



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
AGENDA  
Thursday, January 29, 2026**

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**CALL TO ORDER**

**First Nations Acknowledgement**

**AGENDA & SUPPLEMENTARY AGENDA**

**January 29, 2026**

Approve

**MINUTES**

**Board Meeting Minutes - December 11, 2025**

Page 8-29

Approve

**Committee of the Whole Minutes - January 15, 2026**

Page 30-38

Receive

**Rural Services Committee Meeting Minutes - January 15, 2026**

Page 39-40

Receive

**DELEGATIONS**

**BC ASSESSMENT - via Zoom**

David Keough, Assessor Residential & Farms, North Central

Re: Update

**UPLAND AGRICULTURAL CONSULTING AND SOUND WATER ADVISE  
CONSULTING - Via Zoom**

Ione Smith, MSc, Pag, Director

Re: RDBN Community Irrigation System Report 2025

## **PLANNING AND DEVELOPMENT**

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

**Cameron Kral, Planner - Rezoning Application RZ C-01-25 First, Second and Third Reading for Rezoning Bylaw No. 2101, 2026**

Page 41-46

Recommendation

### **ALR Application**

**Danielle Patterson, Senior Planner - ALR Non-Farm Use (Removal of Soil) Application No. 1277 – Electoral Area A (Smithers/Telkwa Rural)**

Page 47-59

Recommendation

### **Bylaw Enforcement**

**Jason Llewellyn, Director of Planning and Development Services - Direct Action Enforcement Policy**

Page 60-68

Recommendation

### **Municipal Referral**

**Amy Wainwright, Deputy Director of Planning and Development Services - District of Vanderhoof OCP Update Referral**

Page 69-71

Recommendation

### **Energy Referral**

**Danielle Patterson, Senior Planner - Coastal GasLink Update on Phase 2 BC Energy Regulator Ancillary Site Permitting – Electoral Area E (Francois/Ootsa Lake), Electoral Area F(Vanderhoof Rural), and Electoral Area G (Houston/Granisle Rural)**

Page 72-80

Recommendation



## Land Referral

**Rowan Nagel, Planning/GIS Technician - Crown Land Application Referral Nos. 7410390 and 7410391 – Electoral Area F (Vanderhoof Rural)**

Page 81-84

Recommendation

**Rowan Nagel, Planning/GIS Technician - Crown Land Application Referral No. 7410387 - Electoral Area F (Vanderhoof Rural)**

Page 85-87

Recommendation

## Other

**Amy Wainwright, Deputy Director of Planning and Development Services - Pump and Haul Bylaw Repeal Process**

Page 88-109

Recommendation

**Jason Llewellyn, Director of Planning and Development - Unsightly Premises Bylaw Amendment**

Page 110-111

Recommendation

**Amy Wainwright, Deputy Director of Planning and Development Services - Regional Housing Initiative Update**

Page 112-116

Receive

**Jason Llewellyn, Director of Planning and Development Services - CGL SEEMP Final Report and Lessons Learned**

Page 117-119

Receive

**Jason Llewellyn, Director of Planning and Development Services - Lawyers Ranch Project Environment Assessment Process**

Page 120-124

Recommendation

**Electoral Area A (Smithers/Telkwa Rural) APC Meeting Minutes - January 5, 2026**

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Receive

**Electoral Area C (Fort St. James Rural) APC Meeting Minutes - January 13, 2026**

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Receive

## **PARKS AND TRAILS**

**Jason Llewellyn, Director of Planning and Development Services - Parks and Trails Work Plan and Recreation Grant Funding for 2026**

Page 127-151

Recommendation

**Maria Sandberg, Planning and Parks Coordinator - Parks and Trails Signage Strategy**

Page 152-159

Recommendation

## **ADMINISTRATION BYLAWS**

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

**Cheryl Anderson, Director of Corporate Services - Refuse Disposal Service Amendment Bylaw No. 2089, 2026**

Page 160-162

Recommendation

### **Bylaw for Adoption**

**Cheryl Anderson, Director of Corporate Services - Vanderhoof Rural Fire Protection Local Service Establishment Amendment Bylaw No. 2066, 2026 - Adoption**

Page 163-165

Recommendation

## **ADMINISTRATION REPORTS**

**Wendy Wainwright, Deputy Director of Corporate Services - Committee Meeting Recommendations - January 15, 2026**

Page 166-167

Recommendation

**Cheryl Anderson, Director of Corporate Services - Bulkley-Nechako Regional Business Forum - May 26, 2026 - Fraser Lake, BC**

Page 168

Recommendation

<b>Cheryl Anderson, Director of Corporate Services - Minerals North - May 6-8, 2026 - Smithers, BC</b>	Page 169
Recommendation	
<b>Cheryl Anderson, Director of Corporate Services - North Central Local Government Association (NCLGA) Resolutions</b>	Page 170
Direction/Receive	
<b>Cheryl Anderson, Director of Corporate Services - North Central Local Government Association AGM and Convention - May 20-22, 2026 - Prince George, BC</b>	Page 171
Recommendation	
<b>Nellie Davis, Manager of Strategic Initiatives and Rural Services - Area E (Francois/Ootsa Lake Rural) Grant in Aid for Grassy Plains School Parent Advisory Council School Lunch Program</b>	Page 172-181
Recommendation	
<b>Nellie Davis, Manager of Strategic Initiatives and Rural Services - Village of Burns Lake - Scope Change for Tom Forsyth Arena Energy Project</b>	Page 182-184
Recommendation	
<b>John Illes, Chief Financial Officer - 2026 Budget Introduction</b>	Page 185-206
Recommendation	
<b>John Illes, Chief Financial Officer - Budget Introduction to Minor Services</b>	Page 207-269
Recommendation	
<b>John Illes, Chief Financial Officer - Consumer Price Index 2025</b>	Page 270-272
Receive	
<b>Megan D'Arcy, Regional Agriculture Coordinator - RDBN Food &amp; Agriculture Plan - Implementation Update</b>	Page 273-277
Receive	

**Megan D'Arcy, Regional Agriculture Coordinator - Premier's Task Force on Agriculture & Food Economy Update** Page 278-280

Receive

**Cheryl Anderson, Director of Corporate Services - Q4 Quarterly Reports** Page 281-350

Receive

**Wendy Wainwright, Deputy Director of Corporate Services - Items to be brought forward to the public agenda from Special (In-Camera) Meeting** Page 351

Receive

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Census Community Supporter Campaign** Page 352

Receive

**Scott Zayac, Director of Protective Services- Public Alerting System - Voyent Alert!** Page 353

Receive

#### **ADMINISTRATION CORRESPONDENCE**

**Office of the Premier - Invitation Virtual Town Hall on Forestry Supports** Page 354

Receive

**Capstone Infrastructure - BC Hydro 2025 Call for Power – Update on Proposed Wolverine Wind Project** Page 355

Receive

#### **SUPPLEMENTARY AGENDA**

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

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

**NEW BUSINESS****IN-CAMERA MOTION**

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

- Labour Relations
- Land Acquisition
- Compliance

**ADJOURNMENT**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**MEETING MINUTES**  
**Thursday, December 11, 2025**

Directors Present: Chair Mark Parker  
 Gladys Atrill  
 Leroy Dekens  
 Martin Elphee  
 Judy Greenaway  
 Clint Lambert - arrived at 10:09 a.m.  
 Linda McGuire  
 Shirley Moon  
 Kevin Moutray  
 Chris Newell  
 Michael Riis-Christianson  
 Stoney Stoltenberg  
 Sarrah Storey  
 Henry Wiebe

Director Absent: Shane Brien, District of Houston

Staff: Curtis Helgesen, Chief Administrative Officer  
 Cheryl Anderson, Director of Corporate Services  
 John Illes, Chief Financial Officer  
 Jason Blackwell, Regional Fire Chief - arrived at 11:05 a.m., left at 11:09 a.m.  
 Megan D'Arcy, Regional Agriculture Coordinator - arrived at 10:57 a.m., left at 11:17 a.m.  
 Janette Derksen, Waste Diversion Supervisor - arrived at 10:10 a.m., left at 10:54 a.m.  
 Alex Eriksen, Director of Environmental Services - arrived at 10:10 a.m., left at 10:54 a.m.  
 Jason Llewellyn, Director of Planning and Development Services - left at 10:15 a.m.  
 Amy Wainwright, Deputy Director of Planning and Development Services - left at 10:15 a.m.  
 Wendy Wainwright, Deputy Director of Corporate Services  
 Scott Zayac, Director of Protective Services - arrived at 10:56 a.m.

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Other: Ethan Fredeen, Chief Administrative Officer, Village of Fraser Lake - left at 10:38 a.m.  
Olanike Salami, Local Government Intern, Village of Fraser Lake - left at 10:38 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**

**December 11, 2025**

**2025-BM-197**

Moved by Director McGuire

Seconded by Director Stoltenberg

That the Agenda for December 11, 2025 be approved; and that the Supplementary Agenda be dealt with at this meeting.

CARRIED UNANIMOUSLY

### **MINUTES**

**Board Meeting Minutes - November 20, 2025**

**2025-BM-198**

Moved by Director Stoltenberg

Seconded by Director Storey

That the Board Meeting Minutes for November 20, 2025 be approved.

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING****Other****Advisory Planning Commission Minutes - Electoral Area A (Smithers/Telkwa Rural)****2025-BM-199**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Electoral Area A (Smithers/Telkwa Rural) Advisory Planning Commission Minutes of November 3, 2025 be received.

**DEVELOPMENT SERVICES****ALR Application****Cameron Kral, Planner - ALR Non-Adhering Residential Use Application No. 1285 - Electoral Area D (Fraser Lake Rural)****2025-BM-200**

Moved by Director Storey

Seconded by Director Moon

That Agricultural Land Reserve Non-Adhering Residential Use Application No. 1285 be recommended to the Agricultural Land Commission for approval.

CARRIED UNANIMOUSLY

**Land Referral****Rowan Nagel, GIS/Planning Technician - Crown Land Application Referral No. 7410383 - Electoral Area C (Fort St James Rural)****2025-BM-201**

Moved by Director Greenaway

Seconded by Director Elphee

That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7410383.

CARRIED UNANIMOUSLY



**Mine Referral****Cameron Kral, Planner - Notice of Work Referral Nos. 0200075 and 0200202  
- Electoral Area A (Smithers/Telkwa Rural)****2025-BM-202**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the comment sheet be provided to the Province as the Regional District's comments on Notice of Work Referral Nos. 0200075 and 0200202.

**Renaming Referral****Jason Llewellyn, Director of Planning and Development Services - Necoslie  
River Name Change - Electoral Area C (Fort St James Rural)****2025-BM-203**

Moved by Director Greenaway

Seconded by Director Elphee

That staff inform the Ministry of Tourism, Arts, Culture, and Sport that:

1. The RDBN has no objection to the proposed name change, and
2. The Province should consider if their Geographical Naming Policy and Procedures should be updated based on an evaluation of the long-term implications of removing the English reference to the geographic feature being named and using only the First Nations word prefix, or suffix for that feature.

CARRIED UNANIMOUSLY

**Other****Jason Llewellyn, Director of Planning and Development Services - Gravel  
Extraction and Processing****2025-BM-204**

Moved by Director Storey

Seconded by Director Moon

That the Board receive the Director of Planning and Development Services' Gravel Extraction and Processing memorandum.

CARRIED UNANIMOUSLY

**ENVIRONMENTAL SERVICES****Alex Eriksen, Director of Environmental Services - Bylaw 1764 and 1879 -  
Proposed Amendment****2025-BM-205**

Moved by Director Moutray

Seconded by Director Stoltenberg

That the Board support the proposed changes to the Solid Waste Management Facility Regulation and User Fee Bylaw and direct staff to bring forward a new bylaw with these changes.

CARRIED UNANIMOUSLY

Discussion took place regarding:

- Additional clarification
  - Load volume (side extensions)
  - Brush land clearing debris
  - Specified Risk Material
- Definitions for inclusion in the Bylaw e.g. industrial waste and Industrial, Commercial, Institutional Recycling
- Communication to the public regarding materials that are not accepted at RDBN Solid Waste Management Facilities.
- Discussed Options, 1, 2, 3 and 4
  - Start at \$120 in 2026 and increase to \$225 by 2030

**2025-BM-206**

Moved by Director Riis-Christianson

Seconded by Director Lambert

That the Board authorize adjusting the rates of all per metric tonne fees (MT) of the Solid Waste Management Facility Regulation & User Fee Amendment Bylaw 1879 Schedule D - User Fees and Disposal Rules starting in 2026 in the amount of \$120/MT with a percentage increase every year to reach \$225/MT in 2030.

Discussion took place regarding:

- Aligning with the provincial average by 2030
- Landfill closure deficit

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- Closure and expansion reserves
- Revenue offsetting the cost of diversion
- Costs of future closure and expansion of landfilling
- Expanding landfill operations in the region to take outside waste and create revenue
- Increasing to \$250MT by 2030
- Industrial project expansion in the region
  - Capturing cost recovery for additional waste
- Increase for all fees in Schedule D.

**2025-BM-207**

Moved by Director Atrill

Seconded by Director Moutray

That Motion 2025-BM-206 be amended to include a total percentage increase of \$250/MT by 2030.

Opposed: Director Lambert

Director Newell

Director McGuire

CARRIEDThat the question be called on Motion 2025-BM-206 as amended.

Opposed: Director McGuire

CARRIED**ADMINISTRATION BYLAWS****Bylaw for First, Second and Third Reading****Cheryl Anderson, Director of Corporate Services - Vanderhoof Rural Fire Protection Maximum Tax Limit Increase****2025-BM-208**

Moved by Director Moon

Seconded by Director Moutray

That Vanderhoof Rural Fire Protection Service Establishment Amendment Bylaw No. 2099, 2025 be given first, second, and third reading this 11th day of December 2025.

CARRIED UNANIMOUSLY

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

**John Illes, Chief Financial Officer - 2025 - 2029 Five Year Financial Plan  
Amendment**

**2025-BM-209**

Moved by Director Stoltenberg

Seconded by Director Riis-Christianson

That Regional District of Bulkley-Nechako Five Year Financial Plan Amendment Bylaw No. 2096, 2025 be given first, second, third reading and adoption this 11<sup>th</sup> day of December, 2025.

CARRIED UNANIMOUSLY

**Rescind Third Reading, Third Reading as Amended**

**Cheryl Anderson, Director of Corporate Services - Fort Fraser Sewer Service  
Establishment Bylaw No. 2086, 2025**

**2025-BM-210**

Moved by Director Storey

Seconded by Director Riis-Christianson

That the Board rescind third reading of Fort Fraser Sewer Service Establishment Bylaw No. 2086, 2025 and give third reading as amended this 11<sup>th</sup> day of December, 2025.

CARRIED UNANIMOUSLY

**Rescind Third Reading, Third Reading as Amended and Adoption**

**Cheryl Anderson, Director of Corporate Services - RDBN Fort Fraser Water  
Service Regulatory Amendment Bylaw No. 2087, 2025 and RDBN Fort Fraser  
Sewer Service Regulatory Amendment Bylaw No. 2088, 2025**

**2025-BM-211**

Moved by Director Storey

Seconded by Director Stoltenberg

1. That the Board rescind third reading of Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Amendment Bylaw No. 2087, 2025, give third reading as amended and adoption this 11<sup>th</sup> day of December, 2025.

2. That the Board rescind third reading of Regional District of Bulkley-Nechako Fort

Fraser Sewer Service Regulatory Amendment Bylaw No. 2088, 2025, give third reading as amended and adoption this 11<sup>th</sup> day of December, 2025.

CARRIED UNANIMOUSLY

### **Bylaw for Adoption**

**Cheryl Anderson, Director of Corporate Services - Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2093, 2025**

**2025-BM-212**

Moved by Director Stoltenberg

Seconded by Director Dekens

That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 2093, 2025 be adopted this 11th day of December, 2025.

### **ADMINISTRATION REPORTS**

**Cheryl Anderson, Director of Corporate Services - RDBN Committee Appointments 2026**

**2025-BM-213**

Moved by Director Moon

Seconded by Director Stoltenberg

That the Board ratify the Committee Appointments for 2026.

CARRIED UNANIMOUSLY

**Cheryl Anderson, Director of Corporate Services - RDBN Appointments 2026**

**2025-BM-214**

Moved by Director Riis-Christianson

Seconded by Director Dekens

That the Board ratify the following appointments for 2026:

Bankers: Bulkley Valley Credit Union

Lawyers: Stewart McDannold Stuart, Victoria, B.C.

Young Anderson, Vancouver, B.C.

Carvello Law Corp., Victoria, B.C.

Election Officers: Cheryl Anderson, Chief Election Officer

Wendy Wainwright, Deputy Chief Election Officer

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Signing Authority: Any two (2) of:  
Chairperson  
Vice-Chairperson  
Director from Electoral Area B (Burns Lake Rural)  
Director from Village of Burns Lake  
Chief Administrative Officer  
Chief Financial Officer  
Director of Corporate Services

Auditors: Beswick Hildebrandt Lund CPA.

CARRIED UNANIMOUSLY

**Cheryl Anderson, Director of Corporate Services - Electoral Area Directors (EAD) Forum - March 10-11, 2026 - Richmond, BC.**

**2025-BM-215**

Moved by Director Moon

Seconded by Director Riis-Christianson

1. That the Board authorize attendance of Rural Directors wishing to attend the Electoral Area Directors Forum March 10-11, 2026 in Richmond, BC.
2. That the Board authorize attendance of Rural Directors wishing to attend the Local Government Leadership Academy (LGLA) Forum March 11-13, 2026 in Richmond, BC.

CARRIED UNANIMOUSLY

**Cheryl Anderson, Director of Corporate Services - BC Natural Resources Forum - Minister Meeting Requests**

**2025-BM-216**

Moved by Director Elphee

Seconded by Director Stoltenberg

That the Board requests meetings at the BC Natural Resources Forum with Premier Eby, the Honourable Ravi Kahlon, Minister of Jobs and Economic Growth, the Honourable Bowinn Ma, Minister of Infrastructure, the Honourable Spencer Chandra Herbert, Minister of Indigenous Relations and Reconciliation, the Honourable Randene Neill, Minister of Water, Land and Resource Stewardship, the Honourable Adrian Dix, Minister of Energy and Climate Solutions and the Honourable Brittny Anderson, Minister of State for Local Government and Rural Communities regarding the health of the Nechako River.

CARRIED UNANIMOUSLY

The following was discussed:

- Regional CAOs met regarding major projects and camps in the region
- Meeting with a representative from the province to better understand what is being considered regarding camps
- Meetings at BC Natural Resource Forum around the health of the Nechako River
- Can request additional meetings if that is the wish of the Board.

**2025-BM-217**

Moved by Director Dekens

Seconded by Director Newell

That the Board request a meeting with BC Hydro, RDBN CAO and Board and RDBN member municipal CAOs at the BC Natural Resources Forum to discuss camps for BC Hydro's transmission line expansion in the region.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Lakes District Airport Society - Support for BC Air Access Program Applications**

**2025-BM-218**

Moved by Director Wiebe

Seconded by Director Riis-Christianson

1. That the Board support the Lakes District Airport Society's application to the BC Air Access Program for an Airport Master Plan at the Burns Lake Airport.
2. That the Board support the Lakes District Airport Society's application to the BC Air Access Program for Runway maintenance equipment at the Burns Lake Airport.
3. That the Board approve letters of support for both applications listed above.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Groundbreakers Youth on Farms Program - Electoral Area A (Smithers/Telkwa Rural)**

**2025-BM-219**

Moved by Director Stoltenberg

Seconded by Director Atrill

That the Board approve allocating \$9,885 in Regional Grant in Aid from the Area A (Smithers/Telkwa Rural) allocation to Groundbreakers Agricultural Association for the 2026 Youth on Farms Program.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Decker Lake Hall - Electoral Area B (Burns Lake Rural)**

**2025-BM-220**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

That the Board approve allocating \$12,000 in Regional Grant in Aid from the Electoral Area B (Burns Lake Rural) allocation to the Decker Lake Recreation Commission for new tables and a commercial dishwasher.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant to the District of Fort St. James - Healthcare Recruitment Project - Electoral Area C (Fort St. James Rural)**

**2025-BM-221**

Moved by Director Greenaway

Seconded by Director Elphee

That the Board approve a grant of \$15,000 to the District of Fort St. James from the Electoral Area C (Fort St. James Rural) Economic Development Service to support the work of the Healthcare Recruitment Project.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Mouse Mountain Parent Advisory Council - Electoral Area D (Fraser Lake Rural)**

**2025-BM-222**

Moved by Director Storey

Seconded by Director Lambert

That the Board approve allocating \$7,500 in Regional Grant in Aid from the Electoral Area D (Fraser Lake Rural) allocation to the Mouse Mountain Parent Advisory Council for school ski equipment.



CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Mapes Blackwater Sob Lake Community Club - Electoral Area F (Vanderhoof Rural)**

**2025-BM-223**

Moved by Director Moon

Seconded by Director Stoltenberg

That the Board approve allocating \$18,186 in Regional Grant in Aid from the Area F (Vanderhoof Rural) allocation to the Mapes/Blackwater/Sob Lake Community Club for a cemetery fencing project.

CARRIED UNANIMOUSLY

**Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Nechako Valley Exhibition Society - Electoral Area F (Vanderhoof Rural)**

**2025-BM-224**

Moved by Director Moon

Seconded by Director Moutray

That the Board approve allocating \$50,000, split between the Electoral Area F (Vanderhoof Rural) allocation of Regional Grant in Aid and the Area F (Vanderhoof Rural) Economic Development Service, to the Nechako Valley Exhibition Society for a Campground Development project at the Fair grounds.

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

- \* **Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant to Village of Burns Lake – Healthcare Recruitment Coordinator - Electoral Area B (Burns Lake Rural)**

**2025-BM-225**

Moved by Director Riis-Christianson

Seconded by Director Wiebe

That the Board approve a grant of \$15,000 to the Village of Burns Lake from the Electoral Area B (Burns Lake Rural) Economic Development Service for the Healthcare Recruitment project.

CARRIED UNANIMOUSLY

- \* **Nellie Davis, Manager of Strategic Initiatives and Rural Services-Grant in Aid - Lakes District Family Enhancement Society - Electoral Areas B (Burns Lake Rural) and E (Francois/Ootsa Lake Rural)**

**2025-BM-226**

Moved by Director Lambert

Seconded by Director Riis-Christianson

That the Board approve allocating \$13,250 in Regional Grant in Aid, \$11,600 from the Area B (Burns Lake Rural) allocation, and \$1,650 from the Area E (Francois/Ootsa Lake Rural) allocation, to the Lakes District Family Enhancement Society for a capital equipment upgrade project.

CARRIED UNANIMOUSLY

- \* **Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Grassy Plains Community Hall Association**

**2025-BM-227**

Moved by Director Lambert

Seconded by Director Riis-Christianson

That the Board approve allocating \$13,500 from the Area E (Francois/Ootsa Lake Rural) allocation of Regional Grant in Aid to the Grassy Plains Community Hall Association for an interior repair project.

CARRIED UNANIMOUSLY

- \* **Nellie Davis, Manager of Strategic Initiatives and Rural Services - Grant in Aid - Endako Rod and Gun Club - Electoral Area D (Fraser Lake Rural)**

**2025-BM-228**

Moved by Director Storey

Seconded by Director Moutray

That the Board approve allocating \$25,000 in Regional Grant in Aid from the Area D (Fraser Lake Rural) allocation to the Endako Rod and Gun Club for a safety berm project.

CARRIED UNANIMOUSLY

**Jason Blackwell, Regional Fire Chief - 911 Maintenance Contract**

**2025-BM-229**

Moved by Director Storey

Seconded by Director Greenaway

That the Board renew the contract with Tower Communications for the provision of 911 equipment and system maintenance for an additional five-year term starting January 1, 2026.

That the Board direct award the contract rather than go through a formal RFP process as Tower Communications is the only qualified company to provide the service within the RDBN that staff are aware of.

CARRIED UNANIMOUSLY

**John Illes, Chief Financial Officer - Financial Statements of Partners Involved in Service Delivery****2025-BM-230**

Moved by Director Greenaway

Seconded by Director Elphee

That the Board receive the Chief Financial Officer's Financial Statements of Partners Involved in Service Delivery memorandum.

CARRIED UNANIMOUSLY

**John Illes, Chief Financial Officer - Schedule of 2026 Budget Meetings****2025-BM-231**

Moved by Director Storey

Seconded by Director Lambert

That the Board receive the Chief Financial Officer's Schedule of 2026 Budget Meeting memorandum.

CARRIED UNANIMOUSLY

**Megan D'Arcy, Regional Agriculture Coordinator- RDBN Agriculture Water Assessment and Community Irrigation Study****2025-BM-232**

Moved by Director Moon

Seconded by Director Stoltenberg

That the Board receive the Regional Agriculture Coordinator's RDBN Agriculture Water Assessment and Community Irrigation Study memorandum.

CARRIED UNANIMOUSLY

Discussion took place regarding:

- RDBN Agriculture Water Assessment and Community Irrigation Study scope of work
- Expectations of the study and using a feasibility study to make a plan moving forward
- Upland Agricultural Consulting and Sound Waste Advise Consulting availability in January 2026 to present to the Board.

**Megan D’Arcy, Regional Agriculture Coordinator - Growing Opportunities Newsletter - Issue 31, November 2025**

**2025-BM-233**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Board receive the Regional Agriculture Coordinator's Growing Opportunities Newsletter - Issue 31, November 2025 memorandum.

CARRIED UNANIMOUSLY

\* **Scott Zayac, Director of Protective Services - Southside Rural Fire Protection Services Agreement Amendment**

**2025-BM-234**

Moved by Director Stoltenberg

Seconded by Director Lambert

That the Board accept the recommended amendment to the Southside Rural Fire Protection Services Agreement and renew the amended agreement for an additional 5-year term (2026 - 2030).

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE**

**Ministry of Environment and Parks - Response - CN Storage Areas for Creosote Ties**

**2025-BM-235**

Moved by Director Riis-Christianson

Seconded by Director Storey

That the Board receive the Administration Correspondence from the Ministry of Environment and Parks regarding CN Storage Areas for Creosote Ties.

CARRIED UNANIMOUSLY

**Ministry of Post-Secondary Education and Future Skills - UBCM Follow up RDBN Letter**

**2025-BM-236**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the Board receive the Administration Correspondence from the Ministry of Post Secondary Education and Future Skills regarding follow-up from UBCM RDBN Letter.

CARRIED UNANIMOUSLY

**Ministry of Post Secondary Education and Future Skills - Follow-up UBCM Joint Meeting with RDFFG**

**2025-BM-237**

Moved by Director Storey

Seconded by Director Wiebe

That the Board receive the Administration Correspondence from the Ministry of Post Secondary Education and Future Skills regarding follow-up from UBCM Joint Meeting with RDFFG.

CARRIED UNANIMOUSLY

**Union of B.C. Municipalities - 2025 Resolution Referred to UBCM Executive - Natural Resource Royalty Sharing with Watershed Association**

**2025-BM-238**

Moved by Director Storey

Seconded by Director Stoltenberg

That the Board receive the Administration Correspondence from the UBCM regarding the 2025 Resolution referred to UBCM Executive Natural Resource Royalty Sharing with Watershed Association.

CARRIED UNANIMOUSLY

**VERBAL REPORTS AND COMMITTEE CHAIR REPORTS**

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Village of Granisle - Director McGuire

- Light up in the Park went well with 75 people in attendance for the barbeque hosted by the Village of Granisle Volunteer Fire Department
- Light-up Contest taking place December 13 & 14 for the house with the best Christmas lights
- Granisle Mine will host a community Christmas Dinner
  - Continue to provide the dinner although the mine is closed
  - Approximately 75 people attended in 2024 with 50 take out meals being delivered
  - There will be two seatings for dinner
- Seniors Building completed and awaiting Provincial sign off by the engineers for occupancy
  - 7 of the 12 residences have been spoken for
  - 1 and 2 bedroom units with a cap for the highest rental rate and based on affordability
  - Open houses will be taking place.

Village of Burns Lake - Director Wiebe

- Light up event in Burns Lake took place November 28th
- Christmas Parade will take place December 12th
- Lakes District Hospital and Health Centre Emergency Room will be closed 5 consecutive days between Christmas and New Year's.

Electoral Area E (Francois/Ootsa Lake Rural) - Director Lambert

- Met with the Southside BC Ambulance Unit Chief
  - 12 members currently
  - Investigating adding an additional Ambulance vehicle
- Had quarterly Nations meeting on the Southside
- Attended the Southside Volunteer Fire Department Community meeting.

Electoral Area C (Fort St. James Rural) - Director Greenaway

- Attended the following meetings:
  - NCLGA meeting November 28 and 29 in Prince George
  - Fort St. James Recruitment Roundtable meeting
  - Received an invitation from Director Elphee to attend a meeting with the

Thursday, December 11, 2025

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### Ministry of Transportation and Transit and District of Fort St. James

- Brushing on Highway 27 and Sowchea Bay Road
- New walkway on Stewart River bridge
- Northern Health
  - Determine next steps to work together regarding hiring a recruiter for the Fort St. James area
    - Most of the funding is in place to move forward
    - Expressed appreciation to Nak'azdli Whut'en, District of Fort St. James and RDBN
    - Director Elphee working with Northern Health to develop a video showcasing the area
    - Director Greenaway working with the University of Northern B.C. to encourage medical students to consider Fort St. James for work placement
    - Scheduling meetings to continue conversation.

### Town of Smithers - Director Atrill

- NCLGA President Update:
  - Attended NCLGA meeting November 28 & 29 in Prince George
    - Focusing on finance - membership fee review at AGM
    - Encouraged everyone to have a look at the NCLGA website
      - Find updates regarding advocacy and resolutions
    - Upcoming webinar focusing on needs in a Psychiatric Hospital for Northern BC
    - Planning for AGM and Conference in May 2026 underway.
- Town of Smithers - Update:
  - Focusing on the Smithers Regional Airport
    - Bringing forward requests to Town Council in the future
  - Public engagement regarding the new Public Library
  - Community Events
    - Encouraging support shopping local
    - Plaid Friday
    - Christmas on Main
    - Acknowledged the passing of John Fisher, father of past RDBN Director Mark Fisher.

### Electoral Area F (Vanderhoof Rural) - Director Moon

Thursday, December 11, 2025

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- Cattle Sale Yard - \$75 million through yard between spring and fall auctions in 2025
  - Number of cattle down
  - Bred female sale - 2 farm dispersals
  - Encourage young people to continue ranching/farming
- Involved with the Vanderhoof Centennial Celebration planning
  - Regional District providing funding for tents for Seniors with the support of the Vanderhoof Men's Shed
  - Encourage shop local and support local charities during the holiday season.

#### Electoral Area A - (Smithers/Telkwa Rural) - Director Stoltenberg

- Phase 3 of the Cycle 16 Trail has stopped construction for the winter.

#### Electoral Area B - (Burns Lake Rural) - Director Riis-Christianson

- As a member of the Burns Lake Health Care Recruitment Committee met with Northern Health requesting specific statistics regarding recruitment
- Met with Chair Parker, RDBN staff and the Ministry of Citizens Services'
  - Access to poles for fibre install by ISPs
    - the Ministry has reached out and hopes to have a resolution soon
  - Deteriorating cell phone service levels along Highway 16
    - The Ministry has collected data and will share in January 2026
    - Created a dashboard to discuss cell service with providers.

#### District of Vanderhoof - Director Moutray

- New Economic Development Officer
- College of New Caledonia (CNC)
  - Modified community transition table
    - CNC did not attend
    - Advocacy that CNC increases service levels and participation in the region
- Brink Group has implemented layoffs at its facilities
  - Reassess in January 2026
- December 6 - Parade of Lights with great floats
  - Good to see the support for local businesses
- Attended Rio Tinto meeting December 10th
  - Precipitation at 107% of long-term average.



Thursday, December 11, 2025

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District of Fort St. James - Director Elphee

- Met with College of New Caledonia
  - Received unexpected news that they are closing the campus in Fort St. James
  - Each campus will be analyzed and closures will be on a case by case basis
  - Challenges regarding the loss of international student revenue
  - Meeting in early 2026 and to look at business partnerships
  - Met with Chief Erickson, Nak'azdli Whut'en and District of Fort St. James to partner in encouraging the College to remain in the community and continue to provide courses
- Moonlight Madness and Fireworks display took place in November.

Village of Fraser Lake - Director Storey

- Cross Country Ski Trail is ready with 10 kms of trail
  - the Trail can be used in the summer for bikes
  - A maintenance contractor was approved at Village Council Meeting on December 10th
- Approved Purple Air Monitor
- Charity Hockey Game December 23<sup>rd</sup>
- Thank you to Chair Parker for supporting the dance for the community kids
- Anticipating a shortage of RCMP officers in Fraser Lake
  - Advocacy to encourage recruitment.

Chair/Electoral Area D (Fraser Lake Rural) - Chair Parker

- Positive meeting with the Honourable Diana Gibson, Minister of Citizens' Services
- Attended the Fraser Lake Parade of Lights on Friday, December 5th and Vanderhoof's Parade of Lights on Saturday, December 6th
- Attended the Fort Fraser Livestock AGM and provided an RDBN update
- Focus on the Windfarm proposals in the region
  - Engagement in Areas C, D and F
  - 5 major projects submitting a call for power with BC Hydro
  - Potential impacts to 100s of hectares of land
  - Receiving calls from concerned residents
  - Monitoring and engagement process by the BC Energy Regulator
- Fort Fraser Community Commission meeting scheduled for December 15th at the RDBN Office Building
  - Budget discussions

Thursday, December 11, 2025

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- Chlorination of water
  - Some public concerns
  - Held a public meeting with Northern Health in attendance.

The Board expressed appreciation for one another and staff and wished everyone a happy holiday season.

### **RECEIPT OF VERBAL REPORTS**

#### **2025-BM-239**

Moved by Director Stoltenberg

Seconded by Director Dekens

That the Board receive the various Directors' verbal reports.

CARRIED UNANIMOUSLY

### **NEW BUSINESS**

#### **College of New Caledonia Invitation to Attend Future Board Meeting**

#### **2025-BM-240**

Moved by Director Storey

Seconded by Director Greenaway

That the Board invite the College of New Caledonia President to an in-person delegation at a future Board meeting to discuss the potential closure of the Fort St. James campus.

CARRIED UNANIMOUSLY

#### **Minister of Health Invitation to Attend a Future Board Meeting**

#### **2025-BM-241**

Moved by Director Greenaway

Seconded by Director Riis-Christianson

That the Board invite the Honourable Josie Osborne, Minister of Health to a future Board meeting to discuss the proposed March 2026 changes to Health Authorities.

CARRIED UNANIMOUSLY

#### **Meeting with BC Hydro at the BC Natural Resources Forum, January 20-22, 2026 in Prince George**

Thursday, December 11, 2025

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Director Moon spoke of the delegation from BC Hydro that attended a past RDBN meeting and talked about private property rights and approaching property owners and ranchers with respect and consideration as the transmission line expansion project moves forward. Director Moon noted the challenges that she has been made aware of regarding BC Hydro accessing property and ranch lands.

Moved by Director Moon

Seconded by Director Lambert

That the Board, if successful in securing a meeting with BC Hydro at the BC Natural Resources Forum January 20-23, 2026 in Prince George, discuss working with property owners and encourage engagement and further discussion to address challenges.

CARRIED UNANIMOUSLY

Discretionary Fund for Electoral Area Directors

Director Lambert brought forward the possibility of Electoral Area Directors having a discretionary fund.

Moved by Director Lambert

Seconded by Director Stoltenberg

That the draft 2026 Budget include consideration of a discretionary fund.

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**  
**COMMITTEE OF THE WHOLE MEETING**  
**MINUTES**

**Thursday, January 15, 2026**

Directors Present: Chair Mark Parker  
 Gladys Atrill  
 Shane Brien  
 Leroy Dekens  
 Martin Elphee  
 Judy Greenaway - via Zoom  
 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  
 John Illes, Chief Financial Officer  
 Nellie Davis, Manager of Strategic Initiatives and Rural Services - left at 11:28 a.m.  
 Wendy Wainwright, Deputy Director of Corporate Services  
 Scott Zayac, Director of Protective Services - left at 10:57 a.m., returned at 11:00 a.m.

Others: Susan Stanford, Assistant Deputy Minister, Ministry of Citizens' Services -left at 10:56 a.m.  
 Jeanne Holliss, Executive Director, Connected Communities, Ministry of Citizens' Services - left at 10:56 a.m.  
 Michael Jeffery, Director, Network BC, Ministry of Citizens' Services - left at 10:56 a.m.  
 Krista Zens, Director, Data and Analytics, Ministry of Citizens' Services - left at 10:56 a.m.

Thursday, January 15, 2026

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Megan Chadwick, Director, Community Relations,  
Ministry of Citizens' Services - left at 10:56 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**

**January 15, 2026**

**2026-COWM-043**

Moved by Director Stoltenberg

Seconded by Director McGuire

That the Committee of the Whole Agenda for January 15, 2026 be approved; and that the Supplementary Agenda be dealt with at this meeting.

CARRIED UNANIMOUSLY

### **MINUTES**

**Committee of the Whole Minutes - November 6, 2025**

**2026-COWM-044**

Moved by Director Dekens

Seconded by Director Elphee

That the Committee of the Whole Meeting Minutes of November 6, 2025 be approved.

CARRIED UNANIMOUSLY

### **DELEGATIONS**

#### **Ministry of Citizens' Services - via Zoom**

Susan Stanford, Assistant Deputy Minister

Jeanne Holliss, Executive Director, Connected Communities

Michael Jeffery, Director, Network BC

Thursday, January 15, 2026

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Krista Zens, Director, Data and Analytics  
Megan Chadwick, Director, Community Relations  
Re: Cellular Drive Data Study Overview

Chair Parker welcomed Susan Stanford, Assistant Deputy Minister, Jeanne Holliss, Executive Director, Connected Communities, Michael Jeffery, Director, Network BC, Krista Zens, Director, Data and Analytics, Megan Chadwick, Director, Community Relations, Ministry of Citizens' Services.

A PowerPoint Presentation was provided.

#### BC Cellular Drive Study Overview

- Highway Cellular in B.C.
- Why a Cellular Drive Study?
- Cellular Drive Study Rollout
- Cellular Drive Study Findings
- New Picture of Highway Cellular in B.C.
- Highways with the most significant coverage gaps
- RDBN Highway Cellular Findings
- Cellular Drive Study Dashboard
- Going Forward
- Evolving Satellite-to-Cellular Services.

The following was discussed:

- Breakdown by service provider
  - Depending on service carrier a person travelling the highways may or may not have coverage
  - The dashboard can provide that detail and view road segments closely
- Highway 27 coverage
- Range of signal levels in correlation to bars of service on a phone
- Safety on Highway 16 in the event of an accident
  - Inability to call 911 and having to travel to access cell service
  - Reported incident to Telus
- Intermittent changes in service levels depending on the day
  - Vegetation and high volumes of precipitation may impact cellular service
  - Carriers can have technical challenges
- Ministry of Citizens' Services will bring the Cellular Drive Study forward to the carriers along highways

Thursday, January 15, 2026

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- 4G vs. 5G access and impacted coverage
  - Carriers are looking into concerns regarding the changes in service levels
  - Changing phone settings from 5G to 4G may improve service levels
- Highway 118
  - Steps to increase coverage
  - Sharing information with Telecommunication carriers
- Satellite cellular coverage
  - Rogers is using for texting
  - Apple has satellite option on newer devices
  - Other Telcoms working on initiatives
  - Unpopulated sections Telcoms investigating satellite options
  - Cellular to satellite coverage
- Study looked at 10kms sections of highway
  - Can be a significant distance in the event of an emergency if it is an area of no cellular coverage
  - Carriers utilize the 10kms distance threshold when reviewing equipment requirements to bridge distances for service levels
- Dashboard is not yet available to the public
  - Snapshot in time
  - Process to release access to the dashboard
  - Reach out to Ministry of Citizens' Services if there is any information from the Dashboard the Board would like to review
- Federal Government readdressing how it amassess cellular data from providers
- Union of B.C. Municipalities work along 911 and land line levy
  - Technological shift in relation to mobile technology
  - 911 levy for cellular providers
- Ministry of Citizens' Service shared the data with Innovation, Science and Economic Development Canada (ISED) and the Canadian Radio-television and Telecommunications Commission (CRTC)
  - Use the data to improve how coverage mapping is displayed for Canadians
  - New consultation opening to ask all Canadians and experts in telecommunications
  - CRTC wanting more granular data from service providers
  - Reviewing satellite to cell service mapping
  - Province intending to participate
- Newer devices vs. older devices to access satellite service on cellular devices
  - Ministry of Citizens' Service will provide additional information
- Opportunity for feedback.

