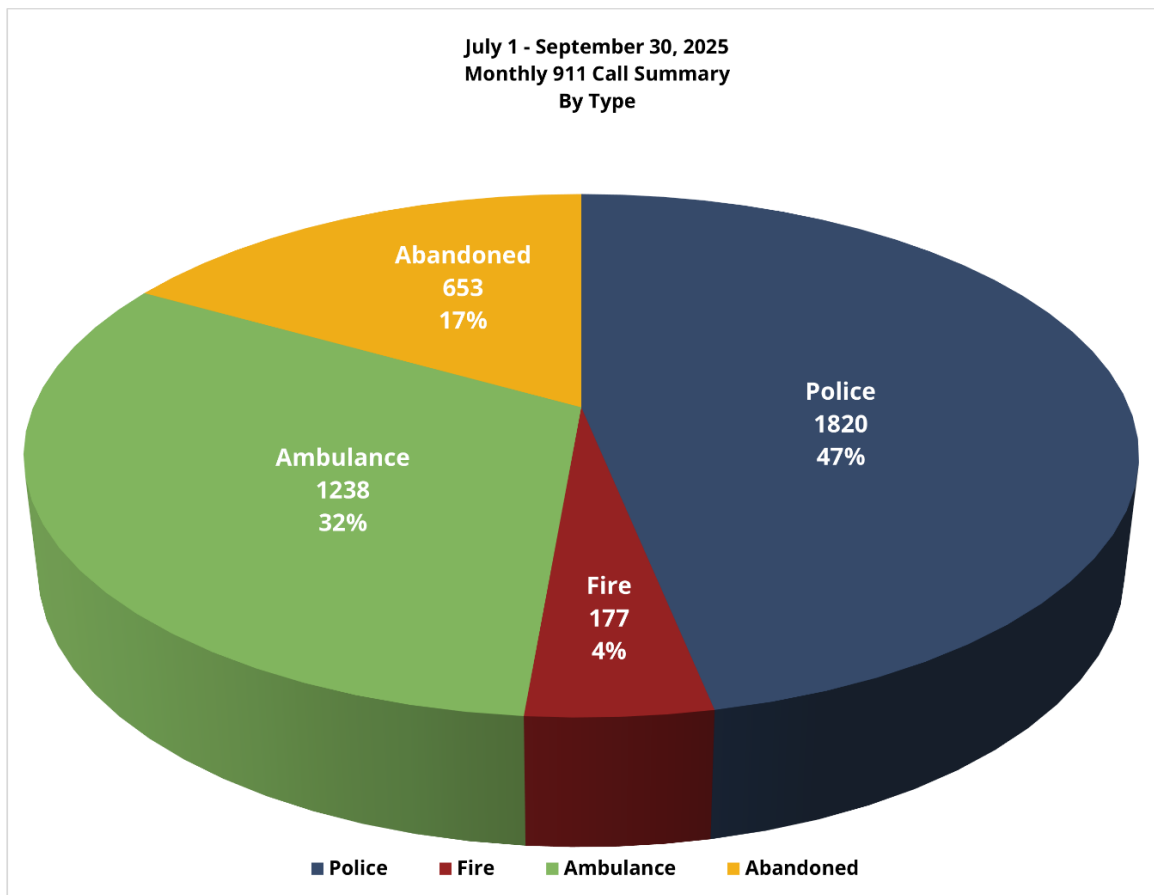
## 911 Service

E-COMM received **3,888** for the months of July, August and September. The charts below show the 911 calls received by jurisdiction and call type.



Abandoned 911 calls continue to be a concern for staff. As of September 30<sup>th</sup>, there have been 1,999 abandoned 911 calls in 2025. This represents 19% of all 911 calls.





### Transition to NG911

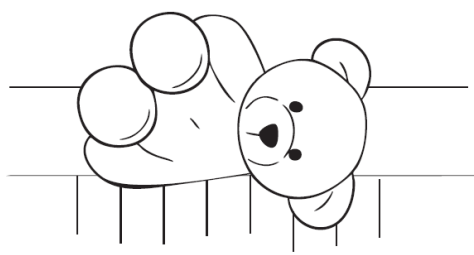
Plans are underway to have 'Radio over IP' installed at the Topley and Fort Fraser halls. All other fire halls within the region have upgraded dispatch consoles to support the increased functionality of NG911.

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. More information on this equipment will be presented to the fire chiefs during the next quarterly chief's meeting in October.

## Bulkley-Nechako Voyent Alert

The advertising campaign, which started in mid-April, has been successful. Residents are signing up on their own or utilizing staff for assistance. Advertisements continue to be placed in the local newspapers and social media and there is a plan for local movie theatre trailers as well. The Communications Department recently completed a Voyent Alert video that will be used to promote the program.

There were **142** new net users in the electoral areas and **-4** new users in the municipalities. The decrease in subscribers is due to Voyent Alert removing numbers that are no longer in service.