Thursday, January 15, 2026

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Chair Parker thanked Assistant Deputy Minister Stanford, Mr. Jeffery, Mss. Holliss, Zens and Chadwick for attending the meeting.

## **ADMINISTRATION REPORTS**

### **Nellie Davis, Manager of Strategic Initiatives and Rural Services - 2026 Regional Grant in Aid**

#### **2026-COWM-045**

Moved by Director Riis-Christianson

Seconded by Director Stoltenberg

That the Committee recommend that the Board approve carrying unspent Regional Grant in Aid from the 2025 Budget into the 2026 Regional Grant in Aid budget.

CARRIED UNANIMOUSLY

### **Nellie Davis, Manager of Strategic Initiatives and Rural Services - Community Works Funds for Topley Fire Hall Generator Project - Electoral Areas G (Houston/Topley Rural) and B (Burns Lake Rural)**

#### **2026-COWM-046**

Moved by Director Riis-Christianson

Seconded by Director Newell

1. That the Board authorize contributing up to \$57,600 of Electoral Area G (Houston/Granisle Rural) and \$14,400 of Electoral Area B (Burns Lake Rural) Canada Community-Building Fund BC allocation monies to a Fire Hall Infrastructure project at the Topley Fire Hall, and further,  
**(participants/weighted/majority)**
2. That the Board authorize the withdrawal of up to \$72,000 from the Federal Gas Tax Reserve Fund.

CARRIED UNANIMOUSLY

### **John Illes, Chief Finance Officer - Changes in Market and Non-Market Assessments**

#### **2026-COWM-047**

Moved by Director Dekens

Seconded by Director Wiebe

That the Committee receive the Chief Financial Officer's Changes in Market and Non-Market Assessments memorandum.



Thursday, January 15, 2026

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CARRIED UNANIMOUSLY

Chief Financial Officer Illes provided an overview of the changes in market and non-market assessments.

Discussion took place regarding:

- Loss of major industry
- Outcome with no change to requisition
- Single family residential classes average market increase of 3.64%
- Compared change of requisition for each jurisdiction from 2025 to 2026 and percentage of Total RD Assessments 2026 to 2025
- Simplifying the information in the tax notices provided to residents
- Decrease in non-market assessments and increased market assessment
- Electoral Area E - 2026 Requisition for major services only
  - Includes all assessments
- Taxation increase dependent on requisition for services that the Board is wanting to provide
- Reclassification of farmland to single family residential
- Anticipated major projects for 2026
- Dismantling of mill sites will see a further decrease in industrial taxation
- Hospital District Assessment
- Average house price in Smithers and anticipated taxation
  - Increase in new homes in Smithers
- BC Assessment appeal process
  - Providing BC Assessment information on RDBN website.

**Wendy Wainwright, Deputy Director of Corporate Services - Canada's Remote and Rural Broadband Conference (CRRBC)- Director Riis-Christianson Follow up**

**2026-COWM-048**

Moved by Director Riis-Christianson

Seconded by Director Lambert

That the Committee receive the Deputy Director of Corporate Services' Canada's Remote and Rural Broadband Conference (CRRBC) - Director Riis-Christianson Follow up memorandum.

CARRIED UNANIMOUSLY

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**ADMINISTRATION CORRESPONDENCE****Office of the Premier/The Honourable Brittney Anderson, Minister of State for Local Governments and Rural Communities - UBCM Follow-up****2026-COWM-049**

Moved by Director Elphee

Seconded by Director Dekens

That the Committee receive the Administration Correspondence from the Office of the Premier/The Honourable Brittney Anderson, Minister of State for Local Governments and Rural Communities regarding UBCM Follow-up.

CARRIED UNANIMOUSLY**Ministry of Forests - Community Resiliency Investment (CRI) Program Funding****2026-COWM-051**

Moved by Director Lambert

Seconded by Director Wiebe

That the Committee receive the Administration Correspondence from the Ministry of Forests regarding Community Resiliency Investment (CRI) Program Funding.

CARRIED UNANIMOUSLY**Ministry of Water, Land and Resource Stewardship - Response - Health and Restoration of the Nechako River****2026-COWM-052**

Moved by Director Stoltenberg

Seconded by Director Brien

That the Committee receive the Administration Correspondence from the Ministry of Water, Land and Resource Stewardship regarding the Health and Restoration of the Nechako River.

CARRIED UNANIMOUSLY**North Central Local Government Association - 2025 Mental Health and Addictions Accord****2026-COWM-053**

Moved by Director McGuire

Thursday, January 15, 2026

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Seconded by Director Elphee

That the Committee receive the Administration Correspondence from the North Central Local Government Association regarding the 2025 Mental Health and Addictions Accord.

CARRIED UNANIMOUSLY

**Union of B.C. Municipalities - Canada Community - Building Fund-Second Community Works Fund Payment 2025 - 2026**

**2026-COWM-054**

Moved by Director Lambert

Seconded by Director Stoltenberg

That the Committee receive the Administration Correspondence from the Union of B.C. Municipalities regarding the Canada Community - Building Fund - Second Community Works Fund Payment 2025-2026.

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**\* ADMINISTRATION REPORT**

**\* Shari Janzen, Community Development Coordinator - 2026 Regional Business Forum**

**2026-COWM-055**

Moved by Director Storey

Seconded by Director Moutray

That the Committee receive the Community Development Coordinator's 2026 Regional Business Forum memorandum.

CARRIED UNANIMOUSLY

**IN-CAMERA MOTION**

**2026-COWM-056**

Moved by Director Stoltenberg

Seconded by Director Dekens

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

Thursday, January 15, 2026

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- Board Relations.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

**2026-COWM-057**

Moved by Director Stoltenberg

Seconded by Director Newell

That the meeting be adjourned at 11:28 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  
MINUTES**

**Thursday, January 15, 2026**

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

Staff: Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
John Illes, Chief Financial Officer  
Jason Blackwell, Regional Fire Chief  
Wendy Wainwright, Deputy Director of Corporate Services  
Scott Zayac, Director of Protective Services

Others:

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**CALL TO ORDER**

Chair Riis-Christianson called the meeting to order at 12:50 p.m.

**AGENDA**

**January 15, 2026**

**2026-RSC-021**

Moved by Director Stoltenberg

Seconded by Director Parker

That the Rural Services Committee Agenda for January 15, 2026 be approved.

CARRIED UNANIMOUSLY

Thursday, January 15, 2026

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## **MINUTES**

### **Rural Services Committee Meeting Minutes - November 6, 2025**

#### **2026-RSC-022**

Moved by Director Stoltenberg

Seconded by Director Greenaway

That the Rural Services Committee Meeting Minutes of November 6, 2025 be approved.

CARRIED UNANIMOUSLY

## **IN-CAMERA MOTION**

#### **2026-RSC-023**

Moved by Director Newell

Seconded by Director Lambert

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

- Labour Relations.

CARRIED UNANIMOUSLY

## **ADJOURNMENT**

#### **2026-RSC-024**

Moved by Director Parker

Seconded by Director Lambert

That the meeting be adjourned at 12:54 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:** Cameron Kral, Planner

**Date:** January 29, 2026

**Subject:** **Rezoning Application RZ C-01-25 First, Second and Third Reading for Rezoning Bylaw No. 2101, 2026**

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

That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2101, 2026 be given first, second and third readings.

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### **EXECUTIVE SUMMARY**

This application proposes to amend the text of the Waterfront Residential II (R4 Zone) in the Zoning Bylaw to allow two Single Family Dwellings without Secondary Suites on the subject property. The proposed rezoning would allow the applicant to construct two detached dwellings without increasing the maximum permitted density on the property. The R4 Zone only allows either one Single Family Dwelling with an attached Secondary Suite, or one Two Family Dwelling.

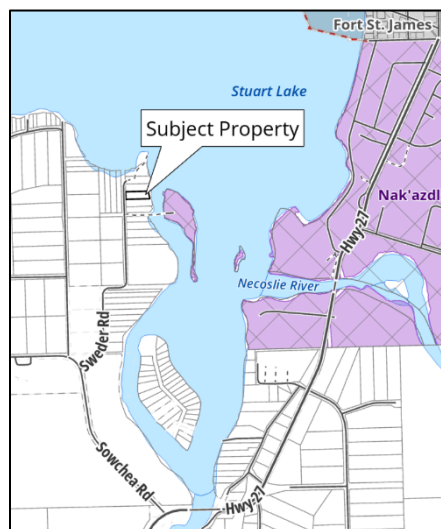
The proposal aligns with the Official Community Plan's policies for considering a second Single Family Dwelling and no negative impacts are anticipated. Planning Department staff recommend that Bylaw No. 2101, 2026 receive first, second and third readings.

## APPLICATION SUMMARY

<b>Name of Agent / Owner:</b>	Timothy Shumaker
<b>Electoral Area:</b>	Electoral Area C (Fort St. James Rural)
<b>Subject Property:</b>	1238 Sweder Road, legally described as Lot A, District Lot 1268, Range 5, Coast District Plan, EPP146626.
<b>Property Size:</b>	0.12 ha (1.3 ac)
<b>OCP Designation:</b>	Lakeshore (L) Designation in Fort St. James Rural Official Community Plan Bylaw No. 2054, 2024 (the OCP)
<b>Zoning:</b>	Waterfront Residential II Zone (R4) in Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 (the Zoning Bylaw)
<b>Building Inspection</b>	Within the Building Inspection area
<b>Fire Protection</b>	Within the Fort St. James Rural Fire Protection Area
<b>Existing Land Uses:</b>	None
<b>Location:</b>	Approximately 1.2 km southwest of the District of Fort St. James and less than 100 m west of Nak'azdli IR 1.

## PROPOSAL

The applicant purchased the subject property from the Province in 2025. At the time, the property contained two Single Family Dwellings (a principal dwelling and a smaller second dwelling used as a guesthouse) and a storage building. Due to their poor condition, the principal dwelling and storage building have been demolished. The RDBN has no building permit records for the subject property.





The applicant wishes to build a new 3-bedroom dwelling and restore or rebuild the existing 1-bedroom dwelling. The R4 Zone permits a maximum density of one Single Family Dwelling with an attached Secondary Suite, or one Two Family Dwelling. The two detached dwellings being proposed are not permitted by the R4 Zone. Therefore, the applicant is proposing to amend the R4 Zone to allow two detached Single Family Dwellings without Secondary Suites on the subject property.

## **DISCUSSION**

### **Official Community Plan**

The subject property is designated Lakeshore (L) pursuant to the OCP. The intent of the L Designation is to accommodate the demand for residential development in close proximity to Stuart Lake and any other lake in the Plan area.

Section 3.5.2 of the OCP contains the following L Designation policies related to the proposal:

*(9) Rezoning applications to allow a 2<sup>nd</sup> single family dwelling on a parcel in a Residential Zone may only be considered under the following circumstances.*

*(d) It has been demonstrated that any existing on-site sewage disposal system is authorized by Northern Health and is in good working order.*

*(d) It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*

*(d) The development is compatible with adjacent land uses and maintains the rural character of the area; and,*

*(d) The parcel is not located within a floodplain or on other hazard lands.*

*(10) Only one single family dwelling shall be permitted on a parcel in a Residential Zone.*

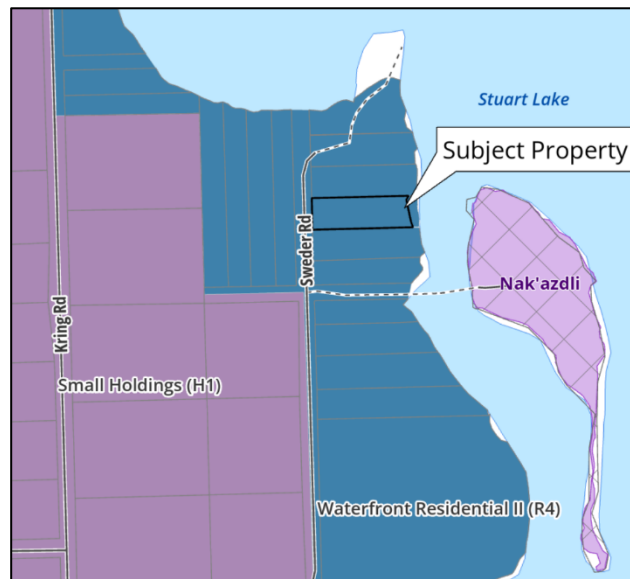
Staff note OCP policy 3.5.2(10) states only one Single Family Dwelling shall be permitted on a parcel in a Residential Zone. However, OCP policy 3.5.2(9) outlines several conditions for the consideration of a rezoning application to allow a second Single Family Dwelling.

The applicant provided the attached septic report from a Professional Engineer. Staff note a discrepancy between the development proposed in the septic report and this rezoning application. However, the applicant has provided an email from the Engineer clarifying the septic system in the report can support the proposed development (see Applicant Submission).

Approximately 40 per cent of the subject property is designated as Floodplain under Section 12(a)(iv) of Floodplain Management Bylaw No. 1878, 2020 (the Floodplain Management Bylaw). New construction must comply with floodplain setbacks and elevation levels as prescribed in the Floodplain Management Bylaw.

## Zoning

The subject property is zoned Waterfront Residential II Zone (R4) pursuant to the Zoning Bylaw. As noted previously, the R4 Zone only allows either one Single Family Dwelling with an attached Secondary Suite, or one Two Family Dwelling. Under the proposed R4 Zone amendment, up to two Single Family Dwellings without Secondary Suites would be permitted on the subject property without increasing the maximum permitted density.



## Staff Comments

Conformity with Northern Health regulations and the Floodplain Management Bylaw is ensured during the Building Permit process. There are no known notable wildlife or ecological values identified in the OCP on the subject property. In staff's opinion, the proposal is consistent with the OCP, and no negative impacts are anticipated.

## PUBLIC NOTICE

Pursuant to Section 464(3) of the *Local Government Act* (LGA), a local government must not hold a public hearing on a proposed zoning bylaw if:

- (a) an official community plan is in effect for the area that is the subject of the zoning bylaw,
- (b) the bylaw is consistent with the official community plan,
- (c) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and
- (d) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development.

The applicant's proposed rezoning meets the requirements of Section 464(3) of the LGA; therefore, a public hearing is not permitted.

Notice of this application was published on the RDBN's website, the RDBN Official Facebook page, the RDBN's Public Notice Posting Place, and in the January 15, 2026 edition of the Caledonia Courier. The notice informed the public of the date and location of the Board's consideration of first reading of the bylaw and their ability to provide written input. Property owners and tenants within 200 m of the subject property were sent a similar notice and the applicant has posted a sign along Sweder Road.

## **REFERRAL RESPONSES**

The **Electoral Area C Advisory Planning Commission** supported the application at their January 13, 2026 meeting.

The **RDBN Building Inspectors** have no concerns.

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

No response from **Nak'azdli First Nation** was received at the time this report was written. Any response received will be included on the supplemental agenda.

## **ATTACHMENTS:**

- Zoning Amendment Bylaw No. 2101, 2026
- [Applicant Submission](#) (Link)
- [Site Visit Photos](#) (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. 2101, 2026**

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

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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:

- (3) 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 A, District Lot 1268, Range 5, Coast District, Plan EPP146626.

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2101, 2026".

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2101, 2026".

DATED AT BURNS LAKE this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_

Corporate Administrator

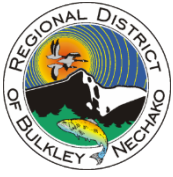
ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_

Chairperson

\_\_\_\_\_

Corporate Administrator



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Danielle Patterson, Senior Planner  
**Date:** January 29, 2026  
**Subject:** **ALR Non-Farm Use (Removal of Soil) Application No. 1277 – Electoral Area A (Smithers/Telkwa Rural)**

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

That Agricultural Land Reserve Non-Farm Use Application No. 1286 be recommended to the Agricultural Land Commission for approval. Further, that the ALC ensure appropriate reclamation of the site post-event.

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### BACKGROUND

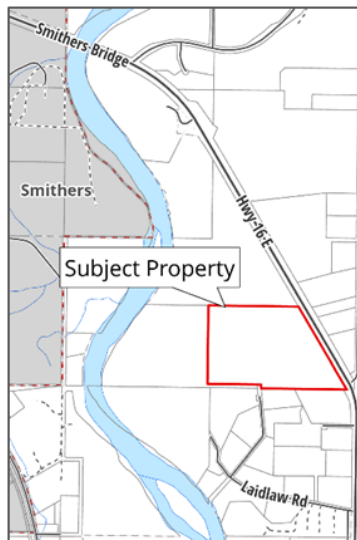
The applicant is requesting Agricultural Land Commission (ALC) approval for a Non-Farm Use Application to host a three-day secondary school reunion on the subject property, called "Smithers 80s High School Reunion" (the Reunion). The applicant estimates there will be 750 graduates and their guests in attendance.

Planning staff believe the Reunion has the potential to highlight the region's agriculture by bringing former residents and their guests into the Bulkley Valley and it appears the Reunion would have limited potential for negative impacts to agriculture. Given this, Planning staff recommend the proposal be forwarded to the ALC with a recommendation of support subject to the ALC ensuring post-event site reclamation.

Planning staff note the Reunion also requires a Special Events License from the RDBN.

### APPLICATION SUMMARY

<b>Name of Agent / Owner:</b>	Kenton Delwisch (Agent)/Stephen Hug (Owner)
<b>Electoral Area:</b>	Area A (Smithers/Telkwa Rural)
<b>Subject Property:</b>	1545 Highway 16 East, legally described as Lot 2, Section 20, Township 4, Range 5, Coast District, Plan BCP25354 (PID 026-787-725)
<b>Property Size:</b>	27.1 ha (~67 ac)
<b>OCP Designation:</b>	Agriculture (AG) pursuant to the Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014 (the OCP)
<b>Zoning:</b>	Agricultural (Ag1) in "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw)
<b>Existing Land Uses:</b>	Cattle grazing/residential/remediated gravel extraction
<b>Location:</b>	Approximately 475 m west of the Town of Smithers 1.8 km south of the Smithers Bridge. There are approximately 165 dwellings within a 1 km radius of the subject property.
<b>Non-Farm Use Area:</b>	Approximately 8 hectares
<b>Proposed Fill:</b>	Not applicable
<b>Location Map:</b>	



## PROPOSAL

The applicant is requesting Agricultural Land Commission (ALC) approval for a Non-Farm Use application to host a three-day secondary school reunion on the subject property, called "Smithers 80s High School Reunion" (the Reunion). The ALC confirmed the proposed Reunion requires an ALC Non-Farm Use application.

The Reunion is for the Smithers Secondary School and Bulkley Valley Christian School graduating classes of 1980 to 1989 and their registered guests. The Reunion requires pre-registration, and the applicant is anticipating 750 graduates to attend. The Reunion is scheduled for July 31, 2026 to August 3, 2026. The Reunion will require additional time for setup and takedown.

### Subject Property Map



Figure 1: Proposed Reunion site plan. See applicant's [ALC submission – Campsite Design](#) for full-scale site plan.

## DISCUSSION

### **Professional Agrologist Letter and Site Remediation Plans**

The application includes an initial site inspection letter from a Professional Agrologist, stating no lasting effects on the agricultural capabilities of the area are anticipated. The applicant states enhancement of 2 hectares of land for pasture, including the lands used for the Reunion, was completed in July 2025. This involved clearing timber, brush, stumps, and rocks; grading and shaping lands; topsoil placement; and seeding. A site remediation plan was not provided as there are no plans for permanent structures or fill.

### **Official Community Plan**

The subject property is designated Agriculture (AG) under the OCP. The intent of this designation is to preserve the land for the purposes of farming and other related activities. Section 3.1.2 of the OCP contains the following policies that may be relevant to the application:

- (1) Agriculture and other compatible uses of land may be permitted.*
- (6) Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.*
  - (a) There is limited agricultural potential within the proposed area.*
  - (b) Soil conditions are not suitable for agriculture.*
  - (c) Neighbouring uses will not be compromised.*
  - (d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
  - (e) The application is in the best interest of the community.*
  - (f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
  - (g) And, traffic management issues will be considered and addressed appropriately.*
- (16) The Province is encouraged to support local agricultural operations to ensure their long-term viability.*

Section 4.5.2 of the OCP contains the following general transportation policies related that may be relevant to this application:

- (3) The Ministry of Transportation and Infrastructure shall, wherever possible, be encouraged to accommodate safe pedestrian and bicycle use of public roads.*
- (4) Off-street parking regulations in the zoning bylaw shall ensure a free-flow of traffic on public roads.*

### **Zoning**



The subject property is zoned Agricultural (Ag1) pursuant to the Zoning Bylaw. The applicant has applied for a Special Events License which serves as RDBN approval for the Reunion pursuant to the General Provisions of the Zoning Bylaw while also avoiding the need for a Temporary Use Permit application.

### **Relevant ALC Application History**

In 2011 the ALC approved a Notice of Intent (NOI) for Aggregate Extraction (ALC Application #28728), to extract 500 to 1,500 cubic metres of aggregate per year for a period of ten years, subject to conditions. Conditions included land levelling, site remediation, and stripping and salvaging of topsoil.

The applicant states that the property owner completed remediation for the former gravel extraction operation. This included replacing the previously stripped soils and organics and spreading and grading.

### **Agricultural Capability**

Both Canada Land Inventory mapping indicates that approximately 67 per cent of the subject property is a mix of 60% Class 3C/40% Class 4 M and approximately 33 per cent is Class 6T. Planning staff note that Class 3 soils are a prime soil class (see Appendix A for further details).

### **Special Events License Considerations**

The Special Events License approval process includes a review of a range of issues such as:

- Building Inspector review of the mainstage and other structures;
- Confirmation of Provincial approvals (liquor licensing, food safety, access permits, etc.);
- An RCMP referral; and
- Neighbourhood impact considerations such as hours of operation.

Once the Board has considered ALR 1286, staff will bring forward the Special Events License to the Board for consideration. If the Board supports the Reunion proposal, staff intend to include ALC approval of the proposed non-farm use as a condition of the Special Events License.

### **Letters of Support and Referrals Responses**

The applicant has provided letters for support from The Town of Smithers Council, ten neighbours, and WSP Canada (see Attachments for letters).

The **RDBN Agriculture Coordinator** wrote, "I agree with the agrologist that was consulted as part of the application that this one time event will not impact the long-term agriculture capability of this property".

The **Electoral Area A Advisory Planning Commission** unanimously supported the application at their January 5, 2026 meeting.

The **Ministry of Agriculture and Food** provided a response letter. The letter notes the Reunion has no benefit to agriculture and could create land use conflicts. Despite this, the Ministry's letter noted the short duration of the event; the Ministry's appreciation for the applicant's contact with affected parties; that the lower campground site is the better location on the property for such an event; the economic boost to the area the Reunion could bring to the Smithers area; and that the Reunion is unlikely to impact the property's agricultural integrity with appropriate post-event reclamation (see Attachments for letter).

At the time of writing this report, no response was received from the **Village of Telkwa**. Any response received will be included on the Supplemental Agenda.

Given the **Town of Smithers Council** provided a letter of support, the application was not referred to the Town of Smithers. The application was not referred to **MoTT**, as the Ministry confirmed in writing that no permits are required.

Referrals to Protective Services, Building Inspection, and the RCMP, would occur as part of the Special Events License process.

#### **ATTACHMENTS:**

- Appendix A – Agriculture Capability
- Appendix B – Surrounding ALR Applications
- ALC submission:
  - Campsite design ([link](#))
  - Application and letters ([link](#))
- Ministry of Agriculture and Food referral response letter

#### **STRATEGIC PLAN ALIGNMENT:**

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

##### 4. Community and Economic Sustainability

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

4.1 Learn the needs of the tourism sector and explore ways to support and advance tourism in the region.



January 13, 2026

Deneve Vanderwolf  
 Planning Technician/Regional Transit Coordinator  
 Regional District of Bulkley-Nechako  
[Deneve.VanDerwolf@rdbn.bc.ca](mailto:Deneve.VanDerwolf@rdbn.bc.ca)

**Sent by email**

Dear Deneve:

**Re: File No. ALR 1286 (ALC File: 105835) – Non-Farm Use Application at 1545 Highway 16 East (PID: 026-787-725) – The Subject Property**

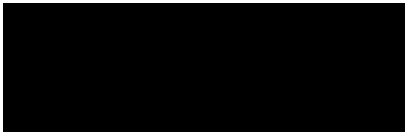
Thank you for providing Ministry of Agriculture and Food (Ministry) staff the opportunity to comment on File No. 1286 ALR NFU that proposes a large-scale three day Secondary School reunion event that includes camping, entertainment and other associated uses on the Subject Property. From an agricultural planning perspective, Ministry staff offer the following comments:

- Ministry staff appreciate the effort that the applicant has put forth regarding contacting interested/affected parties such as the RCMP, Ministry of Transportation and Transit, etc., as well as obtaining letters of support from adjacent neighbours and hiring an agrologist to conduct a preliminary assessment of the event's potential agricultural impact to the Subject Property.
- Ministry staff note that the 'lower' campground area on the southern half of the Subject Property is the site of a former gravel pit. As part of the pit rehabilitation process, the owner has reseeded this area which is currently used to graze cattle and will continue to be used for cattle grazing following the conclusion of the event. Given this historical disturbance to the land, this location is better suited to host an event than an area/property that is under active crop production.
- Ministry staff recognize that many parcels that border the Subject Property are owned by relatives of the applicant's family that collectively comprise the century old Hug family farm. It is however, unclear how the small cattle operation on the Subject Property relates to the greater Hug farm.

- Ministry staff acknowledge that no permanent infrastructure will be constructed and no fill/soil will be deposited on the Subject Property for the event which reduces the overall long-term impact on the Subject Property.
- Preferably, large-scale non-farm events are held on properties located outside of the ALR. However, Ministry staff understand both the applicant's rationale for wanting to host the event on the Subject Property as well as the difficulty in finding large properties outside of the ALR to host such an event; particularly in the greater Smithers area where most of the medium-large properties are within the ALR.
- Despite the letters of support from adjacent neighbours, an event of this magnitude creates the potential for conflict between the event itself and other neighbours living in the ALR within the greater vicinity of the Subject Property specifically related to traffic, parking, and noise.
- Overall, it does not appear that this application will benefit the viability of agricultural activity on the Subject Property or the larger agricultural sector in the region. However, Ministry staff understand that this is a short-term, one time event that will provide an economic boost to the greater Smithers area and if post-event reclamation is adequately conducted, the agricultural integrity of the Subject Property is unlikely to be impacted.

Please contact Ministry staff if you have any questions about the above comments.

Sincerely,



Reed Bailey  
Land Use Planner  
BC Ministry of Agriculture and Food  
778-698-3455  
[Reed.Bailey@gov.bc.ca](mailto:Reed.Bailey@gov.bc.ca)

Cc: Agricultural Land Commission – [ALC.Referrals@gov.bc.ca](mailto:ALC.Referrals@gov.bc.ca)

## Appendix A

### Agricultural Capability based on Canada Land Inventory Mapping

~**67%** of the subject lands are:

60% 3C (limited by adverse climate)

40% 4M (limited by low moisture)

~**33%** of the subject lands are:

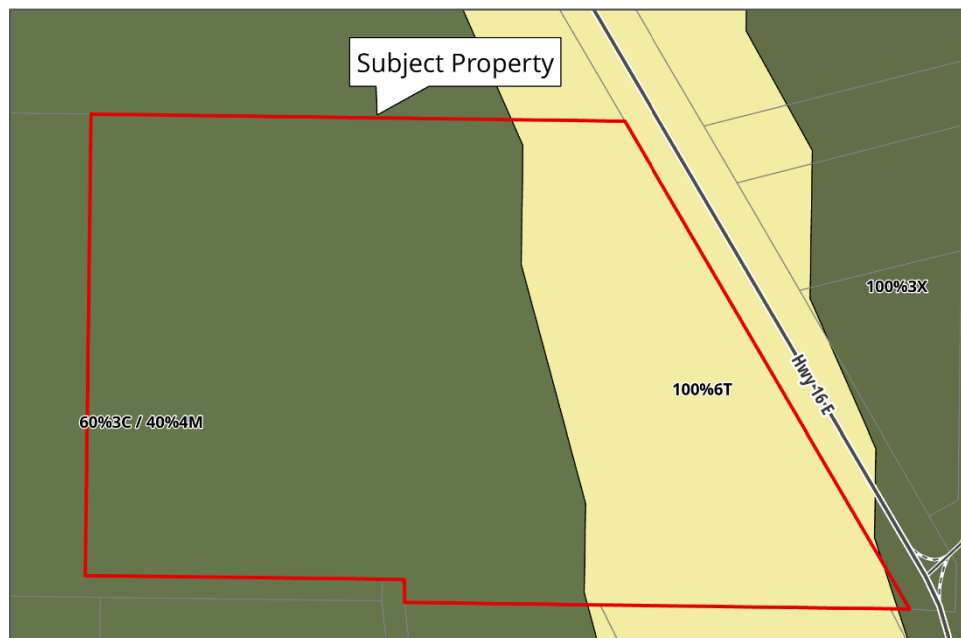
100 % 6T (limited by topography)

**Class 3** Land in this class has limitations that require moderately intensive management practices or moderately restrict the range of crops, or both. This is a Prime agriculture class.

**Class 4** Land in this class has limitations that require special management practices or severely restrict the range of crops, or both.

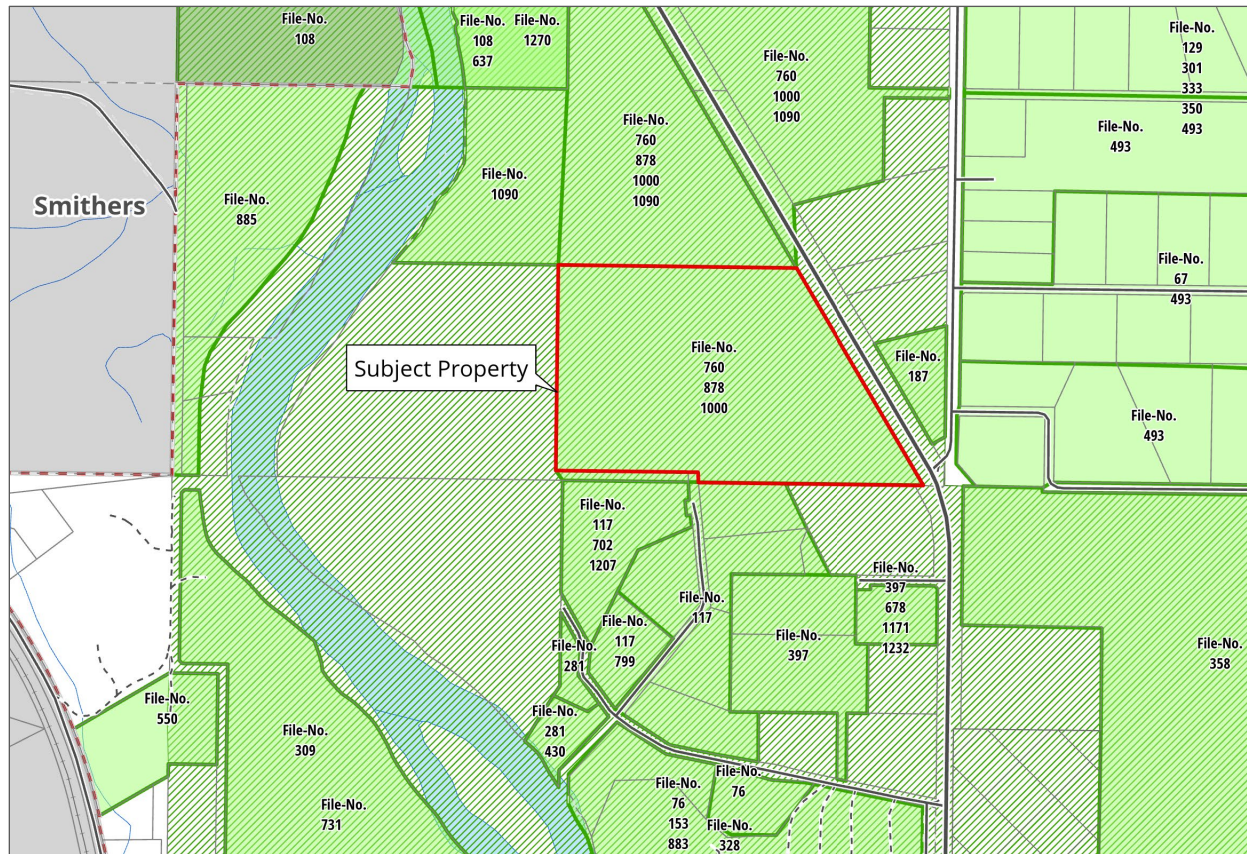
**Class 6** Land in this class is nonarable but is capable of producing native and or uncultivated perennial forage crops.

### Agricultural Capability Map



## Appendix B

### Surrounding Applications Map



### Surrounding Applications

ALR Application	Legal Description	Summary	Recommendation
<b>67</b>	Remainder of SW 1/2, Section 21, Township 4, Rang 5, Coast District	Application for exclusion. 1975.	<b>Staff:</b> Denial
			<b>Board:</b> Approval
			<b>ALC:</b> Denied
<b>76</b>	Block 1, Plan 5806, NE 1/4, Section 17, Township 4, Range 5, Coast District	Application to subdivide a 4.45 ha parcel. 1976.	<b>Staff:</b> Approval
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>108</b>	NW 1/4, Section 20, Township 4, Range 5, Coast District	Application to subdivide a 1.6 ha parcel from parent parcel. 1978.	<b>Staff:</b> Approval with conditions
			<b>Board:</b> Approval with conditions
			<b>ALC:</b> Approved with conditions
<b>117</b>	Fractional NE 1/4, Section 17, Township 4, Range 5, Coast District	Application to subdivide of the 19.18 ha parcel into 8 lots. 1976.	<b>Staff:</b> Denial
			<b>Board:</b> Approval (7 lots)



			<b>ALC:</b> Approved (7 lots)
<b>129</b>	NW ¼, Section 21, Township 4, Range 5, Coast District	Application to subdivide a 2.02 ha parcel from the original 64.8 ha parcel. 1977.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved an 8.1 ha parcel.
<b>153</b>	Block 1, Plan 5806, Section 17, Township 4, Range 5, Coast District	Application to subdivide 2.02 ha ac from the 15.22 ha parcel. 1977.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>177</b>	SE 1/4, Section 25, Township 5, Range 5, Coast District lying between Yellowhead Highway 16 and the Bulkley River into two equal parcels	Application to subdivide a 4.06 ha from parcel. 1977.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>301</b>	Lot A, Plan 9208, NW 1/4, Section 21, Township 4, Range 5, Coast District	Application to subdivide a 2.02 ha parcel from the original 8.09 ha and subdivide remainder into 2.02 ha lots. 1979.	<b>Staff:</b> Denial
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>313</b>	NE 1/4, Section 20, Township 4, Range 5, Coast District, except Plans 7066 & 8680	Application to subdivide two 4.04-ha parcels from the original 40 ha. 1979.	<b>Staff:</b> Denial
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>333</b>	NW 1/4, Section 21, Township 4, Range 5, Coast District, except Plan 9208	Application to subdivide the 56.7 ha parcel into various proposal configurations. 1980.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved 3 lot subdivision
<b>344</b>	NE 1/4, Section 20, Township 4, Range 5, Coast District, except Plans 7066 & 8680	Application to exclude lands to subdivide two 4.04 ha parcels from the 40 ha parcel. 1980.	<b>Staff:</b> Denial
			<b>Board:</b> Approval
			<b>ALC:</b> Denied
<b>350</b>	NW 1/4, Section 21, Township 4, Range 5, Coast District, except Plan 9208	Application to exclude to subdivide the original 56.7 ha into various proposal configurations. 1980.	<b>Staff:</b> Denial
			<b>Board:</b> Approval
			<b>ALC:</b> Approved alternate (subdivision)
<b>358</b>	NE 1/4, Section 16, Township 4, Range 5, Coast District	Application to subdivide the 47-ha parcel into 22 lots of 2 ha. 1980.	<b>Staff:</b> Denial
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>397</b>	Block A, Plan 6581, NE 1/4 Section 17, Township 4, Range 5, Coast District, and Block 4, Plan 5806, Section 18, Township 18, Range 5, Coast District	Application for access to Lots 1 and 2 by creating a road along the north boundary of Lot 2 (subdivision). 1981.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>430</b>	Blocks 1 & 2 of Plan 9513, NW 1/4 Section 17, Township 4, Range 5, Coast District	Application to establish a 19-pad mobile home park. 1981.	<b>Staff:</b> Denial
			<b>Board:</b> Denial
			<b>ALC:</b> Approved

<b>493</b>	Portions of Sections 2, 11, 14, 22, & 27, Township 1A and Portions of Sections 21 & 29, Township 4, and Portions of District Lots 865 & 4268 and all of Range 5, Coast District	Application to exclude from the ALR (Smithers area mass exclusion). 1982.	<b>Staff:</b> Submitted by RDBN
			<b>Board:</b> Submitted by RDBN
			<b>ALC:</b> Approved
<b>637</b>	Fractional NW 1/4 of Section 20, except part lying west of the Bulkley River, and except Plan 9198, Township 4, Range 5, Coast District.	Application for development of an 18-hole golf course, a driving range, a 185.8 m <sup>2</sup> square foot clubhouse, and ±80 Vehicle parking lot and a 30-unit RV park. 1985.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>678</b>	Lot 2, Plan 11401, Section 17, Township 4, Range 5, Coast District	Application to build a church. 1987	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>760 Subject Property</b>	Lot A, Plan 10304, Section 20, Township 4, Range 5, Coast District	Application to subdivide land into one-1.7 ha, two-2.0 ha, one-4.75 ha, and one-8.25 ha parcel from 60 ha parcel. 1990.	<b>Staff:</b> Denial
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>799</b>	Lot 2, Section 17, Township 4, Range 5, Coast District, Plan 8754	Application to subdivide the 2.2-ha parcel into one lot of 0.8 ha and one lot of 1.4 ha. 1991.	<b>Staff:</b> Denial
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>878 Subject Property</b>	Lot A, Plan 10304, Section 20, Township 4, Range 5, Coast District	Application to subdivide a 4-ha parcel a 60-ha parcel. 1996.	<b>Staff:</b> Approval (conditional)
			<b>Board:</b> Approval (conditional)
			<b>ALC:</b> Approved
<b>883</b>	Remainder Block 1, Plan 5806, Section 17, Township 4, Range 5, Coast District, except Plan 8753.	Application to expand the existing manufactured home park and to use portion of undeveloped lands for a RV Park and a convenience store. 1996.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>885</b>	Portion of the Fractional SW ¼, Section 20, Township 4, Range 5, Coast District, lying west of the Bulkley River	Application to subdivide four 1.5 ha lots. 1997.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>1000 Subject Property</b>	Lot A, Plan 10304, Section 20, Township 4, Range 5, Coast District, except Plan PRP41884	Application to subdivide parcel into two parcels where it is divided by Highway 16, creating one	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved subject to consolidation with abutting parcel



		±46 ha and one of ±14 ha parcel. 2005.	
<b>1090</b>	Lot 3, Section 2,0 Township 4, Plan BCP25354, Range 5, Coast District	Application to subdivide into two parcels as divided by Highway 16, creating a 14.1 ha and 27.9 ha parcel. 2010.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved
<b>1161</b>	Lot A, Except Part Subdivided by Plan BCP18208, Section 20 & 29 Township 4, Range 5, Coast Plan PRP14858	Non-Farm Use and 15-lot strata subdivision. 2014.	<b>Staff:</b> Approval
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>1171</b>	Lot 2, Section 17, Township 4, Range 5, Coast District, Plan 11401	Application to continue using 0.5 ha of parcel for non-farm use (sheet metal fabrication and assembly business). 2017.	<b>Staff:</b> Approval with conditions
			<b>Board:</b> Approval with conditions
			<b>ALC:</b> Approved with conditions
<b>1207</b>	Lot 1, Sec 17, Township 4, Coast District, Plan PRP8754	Application to subdivide a 5.31 ha parcel into a 2.0 ha parcel and a 3.3 ha parcel. 2018.	<b>Staff:</b> Approval
			<b>Board:</b> Denial
			<b>ALC:</b> Denied
<b>1232</b>	Lot 2, Section 17, Township 4, Range 5, Coast District, Plan 11401	Non-farm use to allow the continued operation of a metal fabrication business (Skeena Blower & Sheet Metal Ltd.). 2021.	<b>Staff:</b> Approval
			<b>Board:</b> Approval
			<b>ALC:</b> Approved with conditions



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

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

**Date:** January 29, 2026

**Subject:** **Direct Action Enforcement Policy**

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

That the Board approve the Direct Action Enforcement Policy.

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### DISCUSSION

A draft Direct Action Enforcement Policy is attached to this report for the Board's consideration. This policy is a detailed guide for RDBN staff regarding the process to take direct action enforcement.