**Know** sooner.

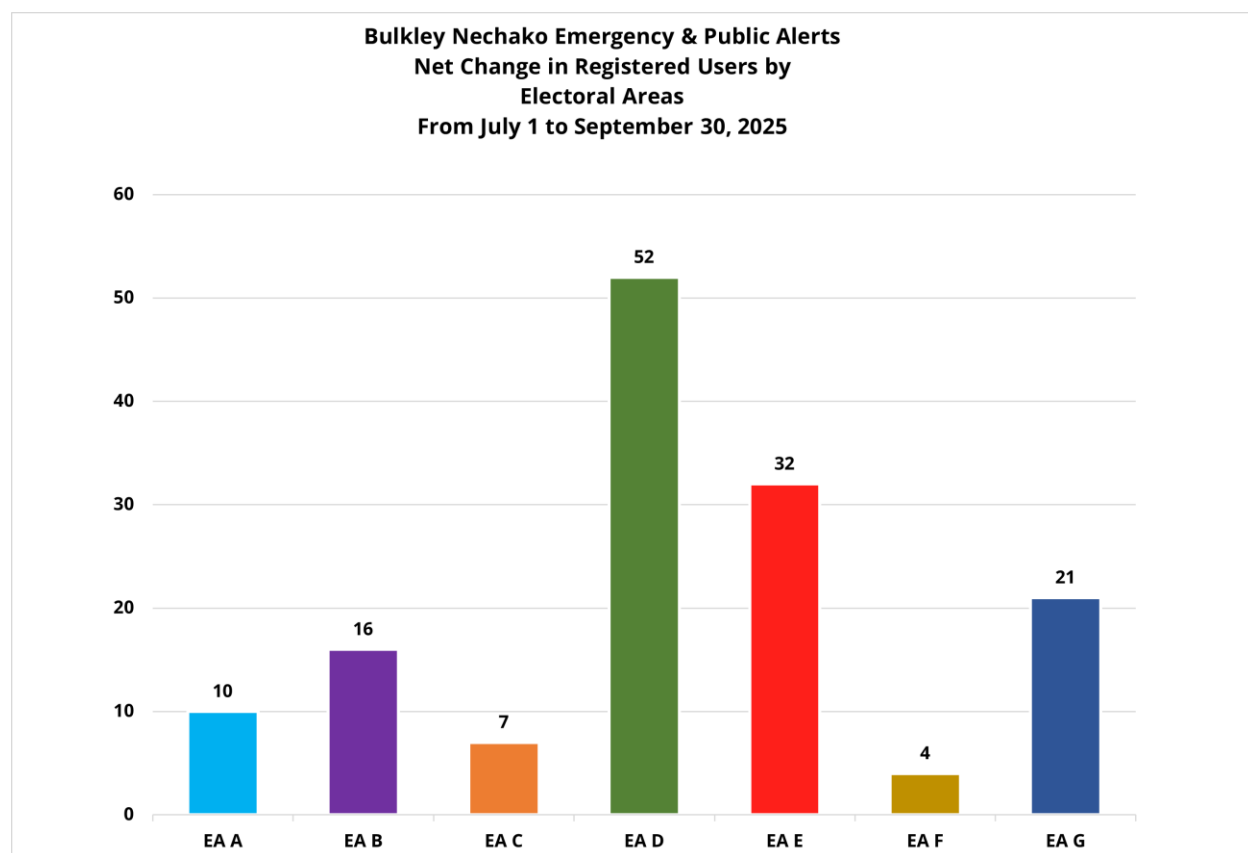
**So you have time to pack Teddy.**

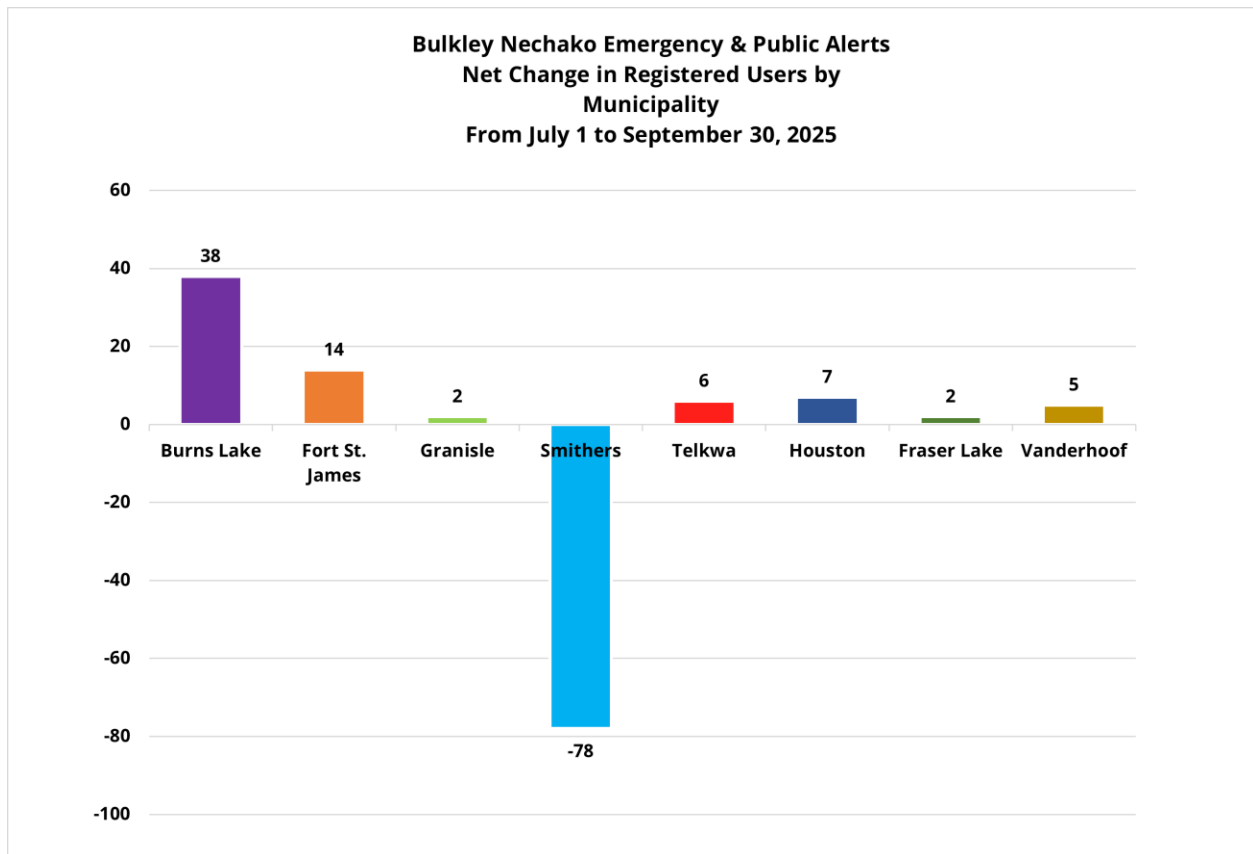
Packing under pressure can be difficult. Sign up to receive up-to-date emergency information so you can **know** sooner.

**Don't Love Technology?**  
We can help you sign up to get alerts in minutes. Call our office at 800-320-3339 or 250-697-3195 and we will do the computer work for you!

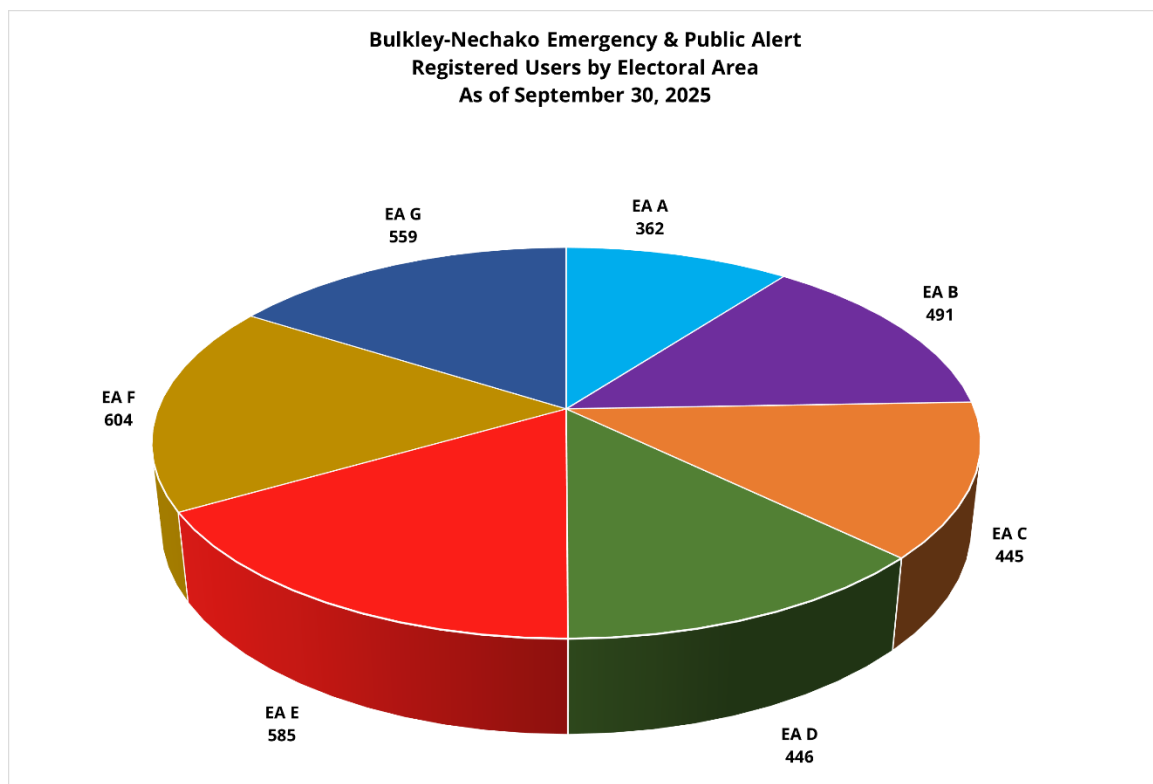
**Know** with **VOYENT ALERT!**  
Bulkley-Nechako

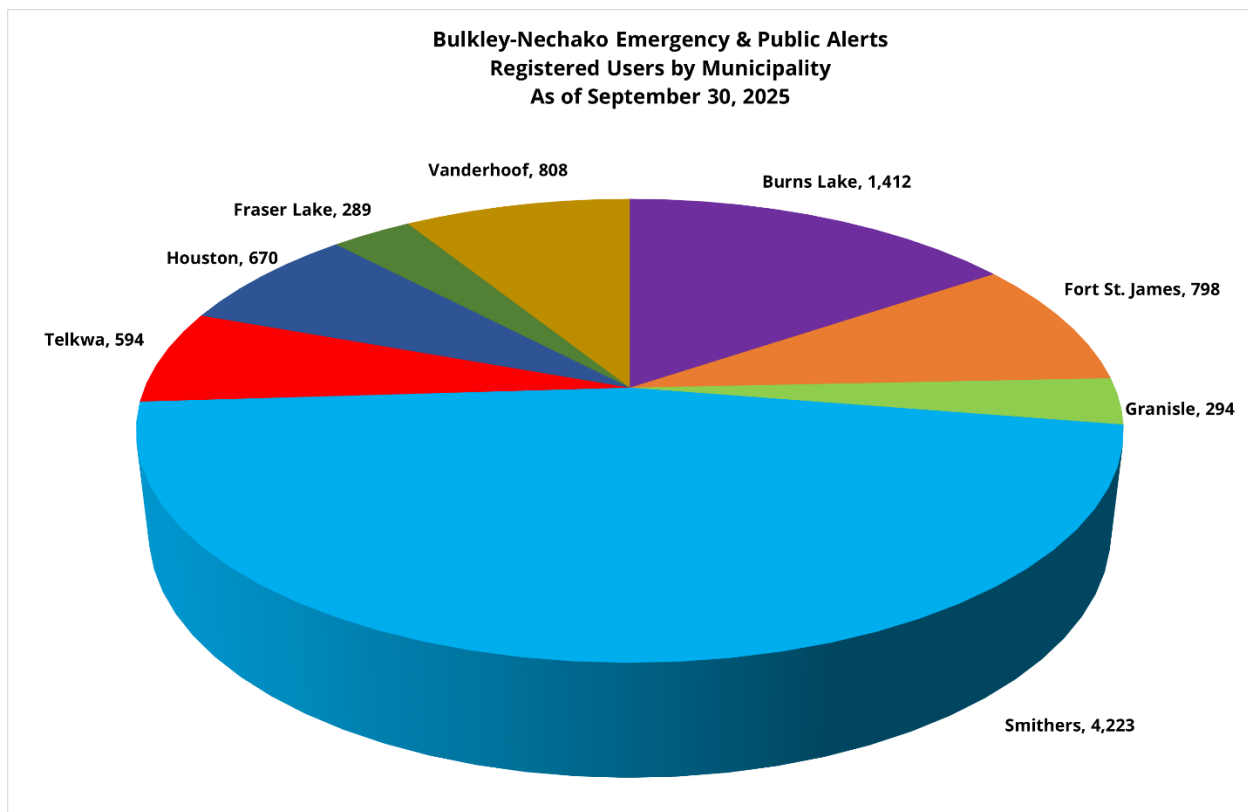
[www.rdbn.bc.ca](http://www.rdbn.bc.ca)





There is now a total of **3,492** users signed up in the electoral areas and **12,580** users signed up in the municipalities. This is an increase of **138** users this quarter.





Approximately 41% of the RDBN population over the age of 15 is signed up with the platform.

During the 2025 wildfire season, Evacuation Alerts, Orders, and Rescinds were posted on Voyent Alert! by the EOC Information Officers. Previously, these notifications were posted by Voyent Alert! Staff and took much longer to go out. Staff are committed to decreasing the time it takes to communicate critical information to the public.

## Rural Fire Protection

### Expansion of Fire Protection Areas

Staff continue to work with the Telkwa Fire Department to add a few homes at the end of Jackpine subdivision into the Fire Protection Area as well as two properties on Hislop Rd.

### Administration, Training, and Support

The RFP for the purchase of new fire engines for both Topley and Cluculz Lake closed on June 30<sup>th</sup>. Fort Garry Fire Truck was awarded the contract. 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 purchase them in 2025. Both trucks will be purchased utilizing RBA funding and are scheduled for delivery in October / November.

The generator for the Luck Bay Fire Hall was purchased, and staff are looking into contractors to provide a quote on the installation for Topley Fire Hall.