The authority for direct action is contained in Provincial legislation. Direct action enforcement is a process where the RDBN formally requires a person to take action to remedy an unsafe situation or non-compliance with a building regulation or comply with the Regional District of Bulkley-Nechako Unsightly Premises Bylaw No. 1649, 2012. Under this process if the person subject to the requirements fails to take such action, the RDBN may complete the action on behalf of the person and then recover any costs of fulfilling that action (as per the *Local Government Act*).

This policy provides direction to RDBN staff regarding the steps to be followed to ensure procedural fairness, compliance with legislation, and a consistent and predictable direct action enforcement process with minimal risk to the RDBN.

On a number of occasions the RDBN Board has ordered a property owner to take action to bring their property into compliance with the Unsightly Premises Bylaw or address an unsafe situation. However, in the last 20 years the RDBN has never gone through with the process to complete work where a property owner has failed to take action. In all cases, once the property owner understood that the RDBN was prepared to do the work at their expense they did the work themselves.

This policy is intended to be applied in conjunction with the RDBN's Bylaw Enforcement Policy.

**ATTACHMENTS:**

Direct Action Enforcement Policy

[Bylaw Enforcement Policy \(link\)](#)

**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**

### **DIRECT ACTION ENFORCEMENT POLICY**

**Approved: "date"**

#### **POLICY STATEMENT**

1. This Policy establishes the procedures and practices by which the Regional District of Bulkley-Nechako ("RDBN") undertakes enforcement by direct action. Direct action enforcement is a process where the RDBN formally requires a person to take action to comply with the Regional District of Bulkley-Nechako Unsightly Premises Bylaw No. 1649, 2012 (as amended or succeeded) (the "Unsightly Premises Bylaw"), or remedy an unsafe situation or non-compliance with a building regulation. If the person subject to the requirement fails to take such action, the RDBN may complete the action on behalf of the person and then recover any costs of fulfilling that action (as per the *Local Government Act*). This Policy provides direction to RDBN staff regarding the steps to be followed to ensure procedural fairness, compliance with legislation, and a consistent and predictable direct action enforcement process.
2. This Policy is intended to work in conjunction with the RDBN's Bylaw Enforcement Policy.

#### **PART I. DIRECT ACTION LEGISLATIVE AUTHORITY**

3. Section 305 of the *Local Government Act* (the "LGA") makes Division 12 of Part 3 of the *Community Charter* (the "CC") applicable to the RDBN in relation to the matters referred to in sections 73(1)(a) and (b) of the CC (being buildings, structures, erections of any kind, similar matters and things, natural and artificial openings in the ground, and similar matters and things). Sections 72 and 73 of the CC (as limited by section 305 of the LGA) empowers the Board to impose remedial action requirements in relation to structures, excavations and similar matters or things that are unsafe or contravene building bylaws.
4. Section 325 and 418 of the LGA allows the Board to direct that, if a person subject to a requirement of the Unsightly Premises Bylaw or a remedial action order fails to take the required action, the RDBN may fulfill the requirement at that person's expense and recover the costs incurred as a debt, or applied to property taxes and collected in the same way as taxes, in accordance with Section 399 of the LGA.

## **PART II. INVESTIGATIONS**

5. Where sufficient evidence exists of:

- a. a contravention of the Unsightly Premises Bylaw;
  - b. an unsafe condition; or
  - c. a contravention of a Provincial or RDBN building regulation;
- (all such conditions referred to as a "Contravention")

the Chief Administrative Officer or the Director of Planning and Development may initiate, or direct that RDBN staff initiate the direct action enforcement process set forth in Part III of this Policy.

6. The Chief Administrative Officer or the Director of Planning and Development, as the case may be, shall have the sole discretion to determine whether sufficient evidence of a condition described in Section 5 above exists.

7. Evidence may include, but is not limited to, the following types of information and records:

- a. site inspection records from a Bylaw Enforcement Officer and any other RDBN staff, employee, agent, or retained professional;
- b. photographs, videos, notes and reports from a Bylaw Enforcement Officer and any other RDBN staff, employee, agent, or retained professional which relate to the condition of the location where a Contravention exists;
- c. evidence provided by the public;
- d. title search and assessment roll search to ascertain owners and persons who have an interest in the property; and
- e. any other documentation available which relates to the condition of the location where a Contravention exists.

## **PART III. DIRECT ACTION ENFORCEMENT PROCESS**

8. The following steps should be followed to complete the Board consideration process for remedial action under Sections 72 and 73 of the CC, or the establishment of requirements for work necessary to come into compliance with the Unsightly Premises Bylaw. For clarity, all references in Section 8 to remedial action includes reference to the work necessary to come into compliance with the Unsightly Premises Bylaw. The Chief Administrative Officer

or Director of Planning and Development should consider waiving steps 11a and 11c where a hazardous condition requires timely action.

9. **Notices** – Wherever the RDBN is to provide notice under this Part of the Policy, all such notices should follow templates provided by the Director of Planning and Development, and shall be sent, except as otherwise provided and in the case of sections 11a and 11c where such notice may be sent via regular mail, via registered mail, personally served, or hand delivered to the following person(s) involved in a Contravention:
  - a. The registered owners of the subject property based on a BC Land Title Search and/or Assessment Roll;
  - b. Any persons holding a charge to the subject property based on a BC Land Title Search and/or Assessment Roll, and such persons, which class of persons may be notified via regular mail; and
  - c. All occupiers of the subject property.
10. **Court Order for Substituted Service** – If the RDBN is unable to effect service in accordance with Section 9, where such service is required and cannot be deemed served, the RDBN may apply to a court to seek an order permitting such notice to be effected by alternative methods pursuant to section 161 of the CC.
11. **Procedure:**
  - a. **Notice of Staff-Directed Compliance Date** – The RDBN may provide notice to demand remedial action with respect to a Contravention prior to the Board Consideration of a Contravention. Such notice should:
    - i. describe the Contravention(s) that require(s) remedial action(s);
    - ii. set out the specific remedial action(s) required to be taken and the reasonable date for completion of the action(s) (taking into consideration whether there is a significant risk to health or safety if action is not taken);
    - iii. cite the statutory authority for undertaking the remedial action, including reference to the RDBN's option to fulfill the requirement with its own workforce or a contractor at the expense of that person or sell the matter or thing in relation to which the remedial action requirement was imposed (if applicable); and
    - iv. include a copy of this Policy.

Such notice is deemed to have been served on the date it is actually mailed, personally served, or hand delivered to the person(s) involved in a Contravention as set out in Section 9 of this Policy, and if such notice is returned, unclaimed, or refused the item should proceed with further steps under this Policy.

- b. **Site Inspection** - On or shortly following the date for compliance as set out in the letter referenced in Section 11a, RDBN staff shall inspect the site and record (in writing and with photographs or video) the condition of the property.
- c. **Notice of Board Consideration** - If the condition has not been adequately remedied, following notice under section 11a where provided, the RDBN should provide notice of the Board's consideration of the Contravention(s). Such notice should:
  - i. state that the matter will be reported to the Board at its meeting at the specified location on the specified date for the Board to consider issuing an order to take remedial action (including any additional remedial action that is required as a result of a change in condition);
  - ii. state that the persons who are the subject of the requirement to undertake remedial action or the property owner has an opportunity to address the Board regarding the requested remedial action order; and
  - iii. state the date and location where the staff report to the Board on the matter shall be available for review.

Such notice is deemed to have been served on the date it is actually mailed, personally served, or hand delivered to the person(s) involved in a Contravention as set out in Section 9 of this Policy, and if such notice is returned, unclaimed, or refused the item should proceed to the Board as scheduled.

- d. **Staff Report** - The report to the Board should include:
  - i. background materials and evidence confirming a Contravention;
  - ii. recommendations as to whether the Board should pass a resolution to impose remedial action requirements and the reasons why the recommendations are made;
  - iii. an outline of the remedial action(s) considered necessary along with comment on the estimated cost;
  - iv. identification of the persons who are the subject of the requirement to undertake remedial action; and
  - v. the time limit for completion of the remedial action (in accordance with Section 76 and 79 of the CC).
- e. **Board Consideration** - On the date of the Board's consideration of the staff report and recommendations regarding remedial action, when the item comes up on the agenda, the Chair or Corporate Administrator should announce the item and state that if anyone wishes to make submissions to the Board on the matter they should come forward, state their name, address and their interest in the real property or other

property that is the subject of the remedial action order. The Board should listen and then make its decision by resolution.

- f. **Notice of Board Resolution** - If the Board adopts a resolution imposing a remedial action requirement the RDBN shall provide notice of the resolution in accordance with Section 9 of this Policy. Such notice should:
  - i. include a copy of the Board's resolution;
  - ii. state that the person/persons subject to the remedial action or the owner of the land may request that the Board reconsider the remedial action;
  - iii. state that a request for reconsideration must be given in writing and received by the RDBN within 14 days of the notice being considered received (unless a shorter or longer period is set by the Board);
  - iv. state that the RDBN may fulfill the requirement with its own workforce or a contractor at the expense of that person if the remedial action requirements are not met within the stated time limit; and,
  - v. include a copy of this Policy.
- g. **Notice of Reconsideration** - If reconsideration is requested within 14 days, then a notice that the Board will take the matter under reconsideration shall be sent out to the person requesting reconsideration in accordance with section 9 of this Policy.  
 The notice should:
  - i. state that reconsideration will be considered by the Board at its meeting at the specified location on the specified date;
  - ii. state that the property owner has an opportunity to address the Board regarding reconsideration; and
  - iii. state the date and location where a staff report to the Board on the matter shall be available for review.
- h. **Board Reconsideration** - On the date of the reconsideration, when the item comes up on the agenda, the Board Chair or Corporate Administrator should announce the item and state that if anyone wishes to make submissions to the Board on the matter, they should come forward, state their name, address and their interest in the real property or other property that is the subject of the remedial action order. The Board should listen and then make its decision by resolution.
- i. **Notice of Board Reconsideration Decision** - Notice of the Board's decision on the reconsideration must be provided in accordance with section 9 of this Policy. Such notice should:
  - i. include a copy of the Board's reconsideration decision resolution;



- ii. state that the RDBN may fulfill the requirement with its own workforce or a contractor at the expense of that person if the remedial action requirements are not met within the stated time limit; and
  - iii. include a copy of this Policy.
- j. **Site Inspection** - Once the time limit for compliance with a remedial action requirement has expired as per the original resolution of the Board or as revised by the Board after reconsideration, an inspection shall be conducted to ascertain compliance with the remedial action requirement. Pursuant to Section 16 of the CC, the RDBN and its staff, employees, and agents shall be able to enter the subject property at any reasonable time to complete such an inspection. Should the work be completed in compliance with the requirement, the owner/occupier shall be notified either by regular mail or hand delivery and the file closed. Should the work not be completed as per the Board resolution and all time limits to take remedial action have expired then the RDBN may proceed and fulfill the requirement with its own workforce or a contractor at the owner's expense and recover the costs incurred in accordance with the provisions of the LGA and the CC.

#### **PART IV. DIRECT ACTION PROCEDURE AND COST RECOVERY**

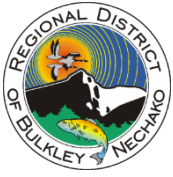
12. RDBN staff may retain the services of a contractor from a pre-qualified list of contractors to complete the remedial action or work necessary to comply with the Unsightly Premises Bylaw. The RDBN Chief Administrative Officer and/or Director of Planning and Development shall have the sole authority and discretion to create a list of pre-qualified contractors for such work. The contractor used will be selected in accordance with the applicable RDBN Procurement Policies.
13. RDBN staff may provide the person subject to the remedial action requirement and/or the owner/occupier of the subject with an opportunity to provide input regarding the date the work is undertaken by the RDBN. The RDBN may provide notice of this opportunity via regular mail. Such input shall be provided to the RDBN within 14 days of being given such an opportunity.
14. Where considered necessary by the Chief Administrative Officer or the Director of Planning and Development the RCMP shall be requested to be present while the direct enforcement action work is underway. Should the RCMP refuse to attend the RDBN may seek a Court Order requiring RCMP attendance.
15. Whenever goods, chattels or things of apparent value are removed from the property by the RDBN to gain compliance with the Unsightly Premises Bylaw the RDBN may place such goods, chattels or things in storage and give notice to the occupant or such other persons

who appear to be the owner of the goods, chattels or things that, unless within one (1) month the occupant or such other persons pays the cost incurred by the RDBN for the removal and storage and takes possession of such goods, chattels or things, the RDBN may dispose of them by public auction or private sale and that all monies received by the RDBN from such disposal shall be applied firstly against payment of the cost of the remedial action removal, storage and disposal, and secondly, to the credit of the occupant or such person. All such notice under this section may be sent to the person subject to the remedial action requirement or the owner/occupier of the subject property may be sent via regular mail and shall be deemed to have been received on the date it was delivered.

16. In the event that the RDBN undertakes the remedial action or work necessary to comply with the Unsightly Premises Bylaw the cost to the RDBN of undertaking the remedial action or work necessary to comply with the Unsightly Premises Bylaw should be billed to the persons responsible. Such bill may be sent via regular mail and shall be deemed to have been received on the date it was delivered.
17. In the event that the person responsible does not pay to the RDBN the cost of the RDBN undertaking remedial action or work necessary to comply with the Unsightly Premises Bylaw RDBN staff are authorized to recover costs as permitted in accordance with the CC and LGA.
18. The costs shall be treated as a debt and may be collected by way of Court action or applied to the property taxes and collected in the same way as taxes, if they are incurred as a result of work done or services provided in relation to the land or improvements in accordance with Section 399 of the LGA. In addition, under Section 80 of the CC the RDBN may sell the matter or thing in relation to which the remedial action requirement was imposed (not Unsightly Premises Bylaw work) or any part or material of it. The RDBN may retain from the proceeds the costs it incurred in carrying out the sale and, if applicable, the costs incurred in doing the work in default of the affected persons who are directed to do the work. Any remainder after those costs have been deducted must be paid to the owner or other person who is lawfully entitled to them.

## **PART V. OFFENCES AND PENALTIES**

19. In addition to direct enforcement, the RDBN may consider court proceedings to seek injunctive relief or the issuance of a Bylaw Notice at any time in accordance with the RDBN's Bylaw Enforcement Policy.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

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

**Date:** January 29, 2026

**Subject:** **District of Vanderhoof OCP Update Referral**

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

That staff inform the District of Vanderhoof that the Regional District of Bulkley-Nechako has no concerns with the proposed update to the District of Vanderhoof Official Community Plan (OCP).

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### **BACKGROUND**

The District of Vanderhoof provided the RDBN with a draft of their proposed Official Community Plan (OCP) update on December 18, 2025. The RDBN was asked to provide comment by January 30, 2026. The draft OCP is available in the link below. For convenience, the District highlighted the major revisions in yellow.

There are no apparent land use planning interface issues or concerns relating to the RDBN identified in the revised portions of the updated OCP.

### **ATTACHMENTS**

Email from the District of Vanderhoof with referral

[Vanderhoof OCP Final Draft \(link\)](#)

### **STRATEGIC PLAN ALIGNMENT:**

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

3. Housing Supply

## Amy Wainwright

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**Subject:** VANDERHOOF Official Community Plan UPDATE– referral  
**Attachments:** Vanderhoof-OCP FINAL draft.pdf

**From:** Willene Perez <[corporate@vanderhoof.ca](mailto:corporate@vanderhoof.ca)>  
**Sent:** Thursday, December 18, 2025 12:13 PM  
**To:** Willene Perez <[corporate@vanderhoof.ca](mailto:corporate@vanderhoof.ca)>  
**Subject:** VANDERHOOF Official Community Plan UPDATE– referral

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

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

Secured by Check Point

Good afternoon,

We are pleased to inform you that the District of Vanderhoof has recently undertaken an update of the municipality's Official Community Plan (OCP).

The District's most recent OCP was adopted in 2020. The 2025 draft OCP represents a minor update rather than a major revision, as the previous OCP still reflects current community goals and objectives. These current updates were required to ensure the OCP aligns with the District's latest Housing Needs Report (HNR) in adherence with proactive planning legislation introduced by the province in Fall 2023.

The District's 2024 HNR outlined a 5-Year need of 158 total new units and a 20-Year need of 560 new units. The HNR also addresses six (6) key components of housing; extreme core housing need, persons experiencing homelessness; suppressed household formation; anticipated household growth; rental vacancy rate; and local demand information.

Key revisions to the OCP undertaken as part of this update include:

- Incorporation and reference to the District's 2024 Housing Needs Report;
- Incorporation of latest demographic information (BC Stats and Census data);
- Inclusion of policy statements related to the key housing needs components;
- Updated population projections; and
- Revisions to infrastructure planning/phasing strategy to accommodate housing needs projections

We welcome your input on the Official Community Plan. Due to the minimal nature of the OCP update, we have provided the draft OCP with major revisions highlighted in yellow for your convenience. Please view the draft plan and associated maps as attached to this email. Council anticipates proceeding with adoption process in February 2026.

Thank you for your consideration of this draft. We look forward to receiving your written input **on or before January 30, 2026**. Should you have any questions, please contact the District of Vanderhoof office at 250-567-4711 or email us at [corporate@vanderhoof.ca](mailto:corporate@vanderhoof.ca).

Regards,

**Willene Perez**

*Corporate Officer*

**District of Vanderhoof**

P: 250-567-4711 | C: 250-570-1765

[Website](#) | [Facebook](#) | [YouTube](#)

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



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Danielle Patterson, Senior Planner

**Date:** January 29, 2026

**Subject:** **Coastal GasLink Update on Phase 2 BC Energy Regulator Ancillary Site Permitting – Electoral Area E (Francois/Ootsa Lake), Electoral Area F (Vanderhoof Rural), and Electoral Area G (Houston/Granisle Rural)**

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

1. That Coastal Gaslink be informed that RDBN land use approval is required for a number of the ancillary sites proposed as part of their Phase 2 expansion project, and that the application process should be initiated as soon as possible.
  2. And that Coastal Gaslink be requested to provide additional information regarding the use and operation of the six temporary ancillary sites for the Board's consideration as soon as possible.
- 

### BACKGROUND

The BC Energy Regulator (BCER) has approved permits for three Coastal GasLink (CGL) compressor station sites. These are the Clear Creek Compressor Station, north of Vanderhoof; the Segundo Lake Compressor Station, southeast of Burns Lake; and the Parrott Lakes Compressor Station, south of Houston/North of Francois Lake. In 2025, the Clear Creek Compressor Station site was rezoned from the Rural Resource Zone (RR1) to the Light Industrial Zone (M1) to allow the construction of a compressor station. Additional background documents on past CGL referrals and land use applications are available from Planning staff upon request.

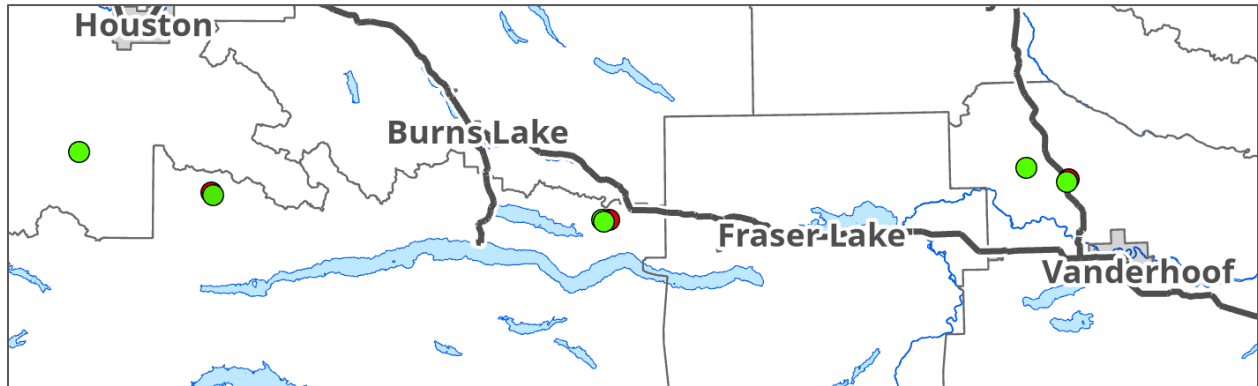
CGL has begun planning for the construction of these compressor stations. On December 15, 2025 CGL sent an initial engagement email to the RDBN outlining six proposed ancillary sites to support the construction of the compressor stations. CGL states they plan on starting site preparation as soon as early 2027, subject to the required approvals and a final investment decision. No other details, other than maps (see Attachments for link) and the email (see Attachments) were provided.

Planning staff would like to provide comment on the proposed use and locations for Coastal Gaslink's consideration; however, this is challenging given the lack of information regarding the uses. Planning Department staff would like more information relating to the construction process, work camp size, liquid and solid waste disposal, fire protection, traffic management, noise and light impacts, hours of work, and construction timeline for each site.

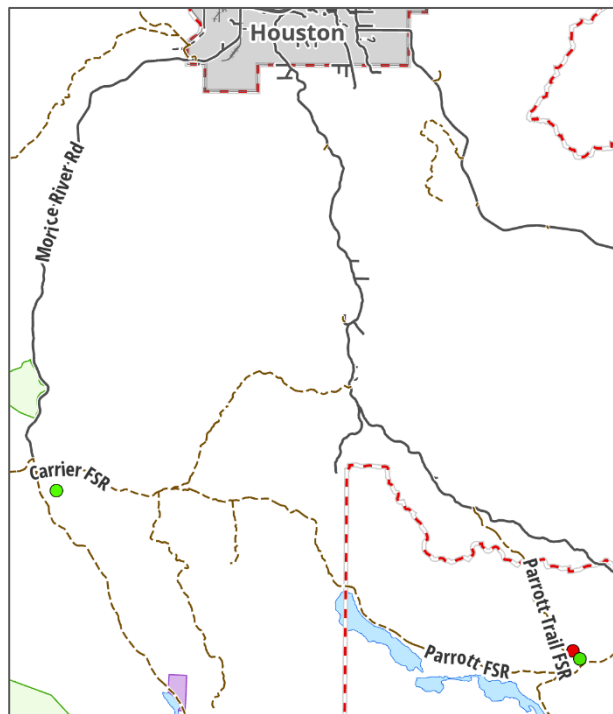
## Site Overviews

Below are overview maps with descriptions of each proposed ancillary site. Compressor station sites are shown in red and proposed ancillary sites are shown in green.

### Overview Map of Coastal GasLink Proposed Ancillary Sites and Compressor Station Site



### Parrott Lakes Proposed Ancillary Sites and Compressor Station Site

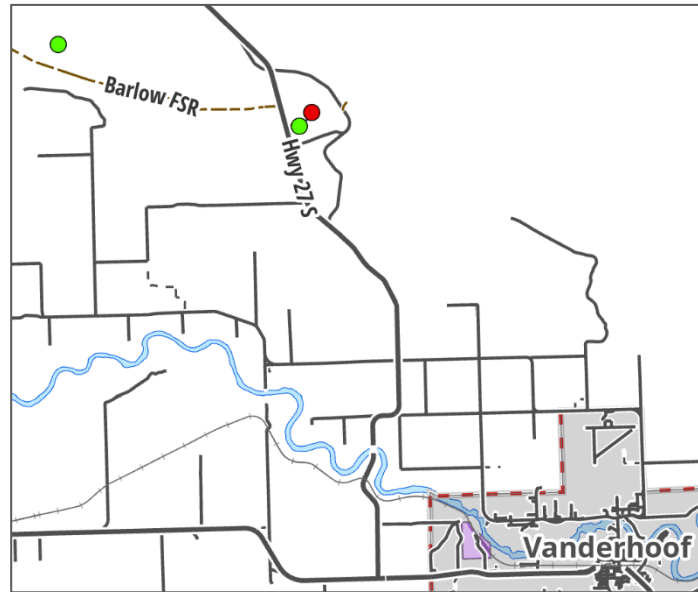


Two proposed Parrott Lakes ancillary sites are identified by CGL, discussed below.

The Parrott Trail FSR site in Electoral Area E (Francois/Ootsa Lake Rural), is approximately 30 km southeast of the District of Houston. It is located on undesignated (OCP) and unzoned land outside of the Agricultural Land Reserve (ALR). It was recently used by CGL as a borrow site/aggregate processing sites. CGL proposes using the site for workforce accommodation of an unknown scale.

The Carrier FSR site in Electoral Area G (Houston/Granisle Rural) is approximately 20 km south of the District of Houston. It is partially designated Resource and partially within the Rural Resource (RR1) Zone. It was recently used by CGL as the Huckleberry multi-use site under a TUP for workforce camp accommodations, a contractor yard, and a laydown site. CGL proposes using the site for temporary access, workforce accommodations, and temporary work spaces, which includes transport, staging and mobilization of temporary facilities, materials, and equipment. The proposed uses would require TUPs for the land zoned RR1.

### **Clear Creek Proposed Ancillary Sites and Compressor Station Site**



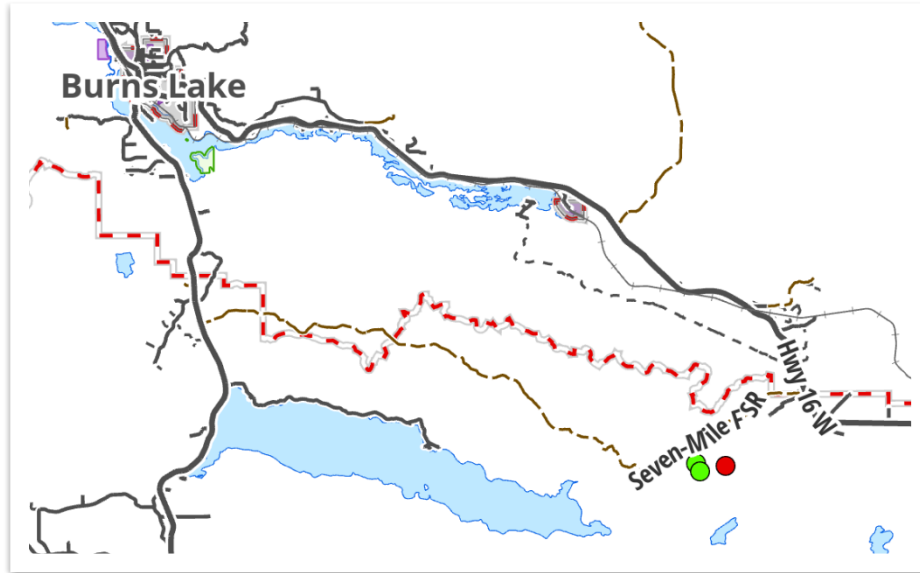
There are two proposed Clear Creek ancillary sites identified by CGL and both are in Electoral Area F (Vanderhoof Rural). The Barlow Lake Road and Fourteen Mile Road sites are both designated Resource, within the RR1 Zone, and outside the ALR.

The Barlow site is approximately 19 km northwest of the District of Vanderhoof. It was recently used by CGL for a stockpile site for pipe, fuel, and other materials under a TUP. CGL proposes to use this site for temporary access and temporary work spaces, which includes transport, staging and mobilization of temporary facilities, materials, and equipment. This proposed use may require a TUP.

The Fourteen Mile Road site is approximately 10 km northwest of the District of Vanderhoof. It is vacant land abutting the proposed Clear Creek Compressor Station site that was rezoned from RR1 to M1 in September 2025. CGL proposes using this site for workforce housing of an unknown scale. This use requires a TUP and building permits.

### **Segundo Proposed Ancillary Sites and Compressor Station Site**





CGL identified two proposed Segundo ancillary sites in Electoral Area E, both within 300 metres of each other. Both sites are approximately 25 km southeast of the Village of Burns Lake on land which has no OCP designation, is unzoned, and is outside of the ALR. Both sites were recently used by CGL for laydown sites.

CGL proposes to use these sites for workforce accommodation of an unknown scale and temporary work spaces, which includes transport, staging and mobilization of temporary facilities, materials, and equipment.

#### **ATTACHMENTS:**

- Coastal GasLink information email
- Coastal GasLink proposed ancillary site and compressor station site maps ([link](#))

#### **STRATEGIC PLAN ALIGNMENT:**

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

3. Housing Supply

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

3.3 Investigate opportunities to plan for and/or support the development of workforce housing.

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**From:** CoastalGasLink <[CoastalGasLink@tcenergy.com](mailto:CoastalGasLink@tcenergy.com)>

**Sent:** December 15, 2025 11:03 AM

**To:** Curtis Helgesen <[curtis.helgesen@rdbn.bc.ca](mailto:curtis.helgesen@rdbn.bc.ca)>

**Cc:** Jason Llewellyn <[jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)>; Cheryl Anderson <[cheryl.anderson@rdbn.bc.ca](mailto:cheryl.anderson@rdbn.bc.ca)>;  
Tanner Moulton <[tanner\\_moulton@tcenergy.com](mailto:tanner_moulton@tcenergy.com)>; CoastalGasLink  
<[CoastalGasLink@tcenergy.com](mailto:CoastalGasLink@tcenergy.com)>

**Subject:** Proposed Coastal GasLink Phase 2 – Update on BCER Ancillary Site Permitting

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**Secured by Check Point**

Good morning Mr. Helgesen,

Coastal GasLink (CGL) is proceeding with permit applications to the BC Energy Regulator (BCER) for temporary ancillary sites to support construction of the proposed facilities, components of the proposed Coastal GasLink Phase 2 Expansion Project

include the following compressor stations within the Regional District of Bulkley-Nechako:

- Clear Creek Compressor Station
- Segundo Lake Compressor Station
- Parrott Lakes Compressor Station

Applications to the BCER are planned in Q1 2026. These ancillary sites are required to stage materials and house construction personnel, and they would be used before and during compressor station construction, pending regulatory approvals and a positive Final Investment Decision (FID).

**Please note that while Phase 2 has not received a final investment decision to proceed with construction yet, we are undergoing consultation and engagement to support future construction needs.**

What CGL will be pursuing under ancillary site permitting:

- Workforce Accommodation (WFA) – temporary Lodge locations for housing the workforce
- Temporary Workspaces (TWS) – for transport, staging and mobilization of temporary facilities, materials, and equipment.
- Borrow Site – to provide aggregate materials (e.g., sand and gravel) required for construction.
- Associated Temporary Access Roads – to safely access the ancillary sites.

Where feasible, the ancillary sites and access will leverage existing disturbances to minimize environmental footprint and safety risks associated with travel on forest service roads. Environmental mitigations from the Coastal GasLink Environmental Management Plan (EMP) - including wildlife, access control, traffic control, and species-specific plans - will be implemented.

#### **Next steps and notifications**

- CGL anticipates initiating site preparation activities for selected ancillary sites as early as 2027, subject to approvals and FID.
- Summary mapping of proposed ancillary sites is attached for reference

We will be progressing follow up conversations with the Regional District of Bulkley-Nechako in 2026 to support ongoing engagement. Please reach out to Tanner Moulton should you have any questions in the meantime.

Thank you,

**Coastal GasLink**











## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Rowan Nagel, GIS/Planning Technician  
**Date:** January 29, 2026  
**Subject:** **Crown Land Application Referrals Nos. 7410390 and 7410391 – Electoral Area F (Vanderhoof Rural)**

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

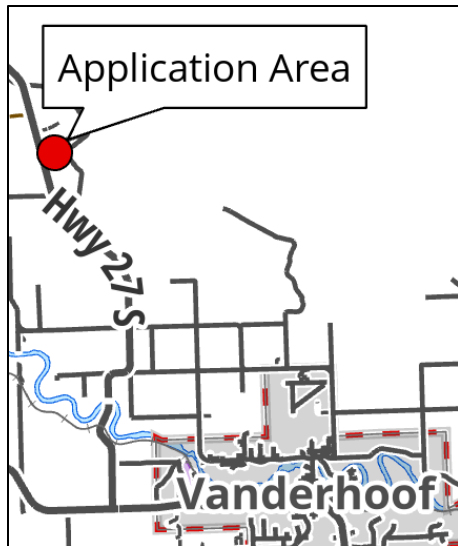
That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Applications Nos. 7410390 and 7410391.

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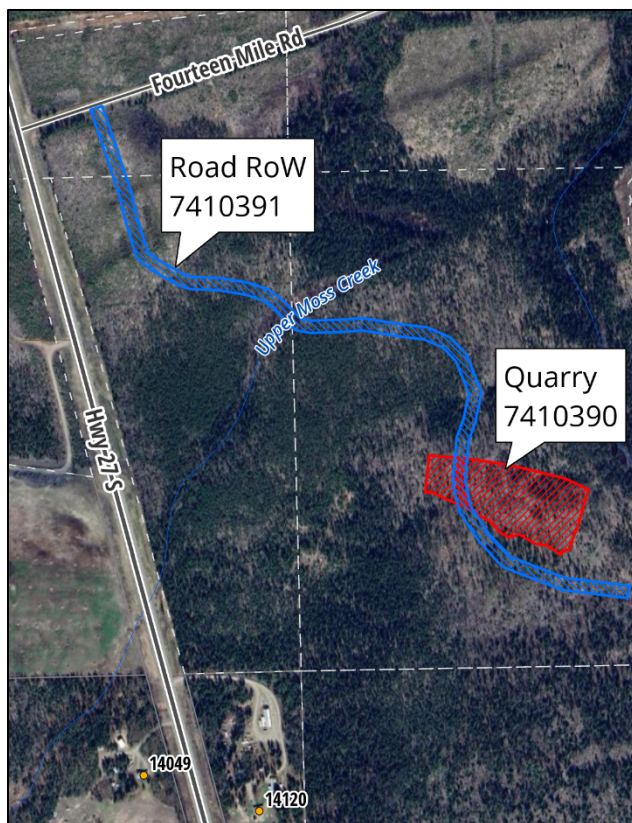
### BACKGROUND

The applicant, Dalchako Road Services Ltd., has applied for two Licences of Occupation, each for a five-year period. The first (7410390) would allow them to construct an aggregate quarry approximately 10 km north-west of the District of Vanderhoof. The second (7410391) would allow them to take over the permit for an existing forestry road that accesses the proposed quarry.

If application 7410390 is approved, the recipient will receive a Licence of Occupation over 2.3 ha of forested Crown land for the purposes of constructing an aggregate quarry. Approximately 9,000 m<sup>3</sup> of aggregate will be extracted each year, with the pit operating from spring to fall. Development of the quarry will occur in phases to allow adequate stockpiling of topsoil and overburden for reclamation. The application states that noise mitigation is not required for the quarry due to the remote location.



If application 7410391 is approved, the applicant will receive a Licence of Occupation over 2.8 ha of existing forestry road for the purposes of accessing the proposed quarry. The Licence of Occupation would allow the applicant to perform maintenance and construct improvements to the road. Proposed upgrades include the installation of a culvert, ditches, and an access gate. The construction process will include stockpiling of topsoil and overburden for reclamation. This application also states that noise mitigation is not required due to the remote location.





RDBN mapping indicates the nearest residential address is approximately 600 metres to the south, with two other addresses located within one km of the application area.

**ATTACHMENTS:**

- Comment Sheet

**STRATEGIC PLAN ALIGNMENT:**

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

## Regional District of Bulkley-Nechako

### Comment Sheet on Crown Land Referrals Nos. 7410390 and 7410391

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<b>Electoral Area:</b>	Electoral Area F (Vanderhoof Rural)
<b>Applicant:</b>	Dalchako Road Services Ltd.
<b>Existing Land Use:</b>	Crown land
<b>Zoning:</b>	Zoned Rural Resource (RR1)
<b>OCP Designation:</b>	Designated Resource (RE)
<b>Proposed Use Comply with Zoning:</b>	See other comments
<b>Agricultural Land Reserve:</b>	No
<b>Access:</b>	Fourteen Mile Rd
<b>Building Inspection:</b>	Yes
<b>Fire Protection:</b>	No
<b>Other comments:</b>	

While the Regional District Zoning Bylaw cannot regulate the removal or deposit of soil, the Zoning Bylaw can regulate Aggregate Processing, including crushing, screening, and washing. Aggregate Processing is not a permitted use in the RR1 Zone; therefore, an approved Temporary Use Permit from the Regional District is required to permit Aggregate Processing on the subject property.

The Regional District recommends that the applicant be required to engage with residents in the area to identify any concerns regarding the proposed aggregate quarry.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Rowan Nagel, Planning/GIS Technician

**Date:** January 29, 2026

**Subject:** Crown Land Application Referral No. 7410387 - Electoral Area F  
(Vanderhoof Rural)

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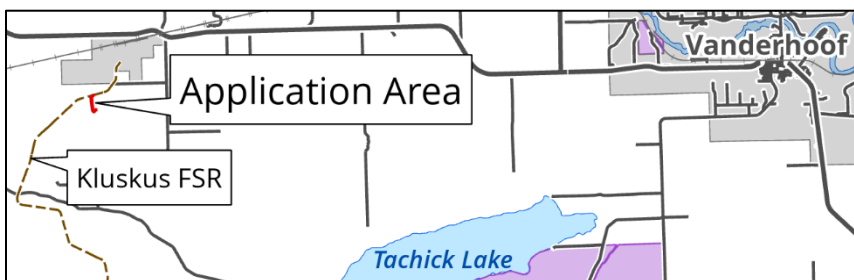
**RECOMMENDATION:** (all/directors/majority)

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application No. 7410387.

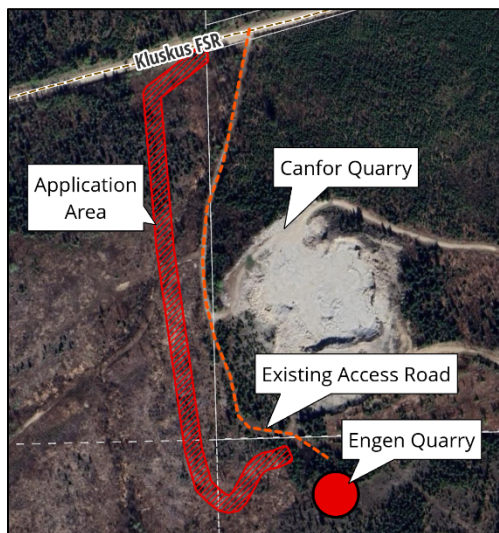
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### BACKGROUND

The applicant, Omineca Aggregate Ltd., has applied for a 10-year Licence of Occupation to construct a road accessing Engen Quarry, approximately 17 km west of the District of



Vanderhoof. The applicant has operated Engen Quarry since 2024 and had an agreement with Canadian Forest Products Ltd. (Canfor), owners of the neighbouring quarry, for access via an existing road. However, the Canfor quarry is being sold, so the applicant submitted this application to ensure access to Engen Quarry.



The applicant has applied for a 0.64 ha tenure over Crown land to construct a road accessing Engen Quarry. The proposed road is 650 m long, 8 m wide, and will be constructed with materials from the quarry. Construction will include a rock-lined ditch to control runoff, and the installation of a culvert to cross a seasonal watercourse. It will operate from March through November, and at other times as needed. The nearest resident is approximately 1.5 km to the south. Water for dust control will be brought from off-site.

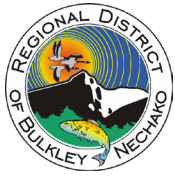
### ATTACHMENTS:

- Comment Sheet

**STRATEGIC PLAN ALIGNMENT:**

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

Not Applicable



## Regional District of Bulkley-Nechako

### Comment Sheet on Crown Land Referral No. 7410387

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<b>Electoral Area:</b>	Electoral Area F (Vanderhoof Rural)
<b>Applicant:</b>	Omineca Aggregate Ltd.
<b>Existing Land Use:</b>	Crown Land
<b>Zoning:</b>	Zoned Agricultural (Ag1)
<b>OCP Designation:</b>	Designated Agriculture (Ag)
<b>Proposed Use Comply with Zoning:</b>	Yes
<b>Agricultural Land Reserve:</b>	Yes
<b>Access:</b>	Kluskus FSR
<b>Building Inspection:</b>	Yes
<b>Fire Protection:</b>	No
<b>Other comments:</b>	As the application is within the ALR, the applicant should contact the Agricultural Land Commission to apply for Transportation and Utility Use approval under section 22 of the ALR General Regulations.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Amy Wainwright, Deputy Director of Planning and Development  
**Date:** January 29, 2026  
**Subject:** **Pump and Haul Bylaw Repeal Process**

---

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

That staff continue with the process to repeal "Pump and Haul Local Service Establishment Bylaw No. 1095, 1998" and "Pump and Haul Sewage Disposal Regulation Bylaw 1101, 1999", and remove the covenants from the titles of the impacted properties."

---

**BACKGROUND**

At the September 18, 2025 meeting, the Board directed staff to begin the process to repeal "Pump and Haul Local Service Establishment Bylaw No. 1095, 1998" and "Pump and Haul Sewage Disposal Regulation Bylaw 1101, 1999". This report describes the repeal process for this bylaw. Staff are asking for Board direction to either continue the repeal process or let the bylaw remain unused.

The repeal of the bylaw itself is quite simple and can be completed with a single repeal bylaw. Each of the ten additional Pump and Haul bylaws were an amendment of the original, and repealing the original bylaw will automatically repeal the amendments. However, the process to adopt each Pump and Haul bylaw also required the property owner to register a covenant on title. This covenant required the property owners to maintain a contract with a sewage hauling company and provide sewage disposal records to the RDBN office. There are approximately 10 properties that have covenants registered on title.

The removal of each covenant requires an individual application (with a \$87.12 fee) to the Land Title and Survey Authority. This process will require some staff time and legal fees estimated to be less than \$1,000. The total cost of this process, not including staff time, is expected to be less than \$2,000.

Should the process proceed staff will inform the property owners by letter that the covenant is scheduled for removal.

**ATTACHMENTS**

Pump and Haul Local Service Establishment Bylaw No. 1095, 1998

Pump and Haul Sewage Disposal Regulation Bylaw 1101, 1999

**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. 1095****A bylaw to establish a Local Service Area within the Regional District of Bulkley-Nechako for the purpose of collection, conveyance, treatment, and disposal of sewage from holding tanks**

---

Whereas the Regional District of Bulkley-Nechako wishes to establish and operate a local service by bylaw under Section 798(1)(a) of the Municipal Act for the purpose of providing treatment and disposal of sewage from holding tanks, and regulating the collection and conveyance of sewage from holding tanks within a defined portion of the Regional District;

AND WHEREAS the Regional Board has received a petition for the service which meets the requirements of Section 812 of the Municipal Act for the establishment of the local service;

AND WHEREAS the approval of the Inspector of Municipalities is required and has been obtained under Section 807 1(a) of the Municipal Act;

AND WHEREAS the Board has waived the assent requirement of the Municipal Act for the proposed electoral participating area under Section 811 (1)(a) of the Municipal Act;

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

**1. Local Service**

The collection, conveyance, treatment, and disposal of sewage from holding tanks is established as a local service.

**2. Boundaries**

The boundaries of the local service area shall be the boundaries of the parcel set out in "Schedule A" to this bylaw.

**3. Participating Area**

Electoral Area "E" is the participating area for this local service.

**4. Cost Recovery**

The annual costs for the local service, net grants and other revenue, shall be recovered:

- (a) by the imposition of fees and other charges which may be fixed by separate bylaw: and





- (b) the balance, if any, by the requisition of money under Section 823 of the Municipal Act to be collected by a property value tax to be levied and collected under Section 825 of the Municipal Act.

**5. Maximum Requisition**

The maximum amount that may be requisitioned under Section 816(1) of the Municipal Act for the annual cost of operating the local service will be the greater of nil or an amount equal to the amount that could be raised by property value tax of nil per \$1,000.00 applied to the net taxable value of land and improvements within the local service area.

**6. Citation**

This bylaw may be cited as "Regional District of Bulkley-Nechako Pump and Haul Local Service Establishment Bylaw No. 1095, 1998."

Read a first time this 17<sup>th</sup> day of December, 1998

Read a second time this 17<sup>th</sup> day of December, 1998

Read a third time this 17<sup>th</sup> day of December, 1998

I hereby certify that this is a true and correct copy of Bylaw No. 1095 as read a third time.

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

Approved by the Inspector of Municipalities this 20<sup>th</sup> day of January, 1999

Finally reconsidered and adopted this 11<sup>th</sup> day of February, 1999

  
\_\_\_\_\_  
Chairperson

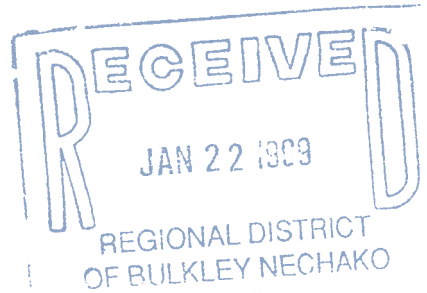
  
\_\_\_\_\_  
Corporate Administrator

**SCHEDULE "A"****Bylaw No. 1095, 1998****Electoral Area "E"**

Lot 1, Plan 4013, District Lot 936, Range 5, Coast District



January 20, 1999



Mr. Jay Simons  
Secretary  
Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake BC V0J 1E0

Dear Mr. Simons:

**Re: Pump and Haul Local Service Establishment Bylaw No. 1095, 1998**

Enclosed herewith is one copy of the above bylaw approved under the provisions of section 807(1)(a) of the *Municipal Act*. The Regional Board may now adopt the bylaw.

Once the bylaw has been adopted by the Board, please forward one certified copy to this office as required under section 806(4) of the *Municipal Act*.

Sincerely,

Allen Taylor  
Senior Administrative Officer  
Municipal Advice and Approvals

Enclosure

MASB:file RD02-232

Province of British Columbia



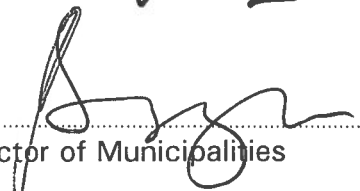
No. ....

# Statutory Approval

*Under the provisions of section* 807(1)(a)  
*of the* Municipal Act

*I hereby approve Bylaw No.* 1095  
*of* the Regional District of Bulkley-Nechako, *a copy*  
*of which is attached hereto.*

*Dated this* 20<sup>th</sup> *day*  
*of* January, 1999

  
 Deputy Inspector of Municipalities

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO. 1101

A BYLAW TO REGULATE PUMP AND HAUL SEWERAGE CONNECTIONS  
IN THE REGIONAL DISTRICT OF BULKLEY-NECHAKO

WHEREAS Bylaw No. 1095 established a local service for the collection, conveyance, treatment and disposal of sewage within part of the Regional District of Bulkley-Nechako;

AND WHEREAS the Board may, by bylaw, under Section 798(2) require owners of real property within a service area to connect their buildings and structures to appropriate sewer connections and provide that, if an owner fails to make the necessary connection within the time specified in the bylaw, the regional district will do the work necessary to make the connection and recover the costs incurred from the owner as a debt;

AND WHEREAS the Board may, under Section 816(1)(c) recover the annual costs for the local service by the imposition of fees and other charges that may be set by separate bylaw for the purpose of recovering these costs;

AND WHEREAS the Board is desirous of establishing regulations governing sewerage connections related to the collection, conveyance, treatment and disposal of sewage for the participating electoral area(s);

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

**1. Title**

This bylaw may be cited for all purposes as the "Regional District of Bulkley-Nechako Pump and Haul Sewage Disposal Regulation Bylaw No. 1101, 1999".

**2. Interpretation**

(1) For the purposes of this bylaw, unless the context otherwise requires:

**"Appropriate Sewer Connection"** means the installation and maintenance of a holding tank in manner which is compliant with the requirements of this bylaw and all terms and conditions of the permit issued by the Local Health Authority;

**“Board”** means the Board of Directors of the Regional District of Bulkley-Nechako;

**“Community Sewer System”** means a system of sewerage collection and disposal which services two or more parcels and which is owned, operated and maintained by a municipality, a regional district, or an improvement district under the Municipal Act or is regulated under the Waste Management Act or the Health Act;

**“Chief Building Inspector”** means the person appointed as such by the Board;

**“Director of Planning”** means the person appointed as such by the Board;

**“Health Act”** means the Health Act R.S.B.C. 1996;

**“Holding Tank”** means a tank designed to store sewage on a parcel for a period of time before the sewage is transported to an approved disposal site or community sewer system located elsewhere;

**“Holding Tank System”** means a system of sewage containment or disposal designed and intended to be used or actually used to hold, convey or dispose of sewage from, in or on a parcel;

**“Local Health Authority”** means the Public Health Inspector, Environmental Health Officer, or any other person appointed under the Health Act to regulate sewage disposal systems;

**“On-Site”** means on the parcel on which sewage is generated;

**“Regional District”** means the Regional District of Bulkley-Nechako;

**“Septage Hauling Vehicle”** means any vehicle inspected and approved by the relevant authority to transport sewage from holding tank systems to approved septage disposal facilities identified in this bylaw;

**“Sewage”** means human excretion or the water carried wastes from personal or domestic washing, food preparation and laundering, resulting from occupation of a building;

**“Sewage Disposal Regulations”** means the Sewage Disposal Regulations, B.C. Reg. 411/85 under the Health Act.

### **3. Application**

- (1) An owner or occupier of a parcel within the participating electoral area(s) where:
  - (a) a community sewer system is not available;
  - (b) a sewage disposal permit for on-site sewage disposal cannot be obtained pursuant to the Sewage Disposal Regulations; and
  - (c) the estimated maximum daily sewage flows for the intended use do not exceed 2,273.05 litres per day (500 imperial gallons per day) per parcel,
 may apply for a holding tank sewage disposal permit under subsection (2).
- (2) The application for a holding tank sewage disposal permit shall be submitted to the Regional District by the owner of a parcel within the electoral areas, or his agent, in the prescribed form as shown in Schedule A and shall be accompanied by:
  - (a) the application fee prescribed in Schedule A;
  - (b) a petition in the prescribed form as shown in Schedule B; and
  - (c) a sewage hauling contract in the prescribed form as shown in Schedule C.
- (3) The completed application will be forwarded to the Local Health Authority by the Regional District of Bulkley-Nechako for approval and design requirements.

### **4. Administration**

- (1) The Building Inspector, the Bylaw Enforcement Officer, the Director of Planning, or such other person, appointed by the Board to do so, shall administer this bylaw.
- (2) Persons appointed under subsection (1) or the Local Health Authority may enter any land, building, or premises to which this bylaw is applicable at any reasonable time for the purpose of ascertaining whether this bylaw is being observed.
- (3) No person shall interfere with or obstruct the entry of any person appointed under subsection (1) or the Local Health Authority in the course of administering and enforcing this bylaw.

## **5. Prohibitions**

- (1) No person shall commence the construction, installation, alteration, or repair of a holding tank system or part thereof until a permit in the prescribed form has been obtained from the Local Health Authority.
- (2) No person shall do any work that is at variance with the descriptions, plans and specifications for the holding tank system for which a permit has been issued, unless the change has been approved by the Local Health Authority.

## **6. On-Site Regulations**

- (1) A warning device, including two alarm systems consisting of one visual warning light within the residence/building which activates when 75% of the holding tank capacity is reached and one warning buzzer within the residence/building which activates when 90% of the holding tank capacity is reached, approved in accordance with the terms and conditions of the permit issued by the Local Health Authority shall be installed to provide the owner with an advance warning of the need to pump out the holding tank.
- (2) A single water line, through which all water entering the building flows, must have an approved water meter installed in an easily accessible location to record and measure total water consumption of the building.
- (3) The Local Health Authority may alter or eliminate the requirements described under subsections (1) and (2) as terms and conditions of the permit.
- (4) All on-site holding tanks and holding tank systems shall be designed, constructed sited and approved in accordance with the terms and conditions of the permit issued by the Local Health Authority.
- (5) The owner of a parcel on which a holding tank system is installed pursuant to this bylaw shall pump out and maintain or cause the holding tank to be pumped out and maintained as required to ensure sewage does not exceed the permitted capacity, or overflow, or otherwise exit the tank by any other means other than pumping to a septage hauling vehicle.



## **7. Off-Site Regulations**

- (1) No person shall discharge sewage from a holding tank installed pursuant to this bylaw to any disposal facility except:
  - (a) a sewage disposal facility operated and maintained by the Regional District of Bulkley-Nechako ;
  - (b) a sewage disposal facility which is owned, operated, and maintained by a municipality; or
  - (c) a sewage disposal facility which has been approved, under the Waste Management Act, for the disposal of sewage from holding tanks.
- (2) Sewage from a holding tank shall be hauled to a disposal facility, as identified in subsection (1), by a septage hauling vehicle which is owned and operated by a bona fide commercial septage hauler recognized as such by the Regional District of Bulkley-Nechako.

## **8. Remedial Powers**

- (1) The Board may, in accordance with the provisions of the Municipal Act, authorize the demolition, the removal, or the bringing up to standard of any holding tank or required warning devices, in whole or in part, that is in contravention of this bylaw.
- (2) The Regional District, by its employees, contractors, or authorized agents, may also undertake, pursuant to the Municipal Act, the pumping of sewage from holding tanks constructed pursuant to this bylaw that are maintained contrary to the prohibitions and regulations set out in Section 5 and 6 of this bylaw in order to ensure that an appropriate sewer connection is maintained pursuant to the requirements of this bylaw.
- (3) Persons appointed by the Board to administer this bylaw may order corrective actions to be carried out to ensure that an appropriate sewer connection is maintained.
- (4) The Regional District, by its employees, contractors, or authorized agents, may pump sewage from a holding tank, pursuant to subsection (2), if a property owner fails to do so within 24 hours of receiving an order to pump the holding tank.

- (5) In accordance with the provisions of the Municipal Act, all necessary and incidental expenses related to correcting an inappropriately maintained holding tank connection under subsection (2) shall be charged to the owner of the real property and, if unpaid on the 31<sup>st</sup> day of December in any year, shall be added to and form part of the taxes payable in respect of that real property as taxes in arrear.

## **9. Penalties**

- (1) A person who contravenes this bylaw or an order issued under this bylaw commits an offence and is liable upon conviction to the maximum penalty prescribed under the Offence Act.
- (2) For each day during which a contravention of this bylaw continues, a new and separate offence shall be deemed to occur.
- (3) Nothing in this bylaw shall prevent the Regional District from taking such other lawful action as it deems necessary to prevent or remedy any contravention of this bylaw.

## **10. Record Keeping**

The owner or occupier of a parcel shall provide an annual record of: the amount of sewage pumped at each pump-out; and where applicable, the water meter readings at each pump-out; and the amount of water used since the previous pump-out, in the form prescribed by the "Sewage Hauling Record Form" on Schedule C, to the Regional District of Bulkley-Nechako on or before December 31 of each year.

## **11. Severability**

If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME this 20<sup>th</sup> day of May, 1999

READ A SECOND TIME this 20<sup>th</sup> day of May, 1999

READ A THIRD TIME this 20<sup>th</sup> day of May, 1999

I hereby certify that the foregoing is a true and correct copy of Regional District of Bulkley-Nechako Pump and Haul Sewage Disposal Regulation Bylaw No. 1101, 1999.

Gail Chapman  
Deputy Corporate Administrator

RECONSIDERED, FINALLY PASSED AND ADOPTED this 17<sup>th</sup> day of June, 1999

H.L. Kru  
Chairperson

J. J. Smith  
Corporate Administrator

SCHEDULE A**REGIONAL DISTRICT OF BULKLEY-NECHAKO****APPLICATION FORM FOR****HOLDING TANK CONSTRUCTION PERMIT**

1. Name of Property Owner: \_\_\_\_\_
2. Mailing Address of Property Owner: \_\_\_\_\_
3. Legal Description of Property for which application is made:  
\_\_\_\_\_
4. Civic Address of property referred to in No. 3: \_\_\_\_\_
5. Has an application for an on-site sewage disposal system been denied by the Local Health Authority?  
☐ Yes If yes, please attach a copy of the Local Health Authority letter denying application for on-site sewage disposal.  
☐ No A formal rejection of your on-site sewage disposal system must be made by the Local Health Authority before this application can proceed.
6. Is the property within the Local Service Area established under Bylaw No. 1095?  
☐ Yes  
☐ No Please complete petition request on Schedule B of Bylaw No. 1101.  
*The process which will be followed in the event that this application can proceed is as follows:*
  - 1) *This form will be completed and submitted with a signed petition as shown on Schedule B and a signed section signed.*
  - 2) *An application fee of \$300 will be collected from the owner.*

- 3) *This information will be forwarded to the Local Health Authority for approval. If the Local Health Authority approves the application, they will include tank installation and design requirements.*
- 4) *The Local Health Authority will either approve or deny the application. If the application is denied, the \$300 application fee will be returned. If the application is approved, the petition for inclusion in the Local Service Area will be brought forward to the Board for consideration. All applications will be brought to the Board throughout the year on a quarterly basis.*
- 5) *If the Board approves inclusion in the Local Service Area, the applicant shall request a final inspection of the completely installed holding tank system and obtain authorization for use of the holding tank system from the Local Health Authority.*

Property Owners(s) Signature: \_\_\_\_\_ (Date)

\_\_\_\_\_ (Date)

SCHEDULE B**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
PETITION**

To Board of Directors  
Regional District of Bulkley-Nechako

**RE:   Petition to be included in the Regional District of Bulkley-Nechako Pump and Haul Local Service Area**

We the undersigned owners of \_\_\_\_\_  
(Legal Description)

do hereby petition the Regional District of Bulkley-Nechako to amend Regional District of Bulkley-Nechako Pump and Haul Local Service Area Establishment Bylaw No. 1095, 1998 by including this property within the Local Service Area.

The local service is for the purpose of providing treatment and disposal of sewage from holding tanks, and regulating the collection and conveyance of sewage from holding tanks within a defined portion of the Regional District of Bulkley-Nechako.

I/we understand that:

- a)     The annual costs for the local service, net of grants and other revenue, shall be recovered:
  - (i)     by the imposition of fees and other charges which may be fixed by separate bylaw; and
  - (ii)    the balance, if any, by the requisition of money under Section 823 of the Municipal Act to be collected by a property value tax to be levied and collected under Section 825 of the Municipal Act.
- b)     The maximum amount that may be requisitioned under Section 816(1) of the Municipal Act for the annual cost of operating the local service will be the greater of nil or an amount equal to the amount that could be raised by property value tax of nil per \$1,000.00 applied to the net taxable value of land and improvements within the local service area.
- c)     There will be an application fee as established under Regional District of Bulkley-Nechako Pump and Haul Sewage Disposal Regulation Bylaw No. 1101, 1999

- d) A Covenant shall be registered against the title to the land in question in accordance with Section 219 of the Land Title Act. The Covenant shall require that the owner of the lot maintains a contract at all times with a sewage hauling company, and that a current contract is always deposited with the Regional District of Bulkley-Nechako.

Property Owners(s) Signature: \_\_\_\_\_ (Date)

\_\_\_\_\_ (Date)

SCHEDULE C**HOLDING TANK SEWAGE HAULING  
CONTRACT AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_  
(day) (Month / year)

**BETWEEN:**

\_\_\_\_\_  
\_\_\_\_\_

(hereinafter called the "property owner")

**OF THE FIRST PART**

**AND:**

\_\_\_\_\_  
\_\_\_\_\_

(hereinafter called the "septage hauler")

**OF THE SECOND PART**

**WITNESSETH** that in consideration of the mutual covenants and conditions herein contained, the parties hereto covenant and agree with each other as follows:

**1. Scope of Contract**

The Septage Hauler shall, upon request by the Property Owner, pump the contents of the holding tank(s) located at

\_\_\_\_\_  
(Legal Description of Property)

and transport the sewage to a septage disposal facility which is approved for use under Regional District of Bulkley-Nechako Pump and Haul Sewage Disposal Regulation Bylaw No. 1101, 1999.



## 2. Record Keeping

The Septage Hauler shall record: the amount of sewage pumped; and, where applicable, the water meter reading; and the amount of water used since the last pumping, each occasion upon which the holding tank(s) is pumped. A copy of the records shall be provided to the Property Owner each time the holding tank(s) is pumped and the annual records shall be kept in the following form:

---

### ***Sewage Hauling Record Form***

**Mr/Mrs/Ms** \_\_\_\_\_

**Civic Address** \_\_\_\_\_

**Legal Description** \_\_\_\_\_

**For Calender Year** \_\_\_\_\_

<b>Date</b>	<b>Amount Pumped (Gallons)</b>	<b>Water Meter Reading (Gallons)</b>	<b>Amount of Water Used Since Last Pumping</b>

***I certify the above information to be true and accurate.***

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

**3. Payment**

The Property Owner agrees with the Septage Hauler to pay the Septage Hauler during the term of the contract the following amount:

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**4. Term of the Contract Agreement**

This contract agreement is considered to be valid from

\_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
Septage Hauler

\_\_\_\_\_  
Property Owner

## **PUMP AND HAUL SERVICE**

### **INFORMATION**

The Pump and Haul service has been established for property owners who have been unable to obtain Ministry of Health approval for a conventional sewage disposal system. Property owners who are granted approval for a Pump and Haul system under this program will be permitted to install a holding tank on their property and have it pumped out on a regular basis by a local septage hauler.

Below are some of the main points to consider regarding Pump and Haul:

1. Any persons wishing to establish a Pump and Haul sewage disposal system for a property must apply to the Regional District to amend the Pump and Haul Local Service Establishment Bylaw. The application fee is **\$300**. This money will be refunded if the application is rejected.
2. An application and petition for this amendment is available at the Regional District of Bulkley-Nechako office. You will need to bring your rejection notice from the Health Department to start this process.
3. The applicant will be required to register a covenant on the property ensuring that the tank will be pumped out regularly. A copy of the current contract with a septage hauler will also be filed with the Regional District of Bulkley-Nechako.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Llewellyn, Director of Planning and Development Services  
**Date:** January 29, 2026  
**Subject:** **Unsightly Premises Bylaw Amendment**

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**RECOMMENDATION:** (participants/majority)

That the Board consider the request from the Director for Electoral Area G to amend Unsightly Premises Bylaw No. 1649, 2012.

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### DISCUSSION

The Director for Electoral Area G (Houston/Granisle Rural) has expressed concern that the restrictions in Section 4.1 of the Unsightly Premises Bylaw are too strict for the more rural parts of Electoral Area G. The Director has requested that staff bring forward a report for the Board's consideration regarding amendment to the Unsightly Premises Bylaw.

Staff's preference is to maintain the bylaw as written and use the discretionary enforcement procedures in the RDBN's Bylaw Enforcement Policy to ensure that the regulations are applied only as necessary to ensure community standards are maintained. Should the Board wish to consider an amendment to the Unsightly Premises Bylaw that direction should be given to staff.

Section 4.1 of the Bylaw states that:

*"No owner or occupier of real property, shall allow, cause, or permit the storage, collection or accumulation on such real property (other than wholly within an enclosed building) of:*

- a. any Automobile Wreck or any part thereof; or*
- b. more than two (2) Derelict Motor Vehicles.*

Should the Board wish to amend the bylaw the Board may want to consider an amendment such as the following which increases the allowance for automobile wrecks and derelict motor vehicles on parcels 2 ha and larger.

*"No owner or occupier of real property, shall allow, cause, or permit the storage, collection or accumulation on such real property (other than wholly within an enclosed building) of:*

- a. any Automobile Wreck or any part thereof on a parcel which is less than 2 ha (4.94 ac);*
- b. more than five (5) Automobile Wrecks on a parcel which is 2 ha (4.94 ac) or greater;*

- c. more than two (2) Derelict Motor Vehicles on a parcel which is less than 2 ha (4.94 ac); or*
- b. more than ten (10) Derelict Motor Vehicles on a parcel which is 2 ha (4.94 ac) or greater.*

**ATTACHMENTS:**

[Unsightly Premises Bylaw No. 1649, 2012 link](#)

[RDBN Bylaw Enforcement Policy 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 Board of Directors

**To:** Chair and Board  
**From:** Amy Wainwright, Deputy Director of Planning and Development Services  
**Date:** January 29, 2026  
**Subject:** **Regional Housing Initiative Update**

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

Receive

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### BACKGROUND

In 2024 the RDBN hired a Housing Planner to support the region in meeting its housing challenges in a coordinated and proactive manner. This position is funded through a \$150,000 grant from the Northern Development Initiative Trust and the Growing Communities Fund. In September 2024 this position became vacant until it was restructured into the Deputy Director of Planning and Development Services position that was filled in May 2025. This position is divided 75% into Regional Housing Initiative (RHI) activities and 25% general Planning Department duties.

The RHI is in support of the Board's strategic plan for the 2022-26 term which includes the following goal and objectives.

*Goal: To ensure there is an adequate supply and variety of housing options for our citizens.*

*Objectives:*

- 1. Provide support to the non-profit sector in their pursuit of affordable housing projects and initiatives.*
- 2. Advocate with the Province for appropriate rules and regulations to reduce impediments to housing development and better-reflect the needs of northern residents.*
- 3. Investigate opportunities for the regional district to plan for and/or support the development of workforce housing.*

The RHI is focused on supporting the RDBN's member municipalities in meeting the region's housing challenges in a coordinated and proactive manner. As such, new letters were sent out in late May 2025 to all member municipality CAOs advising them that housing related support is available from the RDBN, with a focus on the following:

- support for the planning and development of housing projects;
- facilitating collaboration with municipal or senior government to identify and acquire land that could be used to support development goals; and
- support for the review of plans, bylaws, and development approval procedures in partnership with municipalities.

RDBN support for municipal housing related initiatives remains available as staff time permits.

## **HOUSING PROJECTS**

In 2025 RDBN staff supported a number of affordable housing developments and one market housing development, all with connections to BC Housing funding programs. BC Housing accepted applications to their Community Housing Fund (CHF) program. This program required projects to be as “shovel-ready” as possible with substantial pre-development design and risk-mitigation. The RDBN provided project planning support related to site identification, municipal development approvals, archaeological assessments, environmental and geotechnical studies, concept design, and quantitative analysis. BC Housing has not yet announced which projects have been selected for funding. It is noted that the 2026 work plan may be notably impacted by the number of projects funded in the RDBN.

### **Dze L K’ant Housing Society**

The Dze L K’ant Housing Society received funding from BC Housing through the Indigenous Housing Fund (closed May 2024). They are building a 41-unit apartment building in Houston for a mix of families, elders, and other indigenous community members. This project has now entered the construction phase. This project is supported through regular attendance at project meetings. Activities include ensuring compliance with municipal bylaws, liaising with District staff for technical and process matters, processing a Development Permit application for the project, and assistance with the Building Permit application.

### **Burns Lake Housing Enhancement Society**

The Burns Lake Housing Enhancement Society, founded by the Village of Burns Lake Council, applied to the BC Housing CHF for a 40-unit apartment building. This building would consist of a mix of two and three-bedroom rental units for low- and moderate-income households. This project was supported through attendance at project development meetings, OCP and zoning amendments, and facilitation of land subdivision of the project site. If selected for CHF funding, this project will require continued support for final design, and a development permit application.

### **Lakes District Senior Citizen Housing Association**

The Lakes District Senior Citizen Housing Association (LDSCHA) applied to the BC Housing CHF for a 37-unit apartment building for seniors housing. The association has purchased property and are in the process of rezoning to accommodate increased density and reduced unit sizes. This project is supported through a preliminary review and analysis of the proposed development, and completion of the zoning amendment application. This project will also require a development permit application.

### **Houston Retirement Housing Society**

The Houston Retirement Housing Society (HRHS) applied to the BC Housing CHF for a 41-unit apartment building for seniors housing. The application was submitted by a consultant on behalf of the District of Houston as part of the implementation of their Housing Strategy Action Plan. Support for this project included site identification, preliminary subdivision planning, coordination between the consultant and the municipality, regular attendance at project meetings, and ensuring compliance with municipal bylaws. If this project is selected for funding, significant ongoing support will be required.

### **Burns Lake Village Heights Workforce Housing**

The Village of Burns Lake has invested in infrastructure to connect services to the municipally owned property called Village Heights in order to facilitate new residential development. A private developer is intending to submit a BC Builds application for a 40-unit apartment building containing a combination of bachelor suites and one-bedroom units for workforce housing. Support for this project includes preliminary design review and subdivision coordination. If the BC Builds application is successful, a development permit application will be required, as well as ongoing general support.

## **REVIEW OF PLANS, BYLAWS, AND DEVELOPMENT APPROVAL PROCEDURES**

A key component of supporting the construction of new homes is assisting municipalities in reviewing the local regulatory environment and development approval process and updating procedures and bylaws. In most cases, consultants were retained to complete the updates and reviews of planning and development bylaws and procedures. The Deputy Director played a role coordinating, reviewing, and in some cases completing this work to ensure that the documents produced were appropriate for a smaller municipality in the RDBN.

In 2025, the projects of note that received RDBN support included:

- Review of the District of Houston's Complete Communities project, which had a large housing component and residential land inventory. This project is now complete.
- Oversight and document review for the District of Houston's Development Approval Procedures and Zoning Bylaw Review. This is a significant project that also includes drafting new wildfire development permit guidelines, and drafting a new development



procedures bylaw, manufactured home park bylaw, floodplain management bylaw and sign bylaw. This project is expected to be complete by mid-2026.

- Preparation and execution of OCP updates for compliance with housing legislation for the Village of Granisle, Village of Burns Lake, and the District of Houston. These projects are expected to be completed by early 2026.

## **OTHER HOUSING ACTIVITIES**

A variety of other housing-related activities were completed in 2025 and are ongoing. Examples of these activities include:

- New supportive housing providers from Smithers and Vanderhoof contacted the Planning Department for guidance and support.
- Research was conducted into the effectiveness of a number of housing strategies including tiny homes and pre-approved house plans. This research is ongoing, and any viable strategies will be advanced for further investigation. It is noted that preliminary research has shown limited potential.
- Planning Department staff have regularly attended the Planning Institute of BC Peer Learning Network webinars that are housing-focused, where participants share knowledge, best practices, and experiences.

## **POTENTIAL NEW PROJECTS FOR 2026**

As time permits, staff may advance the following new projects in 2016.

### **C2C Housing Plan (Burns Lake)**

C2C (community to community) grant funding has been secured to develop a shared housing plan between the Village of Burns Lake, Ts'il Kaz Koh, and Lake Babine Nation. RDBN staff have been invited to participate in this process.

### **Direct Provision of Market Housing Feasibility**

Staff plan to renew explorations into the potential opportunity for the RDBN and member municipalities to directly provide rental accommodation for critical employees in local municipalities. This housing could be used for recruitment and retention of professionals, including those in the health care field. This project was on the previous year's work plan but was not advanced due to priority projects and limited interest from preliminary inquiries with potential project partners. Once potential opportunities and financial implications have been further explored staff will report back to the Board with recommendations. This may include a recommendation to complete a detailed project feasibility study by a qualified consultant.

## **ATTACHMENTS:**

[2024 Sept Board Report – Regional Housing Initiative Work Plan link](#)

**STRATEGIC PLAN ALIGNMENT:**

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

**3. Housing Supply**

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

3.1 Provide support to the non-profit sector in their pursuit of affordable housing projects and initiatives.

3.2 Advocate with the Province for appropriate rules and regulations to reduce impediments to housing development and better-reflect the needs of northern residents.

3.3 Investigate opportunities to plan for and/or support the development of workforce housing.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Llewellyn, Director of Planning and Development Services  
**Date:** January 29, 2026  
**Subject:** **CGL SEEMP Final Report and Lessons Learned**

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Receive

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### BACKGROUND

The Environmental Assessment Certificate for the Coastal Gaslink Pipeline, issued in 2014, included the condition that the proponent develop a Socio-economic Effects Management Plan (SEEMP) which outlines how Coastal GasLink will identify and mitigate socio-economic effects on community-level services and infrastructure. The SEEMP was also required to outline a schedule for consultation with the RDBN, and other stakeholders, during the construction process. As part of the SEEMP implementation process Coastal GasLink was required to develop semi-annual status reports, and the attached final report for submission to the Province. The SEEMP Final Report provides a summary of the project at completion with a focus and an evaluation of the SEEMP process and implementation requirements.

The SEEMP process was established, in part, because of concerns expressed by local governments and First Nations that the mitigation measures proposed to address impacts on services and infrastructure (e.g. emergency, crime prevention, social, recreational, utilities, health care, etc.) were not adequately developed and uncertainty remained regarding mitigation effectiveness.

### DISCUSSION

Staff have no recommended comments in response to the referral on the SEEMP Final Report. In staff's opinion CGL was reasonably responsive to issues raised during the construction process and issues raised were addressed in line with the expectations contained in the SEEMP. Staff are using this opportunity at the end of Phase 1 of the Coastal Gaslink Pipeline construction process to provide comment on the lessons learned regarding the review and approval process for larger projects such as the CGL Pipeline Project.

In staff's opinion the most valuable lessons learned are not relating to the potential impacts associated with these projects, or the potential opportunity that may exist. The RDBN and member municipalities appropriately identified and raised these issues early and often during

the planning and approval process with the hope to proactively work to identify mitigations and take advantage for opportunity for positive legacy impacts. The primary achievement of local governments during the Environmental Assessment approval process was limited to raising issues and making requests. Unfortunately, these efforts resulted in minimal impact on project design and concrete actions to address those concerns or take advantage of opportunity for increased benefit.

There appears to be limited motivation for proponents to work proactively with local governments and respond to their concerns beyond the minimum extent necessary to obtain provincial approvals. Unfortunately, the SEEMP process has been deemed necessary because of the deferral of local government concerns to the BCER permitting process and construction stage (where they are not adequately or proactively addressed). The recent exemption of renewable projects from the Environmental Assessment process, and increased reliance on the BCER permitting process, does not provide much hope that local concerns regarding these projects will be addressed in a more proactive manner.

In staff's opinion the primary lesson is that additional actions at the political level, or greater use of the RDBN authority to regulate work camps, will be required for future discussions on proposed major projects to go beyond high level communication with public relations professionals where RDBN comments are graciously received but not adequately acted on in a meaningful way. Further discussion on lessons learned are included in the attached 2023 discussion paper titled "Community Investment and the Environmental Assessment Process."

#### **ATTACHMENTS:**

CGL Cover Letter dated December 17, 2025

[SEEMP 2016 - link](#)

[SEEMP Final Report - link](#)

[Discussion paper title "Community Investment and the Environmental Assessment Process." link](#)

#### **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



450 – 1st Street S.W.  
Calgary, AB T2P 5H1

**Tel:** 403.920.5279

**Email:** [sian\\_weaver@tcenergy.com](mailto:sian_weaver@tcenergy.com)

**Web:** <https://www.coastalgaslink.com/>

**CGL4703-CGP-GEN-SE-LTR-7312**

December 17, 2025

Curtis Helgesen  
Chief Administrative Officer  
Regional District of Bulkley-Nechako  
Box 820 – 37 - 3<sup>rd</sup> Avenue  
Burns Lake, B.C. V0J 1E1

Email: [curtis.helgesen@rdbn.bc.ca](mailto:curtis.helgesen@rdbn.bc.ca)

Dear Mr. Helgesen,

**Re: Coastal GasLink Socio-economic Effects Management Plan, Phase 1 Final Report**

Pursuant to Environmental Assessment Certificate #E14-03 Condition #24, Coastal GasLink Pipeline Ltd. (Coastal GasLink) submitted the Socio-economic Effects Management Plan (SEEMP) for the Coastal GasLink Pipeline Project (Project) on March 24th, 2016, and received approval from the Environmental Assessment Office (EAO) on May 13th, 2016. In the approved SEEMP, Coastal GasLink committed to provide SEEMP status reports semi-annually during the construction phase of the Project and a final report available within two years after construction is completed.

Phase 1 of Coastal GasLink achieved mechanical completion in November 2023. This phase included the construction of approximately 670 kilometers of pipeline and of the facilities that will be required to support the pipeline and deliver Canadian natural gas to liquified natural gas (LNG) facilities in Kitimat, B.C. During 2024, Phase 1 continued with the final clean-up of the pipeline right-of-way and ancillary sites being completed.

Coastal GasLink is pleased to provide the attached SEEMP Phase 1 Final Report which captures SEEMP development and Phase 1 implementation spanning from 2015-2024.

Should you have any questions, please contact me at 403-920-5279 or by e-mail at [sian\\_weaver@tcenergy.com](mailto:sian_weaver@tcenergy.com)

We look forward to continuing engagement during implementation of the SEEMP.

Sincerely,

A handwritten signature in blue ink that reads "Sian Weaver".

Sian Weaver  
Manager, Socio-economics



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

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

**Date:** January 29, 2026

**Subject:** **Lawyers Ranch Project Environment Assessment Process**

---

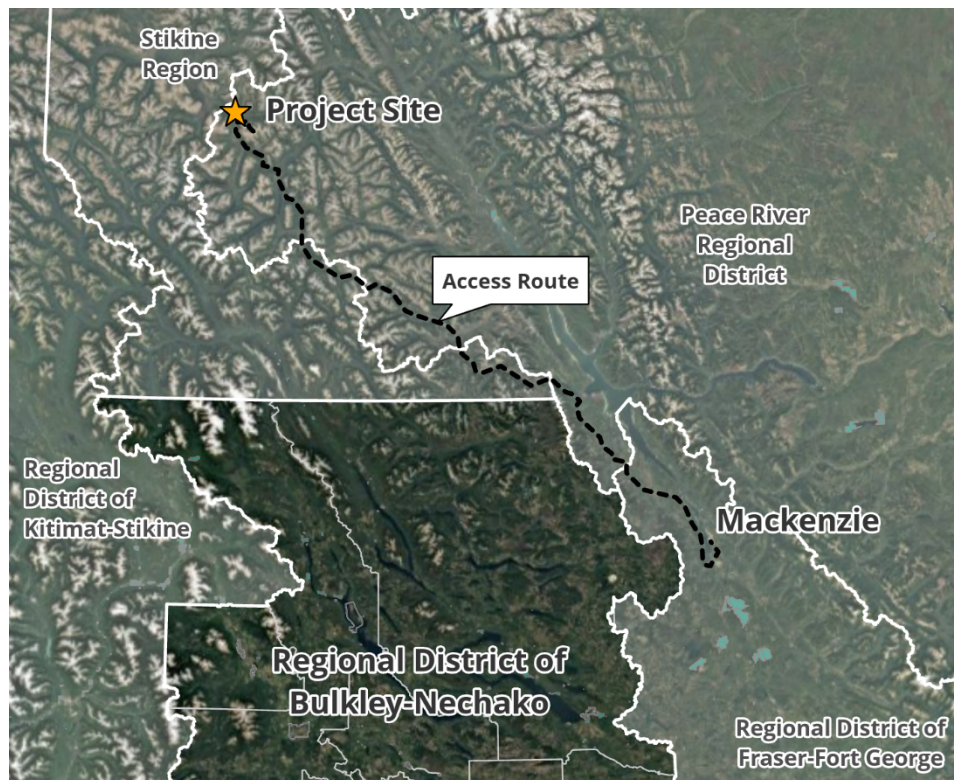
**RECOMMENDATION:** (all/directors/majority)

That the Board direct staff to participate as a member of the Technical Advisory Committee for the Lawyers Ranch Project Environmental Assessment process as an observer, and report back to the Board as appropriate.

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### DISCUSSION

The Provincial Environmental Assessment Office (EAO) has invited the RDBN to participate as a member of the Technical Advisory Committee being established as part of the Environmental Assessment Process for the Lawyers Ranch Project.



Thesis Gold Inc. proposes to construct and operate the Lawyers-Ranch Project which is a combined underground/open-pit gold and silver mine located approximately 450 km northwest of Prince George and 275 km north of Smithers. The project is accessible primarily via the Finlay Forest Service Road (FSR), which originates south of the District of Mackenzie and connects to the Omineca Resource Access Road or Kemess Road. The mine site and access route are not in the RDBN. The mine site is in the Peace River Regional District (PRRD), and the access road is through the PRRD and the Regional District of Fraser Fort George (RDFFG).

The Provincial Environmental Assessment Office (EAO) is providing the RDBN the opportunity to participate in the Environmental Assessment process as a member of the Technical Advisory Committee. Alternatively, the RDBN can participate as an observer. Observers are included in all technical advisor correspondences, and may attend meetings, but are not expected to provide input during the review.

Full participation on the working group involves attending committee meetings and undertaking detailed review of related documents and information as necessary. Staff then report to the Board regarding the process, and to receive direction regarding formal input. Reporting to the Board typically occurs at the draft application review stage, the application screening stage, and the application analysis stage (as discussed in the attached Environmental Assessment Participation Policy).

Staff recommend that the RDBN participate as an observer only as the project is not anticipated to have any notable impact on communities or infrastructure in the RDBN. It is noted that the mine site can be accessed through areas of the RDBN. Therefore, when acting as an observer to the process staff will monitor for any RDBN related impacts and report back to the Board as appropriate.