The Regional Fire Chief attended monthly conference calls as the Zone 5 rep for the BC Fire Training Officers Association.

Staff continue to work 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.

The RFP for the underground water tank for Luck Bay has been drafted and sent to the procurement department for review. Staff are having difficulties finding suitable locations for the tanks in the Burns Lake and Telkwa fire protection areas.

Tower Communications are continuing to test the best location for the radio repeater in Cluculz Lake. A new tower and relocation of radio equipment for Topley was approved by the Board and is scheduled to be completed by the end of 2025. These improvements will significantly increase radio capacity.

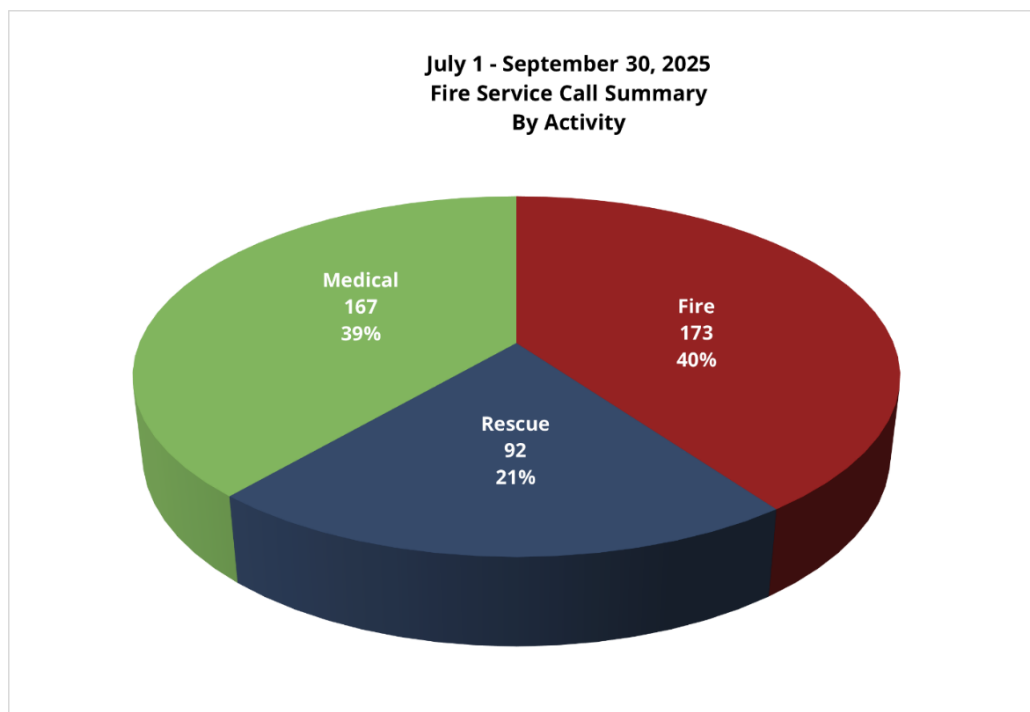
Fraser Lake Fire Department hosted the regional fire chiefs meeting in July. Discussions focused on training opportunities, funding, recruitment, NG 911, apparatus, and included a tour of their facility. The next meeting will be held in October at the Topley Fire Hall.

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 to purchase outdated essential structural and wildland personal protective equipment.

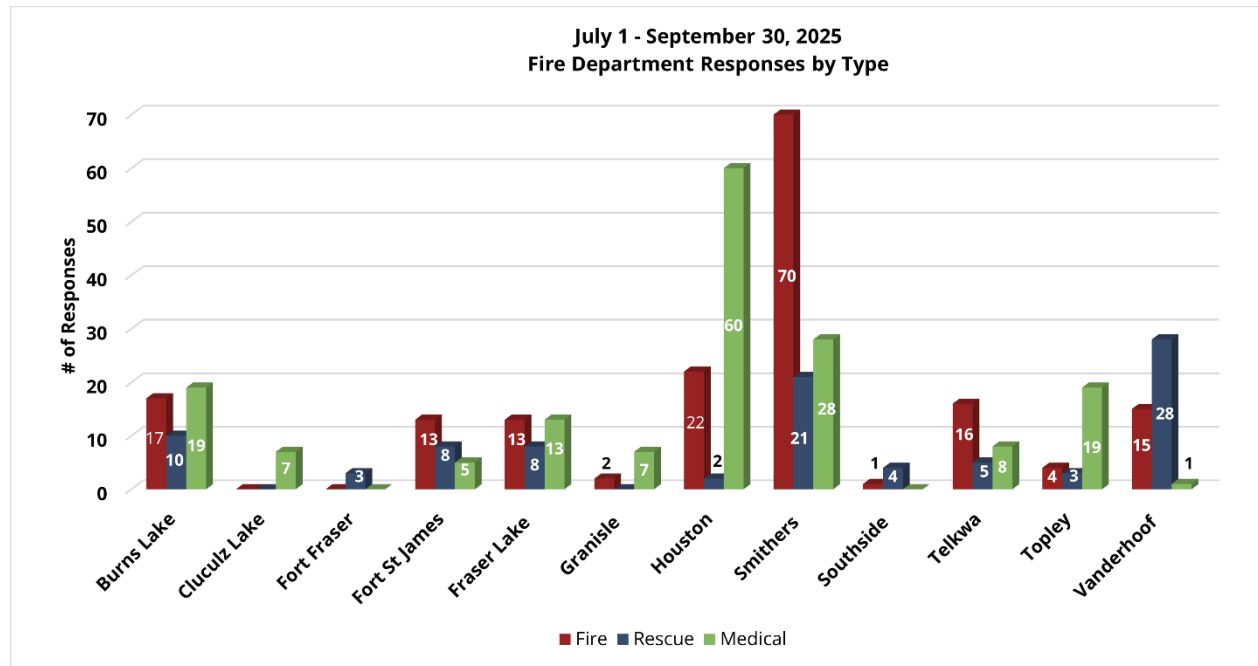
### Fire Department Response

Fire department responses vary in type and frequency across our region.

Of the **3,888** 911 calls received from July - September, **432** 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.







## Rural Fire Departments

Rural fire departments are under increasing pressure to work within the current model. Several volunteers and fire chiefs have brought up the following concerns:

- Funding
- Employer/employee relationships with "Society run" departments
- Training requirements and regulations
- Capital reserves

## 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. A total of 56 Home Assessments were completed in Q3, totaling 97 assessments for the year. Nine rebates totaling \$23,705.00 were submitted in Q3. Staff traveled to Germansen Landing and Manson Creek where 13 home assessments were completed. FireSmart staff attended three farmers' markets and did three door knocking promotions this quarter. Door knocking was significantly more effective at promoting the program than farmers markets and open house events. FireSmart staff have also contacted other Regional Districts across the province to inquire about program structure.