#### **ATTACHMENTS:**

Lawyers-Ranch Environmental Assessment Invitation email

[Thesis Gold Lawyers-Ranch Project Initial Project Description - link](#)

[RDBN Environmental Assessment Policy - link](#)

#### **STRATEGIC PLAN ALIGNMENT:**

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

**From:** [Jason Llewellyn](#)  
**To:** [Jason Llewellyn](#)  
**Subject:** FW: Lawyers-Ranch EA: Review of Initial Project Description and Engagement Plan (Due: February 9, 2026)  
**Date:** January 16, 2026 10:10:09 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[ITT LawyersRanch\\_IPD.xlsx](#)

---

**From:** Thede, Amy EAO:EX <Amy.Thede@gov.bc.ca>  
**Sent:** January 7, 2026 9:12 AM  
**To:** Stegman, Martin JEG:EX <Martin.Stegman@gov.bc.ca>; Le, Quynh PSFS:EX <Quynh.Le@gov.bc.ca>; Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>; Nellie Davis <nellie.davis@rdbn.bc.ca>; Judy Greenaway <judy.greenaway@rdbn.bc.ca>; Ashley Murphey <ashley.murphey@prrd.bc.ca>  
**Cc:** Olson, Kristen EAO:EX <Kristen.Olson@gov.bc.ca>; St. James, Katherine EAO:EX <Katherine.StJames@gov.bc.ca>  
**Subject:** Lawyers-Ranch EA: Review of Initial Project Description and Engagement Plan (Due: February 9, 2026)

Good morning and Happy New Year,

You are receiving this email because you have been identified as a potential technical advisor for the environmental assessment of the Lawyers-Ranch Project. **If you are not the correct person or there are additional people from your Ministry/branch who should be included as technical advisors, please let me know as soon as possible.** Thank you in advance for your assistance on this file; we really appreciate the time and effort our technical advisors put into environmental assessment processes.

### **The Project:**

Thesis Gold Inc. is proposing the construction, operation, and closure of a new gold-silver mine located 275 km north of Smithers, British Columbia. As proposed, the Lawyers-Ranch Project would include open-pit and underground mining facilities, an ore processing plant (metal mill), a tailings management facility, waste rock storage facilities, an accommodation complex and a 70 km transmission line extension. The project would have a maximum production capacity of 5.5 million tonnes of ore per year (approximately 15,000 tonnes per day) over a mine life of 14 to 20 years, and would be located on the site of the former Cheni Mine.

On December 19, 2025, the EAO approved Thesis Gold's Initial Project Description (IPD) and Engagement Plan. This approval marks the beginning of the Early Engagement Phase of the EA. The IPD and Engagement Plan can be found on the EAO's website [here](#).



During the Early Engagement phase, the EAO requires the assistance of technical advisors to review and provide comments on the IPD. The EAO will be formally establishing a Technical Advisory Committee (TAC) (formerly known as a Working Group) in the next phase (Process Planning) of the EA, if the project proceeds.

In addition to the EAO's review, the federal Impact Assessment Agency of Canada is also conducting a review of Lawyers-Ranch. The EAO has already requested the substitution of the assessment, meaning that if IAAC orders a full review of Lawyers-Ranch, the EAO would carry out one assessment process to meet the requirements of both the B.C. and federal governments.

### **Confirmation of Technical Advisors & Webinar:**

The EAO will formally establish a Technical Advisory Committee (TAC) in the Process Planning phase of the environmental assessment. For information on the roles and responsibilities of technical advisors, please review the EAO's [Technical Advisory Committee Guideline](#). We will hold an introductory call for technical advisors on **Wednesday, January 21<sup>st</sup> at 2:30pm** to orient you to the project, discuss the Initial Project Description and Engagement Plan, and provide an overview of the of the environmental assessment process (calendar invite to be sent shortly). If you are unable to attend the session, please let me know and I can ensure a recording is available.

If you are not the correct person or there are additional people from your Ministry/branch who should be included as technical advisors, please let me know as soon as possible.

If your group, department, or ministry is **not** interested in attending the webinar and/or participating as a technical advisor for Lawyers-Ranch EA please let me know and I will remove you from the distribution list. Also note that you, or someone from your organization, may wish to participate in the EA as an observer. Observers are included in all technical advisor correspondence but are not expected to provide input during the EA.

### **Review of the Initial Project Description and Engagement Plan – \*\*Due February 9<sup>th</sup>\*\***

As part of Early Engagement, the EAO is asking technical advisors to review and provide feedback on the [Initial Project Description and Engagement Plan](#).

Please review the document and send any comments that identify:

- Key initial issues or concerns with the project as set out in the Initial Project Description;
- Suggested design changes and/or considerations;
- Additional information your organisation would require to inform your organisation's advice to the EAO regarding the EAO's Readiness Decision and

- the project's readiness to proceed through the environmental assessment;  
and/or
- Potential permitting issues that may require coordination and/or inclusion in the Regulatory Coordination Plan which will outline the necessary permits for Lawyers-Ranch.

Attached is an Issues Tracking Table for your comments. Please provide your comments on the "TAC comments" tab, entering your name, organization, and any comments in the appropriate columns, one comment per row. These will then be sent to the proponent for responses. If you need assistance with the ITT, please do not hesitate to contact me, I am happy to help.

If you have any questions or require further information, please contact me, by telephone at 778-405-9825 or by email at [Amy.Thede@gov.bc.ca](mailto:Amy.Thede@gov.bc.ca); or Katherine St. James, Project Lead by telephone at (778) 698-9338 or by email at [Katherine.StJames@gov.bc.ca](mailto:Katherine.StJames@gov.bc.ca).

Thank you so much for your time and assistance.

Cheers,

Amy

**Amy Thede** BES, MRM  
Project Assessment Officer  
Environmental Assessment Office  
Government of British Columbia  
Office: 778-405-9825  
[Twitter.com/BC\\_EAO](https://twitter.com/BC_EAO)




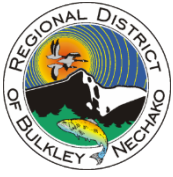
***The EAO respectfully acknowledges that it carries out its work on the territories of First Nations throughout British Columbia.***

*This e-mail is confidential and is intended only for the person(s) to whom it is addressed. Any distribution, copying, or other use by anyone else is strictly prohibited. If you received this e-mail in error, please destroy this e-mail and contact me directly.*

**Advisory Planning Commission  
Meeting Minutes**

<b>Electoral Area A</b>	<b>Meeting Date: Monday January 5, 2026</b>	<b>Meeting Location: Virtually via Zoom</b>		
<b>Attendance</b>				
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>APC Members</u>  <input checked="" type="checkbox"/> Natalie Trueit-MacDonald  <input checked="" type="checkbox"/> Bob Posthuma  <input checked="" type="checkbox"/> Sandra Hinchliffe  <input type="checkbox"/> <del>Andrew Watson</del>  <input checked="" type="checkbox"/> Alan Koopman  <input type="checkbox"/> <del>Paul Murphy</del> </td> <td style="width: 50%; vertical-align: top;"> <u>Electoral Area Director</u>  <input checked="" type="checkbox"/> Director Stoney Stoltenberg  <input type="checkbox"/> <del>Alternate Vicky Hoskins</del>    <u>Other Attendees</u>  <input type="checkbox"/> <del>Danielle Patterson, Senior Planner</del>  <input checked="" type="checkbox"/> Jason Llewellyn  <input checked="" type="checkbox"/> Kent Delwisch  <input type="checkbox"/> </td> </tr> </table>			<u>APC Members</u> <input checked="" type="checkbox"/> Natalie Trueit-MacDonald <input checked="" type="checkbox"/> Bob Posthuma <input checked="" type="checkbox"/> Sandra Hinchliffe <input type="checkbox"/> <del>Andrew Watson</del> <input checked="" type="checkbox"/> Alan Koopman <input type="checkbox"/> <del>Paul Murphy</del>	<u>Electoral Area Director</u> <input checked="" type="checkbox"/> Director Stoney Stoltenberg <input type="checkbox"/> <del>Alternate Vicky Hoskins</del>  <u>Other Attendees</u> <input type="checkbox"/> <del>Danielle Patterson, Senior Planner</del> <input checked="" type="checkbox"/> Jason Llewellyn <input checked="" type="checkbox"/> Kent Delwisch <input type="checkbox"/>
<u>APC Members</u> <input checked="" type="checkbox"/> Natalie Trueit-MacDonald <input checked="" type="checkbox"/> Bob Posthuma <input checked="" type="checkbox"/> Sandra Hinchliffe <input type="checkbox"/> <del>Andrew Watson</del> <input checked="" type="checkbox"/> Alan Koopman <input type="checkbox"/> <del>Paul Murphy</del>	<u>Electoral Area Director</u> <input checked="" type="checkbox"/> Director Stoney Stoltenberg <input type="checkbox"/> <del>Alternate Vicky Hoskins</del>  <u>Other Attendees</u> <input type="checkbox"/> <del>Danielle Patterson, Senior Planner</del> <input checked="" type="checkbox"/> Jason Llewellyn <input checked="" type="checkbox"/> Kent Delwisch <input type="checkbox"/>			
Chairperson: Sandra Hinchliffe		Secretary: Natalie Trueit-MacDonald		
Call to Order: 7pm				
<u><b>Agenda</b></u>  7:00 pm Election of Chair and Secretary for 2026  7:05 pm ALR 1286				
Applications (Include application number, comments, and resolution)  Election of Chair and Secretary for 2026 – Chair – Sandra Hinchliffe (by acclamation) Secretary – Natalie Trueit-MacDonald (by acclamation)  ALR 1286 – the APC unanimously supports the application				
Meeting Adjourned: 7:30	Secretary Signature: <span style="background-color: black; color: black;">[Redacted Signature]</span>			

<b>Electoral Area C</b>	<b>Meeting Date: Jan 13, 2026 7:00pm</b>	<b>Meeting Location: Zoom</b>
<b>Attendance</b>		
<b>APC Members</b> <input checked="" type="checkbox"/> Cam McCormick <input checked="" type="checkbox"/> Carrie Constantine <input checked="" type="checkbox"/> Morgan Davis <input checked="" type="checkbox"/> Jonathan Ouellette <input type="checkbox"/> Bob Grill		<b>Electoral Area Director</b> <input checked="" type="checkbox"/> Director Judy Greenaway <input type="checkbox"/> Alternate Director Dalphena Snively  <b>Other Attendees</b> <input checked="" type="checkbox"/> Cameron Kral, Planner (RDBN)
Chairperson: Jonathan Ouellette		Recording Secretary: Carrie Constantine (Cameron Kral as note-taker)
Call to Order: 7:00 PM		
<b>Agenda:</b> 7:00 – 7:10 Election of Chairperson and Secretary 7:10 – 7:30 OCP/Rezoning Application RZ C-01-25		
The APC elected Jonathan Ouellette as Chairperson, and Carrie Constantine as Recording Secretary for this meeting.		
<u>RZ C-01-25</u>		
Cameron Kral provided a summary of the application and R4 Zone density regulations.		
The APC discussed the application. Key points included: <ul style="list-style-type: none"> <li>• The applicant could have checked zoning before purchasing the property.</li> <li>• The APC asked whether more neighbours were notified. Cameron Kral explained the RDBN's public notification process.</li> <li>• The APC asked why the septic report differs from the proposed development. Cameron Kral stated the applicant provided an email from the engineer clarifying that the septic system can support the proposed development. The APC requested a copy of the email be included for the Board.</li> </ul>		
The APC passed a motion recommending support for the application.		
Meeting Adjourned: 7:27 PM	Secretary Signature 	



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Jason Llewellyn, Director of Planning and Development Services  
**Date:** January 29, 2026  
**Subject:** **Parks and Trails Work Plan and Recreation Grant Funding for 2026**

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

That the Board receive the Parks and Trails Work Plan for 2026, and approve the following recommendations from the Recreation Contribution Service Advisory Committees:

1. Committee (for Electoral Area A and the Town of Smithers) recommend that the tax for their recreation contribution service be at a level to maintain \$50,000 in unallocated recreation funds after all the existing funding commitments have been met.
  2. That the Committee (for Electoral Areas B, E and the Village of Burns Lake) recommend that the tax for their recreation contribution service be at a level to maintain \$60,000 in unallocated recreation funds after all the existing funding commitments have been met.
  3. That the Committee (for Electoral Area C and the District of Fort St. James) recommend that the tax for their recreation contribution service be at a level to maintain a \$50,000 in unallocated recreation funds after all the existing funding commitments have been met.
  4. That the Committee (for Electoral Area G, the District of Houston, and the Village of Granisle) recommend that the tax for their recreation contribution service be at a level to maintain \$30,000 in unallocated recreation funds after all the existing funding commitments have been met.
- 

### DISCUSSION

#### **Parks and Trails Work Plan for 2026**

The purpose of this report is to provide the Board with the 2026 work plan for the four Parks and Trails sub-regional service areas. When the Parks and Trails Service was established in early 2021, staff focused efforts on Parks and Trails projects in the Electoral Area A Service Area. This effort has shifted to Electoral Areas B / E in recent years. With the completion of Parks and Trails Master Plans for Electoral Areas C and G staff are preparing to shift efforts to the Electoral Area C and G Service Areas to ensure long-term service equity.

The table on the first page of the Parks and Trails Service's Work Plan includes the taxation and grant funding proposed for each project in 2026. The table is followed by a brief discussion of each project for the Board's information. This report is an opportunity for the Board to provide direction regarding the Department's work on parks and trails.

Staff do not anticipate that all of the work identified in the attached work plan will be completed in 2026. The work listed is that which could potentially be actioned. The work undertaken depends upon a number of factors including staff availability, the results of First Nations input and consultation, and the timing of Provincial / Federal / CN approvals.

### **Work Highlights for 2025**

Staff note the following Parks and Trails Service accomplishments in 2025.

- Agreement with the Town of Smithers for Cycle 16 trail maintenance
- Installation of Trout Creek outhouse, and garbage and recycling containers
- Round Lake ALC application and approvals
- Quick Telegraph Cabin renovation and repair
- Hospital Point day use picnic area development
- Danger tree assessment / cutting for Hospital Point, Ridler Trail, and Trout Creek
- Ridler Trail maintenance contract / agreement with RSTBC
- 50% completion of Parks and Trails Master Plans for Electoral Areas C and G
- Telegraph Trail Mapping Project

### **Recreation Grant Program Funding for 2026**

Staff continue to administer the recreation grant program as approved by the Board in 2024. Funding for 2025 - 2026 is being released as the Societies meet their reporting requirements for funds spent in 2024 - 2025. The Recreation Contribution Service Advisory Committees for the four service areas met in November to discuss the 2026 budget and to receive an update on the distribution of funds. The minutes for each service area meeting are attached, and the recommendations for 2026 taxation are in the staff recommendation.

The next call for recreation grant applications is anticipated to happen in mid 2026 for distribution in 2027. Staff will be consulting with each Recreation Contribution Service Advisory Committee on the process and reporting to the Board for direction as required.

**ATTACHMENTS:**

Parks and Trails Work Plans for 2026

Electoral Area A and Town of Smithers Recreation Contribution Service Advisory Committee Meeting Minutes

Electoral Areas B, E and Village of Burns Lake Recreation Contribution Service Advisory Committee Meeting Minutes

Electoral Area C and District of Fort St. James Recreation Contribution Service Advisory Committee Meeting Minutes

Electoral Area G, District of Houston, and Village of Granisle Recreation Contribution Service Advisory Committee Meeting Minutes

**STRATEGIC PLAN ALIGNMENT:**

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

4. Community and Economic Sustainability

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

4.1 Learn the needs of the tourism sector and explore ways to support and advance tourism in the region.

## PARKS AND TRAILS WORK PLAN 2026

PROJECT	ACTIVITY	RANK	BUDGET
<b>Smithers and Electoral Area A Service Area</b>			
Cycle 16 Trail	Maintenance	High	\$7,000*
	Phase 2 and 3 -with MoTT / no RDBN involvement	na	0
Trout Creek	Maintenance	High	\$6,000*
	Notation of Interest on trail to waterfall	Low	0
Round Lake	Land transfer, env. permitting, detailed design, LOO	Medium	\$50,000 **
Quick Telegraph Cabin	First Nations engagement	Low	0
	Culvert installation	Low	\$5,000 *
Malkow Lookout	Research and property owner discussions	Medium	0
<b>Burns Lake, Electoral Area B and Electoral Area E Service Area</b>			
Imeson's Beach	Rail crossing construction and trail improvements	High	\$100,000??**
	Danger tree assessment and cutting	High	\$5,000*
Hospital Point	Maintenance	High	\$2,500*
	Garbage and recycling containers	High	\$2,000**
	Park plan community engagement	High	\$1,000*
Ridler Trail	RSTBC agreement	High	0
	Maintenance	High	\$5,000*
	Picnic / tenting structure upgrades	High	\$10,000**
Nelson Homestead	First Nations Engagement	Medium	0
Francois Lake Boat Launches	Preliminary consultation and planning	Medium	\$1,000*
	Preliminary design, LOO, Arch Study, engagement	Medium	\$60,000**
Hwy 35 Trail	With MoTT / no RDBN involvement	na	0
<b>Fort St. James and Electoral Area C Service Area</b>			
Master Plan	Complete plan with consultant	High	\$25,000**
Stuart Lake Water Access Campsite	Preliminary design, agreement with FSJ	High	0
	Construction	Medium	\$50,000**
<b>Houston, Granisle and Electoral Area G Service Area</b>			
Master Plan	Complete plan with consultant	High	\$25,000**
Granisle Connector Trail	First Nations engagement, preliminary design, LOO	High	\$50,000**
<b>General Projects</b>			
Telegraph Trail	Ground truthing	High	0
Signage	Sign strategy under development – Board report coming	High	\$70,000**
Establishment Bylaw Amendments	Replace reference to regional parks and regional trails with parks and trails	High	0

\* Taxation

\*\* Grant Funded



## SMITHERS / ELECTORAL AREA A PARKS AND TRAILS SERVICE AREA

### Cycle 16 Commuter Trail

In June 2024, the Province announced \$85 million in funding for active transportation projects on Ministry owned right of ways through the Active Transportation Capital Fund. A portion of this funding was allocated for the completion of phases 2 and 3 of the Cycle 16 trail. Ministry of Transportation and Transit (MoTT) staff have agreed to use these funds to complete upgrade work required for phase 1 of the trail. Since this announcement was made MoTT have taken over the planning of phases 2 and 3 of the trail, and partial construction of phase 3 of the trail in 2026. The Province has directed the RDBN to the following web site for information relating to the construction of phases 2 and 3 of the trail. [Highway 16 - Cycle 16 Multi-use Path - Province of British Columbia](#)

MoTT has confirmed in writing that their intention is to formalize their assumption of ownership of phase 1 from the RDBN and take responsibility for ownership and maintenance of Phases 2 and 3 when built.

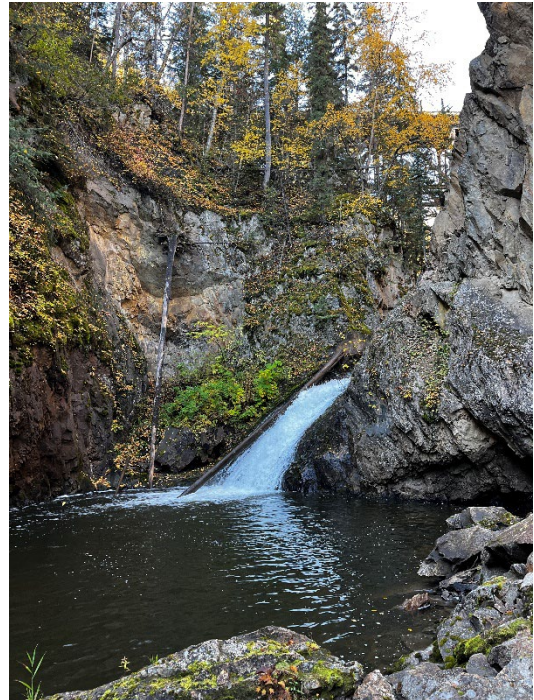
Staff have entered into an agreement with the Town of Smithers for regular maintenance (sweeping and weekly garbage pick-up) of Phase 1 for the 2026 season. RDBN staff remove the bollards each fall and install them in the spring.



## Trout Creek

The Trout Creek Park along the Bulkley River approximately 20 km northwest of the Town of Smithers was acquired by the Regional District in 2020. The property is well used for recreation, especially during the fall fishing season, and has potential for further development as a day use park. The site could also serve as a parking lot for a trail to a nearby waterfall located on Crown land.

In 2025 a vault privy was installed along with garbage and recycling containers. Staff also completed (through the use of contractors) a danger tree assessment and removal project in 2025.



Staff have no Park improvement projects planned for Trout Creek in 2026. Staff may initiate the process to place a notice of interest over the Crown Land portion of a trail leading from the property to a waterfall. The Park is maintained weekly.

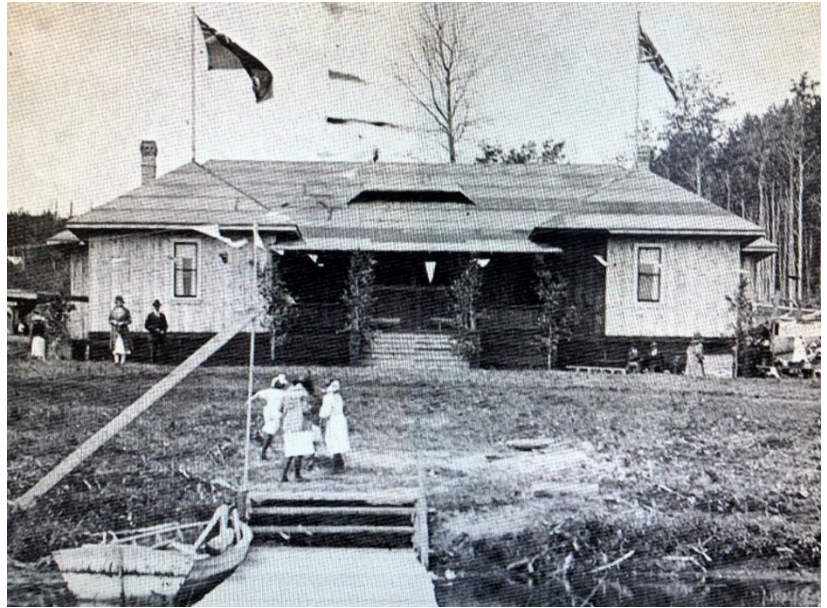
Staff meet biannually with the Trout Creek Advisory Group to obtain feedback on park operations.





## Round Lake Waterfront Upgrade Survey and Design Project

In 2024 staff completed the majority of phase 1 of the Round Lake Park Waterfront Upgrade Survey and Design Project in cooperation with the Round Lake Community Association and a consultant. This phase included surveying, completion of an Archaeological Impact Assessment for the area, completion of a preliminary development plan for the park and boat launch.



The final report and development plans were presented to the RDBN Board and Round Lake community in early 2025. This concluded phase 1 of the project. In 2025, the Planning Department made application to the Agricultural Land Commission (ALC) for non-farm use approval for the proposed park upgrades and community hall uses on the property. The ALC application also included a request for the ALC to allow the transfer of a strip of private land to be developed as park into the road right of way. The application was approved in late 2025.

In 2026, the following work is planned:

- Completion of detailed design and environmental permitting for the work in and adjacent to the lake.
- Formal approval of the development plans by MoTT and issuance of a license of occupation to the RDBN.

The draft 2026 budget includes \$50,000 for pre-construction work.

## Quick Telegraph Cabin

The Regional District owns a property in Quick, approximately 14 kilometres southeast of the Village of Telkwa, which contains a historic telegraph cabin, and a rock (locally known as the Love Stone) with potential historical /archeological significance. In 1974, the Quick Women's Institute worked with the RDBN to relocate the cabin to its current location, and have the parcel created and donated to the RDBN. Agreement was made that the Institute could use the cabin for meetings and storage and would take care of building and site maintenance. The Women's Institute stopped using the building for several years given its deteriorating condition.

In 2025 staff hired a contractor to replace the roof, install new concrete steps, and repair the concrete foundation, windows, doorway, fencing. Staff also worked with the Quick Women's Institute to issue a Park Use Permit to allow their continued use of the cabin in exchange for light maintenance.

The draft 2026 budget includes \$5,000 for the addition of a culvert and walkway to the property.

In 2026 staff propose First Nations engagement regarding the Love Stone, and initial work in developing a long-term plan for the property that may include a picnic area, an outhouse, a kiosk with historical information, parking etc.



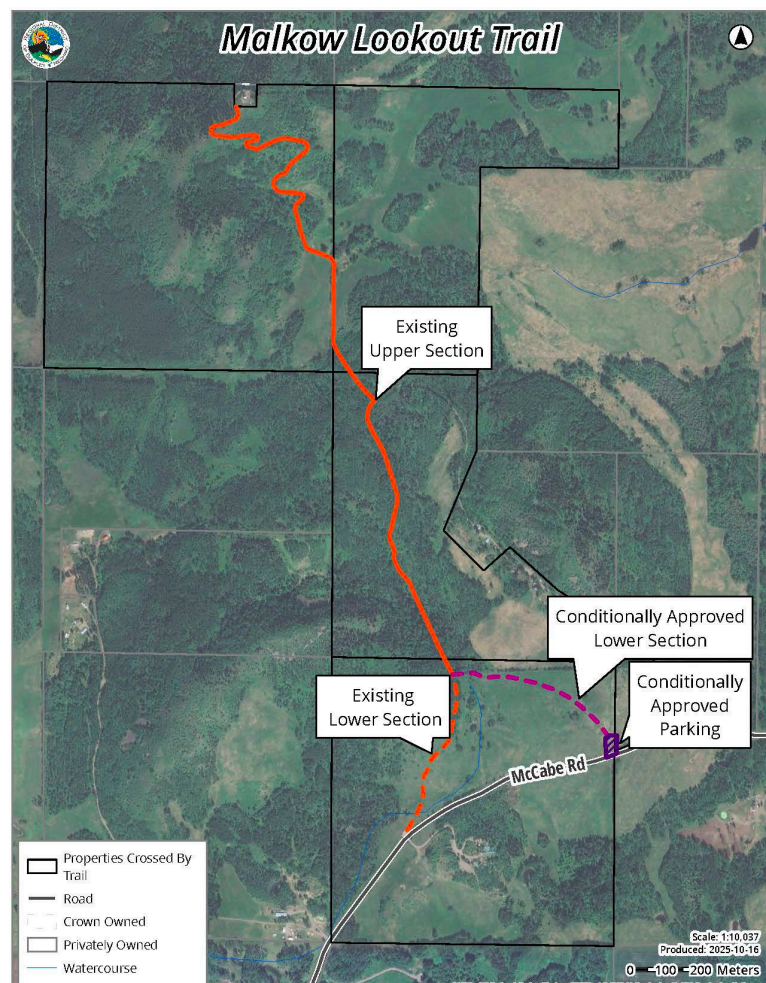


## Malkow Lookout Trail

The Malkow Lookout Trail is a popular 3 km hiking trail from McCabe Road to a rocky bluff with a good view of the Telkwa and Bulkley River Valleys. The trailhead parking area and majority of the trail are located on private property. The top portion of the trail is on Crown land, and the trail ends at a telecommunications tower site operated under license from the Province.

There has been interest in the RDBN taking responsibility for operation of the trail. This is a potentials complex project involving property owner negotiations, a license of occupation from the Province, ALR issues, subdivision, a conservation covenant, and easements.

Staff have had preliminary communications with a property owner and are researching some of the issues associated with the project. This work is anticipated to continue into 2026.



## **BURNS LAKE / ELECTORAL AREAS B / E PARKS AND TRAILS SERVICE AREA**

### **Imeson's Beach**

In 2020 the RDBN acquired by donation an 11-acre property, located approximately 4 km east of Burns Lake near Tintagel Road. The property contains a small beach which has been used by area residents for decades. The beach area is heavily used in the summer and is accessed by both boat and foot. The historic trail from a parking lot along the Highway crosses the CN rail tracks.



In March 2022 the RDBN contracted with an engineering firm to work with CN to design a pedestrian railway crossing to CN's satisfaction. Design drawings for a pedestrian crossing were submitted to CN in May 2022. CN responded in August 2022 with suggested changes. The consultant submitted revised drawings to CN in the fall of 2022. The project remained on hold for most of 2023 waiting for feedback from CN. In 2024 feedback was received from CN and the consultant revised the crossing design several times based on CN input. A final version was presented by the consultant and approved by CN in November 2024.

CN provided staff with a list of 5 contractors in Canada who are authorized to undertake the crossing improvements. The contractor located in Northern BC was asked in early 2025 to provide a rough estimate of the work for budgeting purposes. Staff are attempting to get a response from the contractor. Once this quote is obtained staff shall report to the Board with recommendations and Board direction regarding construction. The draft 2026 budget includes \$100,000 for completion of this work. This is a very preliminary estimate of the project cost. Prior to completion of the work the RDBN must obtain a work permit and enter into a Standard Crossing Construction Agreement with CN.

In 2026 staff are hoping to complete a danger tree assessment and falling project on the property. A permit application with an \$800 fee is required from CN prior to cutting trees within the CN right of way. The budget for this work in 2026 is \$5,000.

RDBN staff visit the property monthly in summer to clean up garbage.



## Hospital Point

Hospital Point Park, donated to the RDBN in 2020, is located on the south shore of Francois Lake, approximately 800 metres west of the Southbank ferry landing. The park features an accessible outhouse, a fitness trail and a day use beach area, which is also used as boat launch for small boats. The park is seasonally maintained by Lakes Outdoor Recreation Society under contract with the RDBN.

In 2023 an outhouse (concrete vault privy) was installed. In 2024 a local contractor was hired to grade part of the access road, fall dangerous trees, install grip strips on the Fitness Trail boardwalk, and create a day use park area consisting of two fire rings and two picnic tables. The work was started in the fall 2024 and completed in the summer of 2025. A danger tree assessment and cutting project for the entire property was completed in 2025.

In 2026 staff may initiate preliminary community engagement regarding the long term use and development of the park. A formal park use plan is anticipated in 2027.



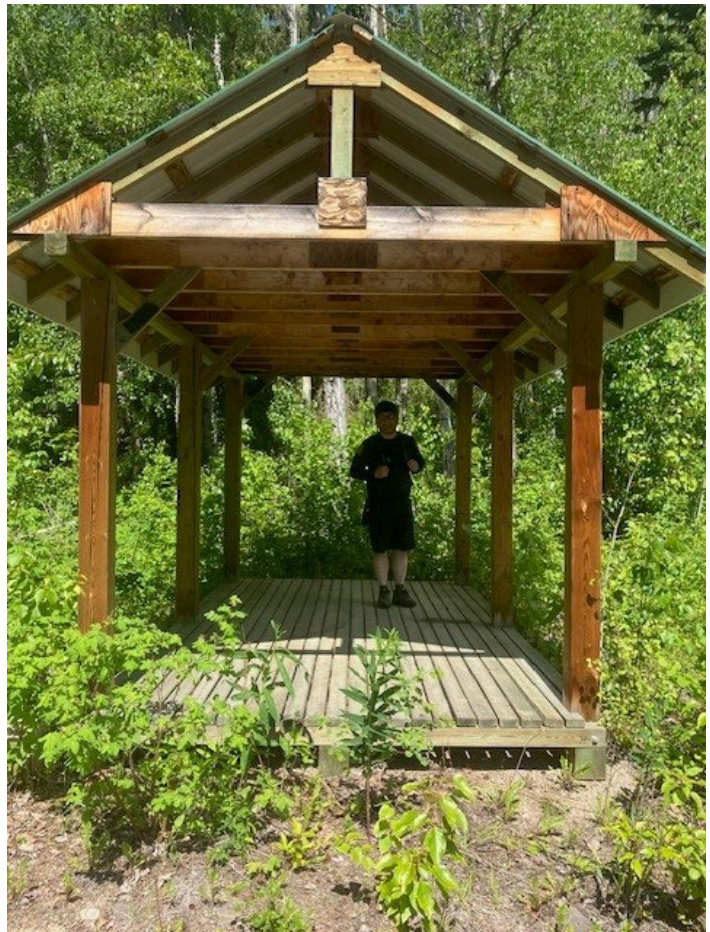
## Ridler Trail

The Ridler Trail is a 9-kilometre-long multi-use trail located two kilometres southeast of the Village of Burns Lake. Part of the trail is located within the Burns Lake South Provincial Park and the remainder is on Crown land. It was developed with federal funding in 2009-2014, by the Lakes Economic Development Association; however, it was never formally designated as a trail by the Province and no agency has taken responsibility for its maintenance. The trail is well used year-round and has been user maintained. Rec Sites and Trails BC (RSTBC) notes that they are unable to designate and maintain the trail due to budgetary constraints and have suggested that the Regional District apply for authorization to maintain the trail. The trail's frequent use year-round and volunteer-based maintenance speaks to its importance as an amenity to the community. The trail benefits from proximity to the Village of Burns Lake, the Omineca Ski Club and the proposed Highway 35 multi-use trail.

In 2025 the Board authorized staff to enter into an agreement with RSTBC to allow the Regional District to maintain the trail (brushing, bucking, existing structure repair, etc.). Staff are negotiating the terms of the agreement, and the required maintenance standards and hope to have an agreement in place for 2026.

In 2025 staff hired a contractor to brush the trail and undertake a danger tree assessment and cutting. RDBN staff also assessed trail infrastructure and developed an upgrading plan.

In 2026 staff intend to continue trail brushing, and repair and upgrade of the picnic / tenting shelters along the trail. The anticipated 2025 budget is \$15,000.





## Nelson Homestead Property

In 2025 the RDBN conducted preliminary research into the potential for a 64 ha. parcel on Ootsa Lake, owned by Rio Tinto, to be developed as a park. The land is accessible via Wistaria School Road, was the former home of the Wistaria Post Office, and contains a hundred-year-old settler log home which may be the only pre-flood settler's cabin in its original location.



Photograph by Michael Riis-Christianson

The first step in moving forward with the project is to engage with First Nations regarding the land, and their thoughts regarding the use of the property as a park. Staff are hopeful that there may be opportunity for cooperation on the project and the use of the land. Should the First Nations be supportive of the project staff anticipate that Rio Tinto may be open to leasing the land to the RDBN, or entering into another agreement regarding its use by the community.

## Highway 35 Multi Use Trail

Staff initiated the Highway 35 Multi-use Trail Conceptual Design Study for a trail between Burns Lake and Tchesinkut Lake, in 2024. The trail is proposed to run between the Village of Burns Lake and Tchesinkut Lake (approximately 12 km) and is intended to provide residents with a recreation amenity and a safe and enjoyable alternative to commuting by motor vehicle. The consultant presented a draft of the conceptual design report to the Board at their September 2024 Board meeting.



In June 2024, the Province announced \$85 million in funding for active transportation projects on Ministry of Transportation and Transit (MoTT) controlled right of ways through the Active Transportation Capital Fund. A portion of this funding was allocated for the completion of design for the Highway 35 multi-use pathway.

The MoTT has retained the services of the consultant to continue the design work on the trail. Staff's understanding is that this work is focused on the portion of the trail between Burns Lake and the Omineca Ski Club Rd. Staff are hopeful that a final design will be available next summer.





## Francois Lake Boat Launch Projects

The Electoral Area B/E Parks and Trails Master Plan identified the need for boat launches for bigger boats on Francois Lake. The plan's recommendations for Electoral Area E included:

- Explore partnering with the Southside Economic Development Association (SEDA) to maintain the nature trail and beach adjacent to the SEDA office.
- Explore partnering with Cheslatta Carrier Nation to maintain the boat launch near the Southside ferry adjacent to SEDA beach on François Lake. Explore opportunities to add parking and a washroom.



Public docks and boat launches have been located close to both the north and south shore ferry landings, providing a good foundation to investigate the feasibility of the Regional District providing upgraded public docks and boat launches in these areas. The tenure for the boat launch on the Southside is held by the Cheslatta Carrier Nation and needs significant repair and upgrade. The boat launch and dock near the north shore ferry landing is operated by SEDA, and its use is limited by parking availability.

In 2026, staff are interested in working with First Nations and stakeholders to facilitate the repair and improvement of the existing boat launch on the Southside. This work is in advance of the longer-term project of upgrading the parking and beach area and establishing a dock in cooperation with SEDA. This project includes the following:

- surveying;
- consulting with the Province regarding the use of Crown lands, environmental approvals, licenses of occupation, and design standards; and
- designing the boat launches, docks, parking areas, and breakwaters in consultation with the community, First Nations, and stakeholders.

## **FORT ST JAMES/ELECTORAL AREA C PARKS AND TRAIL SERVICE AREA**

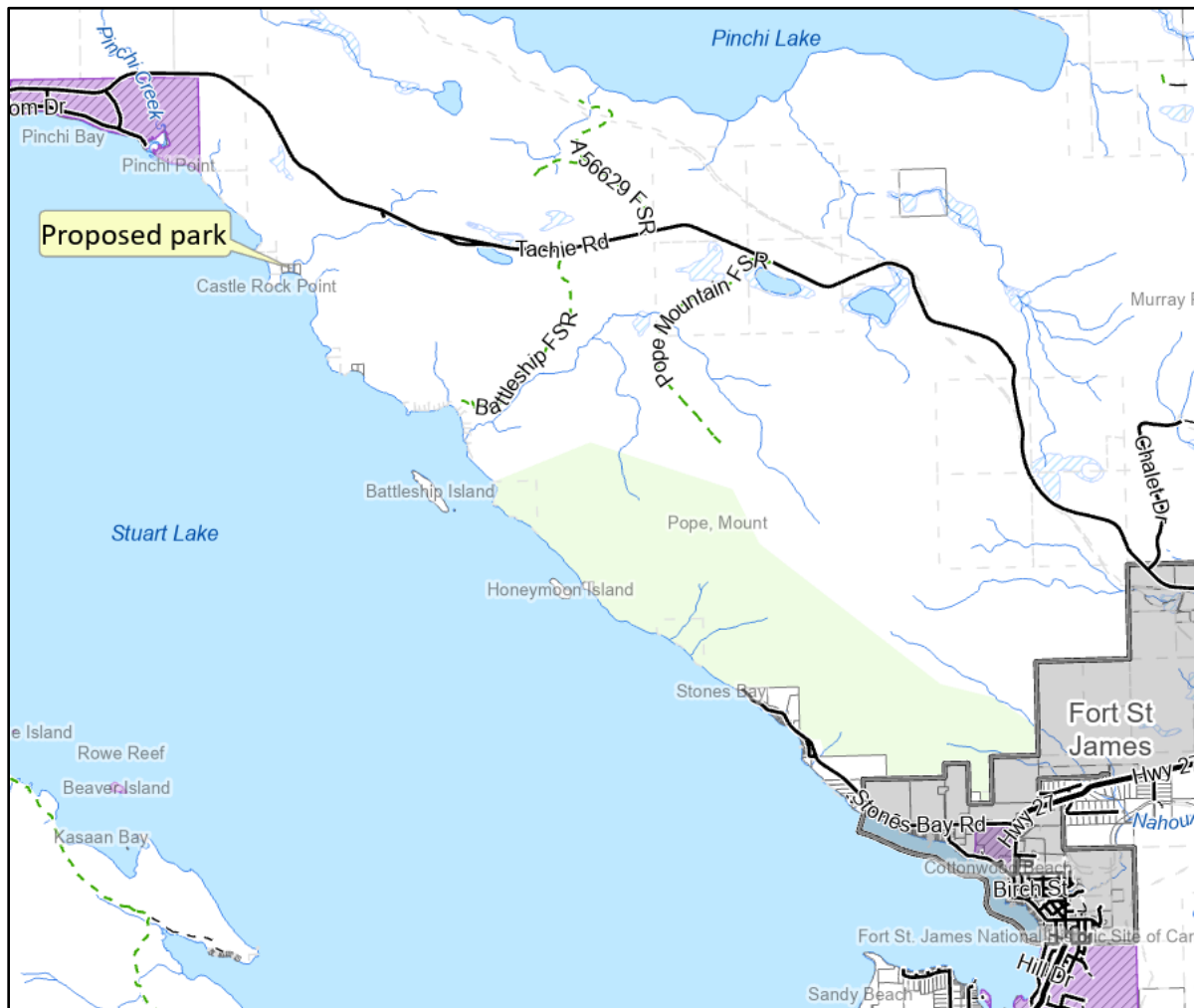
### **Parks and Trails Master Plan for Electoral Area C**

The process to develop a Parks and Trails Master Plan for the Electoral Area C Service Area is ongoing into 2026. The Plan will serve as a strategy and action plan for recreation, parks and trails in the rural area over the next 10 years, and to establish a priority list of projects and tasks to be undertaken to meet community recreation needs, based on a comprehensive engagement strategy with the community. It helps ensure the Regional District provides parks and trails services in a coordinated, cooperative, and cost-effective manner at a level that is sustainable for taxpayers.



## Proposed Park on Stuart Lake

During the recent development of the Fort St James Rural Official Community Plan, the need for rustic lakeshore campsites accessible to boaters, kayakers and canoers, was raised. A 4-acre property, owned by the District of Fort St. James, on Stuart Lake has been identified as suitable for this type of development.



In 2026 staff propose to develop a preliminary design of the park, consult with First Nations, and work further with the District to secure tenure over the land. Staff will then report to the Board for direction regarding construction of the park facilities. The cost estimate of \$50,000 for park development is very preliminary.