Staff will be focusing on increasing community education during Q4.

The RDBN hosts the Community Wildfire Resiliency Committee for interested municipalities and First Nations in the region. The Committee meets regularly to discuss mutual concerns, collaboration, planning and advocacy for northern communities.

## Preparedness

### 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)
- Checkpoint/security Plan (completed)
- Evacuation Order Area – Permit Policy and Procedures (reviewed)

Under EDMA local authorities are required to complete Emergency Plans for all critical infrastructure including water and sewer systems. Staff are working with Environmental Services to update these plans. Staff are also working with administration to complete a Business Continuity framework and plan.

### Staff and Volunteer Training

RDBN staff continue to train and prepare for EOC activations. A staff member completed 'Introduction to ESS.' 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 that 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.
- Two projects are in development with consultants. A functional EOC exercise focused on RDBN critical infrastructure is scheduled to take place in October and a discussion-based tabletop program for First Nations consultation process for emergency response will be scheduled through out the fall and winter months.
- The EOC 'Call Taker' handbook was reviewed and re-written. Staff were trained on the new resources.

Two staff members also attended the Wildfire Resiliency and Training Summit in Penticton.

Through these opportunities, staff continue to build relationships, gain valuable local knowledge and experience. Protective Services is committed to a collaborative and integrated approach to emergency response in the region. Building resilient communities is fostered when communities partner and there is a greater understanding of the capabilities and strengths of EOCs throughout the Regional District of Bulkley-Nechako.

### **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 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.

- Equipment and training were delivered to four community groups. The remaining three groups are planning to take the training in early spring 2026.
- Staff delivered ICS-100 training to one community.

## **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
  - Covers Electoral Area B and E as well as Village of Burns Lake
- Vanderhoof ESS
  - Covers Electoral Area D, F, and District of Vanderhoof
- Fort St. James ESS
  - Covers Electoral Area C and District of Fort St. James

Vanderhoof and Bulkley ESS provided support to rural residents in Q3.

Vanderhoof and Bulkley ESS were also deployed as a strike team to Prince George ESS in support of the Cariboo Regional District evacuations. Protective Services staff supported the deployment in a logistics and administrative capacity.

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.

After acquiring additional equipment from the Prince Rupert ESS program, the RDBN now has group lodging supplies for up to 120 people stored in Burns Lake.

### **Emergency Operations 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 Emergency Operations Centre was activated for 12 days this quarter. During August 1 – 12, two days were at level two, with the remaining days at level one. Four evacuation alerts, and one evacuation order was issued for wildfires G41285, G51179 and R11374.

The Director of Protective Services was deployed to the Cariboo Regional District to support their EOC activation for twelve days, taking leading roles in the Operations section. The Emergency Services Manager was deployed to support Ulkatcho First Nation EOC in Williams Lake for five days as Deputy-Director. Deployments, such as these increase staff experience and education and improves integration and relationships with other local authorities in the north. The deployment costs were covered by EMCR through an Expenditure Authorization Form (EAF).

### **Recovery**

The 2023 Wildfires had one outstanding issue with a resident facing challenges with a federal program to replace fences. Staff made numerous attempts to contact the resident without success. 2023 recovery for the RDBN is now considered to be completed.

### **Advocacy**

Staff continued to work with Chair Parker on the LGAC table and joined the Post Disaster Building Assessment research project at the request of BC Housing. BC Housing was looking for input from an emergency management and Regional District lens. The funding application was unsuccessful this year and the project has been put on hold; BC Housing will re-apply in the next intake for applications.

Staff met with Rachel Pollard (Assistant Deputy Minister with EMCR) to discuss concerns with the new EMCR response model.

Staff presented a response debriefing to Northwest EMCR staff concerning the Tornado event that occurred on August 17<sup>th</sup>.



# Planning Department

July 1 – September 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

In the third quarter of 2025 the Planning Department included 12 full-time positions, and two summer students providing Land Use Planning, Building Inspection, Parks and Trails, Transit, GIS and Bylaw Enforcement Services. Building Inspection, Land Use Planning, 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 two new ALR applications in the third quarter of 2025. Both applications were processed, and the decision was made to not submit one application to the ALC. One application from the previous quarter was processed and submitted to the ALC. One application from the first quarter remains in progress. There are currently three applications submitted to the ALC in previous quarters that are waiting for ALC decisions.

### Official Community Plan Amendments and Rezoning Applications

The Planning Department received one rezoning application in the third quarter of 2025. Four applications remain on hold by applicants from previous quarters. Six applications from previous quarters are at various stages of progress.

## Temporary Use Permits

The Planning Department received no new temporary use permit (TUP) applications in the third quarter of 2025. One TUP for commercial use from a previous quarter remains in progress, and two TUPs from previous quarters for industrial use are on hold by applicants.

## Development Variance Permits

The Planning Department received one development variance permit (DVP) application in the third quarter of 2025. One incomplete DVP application is carried over from a previous quarter.

## Subdivision Referrals and Parcel Frontage Reductions

The Planning Department received two subdivision referrals in the third quarter of 2025. They were processed and comments were provided to the Ministry of Transportation and Transit (MoTT).

## Land Use Reviews

The Planning Department completed 26 land use reviews for building projects in the third quarter of 2025.

## Other Referrals

A total of 11 miscellaneous referrals were received in the third quarter of 2025. Four were land referrals (one withdrawal from disposition, one Statutory Right-of-Way, one Licence of Occupation, and one wind project), two were notices of work for mines, two were for removal of private lands from woodlots, one was for changes in and about a stream, one was environmental, and one was a municipal government referral.

Nine referrals carried over from the second quarter were processed in the third quarter.

## 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 Ministry of Transportation and Transit, 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 five confirmation requests in the third quarter of 2025.

## Land Use Applications and Services for Municipal Governments

One development permit application was completed in the third quarter for a municipality for a housing project. Other municipal projects include continued oversight for the Houston Zoning Bylaw Review project, the Houston Development Approval Procedures Review project, planning support for several BC Housing Community Housing Fund applications (Houston 1, Burns Lake 2), and an approved housing project in Houston.

Staff are working on an update to the Village of Granisle Official Community Plan.