## **HOUSTON/GRANISLE/ELECTORAL AREA G PARKS AND TRAILS SERVICE AREA**

### **Parks and Trails Master Plan for Electoral Area G**

The process to develop a Parks and Trails Master Plan for the Electoral Area G Service Area is ongoing into 2026. The Plan will serve as a strategy and action plan for recreation, parks and trails in the rural area over the next 10 years, and to establish a priority list of projects and tasks to be undertaken to meet community recreation needs, based on a comprehensive engagement strategy with the community. It helps ensure the Regional District provides parks and trails services in a coordinated, cooperative, and cost-effective manner at a level that is sustainable for taxpayers.



## Granisle Topley Landing Connector Trail

In 2020, the Village of Granisle hired a consultant to develop a conceptual design for a trail from the marina in the Village to Marina Way, west of Topley Landing, approximately 11 kilometres in length. Staff propose to move forward with First Nations and Provincial consultation in 2026. Preliminary design and planning for this trail may follow depending on the results of consultation.

The 2026 budget for planning and design includes is \$50,000.



## **SIGNAGE STRATEGY**

Corporate Communication and Planning Department staff are completing work on a standardized and comprehensive approach to signage for RDBN parks and trails. The intent is to develop parks signage which is cost effective, contemporary and aesthetically pleasing in design, and which align with the organization's branding. Once the Board has approved the design standards staff will determine the signage needs for each RDBN park.

## **HISTORIC TELEGRAPH TRAIL**

The historic Yukon (Dominion) Telegraph Trail was constructed in the late 1800's and was used to service the telegraph line which ran from Ashcroft in the south to Dawson City in the north. In 2025 summer student staff researched the location of the telegraph trail through the Regional District. In 2026 staff will attempt to confirm the location of the trail on the ground, and map portions of the trail on Crown Land.

The outcome of this project may provide some recreational opportunities. Many parts of the trail throughout the province have been developed as recreation amenities. This project has ties to the Regional District's Telegraph Cabin park development in Quick.

## **PARKS AND TRAILS SERVICE ESTABLISHMENT BYLAW AMENDMENTS**

The current Parks and Trails Service Establishment Bylaws state that the service is established "for the purpose of creating, operating and marketing Regional Parks and Regional Trails. A regional park is defined as a "park set aside and dedicated as a park under the Park (Regional) Act and continued under this Act or a park dedicated by a regional district under this Act". A regional trail is defined as a "footpath, pathway, trail, or area of land dedicated as a regional trail under the Park (Regional) Act and continued under this Act or a trail dedicated by a regional district under this Act".

To be regional parks or trails the Board may have to dedicate the land as a park or trail by bylaw. It is not clear that all RDBN parks and trails can meet the necessary standard to be considered a regional parks or trails as they are located on Crown land or road right of way.



There are certain legal restrictions which apply to land dedicated as a regional park or trail. They only be sold by bylaw adopted with the approval of the electors (section 280 of the LGA), and the money received from a sale must be placed in a reserve fund to acquire regional parks or trails. Also, non park related uses such as roads may not be constructed through a regional park or trail.

Given the above issues staff anticipate reporting to the Board regarding amendments to the Parks and Trails Service Establishment Bylaws to say that the service is established for the purpose of creating, operating and marketing parks and trails. This change would not limit the Board's option to dedicate land as a regional park or regional trail.

**Recreation Contribution Committee  
Electoral Area A / Town of Smithers  
Meeting Minutes**

<b>Electoral Area A, Smithers</b>	<b>Meeting Date: November 24, 2025</b>	<b>Meeting Location: Virtually via Zoom</b>
<b>Attendance</b>		
<u>RCC Members</u>		<u>Staff</u>
<input checked="" type="checkbox"/> Gladys Atrill		<input type="checkbox"/> Michael Dewar, Town of Smithers CAO
<input checked="" type="checkbox"/> Stoney Stoltenberg		<input checked="" type="checkbox"/> Jason Llewellyn, RDBN Director of Planning
		<input checked="" type="checkbox"/> Amy Wainwright, Deputy Director of Planning
		<input checked="" type="checkbox"/> Maria Sandberg, RDBN Planning and Parks Coordinator
Chairperson: Stoney Stoltenberg		Secretary: Gladys Atrill
Call to Order: 3:01 pm		
<p><b>Minutes</b></p> <p><b>Election of Chair and Secretary</b></p> <p>Moved by Gladys Atrill Seconded by Stoney Stoltenberg</p> <p>“That Gladys Atrill be Chair for the Committee and Stoney Stoltenberg be Secretary.”</p> <p>Carried unanimously.</p> <p><b>Recreation contribution grant program 2026 budget</b></p> <p>Staff gave a brief overview over the proposed 2026 budget for the recreation contribution grant program.</p> <p>Discussion took place regarding the call for a new round of recreation grant applications in 2026 and the timing of public advertising. The need to review the scope of eligible applicants for the next call was noted. Staff will work on a timeframe for the 2026 grant process.</p> <p>Moved by Gladys Atrill Seconded by Stoney Stoltenberg</p> <p>“That the Committee recommend that the tax for the recreation contribution service for Smithers and Area A be at a level to maintain \$50,000 in unallocated recreation funds after all the existing funding commitments have been met.”</p> <p>Carried unanimously.</p>		
Meeting Adjourned: 3:45 pm		Secretary Signature:

**Recreational Contribution Committee  
Electoral Area B / E / Village of Burns Lake  
Meeting Minutes**

<b>Electoral Area B,E, Burns Lake</b>	<b>Meeting Date: November 24, 2025</b>	<b>Meeting Location: Virtually via Zoom</b>
<b>Attendance</b>		
<u>RCC Members</u>		<u>Staff</u>
<input checked="" type="checkbox"/> Henry Wiebe		<input type="checkbox"/> Ryan Nitchie, CAO Village of Burns Lake
<input checked="" type="checkbox"/> Michael Riis-Christianson		<input checked="" type="checkbox"/> Jason Llewellyn, Director of Planning
<input checked="" type="checkbox"/> Clint Lambert		<input checked="" type="checkbox"/> Amy Wainwright, Deputy Director of Planning
		<input checked="" type="checkbox"/> Maria Sandberg, Planning and Parks Coordinator
Chairperson: Clint Lambert		Secretary: Henry Wiebe
Call to Order: 10:00 am		
<p><b>Election of Chair and Secretary</b></p> <p>Moved by Michael Riis-Christianson Seconded by Clint Lambert</p> <p>“That Clint Lambert be Chair and Henry Wiebe be Secretary.”</p> <p>Carried unanimously.</p> <p><b>Recreation contribution grant program 2026 budget</b></p> <p>Staff gave a brief overview over the proposed 2026 budget for the recreation contribution grant program.</p> <p>Discussion took place regarding the call for a new round of recreation grant applications in 2026, reviewing the scope of eligible applicants and the timing of public advertising. Staff will work on a timeframe for the 2026 grant process.</p> <p>Moved by Henry Wiebe Seconded by Michael Riis-Christianson</p> <p>“That the Committee recommend that the tax for the recreation contribution service for Burns Lake, Area B and Area E be at a level to maintain \$60,000 in unallocated recreation funds after all the existing funding commitments have been met”</p> <p>Carried unanimously.</p>		
Meeting Adjourned: 10:27 am		Secretary Signature:

**Recreational Contribution Committee**  
**Electoral Area C / District of Fort St James Service Area**  
**Meeting Minutes**

<b>Electoral Area C, Fort St James</b>	<b>Meeting Date: November 25, 2025</b>	<b>Meeting Location: Virtually via Zoom</b>
<b>Attendance</b>		
<u>RCC Members</u> <input checked="" type="checkbox"/> Martin Elphee <input checked="" type="checkbox"/> Judy Greenaway		<u>Staff</u> <input checked="" type="checkbox"/> Rachelle Willick, District of Fort St. James CAO <input checked="" type="checkbox"/> Jason Llewellyn, Director of Planning <input checked="" type="checkbox"/> Amy Wainwright, Deputy Director of Planning <input checked="" type="checkbox"/> Maria Sandberg, Planning and Parks Coordinator
Chairperson: Judy Greenaway		Secretary: Martin Elphee
Call to Order: 10:03 am		
<b>Minutes</b>  <b>Election of Chairperson and Secretary</b>  Moved by Martin Elphee Seconded by Judy Greenaway  "That Martin Elphee be Chair and Judy Greenaway be Secretary."  Carried unanimously.  <b>Recreation contribution grant program 2026 budget</b>  Staff gave a brief overview over the proposed 2026 budget for the recreation contribution grant program.  Discussion took place regarding the call for a new round of recreation grant applications in 2026 and the timing of public advertising. The need to review the scope of eligible applicants for the next call was noted. Staff will work on a timeframe for the 2026 grant process.  Moved by Judy Greenaway Seconded by Martin Elphee  "That the Committee recommend that the tax for the recreation contribution service for Fort St. James and Area C in 2025 be at a level to maintain a \$50,000 in unallocated recreation funds after all the existing funding commitments have been met,"  Carried unanimously.		
Meeting Adjourned: 10:27 am		Secretary Signature:

**Recreational Contribution Committee**  
**Electoral Area G / District of Houston / Village of Granisle**  
**Meeting Minutes**

<b>Electoral Area G, Houston, Granisle</b>	<b>Meeting Date: November 20, 2025</b>	<b>Meeting Location: Room 202, RDBN office, Burns Lake and Zoom</b>
<b>Attendance</b>		
<u>RCC Members</u> <input checked="" type="checkbox"/> Shane Brienlen <input checked="" type="checkbox"/> Linda McGuire <input checked="" type="checkbox"/> Chris Newell		<u>Staff</u> <input checked="" type="checkbox"/> Lorna Eftodie, Village of Granisle CAO (virtually) <input checked="" type="checkbox"/> Rebecca Tait, Director of Leisure Services, District of Houston (virtually) <input checked="" type="checkbox"/> Jason Llewellyn, Director of Planning <input checked="" type="checkbox"/> Amy Wainwright, Deputy Director of Planning <input checked="" type="checkbox"/> Maria Sandberg, Planning and Parks Coordinator
Chairperson: Chris Newell		Secretary: Shane Brienlen
Call to Order: 3:05 pm		
<p>Minutes</p> <p><b>Election of Chair and Secretary</b></p> <p>Moved by Shane Brienlen            Seconded by Linda McGuire</p> <p>“That Chris Newell be Chair and Shane Brienlen be Secretary for 2025.”</p> <p>Carried unanimously.</p> <p><b>Recreation contribution grant program 2026 budget</b></p> <p>Staff gave a brief overview over the proposed 2026 budget for the recreation contribution grant program.</p> <p>Discussion took place regarding the call for a new round of recreation grant applications in 2026 and the timing of public advertising. The need to review the scope of eligible applicants for the next call was noted. Staff will work on a timeframe for the 2026 grant process.</p> <p>Moved by Shane Brienlen            Seconded by Linda McGuire</p> <p>“That the Committee recommend that the tax for the recreation contribution service for Houston, Granisle and Area G be at a level to maintain \$30,000 in unallocated recreation funds after all the existing funding commitments have been met.”</p> <p>Carried unanimously.</p>		
Meeting Adjourned: 3:30 pm	Secretary Signature:	



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Maria Sandberg, Planning and Parks Coordinator  
**Date:** January 29, 2026  
**Subject:** Parks and Trails Signage Strategy

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

That the Board approve the RDBN Parks and Trails Signage Strategy.

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### DISCUSSION

This report introduces the attached RDBN Parks and Trails Signage Strategy for the Board's consideration and approval.

The purpose of the strategy is to ensure that signs across the Regional District's parks and trails are cost-effective, contemporary, visually appealing, consistently identifiable and aligned with the Regional District's corporate brand. The strategy was developed by Corporate Communications and Planning Department staff and establishes signage types, designs, materials and size standards.

Staff will determine the individual signage needs for each RDBN-operated park and trail, once the Board has approved the signage strategy.

### ATTACHMENT:

RDBN Parks and Trails Signage Strategy

### 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 **Parks and Trails Signage Strategy**





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## Introduction

The purpose of this document is to provide for standardized signage on RDBN parks and trails, resulting in signs that are recognizable as RDBN Park or Trail signs, with a consistent look and content that aligns with the RDBN's Corporate Operations Communications Guide and corporate branding.

## Goals

- To welcome visitors and provide information needed for an enjoyable and safe experience.
- To develop signage design that is consistently identifiable within RDBN Parks and Trails.
- To clearly identify the park and/or trail.
- To be visible and legible upon approach to the park and along the trail.
- To be contemporary and aesthetically pleasing.
- To be cost effective in fabrication and installation.



## Objectives

### For signage

- Engage the visitor with mapping and illustrations that highlight the park's features and amenities
- Use graphics and fonts that are legible and in alignment with RDBN Corporate Operations Communications Guide
- Provide ways for the visitor to engage with the RDBN beyond the park – ie: contact information, social media options, and the RDBN website

### For consistency

- Use colours as identified in the current RDBN Corporate Operations Communications Guide
- Apply a graphic consistency to all signage that allows for future additions (all signage developed should follow the established graphic style)

### For clear identification

- Use a font size that is visible from reasonable distances for pedestrians and drivers
- Use high contrasting colours
- Consider human scale (heights, location, quantity)
- Reduce information clutter on signage

### To be visible

- Consider pedestrian/human scale
- Use high contrasting colours
- Detail park uses and regulations at entrances

### To be contemporary

- Provide an update/refresh to current signage
- Use industry standards to produce graphics and standard materials in sign fabrication
- Use standards of installation and mounting material to maintain consistency for all sites

### To be cost effective

- Use simple materials and connections/ attachments
- Can be reproduced by multiple signage companies
- Use aluminum composite for panels – a readily and widely available signage material

## Signage Types

There are three key elements of a sign. The first is the design of the graphic, which uses colour, symbols, and text to communicate meaning. The second is the shape around the symbol. This can be used to indicate the sign type. Lastly, the third is the physical construction and material of the sign, which will determine maintenance intervals and aesthetics.

### Park Identification Signs

The large sign placed near the entrance of the park. Care should be taken that it is legible to people passing in vehicles at higher speeds. It should be placed where it is visible from the main road. It will remain consistent with RDBN branding and corporate communications policy. Sign will be made of wood and metal and have a rustic feel.



### Interpretive Sign

Located within the park, near parking lot or some other high-traffic area. There are two types of interpretive signage; historical and informative, often located together. Informative signs should contain information about the park including site-specific information displayed on this sign, such as a park map or a list of amenities. Historical signs provide interesting facts about the area. Both types of signs should display contact information for the RDBN.



### Directional/Conditional Signage

This important category covers a variety of signs, all with the same general purpose: Showing visitors where things are. Signs will use symbols (see Symbol Library) and text. Trailhead signs, trail path signs, bathroom signs, etc, are all examples of a locational sign.



### Regulatory Signage

These signs illustrate to visitors what is or is not permitted in the park. Signs will be stylistically consistent and recognizable as park rules.



### Safety Signage

This signage should be visually distinct from all other types of signs, and even RDBN branding. The primary focus of these signs is to convey cautionary elements, immediate hazards, and warnings. They should make proper use of colour, with red symbolizing DANGER, and yellow symbolizing CAUTION.





## Materials and Size Standards

The gate signs at the entrance to each park will be made of wood with inlaid or metal affixed text and graphics. All other signs will be on 6mm alumapanel. The sizes vary by sign type and will feature text based on whether they are meant to be viewed by visitors on foot, or in vehicles traveling at speed limits based on the chart below.

- On foot - Minimum of 4mm
- 10 km/hr - Minimum of 20mm
- 30 km/hr - Minimum of 50mm
- 50 km/hr - Minimum of 80mm
- 100 km/hr - Minimum of 120mm

The entrance sign will be on sufficiently durable base.

Highway



Park Entrance



In-park signage





## Design

Signs should conform as closely as possible to the existing suite to maintain consistency.

### Entrance Sign

Entrance signs should display the name of the park or trail, the civic address, symbols for the applicable facilities, and the RDBN Logo. Other information should be reserved for signs inside the park boundaries.



### Interpretive, Directional, and Regulatory Signs

These will comprise the majority of the signs within the parks and should contain similar elements while still prioritizing function. If more than one background colour is used, the larger portion should be blue with white text.



### Safety Signs

Because safety signs must carry the most distinct and important messaging within the park or trail, they should be uniform in size and design, featuring the "NOTICE" heading with explanatory text beneath and applicable contact information on the lower right.



## Colour

The colours used for the RDBN Parks and Trails Signage Master Plan are a combination of the RDBN pantone in use in all other communications and hues taken from the Environmental Services signage. The use of red should be reserved for safety signs. Ample use of black and white shades is also encouraged.

Blue CMYK: C=100 M=86 Y=44 K=49



Yellow CMYK: C=4 M=33 Y=100 K=0



Red CMYK: C=7 M=100 Y=84 K=1



## Text and Fonts

Fonts within the Open Sans family are acceptable for use on Parks and Trails signage, but no one sign should contain more than three font style i.e. regular, bold, extrabold. Minimum font sizes are detailed in the Materials and Sign Standards section of this document.

Additionally, text should:

- Be in a colour that contrasts with the background.
- Use as few words as possible. Use short, common words. Text should be written at an 8th-grade reading level or lower.
- Progress logically between messages. (1st Line: NOTICE // 2nd Line: Do not enter // 3rd Line: Falling Rocks)
- Consider the location of the sign.
- Be consistent with other RDBN signage.
- Be complementary to any symbols shown on the sign.

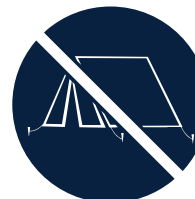
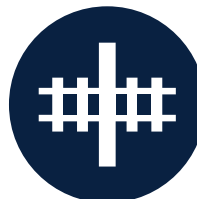
## SIGN TITLE

## Explanatory Text

## Additional Information

## Symbology

All directional, regulatory, and safety signs should contain symbols indicating the message of the sign. Where possible, these should conform to the Rec Sites and Trails BC standards.





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** **Refuse Disposal Service Amendment Bylaw No. 2089, 2026**

---

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

That Refuse Disposal Service Amendment Bylaw No. 2089, 2025 be given first, second and third reading this 29<sup>th</sup> day of January, 2026.

---

**BACKGROUND**

Bylaw 2089 proposes to increase the maximum taxation limit for Refuse Disposal (the Environmental Services Department) from \$4,375,000 to \$5,468,750. The maximum requisition amounts of service bylaws can be increased by 25% every five years (over the maximum requisition amount of the base year) without a referendum or alternative approval process. In 2020, the Board approved Bylaw No. 1909, the last limit increase to the current maximum of \$4,375,000.

**ATTACHMENTS:**

Bylaw No. 2089

**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. 2089

#### A bylaw to amend the tax requisition limit from \$4,375,000 per annum to \$5,468,750 per annum for the Refuse Disposal Local Service

---

**WHEREAS** the Regional District of Bulkley-Nechako has enacted Refuse Disposal Local Service Establishment Bylaw No. 638, 1990 and established a local Service for Garbage Disposal with all Municipal and Electoral Areas of the Regional District as participants;

**AND WHEREAS** the Regional Board wishes to increase the tax limit for the service from FOUR MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$4,375,000) per annum to FIVE MILLION, FOUR HUNDRED SIXTY-EIGHT THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS (\$5,468,750) per annum;

**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 Refuse Disposal Local Service Establishment Bylaw No. 638 is hereby repealed and the following substituted therefore:
5. The maximum amount of taxation that may be requisitioned for the cost of this service shall be FIVE MILLION, FOUR HUNDRED SIXTY-EIGHT THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS (\$5,468,750) per annum.
2. This bylaw may be cited as "Refuse Disposal Service Amendment Bylaw No. 2089, 2026."

READ A FIRST TIME this            day of            , 2026

READ A SECOND TIME this            day of            , 2026

READ A THIRD TIME this            day of            , 2026

Page 2 of Bylaw No. 2089

ADOPTED this            day of            , 2026

\_\_\_\_\_  
Chairperson

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

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2089 as adopted.

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





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Cheryl Anderson, Director of Corporate Services

**Date:** January 29, 2026

**Subject:** **Vanderhoof Rural Fire Protection Local Service Establishment Amendment  
Bylaw No. 2066, 2026 - Adoption**

---

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

That Vanderhoof Rural Fire Protection Service Establishment Amendment Bylaw No. 2099, 2025 be adopted this 29th day of January 2026.

---

**BACKGROUND**

At the December 11, 2025 Board meeting, Vanderhoof Rural Fire Protection Service Establishment Amendment Bylaw No. 2099, 2025 was given three readings. The Board may now adopt the bylaw.

**ATTACHMENTS:**

Bylaw No. 2099

**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. 2099

#### A bylaw to amend the tax limit for the Vanderhoof Rural Fire Protection Local Service

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 755, 1993 the Vanderhoof Rural Fire Protection Local Service within a portion of Electoral Area "F";

**AND WHEREAS** the Regional District wishes to increase the maximum annual tax requisition for this service from FORTY-FOUR THOUSAND THREE HUNDRED SEVENTY-FIVE (\$44,375) DOLLARS to FIFTY-FIVE THOUSAND FOUR HUNDRED (\$55,400) DOLLARS;

**AND WHEREAS** under Section 347 of the *Local Government Act*, the sole participant has consented to the adoption of this Bylaw;

**AND WHEREAS** under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

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

1. Section 3 of Bylaw No. 755, 1993, is hereby repealed and the following substituted therefore:  
  

"3. The maximum amount that may be requisitioned annually for the cost of this service shall be FIFTY-FIVE THOUSAND FOUR HUNDRED (\$55,400) DOLLARS."
2. This bylaw may be cited as "Vanderhoof Rural Fire Protection Local Service Establishment Amendment Bylaw No. 2099, 2025".

READ A FIRST TIME this 11<sup>th</sup> day of December, 2025

READ A SECOND TIME this 11<sup>th</sup> day of December, 2025

READ A THIRD TIME this 11<sup>th</sup> day of December, 2025

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "F" received this 11<sup>th</sup> day of December, 2025.

Page 2 of Bylaw No. 2099

ADOPTED this       day of       , 2025

\_\_\_\_\_  
Chairperson

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

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 2099 as adopted.

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



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Wendy Wainwright, Deputy Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** **Committee Meeting Recommendations - January 15, 2026**

---

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

That the Board approve Recommendations 1 through 2 as written.

---

### BACKGROUND

The following are the recommendations from the January 15, 2026 Committee Meeting Minutes for the Board's consideration and approval.

#### **Committee of the Whole – January 15, 2026**

##### **Recommendation 1:**

**Re: 2026 Regional Grant in Aid**

"That the Board approve carrying unspent Regional Grant in Aid from the 2025 Budget into the 2026 Regional Grant in Aid budget.

##### **Recommendation 2:**

**Re: Community Works Funds for Topley Fire Hall Generator Project -  
Electoral Areas G (Houston/Topley Rural) and B (Burns Lake Rural)**

1. That the Board authorize contributing up to \$57,600 of Electoral Area G (Houston/Granisle Rural) and \$14,400 of Electoral Area B (Burns Lake Rural) Canada Community-Building Fund BC allocation monies to a Fire Hall Infrastructure project at the Topley Fire Hall, and further,

(participants/weighted/majority)

2. That the Board authorize the withdrawal of up to \$72,000 from the Federal Gas Tax Reserve Fund.

### 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:** Cheryl Anderson, Director of Corporate Services

**Date:** January 29, 2026

**Subject:** **Bulkley-Nechako Regional Business Forum - May 26, 2026 - Fraser Lake, BC**

---

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

That the Board authorize attendance of Rural Directors wishing to attend the Bulkley-Nechako Regional Business Forum on May 26, 2026 in Fraser Lake, BC.

---

**BACKGROUND**

The Bulkley-Nechako Regional Business Forum is taking place in Fraser Lake on May 26, 2026. Registration is \$100.

The agenda is not yet available, however, information can be found here: [Regional Business Forum :: RDBN](#)

All associated costs will come from each director's rural legislative budget. The Chair's costs will come from general government.

**ATTACHMENTS:**

None

**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 Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** **Minerals North - May 6-8, 2026 - Smithers, BC**

---

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

That the Board authorize attendance of Rural Directors wishing to attend Minerals North from May 6-8, 2026 in Smithers, B.C.

---

**BACKGROUND**

Minerals North is taking place in Smithers from May 6-8, 2026. The draft program can be found here: [Schedule - Minerals North](#)

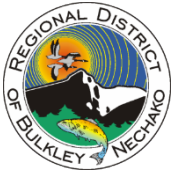
Early bird registration is \$275 from January 5 to February 28, 2026 and is \$300 thereafter. All associated conference costs will come from each director's rural legislative budget.

**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:** Cheryl Anderson, Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** North Central Local Government Association (NCLGA) Resolutions

---

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

Direction/Receive.

---

### BACKGROUND

The deadline for submission of resolutions to NCLGA is Friday, March 13, 2026.

At this time, staff is requesting that the Board identify any resolutions to be brought forward at the February 26, 2026 Board meeting.

### ATTACHMENTS:

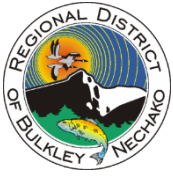
None

### STRATEGIC PLAN ALIGNMENT:

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

2. Advocacy with the Province





## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** **North Central Local Government Association AGM and Convention - May 20-22, 2026 - Prince George, BC**

---

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

That the Board authorize attendance of Rural Directors wishing to attend the NCLGA AGM and Convention May 20-22, 2026 in Prince George, BC.

---

**BACKGROUND**

The NCLGA AGM and Convention is taking place in Prince George from May 20-22, 2026. Registration information is not yet available.

All associated costs will come from each director's rural legislative budget. The Chair's costs will come from general government.

**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



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Nellie Davis, Manager of Strategic Initiatives and Rural Services

**Date:** January 29, 2026

**Subject:** **Area E (Francois/Ootsa Lake Rural) Grant in Aid for Grassy Plains School Parent Advisory Council School Lunch Program**

---

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

That, based on the RDBN's Grant in Aid policy which lists 'annual operational expenses of an organization' as ineligible, the Board decline the Grassy Plains School Parent Advisory Council's request for Grant in Aid to support the 2025/26 School Lunch Program.

---

### BACKGROUND

Grassy Plains School Parent Advisory Council (PAC) submitted an application for Grant in Aid for costs associated with the regular operational costs of the school lunch program, which are not eligible for Grant in Aid as per the policy. The PAC has requested a consideration of extraordinary circumstances, as explained in the attached letter.

Please see the attached application and letter for additional information.

Though the original request was for \$20,000, an amended budget received January 19 reflects a new request of \$11,100.

Due to a conflict of interest, the application was referred to the Alternate Director for Electoral Area E, who indicated that the program is a benefit to the students, and also recognized that the request is outside of the eligibility parameters for the Grant in Aid policy. He supported the request coming to the Board for consideration of the extraordinary circumstances and final decision.

The remaining Area E (Francois/Ootsa Lake Rural) allocation of Regional Grant in Aid is \$67,536.

### ATTACHMENTS:

Grassy Plains School PAC Grant in Aid Application  
Previous year's budgets  
Current year's budget  
Letter of request for special consideration

### STRATEGIC PLAN ALIGNMENT:

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

**Nellie Davis**

---

**Subject:** Online Grant in Aid Application -Grassy Plains PAC for School Lunch Program

Grant in Aid Application Form

Organization Legal Name:  
Grassy Plains PAC

Contact Email Address:  
petrie39@gmail.com

Contact Phone Number:  
780-667-7305

Organization Mailing Address:  
34310 Keefe's Landing Burns Lake, BC V0J 1E4

Project or purpose for which you require assistance:  
Grassy Plains school lunch program

Amount of Grant Requested:  
\$20,000

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?:  
The program is run completely by the PAC not the school district. We source the funding, and cater all the lunches through the Tatalrose Corner Store. This program feeds all the children every day in an inclusive way.

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.:  
All funds are paid directly to the store for the lunches. No remuneration paid to any members, officers etc.

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:  
Our number vary depending on the families who have children in the school. Currently we have 62 children enrolled who will have access to food every day.

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

Other Purpose:

To run a lunch program at Grassy Plains - this is our third year running this program

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.:

Grassy Plains lunch program for the school children. Last year the program cost approx. \$37,000 to feed every child every day for the entire year.

Describe how this proposal will benefit the community.:

It alleviates the need for families to send a lunch to school for the kids. This program creates a stronger community inside the school when all the children eat together and eat the same meal. Previously when a food program has been introduced it only gets food to children in need. However that isolates those children, our program is all inclusive so all the children eat together every day. It is scientifically proven that children are more successful in school when they have regular access to healthy food. Our program does that for the entire school.

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

Yes - please provide information below

Name of Grant or Funding Agency:

Grassy plains PAC - ongoing fundraising to support the program

Amount applied for:

2500

Status of application:

Approved

Name of Grant or Funding Agency:

SD91 - feeding futures program contribution

Amount applied for:

5000

Status of application:

Approved

Name of Grant or Funding Agency:

Cheslatta Carrier Nation - full cost contribution for band members

Amount applied for:

5000

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?:

No

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

Does your Organization: (Please check all that apply):  
Provide an opportunity for individuals to make direct contributions?

Contact Name:  
Desi Stanley

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.:  
9545

Contact Name:  
Tonya Bohmer

Contact Phone Number:  
250-694-0124

Contact Email Address:  
tonrae@hotmail.com

Which RDBN electoral area(s) receive services or benefits from your organization?:  
Electoral Area E (Francois/Ootsa Lake Rural)

Is your organization signed up to receive funds from the RDBN via Electronic Funds Transfer?:  
Yes.

## Hot Lunch Costs/Income

177

Detail	Total
<b>2023/2024 School Year</b>	
Tatalrose Corner Store Lunch Costs for the 2023/24 year	17,443.00
Window Clings	182.84
Sticker Mailing & Supplies	128.15
Bowls	244.58
Forks	49.26
Total expenses HL	18,047.83
HL Payments from Parents & Personal Donations	11,173.00
HL Payments from Bands	1,125.00
HL Donations from Community Organizations & Grants	11,022.00
Income from Fundraisers	2,147.59
Total incoming HL	25,467.59
Total Cost(Income) HL	- 7,419.76
<b>2024/2025 School Year</b>	
Tatalrose Corner Store Lunch Costs for the 2024/25 year	36,296.53
Xmas Dinner Costs	496.65
Total expenses HL	36,793.18
HL Payments from Parents & Personal Donations	3,892.00
HL Payments from Bands	7,017.00
HL Donations from Community Organizations & Grants	14,668.80
Income from Fundraisers	2,863.26
Total incoming HL	28,441.06
Total Cost(Income) HL	8,352.12
Outstanding from Skin Tyee Nation Apr. 2024 to June 2024	3,309.00

Item	Amount		Funder	Amount	Confirmed/Pending
Meals Nov 2025- June 2026	\$36,000		Grassy PAC	\$2,500	Confirmed
			Parents	\$13,000	Pending
			Cheslatta	\$8,400	Confirmed
			Regional District	\$11,100	Pending
			BV Credit Union	\$1,000	Confirmed
<b>Total Expense</b>	<b>\$36,000</b>		<b>Total Funding</b>	<b>\$36,000</b>	

**Pending –**

Northern Health \$5000

Rio Tinto \$5000

RBC \$1000

Northern Health \$5000

Co-op \$5000



Hello Nellie,

Thank you for the opportunity to be reconsidered for a grant. To elaborate on the situation this year I'll start from the beginning. In June of 2023 it was brought up that there were many students at our school who did not have regular access to food. For me as a mother, this information was gutting. The PAC decided to find a way to fix this in the best way possible. We designed a lunch program that would be inclusive and open to everyone. One of the biggest issues we saw with most of the food programs was it was only open to families in need. Which is fantastic, however when you look at it in a school situation, it's not ideal. Children can be cruel to each other, even without intention. If the program isn't open to all of the children, then the few who need it become embarrassed to access it, they express concern over their friends who want to access it but can't because they aren't considered "in need". We saw this happen in our own school. So the PAC went to work designing a program that was open to ALL the children, with no regard to family financial status. So we designed a program, sent out many many grant and donation requests. In January of 2024 we launched our program. How it worked was the staff at Grassy went to each classroom and asked who wanted lunch. Kids raised their hands, then the admin. assistant called the Tatalrose Corner store with the number. Lunch was prepared and sent to the school for all children to eat the same lunch as all of their friends. We successfully ran this program from Jan 2024 until June 2024, then Sept 2024 until June 2025. We planned out our funding the year before we needed it. Those lunches were family style home made meals such as spaghetti with meat sauce, shepards pie, soup and a homemade bun, homemade pizza, taco salad, chicken alfredo with linguine, teriyaki chicken with rice and steamed broccoli and others. The program was a huge success, more kids that we expected were accessing the program with no cost to families. The program in total cost approx. \$38k for the entire school year of 24/25. All of those funds were gathered in various ways by the PAC the previous year.

In the spring of 2025 we were told by SD91 that Grassy Plains would be joining the Feeding Futures program and the PAC was no longer allowed to run our food program. We opted out of fighting this at the time because we were told that Feeding Futures would be very similar. The program would offer lunch to all students at no cost to families every day.

Fall 2025 we were assured that Feeding Futures would launch day 1 and students would have access to a school made lunch every day. The first full day of school the children were offered sandwiches. The second day the school shuffled staff and lost the food service worker. No lunches were offered. One of the bands started sending bag lunches to be handed out only to their kids in need. When we raised concerns the information was that Feeding Futures is actually only a top up program. The real plan was to only offer lunch to kids in need and "top-up" lunches where kids brought a lunch but did not bring enough. That information was wildly different then what we were promised. Feeding Futures created a very confusing situation for kids, families and staff. The staff at the school were instructed to encourage kids who brought lunch to eat their lunch from home, kids who had no lunch were given lunch. The kids who had no lunch felt bad because kids

who brought lunch also wanted the hot lunch. Parents were told there is no lunch program and to plan to send lunches for their kids. But then kids were coming home and saying there is lunch but they aren't allowed to have it. PAC was trying to field all of this and navigate in the best way possible. We, the PAC, had a meeting with the head of the Feeding Futures program. In that meeting we were asked if we could restart our program. We were very happy to hear this as it had been so successful for the better part of 2 school years. However, we had not planned to restart so we had minimal funds available.

Which brings us to this request. The program this year is the same, except we are asking parents to pay a portion of each lunch due to the fact that we have no funding. Each lunch costs the PAC \$5.25 per child. We are asking parents to pay \$2.50 per meal, and PAC is looking for the funding to cover the rest of the cost of the meals as well as extras. There are still families who do not have the financial ability to send their kids lunch daily. So PAC covers those as well. We also swapped to using a website to track how many lunches are needed daily and to assist in billing etc. This website eliminates the need for school staff to take time and ask kids if they want lunch. We found with that, many of the kids did not raise their hands but then wanted lunch. Currently Tatalrose Corner store gets the number of lunches from the website (for example yesterday was Friday Nov 14 and the lunch was shepherd's pie.) the number of lunches order was 27, the store then sends 32 portions of lunch over to cover any extra kids that might want lunch who did not sign up. The end goal is to feed kids, not count dollars. Unfortunately, someone has to. Bills have to be paid.

At this point with parents paying a portion, the bands paying the full cost for their kids, and PAC fundraising there is a substantial gap in funding to ensure every child has access in an inclusive healthy environment. Our request for \$20k will ensure every child that wants lunch gets a lunch for the rest of the 25/26 school year. The PAC will resume our funding plans from previous years that would not include the RDBN. This request is only to get us through this year. We have already begun our applications and requests to cover future years.

In addition to your other point, we have reached out for quotes from others in the area for our lunch program. Tatalrose corner store is the only one willing to take on this huge task and make the commitment to do so every day. The location of the restaurant in relation to the school creates minimal cost for delivery in our community. I will attach the responses I've received. However, Top of the Line never responded to my request and the Cheslatta member whom I contacted only responded on FB messenger which I'll attach as a transcript. This is a small community that we live in and we often find relatives in situations. Tattrose Corner store has really stepped up into a role that is so vital and beneficial. Our lunch program is beneficial in so many more ways than just feeding kids at the school. By providing lunches to every student, even discounted, helps each family financially when the rising costs of food is unbelievable. By running the program through the Tatalrose Store it benefits the whole community by supporting a business that is so vital on this side of the lake. Having an affordable store to shop at, a butcher shop for

processing our animals for our families and a restaurant is a relief to our community as a whole, not just the kids at the school. I'm attaching the responses I did receive.

Thank you again for your reconsideration of funding for this program.

Desi Stanley  
Grassy PAC President

cc: April Fleming, Tonya Bohmer, Amanda Plesko



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board

**From:** Nellie Davis, Manager of Strategic Initiatives and Rural Services

**Date:** January 29, 2026

**Subject:** **Village of Burns Lake - Scope Change for Tom Forsyth Arena Energy Project**

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

That the Board approve the scope change provided by the Village of Burns Lake for the Community Works Funded Energy System project from a Solar Panel project to a Heat Reclaim project at the Tom Forsyth Arena.

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### BACKGROUND

In May of 2025 the Board approved a Community Works Fund grant of \$100,000 (\$83,000 from Area B and \$17,000 from Area E) towards a \$200,000 Solar Panel Project at the Tom Forsyth Arena. Due to an engineer's advice, the arena solar panel project will not be moving forward, and the Village has requested approval to pursue a heat reclaim project at the arena instead.

Please see the attached letter for additional details on the scope change and new project timeline.

Directors Riis-Christianson and Lambert are supportive of the scope change for this shared service infrastructure.

### ATTACHMENTS:

Village of Burns Lake Scope Change Letter

### 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**

37 3<sup>rd</sup> Ave.

Burns Lake, BC

V0J 1E0

January 6, 2026

**Subject: Notification of Scope Change – Canada Community-Building Fund**

Dear Regional District of Bulkley-Nechako Board members,

I am writing to outline a proposed change in the scope for the Canada Community Building Fund – Community Works Fund previously awarded for the Arena Solar Energy Project. Engineering review of the arena roof structure does not support the addition of solar panels infrastructure when comparing to modern snow load requirements. As this is a public building, staff could not recommend moving forward with a project that compromises public safety.

With this in mind, we are seeking to use the funding previously requested for the Solar Energy project to go towards another infrastructure improvement to the Lakeside Multiplex: our Greenhouse Gas emissions reduction project.

*Summary of GHG emissions reduction project:*

- In 2024 the Village of Burns Lake completed a GHG Reduction Feasibility study for the arena (completed by Polar Engineering).
- Concept modeling from this study proposed a heat reclaim system for the facility that will re-use heat from the arena refrigeration plant to heat the air and domestic water for the facility.
- If completed in full, the estimated outcomes of this project include:
  - Reduction of arena GHG emissions by over 80%
  - Annual energy savings of \$30,000
  - Replacement of critical facility HVAC infrastructure that are at end of life (desiccant dehumidifier & Air handling unit).
- The proposed project budget is \$1,157,700.
  - Village of Burns Lake Staff are applying to the FCM Green Municipal Fund for this project, which would include 20% of the funds needed as a grant, and 60% of funds needed as a loan.
  - This RDBN funding would contribute to the remaining 20% of the project needed.



With confirmation of grant funding, this project will begin in 2026 and will be completed and implemented by 2027.

Thank you for your review of the proposed changes to this project. The RDBN's financial support of this project is very appreciated and essential to the success of a project that supports residents of both the Village of Burns Lake and the RDBN Rural areas.

Please reach out if you require clarification on the scope change or if you would like to discuss this project in more detail.

Thank you for your attention to this matter and for your ongoing collaboration.

Sincerely,

Lewis Jones  
Director of Recreation Services, Village of Burns Lake  
250-692-7587  
[ljones@burnslake.ca](mailto:ljones@burnslake.ca)



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** John Illes, CFO  
**Date:** January 29, 2026  
**Subject:** 2026 Budget Introduction for Major Services

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

1. Receipt
  2. That the Board authorize the \$113,909 withdrawal from capital reserves for the 911 Tower Projects that happened in 2025.
- 

### BACKGROUND

The requisition from the major regional services is summarized in the first attachment. The proposed first draft budget includes a small requisition increase of approximately 2%. If a general market increase (for all property classes) is considered, this is a taxation increase of 1.8% for rural taxpayers and 2.7% for municipal taxpayers. These amounts are slightly lower for the average residential taxpayer (1.6% and 2.4% respectively).

As discussed in the budget presentations from 2024 and 2025, this year we see a taxation swap. The \$1.0 million requisition increase in Environmental Services is mitigated by an \$897,000 requisition decrease in General Government.

### Grant Funds

The 2026 budget will seek to utilize as much restricted grant funds as possible. At the February 12<sup>th</sup> Committee of the Whole meeting, a complete breakdown of the utilization of the Growing Communities Fund, Northern Capital and Planning Grant and the Northwest Revenue Sharing (RBA) funds will be reviewed.