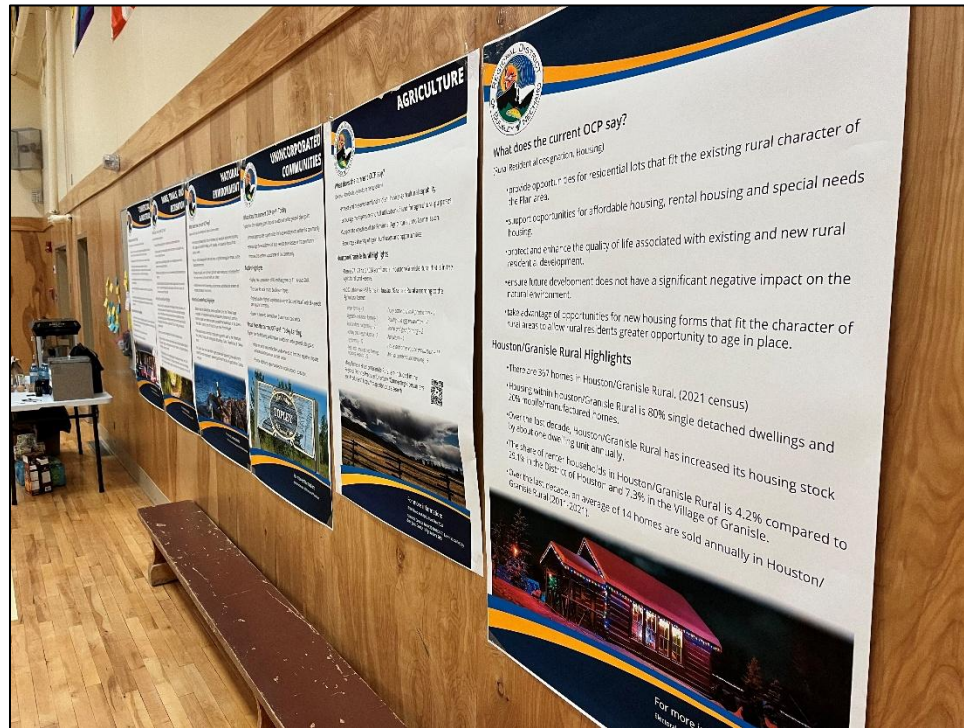
## Special Projects

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 third quarter of 2025 the Planning Department had the following special project accomplishments.

- In July, the Planning Department presented a report to the Board on the new Renewable Energy Projects (Streamlined Permitting) Act and exemptions for wind and solar projects from the Environmental Assessment process.
- In July, the Planning Department presented a report to the Board regarding a letter from the Minister of Housing and Municipal Affairs on Small Scale Multi-Unit Housing (SSMUH).
- In August, the Planning Department presented a report to the Board on the RDBN's eight Official Community Plan Bylaws.
- In September the Planning Department completed the review of the Development Procedures Bylaw and presented a new bylaw to the for the Board for consideration of first, second and third readings.
- In September, the Planning Department presented a report to the Board on the bylaws administered by the Planning Department, including the Parks Use Regulations Bylaw, Recreation Contribution Service Establishment Bylaws, the Zoning Bylaw, Floodplain Management Bylaw, Public Transit and Para-Transit Bylaw, Board of Variance Bylaw, the Building Bylaw, Unsightly Premises Bylaw, and the Development Procedures Bylaw.
- In September, the Planning Department presented a report to the Board on the proposed changes to the Heritage Conservation Act and associated legislation, regulations, and policies.
- In September, the Planning Department presented an update to the Board on Phase 1 of the Dominion Telegraph Line Research project.

## Long Range Planning

The Houston, Topley, Granisle Rural OCP review is in progress. Staff were present at Granisle Days in August to provide information about the OCP review and the community survey. Participation in the survey has also been heavily promoted in social media and in the local newspaper throughout July and August.



The OCP working group held their first introductory meeting in September and will meet 3-4 times over the next few months to discuss land use planning issues, community vision, and plan goals.





## Building Inspection

The RDBN received a total of 52 building permit applications in the third quarter of 2025, with a total construction value of **\$34,663,540**. This is comparable to the 51 building permit applications received in the third quarter of 2024. The total construction value in the third quarter 2024 was \$12,981,014. The 2025 construction value is significantly higher due to a major construction project in the District of Houston.

The Planning Department presented a report to the Board in September on the new Building Inspection Procedures Policy.

**Third Quarter Building Permit Data for 2025**

| <b>Area</b>                      | <b>Total Permits</b> | <b>Total Construction Value (\$)</b> |
|----------------------------------|----------------------|--------------------------------------|
| A                                | 9                    | 1,842,830                            |
| B                                | 3                    | 44,448                               |
| C                                | 1                    | 37,480                               |
| D                                | 4                    | 385,723                              |
| E                                | 0                    | 0                                    |
| F                                | 13                   | 2,309,334                            |
| G                                | 2                    | 195,000                              |
| Burns Lake                       | 4                    | 9,499,825                            |
| Fort St. James                   | 4                    | 36,000                               |
| Fraser Lake                      | 1                    | 14,400                               |
| Granisle                         | 3                    | 41,500                               |
| Houston                          | 6                    | 20,017,000                           |
| Telkwa                           | 2                    | 240,000                              |
| <b>Third Quarter RDBN Totals</b> | <b>52</b>            | <b>34,663,540</b>                    |
| Smithers*                        | 0                    | 0                                    |
| Vanderhoof                       | 14                   | \$10,861,349                         |
| <b>Total</b>                     | <b>66</b>            | <b>45,524,889</b>                    |

\*Smithers stats not available at the time of writing this report.

## Bylaw Enforcement

The focus during the third quarter of 2025 has been the implementation 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 Third Quarter Bylaw Data**

| <b>Year<br/>2025</b>    | <b>Carried<br/>Forward</b> | <b>New Files</b> | <b>Total Unresolved</b> | <b>Resolved</b> |
|-------------------------|----------------------------|------------------|-------------------------|-----------------|
| 3 <sup>rd</sup> Quarter | 28                         | 7                | 35                      | 8               |

### Notable Bylaw Enforcement Situations

Staff continue to monitor a property on Sweder Road in Electoral Area C (Fort St. James Rural) to evaluate the need for direct enforcement by contractor.

A number of unsightly premises in Topley in Electoral Area G (Houston/Granisle Rural) are showing significant progress in cleaning up their properties.

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 has been put on hold to allow the property owner an opportunity to come into compliance.

## Parks and Trails

### Cycle 16 Trail

Construction work of Phase 3 of the Cycle 16 Trail is in progress with completion expected in 2026. Design work for Phase 2 is underway with construction anticipated for 2026.