A summary of the utilization of these grant funds in 2025 will be brought forward to the next meeting.

### Capital Budget

A complete listing of the capital projects will be brought forward to the next committee meeting.

### Specific Service Budgets

### General Administration

The proposed draft budget includes \$500,000 of operational reserves to be utilized in 2026 and \$250,000 to be utilized in 2027 to better enable the taxation swap discussed above. These reserve funds were collected in previous years for use in this situation. The Board may wish to increase or decrease the use of these funds to adjust tax rates without impacting currently proposed projects or staffing.

### 911

The 911 budget is increasing as a result of higher fees from the e911 projects as well as a greater dedication of staff time (an increase of 10%) allocated to this service in 2026.

The capital invoices for 2025 arrived after the last budget amendment in December. To allow staff to remove from reserves the full capital costs of the project, a board motion is required. The actuals listed for 2025 in this proposed budget anticipate this approval.

### Environmental Services

This budget will be presented at the next committee meeting, as capital projects, environmental levies and fees are preliminary and still under review.

### **Requisition Binder**

The requisition binder includes a summary of the amounts each jurisdiction was invoiced in 2025 as well as an initial estimate of what the invoice will be in 2026. Directors may adjust their total requisition higher or lower by adjusting their minor service budgets. A good example of this would be the adjustment of an Electoral Area's Economic Development budget to obtain a desired target. A minor service area that is funded by more than one jurisdiction, should only be changed with the agreement of all the jurisdictions.

The requisition binders show the result of the "assessment shift" from the changes to the major industrial assessments.

### **ATTACHMENTS:**

Taxation Rates for Regional Services  
Requisition Binder  
Budget Binder

### **STRATEGIC PLAN ALIGNMENT:**

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



**RDBN - 2026 Budget**  
**Projected Tax Rates for Regional Services**  
**TABLE 1**

<u>Dept</u>	<u>Service</u>	Taxation			Tax on a \$100,000 Residential Property					
		2026 Tax	2025 Tax	Increase (Decrease)	Rural Taxpayers			Municipal Taxpayers		
					2026	2025	Increase (Decrease)	2026	2025	Increase (Decrease)
<b><u>Region-Wide Services</u></b>										
1201	General Government	1,640,899	2,538,265	(897,366)	14.41	23.06	(8.65)	14.41	23.06	(8.65)
4101	Electoral Area Planning	357,739	398,295	(40,556)	3.65	4.21	(0.56)	3.65	4.21	(0.56)
4301	Development Services	355,841	295,978	59,863	3.12	2.69	0.44	3.12	2.69	0.44
5101	Environmental Services	5,377,608	4,373,467	1,004,141	47.22	39.74	7.48	47.22	39.74	7.48
7501	9-1-1 Service	459,633	395,061	64,572	4.04	3.59	0.45	4.04	3.59	0.45
<b>Total Region-Wide Services</b>		<b>8,191,719</b>	<b>8,001,066</b>	<b>190,653</b>	<b>72.44</b>	<b>73.29</b>	<b>(0.85)</b>	<b>72.44</b>	<b>73.29</b>	<b>(0.85)</b>
<b><u>Regional Rural Services</u></b>										
1101	Rural Government	611,374	619,335	(7,961)	9.20	9.73	(0.53)			
5901	Weed Control	30,028	30,427	(399)	0.45	0.48	(0.03)			
7601	Emergency Preparedness	541,235	544,432	(3,197)	8.14	8.56	(0.41)			
<b>Total Rural-Wide Services</b>		<b>1,182,637</b>	<b>1,194,194</b>	<b>(11,557)</b>	<b>17.80</b>	<b>18.77</b>	<b>(0.97)</b>			
<b>TOTAL</b>		<b>9,374,356</b>	<b>9,195,260</b>	<b>179,096</b>	<b>90.23</b>	<b>92.05</b>	<b>(1.82)</b>	<b>72.44</b>	<b>73.29</b>	<b>(0.85)</b>

**Major Services Requisition Change**

		Tax Rate \$\$/\$1000 Assessment	0.902	0.921	(0.018)	0.724	0.733	(0.009)
		Tax amount for a \$400,000 Assessment	\$ 360.93			\$ 289.74		
		Tax amount increase for a \$400,000 Assessment	-\$ 7.28 -2.0%			-\$ 3.40 -1.2%		
<b>ALL PROPERTY CLASSES</b>	<b>3.87% MARKET INCREASE</b>	Tax amount increase for a NOW \$415,480 Assessment	\$ 6.69 1.8%			\$ 7.81 2.7%		
<b>RESIDENTIAL PROPERTY CLASSES</b>	<b>3.64% MARKET INCREASE</b>	Tax amount increase for a NOW \$414,560 Assessment	\$ 5.86 1.6%			\$ 7.15 2.4%		

**REQUISITION AMOUNTS SUMMARY  
ALL SERVICES**

	<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>	<b>% Year over Year</b>
<b>Municipalities</b>			
District of Houston	449,136	448,101	0.2%
Town of Smithers	2,283,004	2,215,843	3.0%
Village of Burns Lake	421,951	423,631	-0.4%
District of Fort St. James	464,084	434,187	6.9%
Village of Fraser Lake	162,697	191,569	-15.1%
Village of Granisle	30,601	25,331	20.8%
Village of Telkwa	283,097	257,945	9.8%
District of Vanderhoof	737,009	750,281	-1.8%
	<b>4,831,579</b>	<b>4,746,888</b>	<b>1.8%</b>
<b>Electoral Areas</b>			
Electoral Area "A"	1,933,442	1,875,006	3.1%
Electoral Area "B"	836,426	824,609	1.4%
Electoral Area "C"	824,034	836,737	-1.5%
Electoral Area "D"	935,416	895,388	4.5%
Electoral Area "E"	1,227,831	1,193,877	2.8%
Electoral Area "F"	1,696,400	1,685,214	0.7%
Electoral Area "G"	737,195	680,100	8.4%
	<b>8,190,744</b>	<b>7,990,931</b>	<b>2.5%</b>
<b>All Jurisdictions - Subtotal</b>	<b>13,022,323</b>	<b>12,737,819</b>	<b>2.2%</b>
<b>Other Taxes</b>			
Specified Areas	18,871	16,129	17.0%
Service Areas -Taxation on Land & Improvements	2,019,047	1,841,732	9.6%
Service Areas -Taxation on Improvements Only	317,197	306,604	3.5%
Defined Areas	288,049	250,711	14.9%
	<b>2,643,164</b>	<b>2,415,176</b>	<b>9.4%</b>
<b>Parcel Taxes</b>			
Parcel	41,835	35,638	17.4%
Frontage	112,710	117,250	-3.9%
	<b>154,545</b>	<b>152,888</b>	<b>1.1%</b>
<b>TOTAL REQUISITION</b>	<b>15,820,032</b>	<b>15,305,883</b>	<b>3.4%</b>

**District of Houston****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

General Government	General Government
Economic Development	Bylaw 1652, 2012
Development Services	General Government
Environmental Services	Bylaw 1726, 2015
Television Rebroadcasting	Bylaw, 630, 1990
Regional Recreation	Bylaw 1979, 2022

<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
78,229	132,914
16,964	15,499
256,374	229,014
6,196	6,851
6,300	3,638

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1
---------------------	-------------

13,203	16,179
377,266	404,095

**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009
Regional Parks & Trails	Bylaw 1928, 2021

23,083	22,268
33,556	5,665
56,639	27,933

**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017
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15,231	16,073
15,231	16,073

**Total**

<b>449,136</b>	<b>448,101</b>
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**Town of Smithers****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

General Government	General Government
Economic Development	Bylaw 1652, 2012
Development Services	General Government
Environmental Services	Bylaw 1726, 2015
Smithers Victim Services	Bylaw 1776, 2016
Bulkley Valley Regional Pool	Bylaw 1350,2005
Television Rebroadcasting	Bylaw, 630, 1990
Regional Recreation	Bylaw 1976, 2022

<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
272,926	413,897
59,186	48,263
894,442	713,152
23,874	22,884
741,634	698,840
21,619	21,334
30,144	40,668

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1
---------------------	-------------

46,062	50,382
2,089,887	2,009,420

**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009
Regional Parks & Trails	Bylaw 1927, 2021

65,497	54,426
100,781	123,674
166,278	178,100

**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017
-------------------------	------------------

26,839	28,323
26,839	28,323

**Total**

<b>2,283,004</b>	<b>2,215,843</b>
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**Village of Burns Lake****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

		<b>2026 Requisition 1.36 Amount</b>	<b>2025 Requisition 1.42 Amount</b>
General Government	General Government	44,553	68,893
Nechako Watershed/Fraser Basin Council	General Government	245	227
Economic Development	Bylaw 1652, 2012		
Development Services	General Government	9,662	8,033
Environmental Services	Bylaw 1726, 2015	146,010	118,704
Gowan Loop Street Lighting	Bylaw 1983, 2022	1,617	1,459
Regional Recreation	Bylaw 1977, 2022	7,485	7,658

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1	7,519	8,386
		<b>217,091</b>	<b>213,360</b>

**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	13,104	11,346
Burns Lake & Area Victim Services	Bylaw 1682, 2013	13,217	13,488
Lakes District Airport	Bylaw 1751, 2015	10,540	12,505
Burns Lake Tom Forsyth Arena Grant	Bylaw 1609, 2012	83,521	83,702
Lakes District Arts & Culture	Bylaw 1831, 2018	59,776	60,961
Burns Lake & Area TV Rebroadcast	Bylaw 982, 1997	4,069	4,314
Regional Parks & Trails	Bylaw 1929, 2021	12,354	15,218
		<b>196,581</b>	<b>201,534</b>

**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017	8,279	8,737
		<b>8,279</b>	<b>8,737</b>

**Total**

**421,951      423,631**

**District of Fort St. James****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

		<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
General Government	General Government	66,200	98,958
Nechako Watershed/Fraser Basin Council	General Government	364	325
Economic Development	Bylaw 1652, 2012		
Development Services	General Government	14,356	11,539
Environmental Services	Bylaw 1726, 2015	216,952	170,506
Fort St. James Seniors Helping Seniors	Bylaw 1750, 2016	0	0
Television Rebroadcasting	Bylaw 1765, 2016	94,912	93,527
Regional Recreation	Bylaw 1978, 2022	13,062	17,809

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1	11,173	12,046
		<b>417,019</b>	<b>404,710</b>

**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009	21,872	18,100
Regional Parks & Trails	Bylaw 1930, 2021	23,810	9,917
		<b>45,682</b>	<b>28,017</b>

**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017	1,383	1,460
		<b>1,383</b>	<b>1,460</b>

**Total**

**464,084      434,187**

**Village of Fraser Lake****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

General Government	General Government
Nechako Watershed/Fraser Basin Council	General Government
Economic Development	Bylaw 1652, 2012
Development Services	General Government
Environmental Services	Bylaw 1726, 2015
Television Rebroadcasting	Bylaw 1855, 2019

<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
29,276	54,330
161	179
6,349	6,335
95,944	93,611
11,141	14,843

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1
---------------------	-------------

4,941	6,613
147,812	175,911

**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009
------------------------------------	------------------

10,069	10,576
10,069	10,576

**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017
-------------------------	------------------

4,816	5,082
4,816	5,082

**Total**

<b>162,697</b>	<b>191,569</b>
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**Village of Granisle****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

General Government	General Government
Economic Development	Bylaw 1652, 2012
Development Services	General Government
Environmental Services	Bylaw 1726, 2015
Regional Recreation	

<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
5,616	7,934
1,218	925
18,406	13,670
452	217

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1
---------------------	-------------

948	966
26,640	23,712

**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009
Regional Parks & Trails	Bylaw 1928, 2021

1,216	926
2,409	338
3,625	1,264

**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017
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336	355
336	355

**Total**

<b>30,601</b>	<b>25,331</b>
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**Village of Telkwa****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

General Government	General Government
Economic Development	Bylaw 1652, 2012
Development Services	General Government
Environmental Services	Bylaw 1726, 2015
Smithers Victim Services	Bylaw 1776, 2016
Bulkley Valley Regional Pool	Bylaw 1350, 2005
Houston/Smithers TV Rebroadcasting	Bylaw 1818, 2018

<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
42,183	61,082
9,148	7,123
138,242	105,244
3,690	3,377
68,775	61,879
3,341	3,148

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1
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7,119	7,435
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**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009
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272,498	249,288
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10,599	8,657
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10,599	8,657
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**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017
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0	0
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0	0
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**Total**

<b>283,097</b>	<b>257,945</b>
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**District of Vanderhoof****Taxation on Land & Improvements:****Revised 2025 Hospital Converted Total - 100%**

General Government	General Government
Nechako Watershed/Fraser Basin Council	General Government
Economic Development	Bylaw 1652, 2012
Development Services	General Government
Environmental Services	Bylaw 1726, 2015

<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
144,403	232,690
794	765
31,315	27,133
473,241	400,928

**Revised 2024 Hospital Converted Total - 66%**

Planning and Zoning	SLP - No. 1
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24,371	28,324
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**Taxation on Improvements only:****Revised 2025 Hospital Converted Total - 100%**

9-1-1 Emergency Telephone Response	Bylaw 1483, 2009
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674,124	689,840
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41,196	37,553
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41,196	37,553
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**Taxation on Population**

Regional Public Transit	Bylaw 1790, 2017
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21,689	22,888
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21,689	22,888
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**Total**

<b>737,009</b>	<b>750,281</b>
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**ELECTORAL AREAS****Electoral Area "A"****Taxation on Land & Improvements:**

	<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
	<b>1.2359</b>	<b>1.2758</b>
Rural Government Services (1101)	143,918	143,036
Area A Grant in Aid (1131)	0	0
General Government (1201)	225,399	338,939
Regional Agriculture (1205)		
Planning and Zoning (4101)	57,064	61,889
Development Services (4301)	48,880	39,523
Building Numbering (4401)	4,624	4,697
Unsightly Premises Regulatory Control (4501)	10,670	8,858
Environmental Services (5101)	738,686	583,996
Weed Control (5901)	7,069	7,027
Emergency Preparedness Planning (7601)	127,407	125,738
Smithers Victim Services	19,717	18,739
Bulkley Valley Regional Pool and Rec Centre (10101)	367,493	343,366
Regional Recreation (10912)	24,895	33,303
	<b>1,775,822</b>	<b>1,709,111</b>

**Taxation on Improvements Only:**

Area "A" Economic Development (2401)	15,000	15,000
9-1-1 Emergency Telephone. Response (7501)	59,389	49,619
Smithers Para-Transit (8201)	0	0
Regional Parks & Trails (10902)	83,231	101,276
	<b>157,620</b>	<b>165,895</b>

<b>1,933,442</b>	<b>1,875,006</b>
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**ELECTORAL AREAS****Electoral Area "B"****Taxation on Land & Improvements:**

	<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
	<b>1.622</b>	<b>1.650</b>
Rural Government Services (1101)	47,437	48,650
Area B Grant In Aid (1132)	0	0
General Government (1201)	74,295	115,281
Nechako Watershed/Fraser Basin Council (1206)	408	379
Regional Agriculture (1205)		
Planning and Zoning (4101)	18,808	21,049
Development Services (4301)	16,111	13,443
Building Numbering (4401)	1,524	1,598
Unsightly Premises Regulatory Control (4501)	3,517	3,013
Environmental Services (5101)	243,482	198,631
Weed Control (5901)	2,330	2,390
Emergency Preparedness Planning (7601)	41,995	42,767
Regional Recreation (10914)	12,481	12,815
	<b>462,388</b>	<b>460,016</b>

**Taxation on Improvements Only:**

Electoral Area 'B' Economic Development (2402)	73,550	61,615
9-1-1 Service (7501)	20,710	17,345
Burns Lake & Area Victim Services (7701)	4,406	4,496
Lakes District Airport (8101)	16,659	19,116
Burns Lake Tom Forsyth Arena Grant (10202)	132,001	127,953
Lakes District Arts & Culture (10303)	99,680	102,009
Burns Lake & Area TV Rebroadcast (10504)	6,430	6,594
Regional Parks & Trails (10904)	20,602	25,465
	<b>374,038</b>	<b>364,593</b>

<b>836,426</b>	<b>824,609</b>
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**ELECTORAL AREAS****Electoral Area "C" Complete****Taxation on Land & Improvements:**

	<b>2026 Requisition Draft</b>	<b>2025 Requisition Invoiced</b>
	<b>1.049</b>	<b>1.052</b>
Rural Government Services (1101)	72,264	77,411
Area C Grant in Aid (1133)	0	0
General Government (1201)	113,178	183,429
Nechako Watershed/Fraser Basin Council (1206)	623	603
Regional Economic Development (2500)	0	0
Planning and Zoning (4101)	28,652	33,492
Development Services (4301)	24,544	21,390
Building Numbering (4401)	2,322	2,542
Unsightly Premises Regulatory Control (4501)	5,357	4,793
Waste Disposal (5101)	370,910	316,051
Weed Control (5901)	3,549	3,803
Emergency Preparedness Planning (7601)	63,973	68,048
Fort Saint James Library (10603)	21,483	21,483
Regional Recreation (10915)	22,333	33,013
	<b>729,188</b>	<b>766,058</b>

**Taxation on Improvements Only:**

Area "C" Economic Development (2403)	26,500	26,951
9-1-1 Emergency Telephone. Response (7501)	27,639	25,346
Regional Parks & Trails (10905)	40,708	18,382
	<b>121,346</b>	<b>70,679</b>

<b>824,034</b>	<b>836,737</b>
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**Electoral Area "D" Complete****Taxation on Land & Improvements:**

	<b>2026 Requisition Draft</b>	<b>2025 Requisition Invoiced</b>
	<b>1.191</b>	<b>1.087</b>
Rural Government Services (1101)	79,880	80,131
Area D Grant in Aid (1134)	0	0
General Government (1201)	125,105	189,878
Nechako Watershed/Fraser Basin Council (1206)	688	624
Regional Economic Development (2500)	0	0
Planning and Zoning (4101)	31,672	34,669
Development Services (4301)	27,130	22,141
Building Numbering (4401)	2,567	2,632
Unsightly Premises Regulatory Control (4501)	5,922	4,963
Waste Disposal (5101)	409,997	327,161
Weed Control (5901)	3,923	3,937
Emergency Preparedness Planning (7601)	70,715	70,440
Television Rebroadcasting (10502)	47,609	51,876
	<b>805,208</b>	<b>788,452</b>

**Taxation on Improvements Only:**

Area "D" Economic Development (2404)	50,887	34,352
9-1-1 Emergency Telephone. Response (7501)	37,441	31,310
Fraser Lake Library (10602) 755	41,880	41,274
	<b>130,208</b>	<b>106,936</b>

<b>935,416</b>	<b>895,388</b>
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**ELECTORAL AREAS****Electoral Area "E"****Taxation on Land & Improvements:**

	<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
	<b>1.270</b>	<b>1.332</b>
Rural Government Services (1101)	88,952	87,233
Area E Grant in Aid (1135)	0	0
General Government Services (1201)	139,313	206,706
Nechako Watershed/Fraser Basin Council (1206)	766	680
Regional Agriculture (1205)		
Planning and Zoning (4101)	35,268	37,742
Development Services (4301)	30,211	24,103
Building Numbering (4401)	2,858	2,864
Environmental Services (5101)	456,562	356,157
Weed Control (5901)	4,369	4,286
Emergency Prep Planning (7601)	78,747	76,683
Regional Recreation (10914)	23,404	22,977

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	860,450	819,431
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**Taxation on Improvements Only:**

Area "E" Economic Development (2405)	45,573	52,135
9-1-1 Emergency Telephone. Response (7501)	43,433	35,953
Burns Lake & Area Victim Services (7701)	4,406	4,496
Lakes District Airport (8101)	34,937	39,624
Lakes District Arts & Culture (10303)	186,914	182,907
Burns Lake & Area TV Rebroadcast (10504)	13,487	13,671
Regional Parks & Trails (10904)	38,631	45,660
	367,381	374,446

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	<b>1,227,831</b>	<b>1,193,877</b>
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**ELECTORAL AREAS****Electoral Area "F"****Taxation on Land & Improvements:**

	<b>2026 Requisition Amount</b>	<b>2025 Requisition Amount</b>
	<b>1.411</b>	<b>1.447</b>
Rural Government Services (1101)	110,592	113,349
Area F Grant in Aid (1136)	0	0
General Government (1201)	173,206	268,589
Nechako Watershed/Fraser Basin Council (1206)	952	883
Regional Agriculture (1205)		
Planning and Zoning (4101)	43,849	49,042
Development Services (4301)	37,561	31,319
Building Numbering (4401)	3,553	3,722
Unsightly Premises Regulatory Control (4501)	8,198	7,019
Environmental Services (5101)	567,636	462,784
Weed Control (5901)	5,432	5,569
Emergency Preparedness Planning (7601)	97,905	99,640

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	1,048,884	1,041,916
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**Taxation on Improvements Only:**

Area "F" Economic Development (2406)	46,630	50,000
9-1-1 Emergency Telephone. Response (7501)	49,197	41,609
Vanderhoof Pool (10102)	551,689	551,689
	647,516	643,298

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	<b>1,696,400</b>	<b>1,685,214</b>
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**Electoral Area "G" Complete****Taxation on Land & Improvements:**

	<b>2026 Requisition Draft</b>	<b>2025 Requisition Invoiced</b>
	0.993	0.952
Rural Government Services (1101)	68,332	69,525
Area G Grant in Aid (1137)	0	0
General Government (1201)	107,018	164,745
Regional Economic Development (2500)	0	0
Planning and Zoning (4101)	27,093	30,081
Development Services (4301)	23,207	19,210
Building Numbering (4401)	2,195	2,283
Unsightly Premises Regulatory Control (4501)	5,065	4,306
Waste Disposal (5101)	350,724	283,858
Weed Control (5901)	3,356	3,416
Emergency Preparedness Planning (7601)	60,493	61,117
Regional Recreation (10913)	8,619	4,509
	<u>656,102</u>	<u>643,050</u>

**Taxation on Improvements Only:**

Area "G" Economic Development (2407)		
9-1-1 Emergency Telephone. Response (7501)	35,187	30,028
Regional Parks & Trails (10901)	45,906	7,022
	<u>81,093</u>	<u>37,050</u>
	<u><u>737,195</u></u>	<u><u>680,100</u></u>

**SPECIFIED AREAS**

Endako Street Lighting (9102)	756, SA #9, F
Fort Fraser Street Lighting (9103)	756, SA #13, D
Gerow Island Street Lighting (9104)	755, SA #15, C

**PARCEL TAX**

Lake Kathlyn Aquatic Weed Control (5902)	754, LSA #20, G
Glacier Gulch Water Diversion (5903)	754, LSA #14, E
Cluculz Lake/ Somerset Sewer (6301)	756, LSA #13, J
Decker Lake Street Lighting (9101)	755, SA #8, E

**FRONTAGE TAX**

Fort Fraser Sewer System (6101)	756, SA #12, K
Fort Fraser Water System (6201)	756, SRVA#30, S

**SERVICE AREAS****Service Areas Taxed on Land & Improvements:**

Fort Fraser Local Community (1501)	756, GSA, D
Fort Fraser Fire Protection (7101)	756, LSA #1, A
Topley Rural Fire Protection (7103)	755, SRVA#35, I
Burns Lake Rural Fire Protection (7201)	755, LSA #18, F
Fort St. James Rual Fire (7202)	756, LSA #7, E
Luck Bay Fire Protection (7204)	756, SRVA#31, T
Smithers Rual Fire Protection (7205)	754, LSA #15, C
Telkwa Fire Protection (7206)	754, LSA #3, B
Cluculz Lake Emergency Resp (7301)	756, LSA #25, Q
FSJ Seniors Helping Seniors Transportation	756, SRVA#37, V
Colony Point Street Lighting (9106)	756, SRVA#33, U
Laidlaw Street Lighting Service (9107)	754, SRVA#25, W
Fort St. James Arena Grant (10201)	756, LSA #24, P
Smithers Rural Rec & Culture (10301)	754, LSA #16, F
Fort St. James T.V. (10503)	756, LSA #9, G

**Service Areas Taxed on Improvements Only:**

Southside Rural Fire Protection (7102)	755, LSA #11, C
Houston Rural Fire Protection (7203)	754, SRVA #29, J
Vanderhoof Rual Fire Protection ( 7207)	756, LSA #10, H
Burns Lake Tom Forsyth Arena (10202)	755, LSA #5, B
Vanderhoof Rec and Culture (10302)	756, SRVA #28, R
Ft Fraser Cemetary 756	756, LSA #6, C
* Ft. Fraser Cemetary 756	756, LSA #6, D
Topley Cemetary 754	754, LSA #12, G
Topley Cemetary 755	755, LSA #12, B G
* Topley Cemetary 755	0
Houston/Smithers T.V. (10501) 754	754, LSA #2, A
Houston/Smithers T.V. (10501) 755	755, LSA #2, A
Fort Fraser Community Hall (10801)	756, LSA #17, K
Braeside Community Hall (10802)	756, LSA#26, X

**DEFINED AREAS**

Building Inspection (4201) 754	754 BD-G-D
Building Inspection (4201) 755	755 BD-G-D
Building Inspection (4201) 756	756 BD-G-D

2026 Requisition	2025 Requisition	Increase in Requisition
3,660	3,283	11.5%
10,635	8,958	18.7%
4,576	3,888	17.7%
<b>18,871</b>	<b>16,129</b>	<b>17.0%</b>
9,625	9,350	2.9%
7,800	3,268	138.7%
14,073	14,063	0.1%
10,338	8,957	15.4%
<b>41,835</b>	<b>35,638</b>	<b>17.4%</b>
49,667	54,015	-8.1%
63,043	63,234	-0.3%
<b>112,710</b>	<b>117,250</b>	<b>-3.9%</b>
7,788	7,443	4.6%
59,172	64,946	-8.9%
89,139	87,473	1.9%
161,150	152,825	5.4%
287,251	243,995	17.7%
90,030	70,514	27.7%
349,394	326,685	7.0%
177,188	150,959	17.4%
29,296	29,296	0.0%
0	0	
3,347	2,925	14.4%
250	0	
50,750	38,062	33.3%
645,425	597,762	8.0%
68,868	68,849	0.0%
<b>2,019,047</b>	<b>1,841,732</b>	<b>9.6%</b>
67,884	67,968	-0.1%
27,287	26,497	3.0%
46,516	44,097	5.5%
26,761	26,323	1.7%
108,199	101,500	6.6%
3,974	4,035	-1.5%
0	0	
18	17	
1,728	1,729	-0.1%
0	0	
28,568	28,174	1.4%
837	849	-1.4%
2,574	2,564	0.4%
2,850	2,850	0.0%
<b>317,197</b>	<b>306,604</b>	<b>3.5%</b>
<b>2,336,244</b>	<b>2,148,336</b>	<b>8.7%</b>
138,140	118,636	16.4%
52,056	45,195	15.2%
97,853	86,880	12.6%
<b>288,049</b>	<b>250,711</b>	<b>14.9%</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**RURAL GOVERNMENT SERVICES**      **1101 1102 1104**  
**Legislative**

		2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002	<b>General Taxation on All Electoral Areas (A to G)</b>	368,031	619,335	619,335	<b>611,374</b>	661,202	631,015	681,714	671,553
443001	Province of B.C. - Admin. Grant	<u>185,000</u>	71,800	64,800	<b>64,800</b>	64,800	64,800	64,800	64,800
	General Government (1201)	28,800							
	General Government (1202)	57,600							
	General Government (1203)	28,800							
	Rural Government (1101)	64,800							
	Fort Fraser Local Community (1501)	5,000							
446001	Grant in Lieu of Taxes	246	4,750	9					
446002	Grant in Lieu of Alcan Taxes	66,041	110,899	125,603	<b>97,798</b>	97,798	97,798	97,798	97,798
480001	Miscellaneous Revenue								
499999	Prior Year's Surplus - Operations								
<b>TOTAL REVENUE:.....</b>		<u>500,292</u>	<u>799,784</u>	<u>809,747</u>	<u><b>773,971</b></u>	<u><b>823,799</b></u>	<u><b>793,612</b></u>	<u><b>844,312</b></u>	<u><b>834,150</b></u>
<b>EXPENDITURE:</b>									
<b>Legislative Expenses</b>									
600101	Director's Remuneration	-	73,310	-	<b>74,246</b>	76,473	75,731	78,003	77,246
	Rural Directors' Monthly Fee	<u>49,644</u>							
	Rural Directors' Committee Chair	5,724							
	Population Pay	16,378							
	Contingency	<u>2,500</u>							
		<u>74,246</u>							
600151	Director's Remuneration - Area "A"	15,581	4,800	12,848	<b>4,800</b>	6,600	4,800	6,000	4,800
600152	Director's Remuneration - Area "B"	12,073	4,800	17,866	<b>4,800</b>	6,600	4,800	6,000	4,800
600153	Director's Remuneration - Area "C"	13,763	4,800	13,498	<b>4,800</b>	6,600	4,800	6,000	4,800
600154	Director's Remuneration - Area "D"	12,014	4,800	11,872	<b>4,800</b>	6,600	4,800	6,000	4,800
600155	Director's Remuneration - Area "E"	18,147	4,800	12,460	<b>4,800</b>	6,600	4,800	6,000	4,800
600156	Director's Remuneration - Area "F"	16,158	4,800	15,470	<b>4,800</b>	6,600	4,800	6,000	4,800
600157	Director's Remuneration - Area "G"	11,246	4,800	11,930	<b>4,800</b>	6,600	4,800	6,000	4,800
600251	Electoral Area "A" Travel	4,814	12,000	3,621	<b>12,000</b>	16,000	12,000	16,000	12,000
600252	Electoral Area "B" Travel	7,212	12,000	7,633	<b>12,000</b>	16,000	12,000	16,000	12,000
600253	Electoral Area "C" Travel	9,422	12,000	12,189	<b>12,000</b>	16,000	12,000	16,000	12,000
600254	Electoral Area "D" Travel	2,317	12,000	7,219	<b>12,000</b>	16,000	12,000	16,000	12,000
600255	Electoral Area "E" Travel	9,587	12,000	7,545	<b>12,000</b>	16,000	12,000	16,000	12,000
600256	Electoral Area "F" Travel	10,412	12,000	10,239	<b>12,000</b>	16,000	12,000	16,000	12,000

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
600257 Electoral Area "G" Travel	6,537	12,000	10,313	12,000	16,000	12,000	16,000	12,000
601109 Employer Health Tax and CPP Matching	2,124	2,085	2,002	2,103	2,392	2,132	2,340	2,161
601801 Association Dues & Memberships	22,757	25,200	28,425	25,200	25,956	26,735	27,537	28,363
NCLGA	8,500							
FCM	5,200							
Civic Info BC	1,000							
UBCM	10,500							
	25,200							
607001 Legal Expense			1,184					
604001 Computer Systems - Contribution for Electronics	4,757	2,500	1,995	20,000	2,500	2,500	2,500	20,000
606001 Communications (Directors Internet)	6,774	13,300	7,643	13,300	13,300	13,300	13,300	13,300
651014 Allocation Cellular	4,631	4,257	4,257	5,203	5,359	5,359	5,359	5,359
606003 Advertising		2,000	394	2,000	2,060	2,000	2,000	2,000
608002 Liability Insurance	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
609011 Meeting and Directors Local Government Expenses	399	7,500	2,339	5,000	5,000	5,000	5,000	5,000
609012 Public Relations				2,500	2,500	2,500	2,500	2,500
610001 Election Expenses				60,000				60,000
<b>Rural Government Staff Services (1104)</b>		313,033	241,104	277,819	288,559	299,256	310,273	321,622
<b>Administration Expenses (1102)</b>								
612301 Federal Gas Tax Grants	570,957	250,000	995,956	250,000	250,000	250,000	250,000	250,000
651012 Admin Recoveries	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000
<b>TOTAL EXPENDITURE:.....</b>	<b>990,681</b>	<b>1,039,784</b>	<b>1,669,002</b>	<b>1,083,971</b>	<b>1,061,299</b>	<b>1,031,112</b>	<b>1,081,812</b>	<b>1,134,150</b>
<b>Revenues minus Expenditures</b>	<b>(490,389)</b>	<b>(240,000)</b>	<b>(859,255)</b>	<b>(310,000)</b>	<b>(237,500)</b>	<b>(237,500)</b>	<b>(237,500)</b>	<b>(300,000)</b>
<b>Transfer from Reserves</b>								
420099 Transfer From Federal Gas Tax Reserve	570,957	250,000	995,956	250,000	250,000	250,000	250,000	250,000
420005 Transfer From Election Reserve				60,000				50,000
	570,957	250,000	995,956	310,000	250,000	250,000	250,000	300,000
<b>Transfer to Reserves</b>								
781004 Contribution to Insurance Reserve	10,000	10,000	10,000		12,500	12,500	12,500	
781005 Contribute to Rural Election Reserve	10,000	10,000	10,000	-	12,500	12,500	12,500	-
<b>Net Reserves</b>	<b>560,957</b>	<b>240,000</b>	<b>985,956</b>	<b>310,000</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>300,000</b>
<b>Revenues minus Expenditures and Transfers</b>	<b>70,568</b>	<b>0</b>	<b>126,701</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## GENERAL GOVERNMENT SERVICES 1201

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	985,281	1,841,178	2,538,265	2,538,265	<b>1,640,982</b>	1,933,276	2,300,349	2,327,605	2,421,066
442101 Other Grant Revenue <i>Provincial</i>	1,782,924	414,845	70,000		<b>35,000</b>	35,000			
443006 Northwest Regional Funding		2,126,217	340,000	213,666	<b>185,000</b>	185,000	100,000	100,000	100,000
443001 Province of B.C. - Admin. Grant	121,200	122,200	115,200	115,200	<b>115,200</b>	115,200	115,200	115,200	115,200
443004 Climate Action Program Grant	112,082	328,408					112,082	112,082	112,082
444001 Grant from UBCM		5,000							
445001 NDI Grant	67,202								
446001 Grants in Lieu of Taxes	8,625	13,472	12,000	16,083	<b>12,000</b>	12,000	12,000	12,000	12,000
446002 Grant in Lieu of Alcan Taxes	116,454	168,605	198,905	242,114	<b>144,215</b>	173,059	207,670	249,204	249,204
460001 Admin. Recovery - SNRHD	17,799	23,758	15,900	26,385	<b>15,900</b>	15,900	15,900	15,900	15,900
480001 Miscellaneous Revenue	18,290	3,033		11,742					
480003 Sale of Capital Asset (Net)				550					
499999 Prior Year's Surplus	450,000	300,000	-		<b>500,000</b>	<b>250,000</b>			
TOTAL REVENUE:.....	<u>3,679,858</u>	<u>5,346,716</u>	<u>3,290,270</u>	<u>3,164,005</u>	<u><b>2,648,297</b></u>	<u>2,719,434</u>	<u>2,863,201</u>	<u>2,931,991</u>	<u>3,025,452</u>
<b>EXPENDITURE:</b>									
600101 Director's Remuneration	327,056	338,524	355,343	324,418	<b>364,005</b>	374,925	386,173	397,758	409,691
15 Directors	171,540								
Chair, Vice Chair & Committee Chairs	31,452								
Travel Time	25,536								
Cheque Signer Fees	3,432								
25 Board Meetings	108,375								
Other Meetings (2)	8,670								
Minister and Deputy Minister Meeting	15,000								
	<u>364,005</u>								
601101 Director's Benefits (CPP)	15,780	15,790	24,718	15,210	<b>25,000</b>	25,750	26,523	27,318	28,138
600197 Director's Accident Insurance			1,400	2,035	<b>2,100</b>	2,100	2,100	2,100	2,100
600198 Director's Health Insurance	58,075	58,185	60,000	49,553	<b>62,000</b>	63,860	65,776	67,749	69,782
600201 Director's Travel	35,967	47,908	64,013	40,557	<b>74,310</b>	76,539	78,835	81,201	83,637
600201 Directors Travel Minister and Deputy Minister			25,000		<b>25,000</b>	25,000	25,000	25,000	25,000
601109 Employer Health Tax	7,955	6,408	8,101	6,188	<b>8,289</b>	8,538	8,794	9,058	9,330
604001 Computer Network	1,913	240	2,500	6,874	<b>25,000</b>	2,500	2,500	2,500	25,000
606001 Communications			4,257		<b>5,203</b>	7,500	7,500	7,500	7,500
607001 Legal Expense (FCM Defense Fund \$500)		639	500	1,285	<b>500</b>	500	500	500	500

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
608002 Liability Insurance (MIA \$4K)	4,000	5,528	4,000	4,000	4,000	4,000	4,000	4,000	4,000
608003 Vehicle Insurance	196	1,074	3,000	958	3,000	3,000	3,000	3,000	3,000
609011 Board meetings - supplies & food	23,516	21,468	30,000	20,966	25,000	25,750	26,523	27,318	28,138
609012 Public Relations					5,000	5,000	5,000	5,000	5,000
612100 Regional Grant In Aid	200,000	294,201	724,000	712,466	724,000	724,000	724,000	724,000	724,000
612101 Grants to Indigenous Groups				21,250					
612801 Special Projects	46,464	841	895,000	29,901	65,000	65,000	30,000	30,000	30,000
All Nations Conference		35,000							
RBA Expenses		30,000							
		<u>65,000</u>							
Total Legislative Expenses	<u>720,921</u>	<u>790,806</u>	<u>2,201,831</u>	<u>1,235,661</u>	<u>1,417,407</u>	<u>1,413,963</u>	<u>1,396,223</u>	<u>1,414,002</u>	<u>1,454,814</u>
<b>Corporate Services Expenses</b>	895,119	963,137	1,076,470	1,056,960	1,113,415	1,145,388	1,178,297	1,212,168	1,247,031
<b>Financial Services Expenses</b>	625,730	610,219	894,407	775,547	824,410	846,298	868,811	891,966	915,783
<b>HR Expenses</b>	78,623	176,894	217,162	171,887	214,832	221,076	227,503	234,118	240,928
<b>Agricultural Expenses</b>			163,797	129,463	174,765	169,242	173,849	178,590	183,467
<b>651010 Less Administration Charges from Local Services</b>	(735,652)	(732,797)	(823,396)	(823,396)	(851,533)	(851,533)	(868,564)	(885,935)	(903,654)
<b>651012 Less Rural Government Admin Charge</b>	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)
Total General Government Expenses	<u>638,820</u>	<u>1,583,259</u>	<u>3,505,271</u>	<u>2,321,121</u>	<u>2,668,297</u>	<u>2,719,434</u>	<u>2,751,119</u>	<u>2,819,909</u>	<u>2,913,370</u>
<b>Revenues minus Expenditures</b>	<u>3,041,037</u>	<u>3,763,457</u>	<u>(215,000)</u>	<u>842,884</u>	<u>(20,000)</u>	<u>-</u>	<u>112,082</u>	<u>112,082</u>	<u>112,082</u>
<b>RESERVE BUDGET</b>									
<b>Transfer from Reserves</b>									
420001 Transfer from NCPG Reserve	35,701	45,796		18,800	40,000				
420003 Transfer from Internal Reserve				27,508	27,500		50,000		50,000
420097 Transfer from Climate Reserve		139,378	305,000	51,642	20,000				
<b>Transfer To Reserves</b>									
781097 Climate Reserve Contribution/Growing Communities	1,764,000	308,408					112,082	112,082	112,082
781095 Contribution to Northwest Revenue Reserve		2,126,217							
<b>Net Reserves</b>	<u>(1,728,299)</u>	<u>(2,249,452)</u>	<u>305,000</u>	<u>97,950</u>	<u>87,500</u>	<u>-</u>	<u>(62,082)</u>	<u>(112,082)</u>	<u>(62,082)</u>
<b>CAPITAL BUDGET</b>									
780001 New Capital Items	205,436	236,864	90,000	117,957	67,500		50,000		50,000
490001 Use of Capital Items	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000
780101 Amortization	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000
	<u>1,107,302</u>	<u>1,277,142</u>	<u>(0)</u>	<u>822,877</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## ELECTORAL AREA PLANNING 4101