The Ministry of Transportation and Transit (MoTT) has agreed to repair trail erosion and drainage issues on phase 1 of the trail. It is hoped that this work will be completed this year. 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

The Non-Farm Use application for the project and other on-going uses on the property received approval from the Agricultural Land Commission in August. Next steps in project are starting the environmental permitting processes and the MoTT Licence of Occupation for the road right of way.

### Trout Creek

The outhouse construction project is now complete at Trout Creek. The access was graded and the outhouse, garbage and recycling bins were installed in mid-August. The site was reassessed for wildlife/hazard trees to identify any hazards resulting from construction. No hazards were identified, and the facility was opened to the public. Trout Creek continues to be heavily used, primarily by anglers. The site has been maintained weekly since installation.



## Telegraph Cabin

The renovation of the Telegraph Cabin is now successfully completed. The project included the following:

- replace the roof with new cedar shakes,
- remove and replace concrete steps,
- repair the concrete foundation,
- reconstruct the entrance door,
- repair damaged window,
- install new shutters with weathered wood,
- install crawl space screening; and,
- install new fence posts beside the gate.



## Hospital Point

A danger tree assessment and tree removal project is in progress at Hospital Point. Next up is the installation of garbage and recycling bins adjacent to the new day use area.

## Ridler Trail

Staff are working with Recreation Sites and Trails BC to enter into an agreement to maintain the Ridler trail for the next 10 years. A contractor has been retained for brushing the trail and work is underway on a contract for danger/wildlife tree assessment and subsequent removal of identified hazard trees.

## Electoral Areas C and G Parks and Trails Master Plans

The consultant is finishing up the first round of consultation and public outreach consisting of on-line workshops, a survey, hosting booths at community events, letters, and site visits for the two plans. The feedback gathered will be used to write the draft plans. Once the draft plans are finalized, a second round of engagement will be scheduled.

## Geographic Information Systems (GIS)

### GIS Enhancements

In the third quarter, two projects to enhance RDBN GIS capabilities were completed.

- An app was created to share GIS information with Protective Services staff in real time. This tool enhances staff situational awareness during emergency events by combining local data and provincial data in a user friendly web portal.
- A pair of tools were written to automate time consuming portions of ALR inquiries, reducing planner workload.

### Mapping and Inquiries

In addition, during the third quarter the GIS Technician completed 119 tasks for RDBN staff. These tasks included 56 for the Planning Department, 12 for Administration, 11 for Protective Services, and six for Environmental Services. In addition, 18 public and 21 intergovernmental GIS inquiries were completed.

### House Numbering

A total of 89 addressing changes were processed in the third quarter of 2025. The Nak'azdli reserve addressing review was completed, issuing nine new reserve addresses and 24 corrections. Since then, staff have begun working with Tachie's Housing Manager to review their reserve addresses. A total of 44 new addresses were issued in the rural area, and 12 new addresses were issued by municipalities.

## Transit

Third quarter ridership numbers not available at the time of writing this report





# Environmental Services

July 1 to September 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)
- 3 x Landfill Attendants (1 vacant)
- 3 x Waste Haul Drivers (0 vacant)

### Part-time Permanent

- 0 x Landfill Attendant (0 vacant, position dormant)
- 8 x Transfer Station & Recycling Depot Attendants (0 vacant)
- 1 x Waste Haul Drivers (0 vacant)

### Casual (holiday and sick coverage):

- 4 x Transfer Station and Recycling Depot Attendants (2 vacant)
- 2 x Landfill Attendant (0 vacant)
- 1 x gate check (0 vacant)

### Temporary

- 2 x gate-check (0 vacant)

## Notable Department Activity

### Administration

- 2025 operations and capital project planning & procurement
- Manson Creek Landfill Management Plan
- Labour management and Human Resources
- Project management – various
- 2026 capital budget planning

### Operations

- Management Staff focus on continuing operations
- Recruitment and training of new staff to replace recent retirements and transfers
- Supervisors continued to prioritize weekly site visits to monitor and evaluate operations, address inconsistencies and support field staff.
- Manson Creek site visits & maintenance on July 4 and September 25
- Maintenance projects
  - Design, planning, and procurement for multiple projects
  - Commence multiple projects – still in progress
  - Complete multiple small projects
- Fleet management:
  - Multiple minor repairs and upgrades
  - Vehicle and equipment assessments
  - 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:
  - Introduced Chlorination
    - Monitoring and adjustment
    - Public education
  - Planning for maintenance and capital projects.
  - Request quotes for various projects
- Fort Fraser Sewer:
  - Annual sewer flushing

Environmental Services

Q3 Quarterly Report – 2025



- Seasonal maintenance
  - Planning for capital repair project
  - Request quotes
- Knockholt Leachate
  - Aeration system turned-on
  - Monitoring of leachate quality
  - Updating Design, Operation & Closure Plan to incorporate leachate treatment

## Environmental Compliance

- Initiate Environmental Monitoring Plans updates for various sites
- Procurement for abandonment documents for closed landfills
- Quarterly ground water sampling of active landfills
- Currently in progress are updates to several Landfill operational documents to support current operations

## Safety & WorkSafe Compliance

- Continued efforts to ensure asbestos screening is compliant
- Completed several minor incident investigations and corrected deficiencies when applicable.
- In progress are multiple procedures that will support the safe operation of RDBN facilities
- Conduct safety inspections and correct deficiencies
- Conduct regular safety meetings at sites
- Participated in Joint Health & Safety Committee

## Diversion & Disposal

- Reenforce Household Hazardous Waste Recycling Program training
- Metal Recycling completed
  - 2025 Revenue: \$244,000
- Monitored the existing and new Extended Producer Responsibility (EPR) recycling programs – focus on reducing contamination
- Education material updates

## 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 region's 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
- Procurement and preparation for improvements to facilities

Strategy 2: Expand Access to Residential Recycling

- Continue to operate 8 Recycling Depots
- SSTS and GTS recycling program expansion
  - Preparation for upgrades to current facilities

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
- Research composting possibilities at Landfills

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

Strategy 7: Support Household Hazardous Waste (HHW) Diversion

- Continue operating Household Hazardous Waste Recycling Program

Strategy 8: Support Recycling and Diversion of Agricultural Plastics

- Discontinue the CleanFarms Agricultural plastics recycling pilot program that ended on June 30 2025.

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

- Review of waste facility and user fee Bylaws
- Preliminary recommendations for fee increases and definition updates

Implement Disposal Charges for Camp Waste and Other Industries

- Completed in 2020. No new updates
- Discussions for future development camps commenced

Environmental Services

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### Mitigate Illegal Dumping

- Reports of illegal dumping continue to be redirected to the RAPP line

### 2025 Capital Projects

- Capital Projects
  - Planning and design of various projects
  - RFQ development and issue for various projects and purchases
  - Evaluation and award of various projects and purchases
- Commenced and/or completed multiple minor projects

The third quarter of 2025 has been used for planning, design, initiation and procurement for several large projects as well as the commencement/completion of several small maintenance projects.

| Environmental Services Capital - Q3 - July 1 to September 30, 2025 |           |                                 |             |                    |                    |
|--------------------------------------------------------------------|-----------|---------------------------------|-------------|--------------------|--------------------|
| Reference                                                          | Site      | Project                         | Status      | Budget             | Cost               |
| Rolling stock                                                      | LANDFILLS | Dozer                           | Complete    | \$400,000          | \$417,000          |
| Rolling stock                                                      | KLF       | Excavator                       | Complete    | \$405,000          | \$422,000          |
| 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          | \$74,000           |
| 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          | \$106,600          |
| Safety                                                             | ADMIN     | 2 projects                      | In-progress | \$50,000           | \$31,000           |
| Capital Repairs                                                    | Vehicles  | 3 projects                      | In-progress | \$80,000           | \$84,000           |
| <b>Total</b>                                                       |           |                                 |             | <b>\$3,515,000</b> | <b>\$1,796,100</b> |

\*TBD – Projects that are currently not confirmed, but have place-marked budgets



October 2, 2025

Reference: 187696

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](mailto:mark.parker@rdbn.bc.ca)

Dear Chair Parker:

Thank you for your correspondence of July 2, 2025, regarding the levels of provincial funding for public libraries. As the newly appointed minister of Housing and Municipal Affairs with the responsibility for public libraries, I am happy to respond.

I appreciate the time you have taken to share your appreciation for our strategic investment of \$45 million in March 2023. It is good to hear how the funding and our provincial strategy BC's Strategic plan for Public Library Services is making a difference in the Regional District of Bulkley Nechako and throughout the province. The strategic plan can be viewed here: [https://www2.gov.bc.ca/assets/gov/residents/sports-and-recreation/arts-culture/public-libraries/public\\_libraries\\_strat\\_plan\\_2024.pdf](https://www2.gov.bc.ca/assets/gov/residents/sports-and-recreation/arts-culture/public-libraries/public_libraries_strat_plan_2024.pdf)

I recognize the ongoing challenges related to long-standing operational funding pressures at both the local and provincial levels. As outlined in government's current three-year fiscal plan, provincial operating funding for public libraries remains at \$14 million for the upcoming year. I am committed to ensuring these resources are managed effectively to support the services British Columbians rely on.

If you have specific questions about provincial funding for public library service, I encourage you to reach out to Mari Martin, Director, Public Libraries Branch, at [mari.martin@gov.bc.ca](mailto:mari.martin@gov.bc.ca).

I agree that libraries play a vital role in our communities, and I look forward to understanding more about local governments and public libraries in my role as Minister.

Page 1 of 2

Mark Parker  
Page 2 of 2

Thank you again for writing

Sincerely,

A handwritten signature in black ink, appearing to read 'C Boyle', with a stylized flourish at the end.

Christine Boyle  
Minister of Housing and Municipal Affairs

CC: The Honourable Anne Kang, Minister of Tourism, Arts, Culture and Sport  
[TACS.Minister@gov.bc.ca](mailto:TACS.Minister@gov.bc.ca)





October 9, 2025

Reference: 188648

Mayors of British Columbia

Dear Mayors:

Today, I introduced new legislation in the house to improve the implementation of small-scale multi-unit housing (SSMUH). Before I explain the details of this legislation, I want to acknowledge the hard work of local government Councils, Boards and staff in B.C. to implement the changes by adopting the SSMUH densities on time and as intended by the Province. Many communities are demonstrating leadership and innovation to fully enable SSMUH and deliver the type of homes that work for people and growing families.

This includes modernizing zoning bylaws and updating site standards (such as removing floor space ratios, increasing building heights and lot coverage for SSMUH level densities), as well as adopting and streamlining standardized housing designs, eliminating or waiving form and character development permit requirements, and providing educational tools to support SSMUH development including webinars, handbooks and webpages. Communities that fully enabled SSMUH, adopted many of the recommended site standards, and are actively supporting this type of development are starting to see meaningful uptake. This means more homes built in existing communities throughout B.C. that more people and families can afford.

Since June 30, 2024, a review of implementation has highlighted that barriers to the development of SSMUH still exist in a few communities throughout B.C. This inconsistency and barriers in some communities are creating challenging conditions for development and limiting SSMUH from being viable and getting built. Specifically, a small number of local governments have not fully enabled SSMUH in all areas with single-family and duplex housing due to differing interpretations of the requirements.

The legislation that was introduced today is intended to address these inconsistencies and ensure that all communities offer viable and consistent conditions for SSMUH development.

If passed, the changes will remove barriers to create consistent conditions across the Province for SSMUH by ensuring that municipalities allow the three to six units in all zones:

- with parcels restricted to single-family and duplex housing, even if higher residential density is allowed elsewhere in the zone,
- restricted to single detached homes with a secondary suite and an accessory dwelling unit.

The small number of communities impacted by these changes will need to comply by June 30, 2026. An extension process will be established for upgrading infrastructure, lack of sufficient infrastructure to support additional residential density, and for extraordinary circumstances.

The updates aim to create uniform development opportunities across local governments, reducing barriers and uncertainty for builders and homeowners. Your planning staff will need to review your zoning bylaws for compliance with the new requirements. If the zoning bylaw already meets the requirements, no action is required.

I have also introduced changes to the legislation to ensure there is clear authority to establish site standards in regulations for off-street parking requirements, and housing unit “form” and “density”. However, I am not bringing forward any regulations at this time. I strongly encourage all local governments to align with the Provincial Policy Manual and Site Standards, which provides clear expectations for zoning amendments, site design, and development feasibility. The Province will continue to monitor implementation and uptake of SSMUH to ensure consistency and effectiveness across jurisdictions. If needed in the future, the Province may make regulations for minimum standards or introduce further legislation as needed.

I wish to extend my sincere appreciation to all local governments for your hard work to enable and facilitate housing development across British Columbia. Your work is beginning to show results, and together, we are making meaningful progress toward resolving the housing crisis. I look forward to working collaboratively with all of you to continue improving livability for residents.

Sincerely,



Christine Boyle  
Minister of Housing and Municipal Affairs

Link: [BC Gov News](#)

CC: Chief Administrative Officers and City Managers