### Five Year Financial Plan:

	2024 Actual	2025 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>Revenue:</b>									
400002 Taxation	288,694	343,846	398,295	398,295	<b>357,739</b>	359,453	365,256	371,174	377,212
446001 Grants in Lieu of Taxes	2,115	2,004	1,500	1,959	<b>1,500</b>	1,500	1,500	1,500	1,500
446002 Grants in Lieu of Alcan Taxes	38,617	41,431	41,626	47,135	<b>38,772</b>	38,772	38,772	38,772	38,772
450017 Application Fees (Zoning, Variance etc)	13,500	9,800	20,000	9,550	<b>20,000</b>	20,000	20,000	20,000	20,000
450002 Sign Rental Revenue				-675					
480001 Miscellaneous Revenue	3,780	3,615							
499999 Prior Year's Surplus									
<b>TOTAL REVENUE.....</b>	<b>346,706</b>	<b>400,696</b>	<b>461,421</b>	<b>456,264</b>	<b>418,011</b>	<b>419,725</b>	<b>425,527</b>	<b>431,446</b>	<b>437,484</b>
<b>EXPENDITURE:</b>									
601001 Salaries	163,238	186,230	229,656	227,662	<b>191,218</b>	195,042	198,943	202,922	206,980
601101 Benefits	52,222	53,009	71,733	76,375	<b>65,714</b>	67,029	68,369	69,737	71,131
604001 Computer Systems	14,943	17,489	17,500	19,254	<b>20,000</b>	20,000	20,000	20,000	20,000
605007 Board of Variance - Travel & meals		-	600		<b>600</b>	600	600	600	600
606003 Advertising	12,698	5,442	10,000	2,898	<b>10,000</b>	10,000	10,000	10,000	10,000
607001 Legal	8,354	10,028	10,000	1,853	<b>10,000</b>	10,000	10,000	10,000	10,000
607003 Title Search and Document Filing	1,500	1,500	2,000	3,500	<b>2,000</b>	2,000	2,000	2,000	2,000
608002 Liability Insurance - MIA	3,000	5,320	7,000	3,000	<b>7,000</b>	7,000	7,000	7,000	7,000
609001 Supplies		4,237	3,000	6,746	<b>5,000</b>	5,000	5,000	5,000	5,000
609011 Meeting Expense	4,545	118	1,750	496	<b>2,000</b>	2,000	2,000	2,000	2,000
612801 Special Projects									
651012 Contribution to Bylaw Enforcement	30,555	36,784	35,996	35,996	<b>42,534</b>	<b>39,109</b>	<b>39,670</b>	<b>40,243</b>	<b>40,827</b>
670100 Advisory Planning Commissions		200	1,000		<b>1,000</b>	1,000	1,000	1,000	1,000
651010 Administration Fees	18,078	20,061	23,415	23,414	<b>21,424</b>	21,424	21,424	21,424	21,424
651014 Shared Expenses	31,474	50,258	47,771	47,771	<b>39,522</b>	39,522	39,522	39,522	39,522
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>340,608</b>	<b>390,677</b>	<b>461,421</b>	<b>448,965</b>	<b>418,011</b>	<b>419,725</b>	<b>425,527</b>	<b>431,446</b>	<b>437,484</b>
<b>Revenues minus Expenditures</b>	<b>6,098</b>	<b>10,019</b>	<b>(0)</b>	<b>7,298</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**DEVELOPMENT SERVICES 4301**  
**PART OF ADMINISTRATION**

**Five Year Financial Plan:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>Revenue:</b>									
400002 Taxation	327,410	281,100	295,978	295,978	<b>355,841</b>	406,720	474,323	485,864	497,752
442101 Provincial Grant Housing		35,586	5,000	10,412					
451001 Cost Sharing by Municipalities	7,240	726	0	5,127	<b>40,000</b>	40,000			
446001 Grants in Lieu of Taxes	3,815	2,057	2,500	1,876	<b>2,500</b>	2,500	2,500	2,500	2,500
446002 Grant in Lieu of Alcan Taxes	39,397	25,742	24,793	28,103	<b>31,397</b>	31,397	25,000	25,000	25,000
420096 Provincial Grant GCF		14,914	27,500			5,000			
445001 Grant from NDIT		14,914	27,500	42,500	<b>50,000</b>	5,000			
450017 A.L.R. Fees	2,950	3,350	2,000	4,050	<b>2,000</b>	2,000	2,000	2,000	2,000
450002 Map and Plan Sales	125	769	500	1,552	<b>500</b>	500	500	500	500
480001 Miscellaneous Revenue		32,034		1,435					
499999 Prior Year's Surplus									
<b>TOTAL REVENUE.....</b>	<b>380,936</b>	<b>411,192</b>	<b>385,772</b>	<b>391,033</b>	<b>482,238</b>	<b>493,117</b>	<b>504,323</b>	<b>515,864</b>	<b>527,752</b>
<b>EXPENDITURE:</b>									
601001 Salaries	183,435	241,648	227,272	223,866	<b>281,492</b>	289,937	298,635	307,594	316,822
601101 Benefits	70,735	61,278	64,916	74,763	<b>81,150</b>	83,584	86,092	88,675	91,335
612805 Consulting Fees									
603005 Repairs for Map Copier			1,000		<b>1,000</b>	1,000	1,000	1,000	1,000
604001 Computer Systems	7,293	11,694	12,500	17,600	<b>20,000</b>	20,000	20,000	20,000	20,000
606003 Advertising		150	2,000		<b>2,000</b>	2,000	2,000	2,000	2,000
607001 Legal		1,296	5,000	5,286	<b>5,000</b>	5,000	5,000	5,000	5,000
607003 Title Search and Document Filing			1,000		<b>1,000</b>	1,000	1,000	1,000	1,000
608002 Liability Insurance	2,000	2,000	2,000	2,000	<b>2,000</b>	2,000	2,000	2,000	2,000
609001 Supplies	2,028	6,876	3,250	694	<b>3,250</b>	3,250	3,250	3,250	3,250
651010 Administration Service Charge	18,931	69,646	19,136	19,136	<b>23,814</b>	23,814	23,814	23,814	23,814
651014 Shared Costs	32,512	21,162	47,698	47,698	<b>61,532</b>	61,532	61,532	61,532	61,532
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>316,933</b>	<b>415,748</b>	<b>385,772</b>	<b>391,042</b>	<b>482,238</b>	<b>493,117</b>	<b>504,323</b>	<b>515,864</b>	<b>527,752</b>
<b>Revenues minus Expenditures</b>									
420003 Withdrawal from capital reserves			18,000	24,843					
780001 Capital Items(Plotter)			18,000	24,843					
	<b>64,003</b>	<b>(4,556)</b>	-	(9)	-	-	-	-	-

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## INVASIVE PLANT CONTROL 5901

By-law No. 1019, 1997 No limitation  
All Electoral Areas

### Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	31,002	29,932	30,427	30,427	<b>30,028</b>	30,646	30,646	30,646	30,646
400001 Taxation & Service Agreement	140	71	75	71	<b>75</b>	75	75	75	75
420003 Transfer from Vehicle Reserve									
446001 Grant in Lieu of Taxes	39	20							
446002 Grant in Lieu of Alcan Taxes	6,546	5,371	4,731	5,353	<b>4,804</b>	4,804	4,804	4,804	4,804
499999 Prior Year's Surplus		423	292	292	<b>619</b>				
<b>TOTAL REVENUE.....</b>	<b>37,727</b>	<b>35,817</b>	<b>35,525</b>	<b>36,144</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>
<b>EXPENDITURE:</b>									
605006 Contribution to NW Invasive Plant Council	35,000	35,000	35,000	35,000	<b>35,000</b>	35,000	35,000	35,000	35,000
651010 Administration Service Charges	525	525	525	525	<b>525</b>	525	525	525	525
799999 Prior Year's Deficit	1,779					-	-	-	-
<b>TOTAL EXPENDITURE.....</b>	<b>37,304</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>
<b>Revenues minus Expenditures</b>	<b>423</b>	<b>292</b>	<b>-</b>	<b>619</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****9-1-1 Service****7501****Five Year Financial Plan:****Bylaw 1483 No Tax Limitation  
Apportioned on Improvements Only**

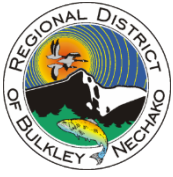
	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
<b>Taxation on Improvements Only - All Municipalities and all Electoral Areas</b>									
400002 Taxation	388,849	369,043	395,061	395,061	<b>459,633</b>	473,702	486,014	503,572	516,382
446001 Grants in Lieu of Taxes	3,337	2,481	2,000	2,292	<b>2,000</b>	2,000	2,000	2,000	2,000
446002 Grants in Lieu of Alcan Taxes	40,254	40,617	38,583	43,784	<b>46,842</b>	46,842	46,842	46,842	46,842
444001 Grant from UBCM	22,500								
450020 Users Fees for Landlines	80,654	78,319	72,000	72,516	<b>72,000</b>	70,000	70,000	65,000	65,000
400001 Indigenous Service Agreements	35,371	35,516	35,000	35,497	<b>35,000</b>	35,000	35,000	35,000	35,000
499999 Surplus from prior year	34,730	22,500							
<b>TOTAL REVENUE:.....</b>	<b>605,695</b>	<b>548,476</b>	<b>542,644</b>	<b>549,150</b>	<b>615,475</b>	<b>627,545</b>	<b>639,857</b>	<b>652,415</b>	<b>665,224</b>
<b>EXPENDITURE:</b>									
601001 Salaries	51,702	88,205	76,492	75,216	<b>88,886</b>	90,664	92,477	94,327	96,214
601101 Employee Benefits	12,804	23,071	24,167	18,827	<b>28,160</b>	28,723	29,297	29,883	30,481
603008 Repairs and Maintenance	40,862	64,012	65,000	67,818	<b>70,000</b>	71,400	72,828	74,285	75,770
606001 Communications (includes back up communication)	41,266	36,775	42,000	45,372	<b>46,000</b>	46,920	47,858	48,816	49,792
606008 Public Education			1,000	1,621	<b>1,500</b>	1,500	1,500	1,500	1,500
608002 MIA Liability Insurance	4,000	4,000	4,000	4,000	<b>4,000</b>	4,000	4,000	4,000	4,000
609001 Supplies			1,000		<b>1,000</b>	1,000	1,000	1,000	1,000
609011 Meeting Expenses			500		<b>500</b>	500	501	502	503
612801 Special Projects		7,416	10,000		<b>5,000</b>	5,000	5,000	5,000	5,000
617501 PSAP E-Comm Costs (starting in Oct 2014)	76,564	75,644	84,000	80,179	<b>84,000</b>	85,680	87,394	89,141	90,924
617502 FOCC Operating Costs	177,564	179,814	185,000	207,082	<b>223,000</b>	227,460	232,009	236,649	241,382
617504 CAD/RMS Licence	3,335	3,747	3,200	3,972	<b>4,000</b>	4,080	4,162	4,245	4,330
679999 Telus Fees	7,674			6,832	<b>7,000</b>	7,140	7,283	7,428	7,577
651010 Administration Service Charge	30,392	30,533	30,532	30,532	<b>33,783</b>	34,459	35,148	35,851	36,568
651014 Shared Services	7,958	22,160	15,753	15,753	<b>18,646</b>	19,019	19,399	19,787	20,183
799999 Prior Year's Deficit									
	<b>454,120</b>	<b>535,376</b>	<b>542,644</b>	<b>557,203</b>	<b>615,475</b>	<b>627,545</b>	<b>639,857</b>	<b>652,415</b>	<b>665,224</b>
<b>Revenues minus Expenditures</b>	<b>151,575</b>	<b>-</b>	<b>-</b>	<b>(8,053)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
420001 Transfer from Capital Reserve			75,000	113,909					
781001 Contribution to Capital Reserve									
781003 Contribution to Vehicle Reserve									
490001 Transfer from Equity in Tangible Capital Assets	4,500	4,500	4,500	4,500	<b>4,500</b>	4,500	4,500	4,500	4,500
780101 Amortization Expense	4,500	4,500	4,500	4,500	<b>4,500</b>	4,500	4,500	4,500	4,500
780001 Capital Expenses	18,190	56,760	75,000	113,909					
<b>Revenues minus Expenditures less Reserves and Capital</b>	<b>133,385</b>	<b>(43,660)</b>	<b>-</b>	<b>(8,053)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
EMERGENCY PREPAREDNESS PLANNING 7601**

**Five Year Financial Plan:**

**BYLAW 1201 ALL ELECTORAL AREAS NO LIMIT  
LAND AND IMPROVEMENTS**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	421,381	613,121	544,432	544,432	<b>541,235</b>	536,495	545,558	554,802	564,232
420001 Northern Capital and Planning Grant	382,241	31,536	240,000						
420099 Transfer from Community Works Fund	118,030		286,000						
444001 UBCM Grant (25k ESS, 25k EOC)	70,311	40,864	80,000	154,681	<b>48,624</b>	50,000	50,000	50,000	50,000
446001 Grants in Lieu of Taxes	750	410	250		<b>250</b>				
446002 Grants in Lieu of Alcan Taxes	88,964	110,020	84,646	95,768	<b>86,569</b>	86,569	86,569	86,569	86,569
480001 Miscellaneous Revenue	5,809	90,355	56,000	26,790	<b>100,624</b>				
499999 Prior Year's Surplus									
<b>TOTAL REVENUE.....</b>	<b>1,087,485</b>	<b>886,307</b>	<b>1,291,329</b>	<b>821,671</b>	<b>777,302</b>	<b>673,063</b>	<b>682,126</b>	<b>691,371</b>	<b>700,800</b>
<b>EXPENDITURE:</b>									
601001 Salaries	225,359	270,274	334,440	324,680	<b>327,936</b>	334,494	341,184	348,008	354,968
601101 Benefits	59,182	81,564	115,072	107,599	<b>116,338</b>	118,664	121,038	123,458	125,928
603008 Repairs & Maintenance		2,341	2,500	294	<b>2,500</b>				
605803 Emergency Management Training	1,582	3,746	7,000	776	<b>5,000</b>	5,000	5,000	5,000	5,000
605810 Emergency Support Services Program	42,439	17,891	55,000	44,370	<b>55,000</b>	55,000	55,000	55,000	55,000
606001 Communications ( Sat Phones)	3,611	2,624	4,000	2,119	<b>2,500</b>	2,500	2,500	2,500	2,500
606003 Advertising			4,000		<b>2,500</b>	2,500	2,500	2,500	2,500
606008 Public Education									
607001 Legal Fees						-	-	-	-
608002 Liability Insurance	4,000	4,000	4,000	4,000	<b>4,000</b>	4,000	4,000	4,000	4,000
608003 Vehicle Insurance	250	427		304					
609001 Supplies	5,384	4,823	10,000	4,046	<b>5,000</b>	5,000	5,000	5,000	5,000
609011 Meeting Expense	2,409	5,464	7,000	361	<b>5,000</b>	5,000	5,000	5,000	5,000
612801 Special Projects	112,520		127,227	145,611	<b>160,624</b>	50,000	50,000	50,000	50,000
ESS Grant Expenditures	30,000								
EOC Grant Expenditures	30,000								
EOC Culture									
EDMA Agreement	100,624								
Engagement Initiatives									
	<u>160,624</u>								
651010 Administration Service Charges	75,180	58,872	61,438	61,438	<b>55,107</b>	55,107	55,107	55,107	55,107
651012 Share of Salaries from Rural Fire Departments			(71,500)	(71,500)	<b>(63,000)</b>	(63,000)	(63,000)	(63,000)	(63,000)
651014 Shared Services	58,040	91,160	105,152	105,152	<b>98,797</b>	98,797	98,797	98,797	98,797
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>589,955</b>	<b>682,420</b>	<b>765,329</b>	<b>729,249</b>	<b>777,302</b>	<b>673,063</b>	<b>682,126</b>	<b>691,371</b>	<b>700,800</b>
Rural Fire Department Costs	90,295	34,385							
<b>Revenues minus Expenditures</b>	<b>407,235</b>	<b>169,502</b>	<b>526,000</b>	<b>92,423</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Reserve, Capital, and Amortization</b>									
490001 Transfer from Equity in Tangible Capital Assets	34,730	34,730	34,730	34,730	<b>34,730</b>	34,730	34,730	34,730	34,730
780101 Amortization Expense	34,730	34,730	34,730	34,730	<b>34,730</b>	34,730	34,730	34,730	34,730
780001 Capital Expenditures	384,195	47,102	526,000			-	-	-	-
<b>Revenues minus Expenditures</b>	<b>23,039</b>	<b>122,400</b>	<b>-</b>	<b>92,423</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** John Illes, CFO  
**Date:** January 29, 2026  
**Subject:** **Budget Introduction to Minor Services**

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

1. That the capital projects for the Bulkley Valley Pool Service proceed before the approval of the final budget.
  2. That the Building Inspection budget be included in the 2026 Financial Plan.
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### **BACKGROUND**

The minor service budgets often impact only one, two, or three jurisdictions. While some of the minor service budgets are associated with very small requisitions, some such as the Bulkley Valley Pool Service have a requisition of over \$1 million. The budgets attached to this memo are draft and utilize the best information currently available as of January 19, 2026. Directors are encouraged to talk to the finance department about these preliminary budgets if they wish any changes or to provide direction.

Many of the budgets provide a grant to other organizations so as to support the service provided by those organizations. In these cases, the Regional District does not directly or indirectly provide the service. If the organization providing the service decided to stop providing the service, or in the case of a society, dissolve – the service would very likely end.

Some of the budgets are “not yet available”. In these cases, the Regional District is waiting for budget information from the municipal partner involved in the service. The deadline for budget information from the municipalities is the end of February.

The Fort Fraser local area budgets have been reviewed by the Fort Fraser Local Commission, and the Bulkley Valley Pool Advisory Committee has reviewed the Bulkley Valley Pool Service.

Additional Details on some services:

Bulkley Valley Pool Service

This budget has been reviewed and endorsed by the Pool's advisory committee. Increases in this year's requisition are the consumption and price of natural gas and the increase in property insurance (after a "rebuild appraisal" of the pool was completed). The Bulkley Valley Regional Pool budget is also increasing its requisition with the annual management grant to the society (to provide staff and building management) that is being increased to \$754,500 based on the current estimated inflation figures.

The taxation rate for each jurisdiction in this service remains identical to the rate in 2025 (Smithers \$0.392 per \$1,000 and Telkwa/Area A \$0.235 per \$1,000). The nil tax rate change is coincidental in the budget planning process; however, it means that the tax paid for the pool by individual property owners will change directly with their change in assessment. That is, if a residential property increased in value by 5% in this year's assessment, the amount paid for tax to this service will also go up by 5%. Some minor capital purchases are on order and an RFP for the architectural and engineering work for the new proposed entrance to the pool (often called Phase I) is now in the RFP process. For this reason, staff are requesting "early approval" of the capital budget for this service.

#### Building Inspection

Staff require approval of the Board to advise member municipalities that contract with this service what their fees will be in 2026. The fees are based on a five-year moving average of the number of permits each jurisdiction issues as well as the five-year actual building inspection cost. This year's fees are listed in the service budget. The changes for municipalities are included in an attachment with the building inspection budget.

This budget proposes the replacement of the oldest building inspection vehicle, and this cost is covered by reserves.

If the Board agrees with the recommendation, the municipal cost sharing information will be provided to the partner municipalities.

#### The Regional Transit Service

This budget service sees little change to the requisition in 2026. This service utilizes \$75,000 of Northwest (RBA) operational grant funding.

#### Local Fire Services

The budgets for local fire services are changing this year based on the work Protective Services has completed with the fire departments' societies. There are many capital projects for each service this year that are funded through RBA funds. These capital projects will be reviewed at the first meeting in February. In addition, \$30,000 for Cluculz Lake Fire, and \$20,000 each for the other three fire departments of RBA operational funds are included in these budgets so as to increase the grants to the societies. Using the current proposed funding model the Cluculz Lake Fire Service can no longer support itself through taxation beginning in 2029. The Topley Fire

Service includes a one-time payout of its long-term debenture. This payout is funded through RBA capital.

### Other Service Areas

The smaller service areas must use the surplus or deficit from 2025 as a line item in their budget for 2026 as the Regional District is still receiving many invoices for 2025, and this will result in minor changes to the budget for these services until late February.

## **Grants Provided by the Regional District (by Bylaw)**

### **Grants to Municipalities:**

#### **Village of Telkwa**

Telkwa Rural Fire	Not yet available	\$206,651 in 2025
<i>2025 included a one-time grant for a Command Vehicle</i>		

#### **Town of Smithers**

Smithers Rural Fire	Not yet available	\$362,576 in 2025
Smithers Arenas, Parks, etc	Not yet available	\$426,060 in 2025

#### **District of Houston**

Houston Rural Fire	Not yet available	\$ 24,997 in 2025
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#### **District of Fort St. James**

Fort St. James Arena	\$ 50,000	
Fort St. James Rural Fire	Not yet available	\$239,404 in 2025
Luck Bay Fire Protection	Not yet available	\$ 47,257 in 2025

#### **District of Vanderhoof**

Swimming Pool	Not Yet Available	\$543,536 in 2025
Vanderhoof Rural Fire	\$ 44,159	
Vanderhoof Area and Culture	\$106,600	
<i>2026 Includes a one-time grant for the centennial celebrations</i>		

#### **Village of Burns Lake**

Burns Lake Rural Fire	Not Yet Available	\$149,273 in 2025
Burns Lake Arena	\$241,700	
Burns Lake Victim Services	\$ 25,000	

### **Grants to Societies (to support the mandate of their society)**

Lake Kathlyn Protection Society	\$ 9,625	
Northern Soc for Domestic Peace	\$ 47,152	
Lakes District Airport Society	\$ 80,000	(towards Capital Reserves in 2026)
Smithers Public Library	\$123,689*	2025 Amount
BV Museum	\$ 25,606*	2025 Amount
BV Arts Council	\$ 2,037*	2025 Amount
Smithers Art Gallery	\$ 11,540*	2025 Amount
Burns Lake Museum	\$ 67,320	
Burns Lake Library	\$296,208	
Lakes District Festival Society	\$ 3,000	
Lakes District Arts Council	\$ 8,500	
Fort Fraser Cemetery	\$ 4,000	
Topley Cemetery	\$ 1,500	
Smithers-Houston TV	\$ 60,000	
Fraser Lake TV	\$ 90,000	
Fort St. James TV	\$163,000	
Burns Lake TV	\$ 32,500	
Fraser Lake Library	\$ 68,736	
Fort St. James Library	\$ 20,933	
Fort Fraser Community Hall	\$ 2,500	
Braeside Community Hall	\$ 2,600	

### **Minor Services Provided by the Regional District**

Rural Fire Departments in partnership with rural fire department societies (4)  
 Street Lighting Services (7)  
 Bulkley Valley Regional Pool (in partnership with the Bulkley Valley Aquatic Society)  
 Parks and Trails Services (4)  
 Recreation Contribution Services (4)  
 Fort Fraser Local Community  
 Fort Fraser Water  
 Fort Fraser Sewer  
 Cluculz Lake Sewer  
 Rural Economic Development Services (7)  
 Glacier Gulch Water Diversion (in partnership with Lake Kathlyn Protection Society)  
 Regional Transit Service  
 Building Inspection Service

### **ATTACHMENTS:**

Budget Binder for Minor Services



**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**  
**GENERAL GOVERNMENT SERVICES**                      **1206**  
**Nechako Watershed/Fraser Basin Trust**

	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>								
400002 Taxation	4,967	4,665	4,665	<b>5,000</b>	8,458	8,458	8,458	8,458
446001 Grant in Lieu of Taxes	27		18					
446002 Grant in Lieu of Alcan Taxes	925	750	849	<b>842</b>	842	842	842	842
480001 Miscellaneous Revenue								
499999 Prior Year Surplus	3,456	3,885	3,885	<b>3,458</b>	-	-	-	-
TOTAL REVENUE:.....	9,375	9,300	9,417	<b>9,300</b>	9,300	9,300	9,300	9,300
<b>EXPENDITURE:</b>								
600101 Director's Remuneration	1,142	3,500	1,704	<b>3,500</b>	3,500	3,500	3,500	3,500
600201 Director's Travel	549	2,000	455	<b>2,000</b>	2,000	2,000	2,000	2,000
601801 Association Dues	3,800	3,800	3,800	<b>3,800</b>	3,800	3,800	3,800	3,800
TOTAL GENERAL GOVERNMENT EXPENDITURES:.....	5,490	9,300	5,959	<b>9,300</b>	<b>9,300</b>	<b>9,300</b>	<b>9,300</b>	<b>9,300</b>
<b>Revenues minus Expenditures</b>	3,885	-	3,458	-	-	-	-	-

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## LOCAL COMMUNITY - FORT FRASER

Portion of Electoral Area "D"  
Code 0000005 756-AA26

**1501****Five Year Financial Plan:**

	Per \$1,000		0.429	0.429	0.449		0.831	0.552	0.561	0.571
	2023	2024	2025	2025	2026	2026	2027	2028	2029	2030
	Actual	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Budget	Budget
<b>REVENUE:</b>										
400002 Taxation	3,966	4,050	<b>7,443</b>	7,443	<b>7,788</b>		14,421	9,578	9,737	9,900
443001 Province of BC - Administration Grant	5,500	5,500	<b>5,000</b>	5,000	<b>5,000</b>		5,000	5,000	5,000	5,000
499999 Prior Year's Surplus	8,321	8,037	<b>7,079</b>	7,079	<b>7,934</b>		-	2,000	4,000	6,000
<b>TOTAL REVENUE:</b> .....	<b>17,787</b>	<b>17,587</b>	<b>19,522</b>	19,522	<b>20,722</b>	-	19,421	16,578	18,737	20,900
<b>EXPENDITURE:</b>										
600101 Commissioners Remuneration	7,036	6,950	<b>7,668</b>	7,290	<b>7,668</b>		7,821	7,978	8,137	8,300
600201 Commissioners Travel	1,195	330	<b>750</b>	387	<b>750</b>		5,750	750	750	750
601101 Employee Benefits	13		-	-	-		-	-	-	-
601109 Employer Health Tax	143	139	<b>150</b>	148	<b>150</b>		150	150	150	150
601401 Staff Travel	-	-	-	-	-		-	-	-	-
609001 Supplies	81	-		125	<b>200</b>		200	200	200	200
609011 Meeting Expenses	300	240	<b>500</b>	384	<b>500</b>		500	500	500	500
610001 Election Expenses (Carry forward)	-	-	<b>7,200</b>		<b>8,000</b>		2,000	4,000	6,000	8,000
651010 Administration Service Charge	981	2,848	<b>3,254</b>	3,254	<b>3,454</b>		3,000	3,000	3,000	3,000
<b>TOTAL EXPENDITURE:</b> .....	<b>9,749</b>	<b>10,508</b>	<b>19,522</b>	11,588	<b>20,722</b>	<b>0</b>	19,421	16,578	18,737	20,900
<b>Revenues minus Expenditures</b>	<b>8,037</b>	<b>7,079</b>	<b>-</b>	<b>7,934</b>	<b>-</b>	<b>-</b>	-	-	-	-

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## Chinook Community Forest Service 1701

	Five Year Financial Plan:							
	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>								
400002 Electoral Areas "B" & "E"								
480001 Misc. Revenue	0	50,000	0	25,000	20,000	20,000	20,000	20,000
499999 Prior Year's Surplus	4,052	3,253	3,253	2,426				
<b>TOTAL REVENUE.....</b>	<b>4,052</b>	<b>53,253</b>	<b>3,253</b>	<b>27,426</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>EXPENDITURE:</b>								
607001 Legal Expense								
609011 Meeting Expense								
612201 Grant to Society	0	53,253	40	27,021	19,700	19,700	19,700	19,700
779999 Miscellaneous Expense								
651010 Administration Service Fee	799	799	787	405	300	300	300	300
799999 Prior years' deficit								
<b>TOTAL EXPENDITURES.....</b>	<b>799</b>	<b>54,052</b>	<b>827</b>	<b>27,426</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>Revenues minus Expenditures</b>	<b>3,253</b>	<b>-</b>	<b>2,426</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "A" ECONOMIC DEVELOPMENT****2401****Five Year Financial Plan:**

Bylaw 1566, 2010, tax limit \$0.11 per \$1,000

Taxation on Improvements Only

## REVENUE:

400002 Electoral Area "A"

499999 Prior Year's Surplus

TOTAL REVENUE.....

## EXPENDITURE:

612220 Monthly Grants

612801 Special Projects

651010 Administration Fees

799999 Prior Year's Deficit

TOTAL EXPENDITURE.....

**Revenues minus Expenditures**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Electoral Area "A"	-	-	15,000	15,000	<b>15,000</b>	15,000	15,000	15,000	15,000
499999 Prior Year's Surplus	9,500	8,500	42,902	42,902	<b>37,902</b>				
TOTAL REVENUE.....	9,500	8,500	57,902	57,902	<b>52,902</b>	15,000	15,000	15,000	15,000
EXPENDITURE:									
612220 Monthly Grants									
612801 Special Projects	1,000	6,600	57,902	20,000	<b>52,902</b>	15,000	15,000	15,000	15,000
651010 Administration Fees						-	-	-	-
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	1,000	6,600	57,902	20,000	<b>52,902</b>	15,000	15,000	15,000	15,000
<b>Revenues minus Expenditures</b>	8,500	1,900	-	37,902	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "B" ECONOMIC DEVELOPMENT****2402****Five Year Financial Plan:**

Bylaw 1867 No Limit

Taxation on Improvements Only

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
REVENUE:									
400002 Electoral Area "B"	81,200	98,566	61,465	61,615	<b>73,550</b>	50,000	50,000	50,000	50,000
446001 Grant in Lieu of Taxes	297	161	100		<b>100</b>				
499999 Prior Year's Surplus	-	297	19,485	19,485					
<b>TOTAL REVENUE.....</b>	<b>81,497</b>	<b>99,024</b>	<b>81,050</b>	<b>81,100</b>	<b>73,650</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
EXPENDITURE:									
612110 Grant to Village of Burns Lake (for Info Centre)	25,000	25,000	15,000	15,000	<b>10,000</b>				
612110 Grant to Village of Burns Lake (ForEcDev)	55,000	57,500	30,000	30,000	<b>15,000</b>				
612110 Medical Recruitment			15,000	30,000	<b>15,000</b>				
612801 Special Projects	-	15,000	20,000	7,500	<b>30,000</b>	50,000	50,000	50,000	50,000
651010 Administration Fees	1,200	1,463	1,050	1,200	<b>1,050</b>				
799999 Prior Year Deficit	-	-		-	<b>2,600</b>				
<b>TOTAL EXPENDITURE.....</b>	<b>81,200</b>	<b>98,963</b>	<b>81,050</b>	<b>83,700</b>	<b>73,650</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Revenues minus Expenditures</b>	<b>297</b>	<b>61</b>	<b>-</b>	<b>(2,600)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "C" ECONOMIC DEVELOPMENT****2403****Five Year Financial Plan:**

Bylaw 1885 No Limit

Taxation on Improvements Only

## REVENUE:

400002 Taxation

499999 Prior Year's Surplus

## EXPENDITURE:

612801 Special Projects

799999 Prior Year's Deficit

TOTAL EXPENDITURE.....

**Revenues minus Expenditures**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxation	-	-	26,951	26,951	<b>26,500</b>	25,000	25,000	25,000	25,000
499999 Prior Year's Surplus	878	878	23,049	23,049	<b>33,500</b>	-	-	-	-
	878	878	50,000	50,000	<b>60,000</b>	25,000	25,000	25,000	25,000
612801 Special Projects			50,000	16,500	<b>60,000</b>	25,000	25,000	25,000	25,000
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	-	-	50,000	16,500	<b>60,000</b>	25,000	25,000	25,000	25,000
<b>Revenues minus Expenditures</b>	878	878	-	33,500	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "D" ECONOMIC DEVELOPMENT****2404****Five Year Financial Plan:**

Bylaw 1884 No Limit

Taxation on Improvements Only

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxation	-	29,527	34,152	34,352	<b>50,887</b>	13,000	13,000	13,000	13,000
446002 Grant in Lieu of Alcan Taxes		20,635	19,932	22,361	<b>29,484</b>	12,000	12,000	12,000	12,000
499999 Prior Year's Surplus	913	913	70,916	70,916	<b>119,629</b>				
<b>TOTAL REVENUE.....</b>	<b>913</b>	<b>51,075</b>	<b>125,000</b>	<b>127,629</b>	<b>200,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

**EXPENDITURE:**

651010 Establishment Costs						-	-	-	-
612801 Special Projects		11,000	125,000	8,000	<b>200,000</b>	25,000	25,000	25,000	25,000
<b>TOTAL EXPENDITURE.....</b>		<b>11,000</b>	<b>125,000</b>	<b>8,000</b>	<b>200,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

**Revenues minus Expenditures**

	913	40,075	-	119,629	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "E" ECONOMIC DEVELOPMENT****2405****Five Year Financial Plan:**

Bylaw 1868 No Limit

Taxation on Improvements Only

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxation	9,861	21,571	52,135	52,135	<b>45,573</b>	48,519	58,519	58,519	57,269
446002 Grant in Lieu of Alcan Taxes	11,238	15,075	31,780	33,936	<b>26,406</b>	15,000	15,000	15,000	15,000
499999 Prior Year's Surplus	9,888	9,337	40,988	40,988	<b>81,540</b>	-	-	-	-
<b>TOTAL REVENUE.....</b>	<b>30,987</b>	<b>45,983</b>	<b>123,069</b>	<b>127,059</b>	<b>153,519</b>	<b>63,519</b>	<b>73,519</b>	<b>73,519</b>	<b>72,269</b>

**EXPENDITURE:**

612110 Funding Agreement with VBL (Info Centre)	20,000	20,000	20,000	27,500	<b>10,000</b>		-	-	-
612110 Medical Recruitment				15,000	<b>15,000</b>				
612801 Special Projects Contingency	1,200		100,000		<b>125,000</b>	60,000	70,000	70,000	70,000
612801 SEDA		1,200	1,250	1,200	<b>1,250</b>	1,250	1,250	1,250	
651010 Administration Service Charge	450	668	1,819	1,819	<b>2,269</b>	2,269	2,269	2,269	2,269
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>21,650</b>	<b>21,868</b>	<b>123,069</b>	<b>45,519</b>	<b>153,519</b>	<b>63,519</b>	<b>73,519</b>	<b>73,519</b>	<b>72,269</b>

**Revenues minus Expenditures**

	9,337	24,115	-	81,540	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "F" ECONOMIC DEVELOPMENT****2406****Five Year Financial Plan:**

Bylaw 1886 No Limit

Taxation on Improvements Only

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Electoral Area "F"	-	-	50,000	50,000	<b>46,630</b>	50,000	50,000	50,000	50,000
499999 Prior Year's Surplus	2,274	2,274	18,370	18,370	<b>53,370</b>				
<b>TOTAL REVENUE.....</b>	<b>2,274</b>	<b>2,274</b>	<b>68,370</b>	<b>68,370</b>	<b>100,000</b>	50,000	50,000	50,000	50,000

**EXPENDITURE:**

612801 Special Projects			68,370	<b>15,000</b>	<b>100,000</b>	50,000	50,000	50,000	50,000
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>-</b>	<b>-</b>	<b>68,370</b>	<b>15,000</b>	<b>100,000</b>	50,000	50,000	50,000	50,000

**Revenues minus Expenditures**

	2,274	2,274	-	53,370	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****ELECTORAL AREA "G" ECONOMIC DEVELOPMENT****2407****Five Year Financial Plan:**

Bylaw 1875 No Limit

Taxation on Improvements Only

**REVENUE:**

	2023 Actual	2024 Actual	2026 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Electoral Area "G"	-	-	-	-	-	-	-	-	-
499999 Prior Year's Surplus			28,313	43,313	<b>43,313</b>				
<b>TOTAL REVENUE.....</b>	<b>-</b>		<b>28,313</b>	<b>43,313</b>	<b>43,313</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**EXPENDITURE:**

612220 Monthly Grants									
612801 Special Projects	-	-	28,313	-	<b>43,313</b>	-	-	-	-
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>-</b>		<b>28,313</b>	<b>-</b>	<b>43,313</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Revenues minus Expenditures**

	-	-	-	<b>43,313</b>	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BUILDING INSPECTION 4201**

**Five Year Financial Plan:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Electoral Areas Taxation - Specified Area	219,500	250,601	250,710	250,710	<b>288,049</b>	306,069	306,290	326,715	337,349
450016 Building Permit Fees (Rural)	100,773	46,928	110,000	115,148	<b>140,000</b>	140,000	140,000	140,000	140,000
451001 Cost Sharing by Municipalities	239,535	238,604	243,819	243,819	<b>237,385</b>	237,385	237,385	237,385	237,385
Granisle	11,869								
Houston	67,259								
Fraser Lake	20,347								
Burns lake	59,912								
Telkwa	42,955								
Fort St. James	35,043								
	<u>237,385</u>								
480001 Misc Revenue		658							
499999 Prior Year's Surplus	60,000			330	<b>50,000</b>				
<b>TOTAL REVENUE.....</b>	<b>619,808</b>	<b>536,791</b>	<b>604,529</b>	<b>610,007</b>	<b>715,434</b>	<b>683,454</b>	<b>683,675</b>	<b>704,100</b>	<b>714,734</b>
<b>EXPENDITURE:</b>									
601001 Salaries	358,242	340,515	348,834	318,293	<b>378,928</b>	386,506	394,236	402,121	410,164
601101 Benefits	102,563	97,689	111,760	107,758	<b>122,091</b>	124,532	127,023	129,564	132,155
601901 Safety Program (Boots)	237	-	500		<b>500</b>	500	500	500	500
603008 Repairs and Maintenance (vehicles)	2,504	9,165	8,000	5,291	<b>8,000</b>	6,000	6,000	6,000	6,000
604001 Computer Systems	7,558	7,936	10,000	8,332	<b>10,000</b>	10,000	10,000	10,000	10,000
606003 Advertising		-	1,000		<b>1,000</b>	1,000	1,000	1,000	1,000
607001 Legal	4,537	1,944	5,000	2,414	<b>5,000</b>	5,000	5,000	5,000	5,000
607003 Title Searches and Document Filing	1,500	1,500	1,500		<b>1,000</b>	1,000	1,000	1,000	1,000
608002 Liability Insurance - MIA	20,000	22,364	22,500	20,307	<b>22,500</b>	22,500	22,500	22,500	22,500
608003 Vehicle Insurance	4,231	2,220	3,000	5,239	<b>5,500</b>	5,500	5,500	5,500	5,500
609001 Supplies	1,145	844	1,000	247	<b>500</b>	500	500	500	500
641001 Vehicle Fuel	8,375	7,691	7,500	5,475	<b>7,500</b>	7,500	7,500	7,500	7,500
651010 Administration Fees	33,205	30,111	31,736	31,736	<b>34,251</b>	34,251	34,251	34,251	34,251
651014 Centralized Supplies	48,024	66,061	52,199	52,199	<b>68,664</b>	68,664	68,664	68,664	68,664
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>592,120</b>	<b>588,039</b>	<b>604,529</b>	<b>557,290</b>	<b>665,434</b>	<b>673,454</b>	<b>683,675</b>	<b>694,100</b>	<b>704,734</b>
<b>Revenues minus Expenditures</b>	<b>27,688</b>	<b>(51,248)</b>	<b>-</b>	<b>52,717</b>	<b>50,000</b>	<b>10,000</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>
Transfer from Reserves									
420003 Transfer from Vehicle Reserve	-	-	50,000	43,479			50,000		-
Transfer to Reserves									
781003 Contribute to Vehicle Reserve	10,000	10,000	-	-		10,000		10,000	10,000
<b>CAPITAL BUDGET</b>									
780001 New Capital Items	49,551		50,000	43,479	<b>50,000</b>		50,000		
490001 Use of Capital Items	5,500	5,500	5,500	5,500	<b>5,500</b>	5,500	5,500	5,500	5,500
780101 Amoritization	5,500	5,500	5,500	5,500	<b>5,500</b>	5,500	5,500	5,500	5,500
<b>Revenues minus Expenditures and Transfers</b>	<b>(31,862)</b>	<b>(61,248)</b>	<b>-</b>	<b>52,717</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Building Inspection Fees 2022-2026**

	2022	2023	2024	2025	2026
Granisle	16,593	16,568	18,743	14,811	11,869
Houston	58,314	58,908	70,287	73,487	67,259
Fraser Lake	17,068	19,329	25,512	22,217	20,347
Burns lake	43,617	46,482	57,271	60,955	59,912
Telkwa	36,980	34,516	36,445	40,447	42,955
Fort St. James	27,972	26,232	29,156	31,902	35,043
	202,566	204,057	239,439	245,844	237,385

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BUILDING NUMBERING 4401**

**Five Year Financial Plan:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	7,721	9,856	20,337	20,337	<b>19,644</b>	21,517	21,912	22,315	22,727
446002 Grants in Lieu	11	7							
446002 Grants in Lieu of Alcan Taxes	1,630	1,769	3,162	3,578	<b>3,142</b>	3,142	3,142	3,142	3,142
499999 Prior Year Surplus	986	56			<b>1,485</b>				
<b>TOTAL REVENUE:.....</b>	<b>10,348</b>	<b>11,688</b>	<b>23,499</b>	<b>23,915</b>	<b>24,272</b>	<b>24,659</b>	<b>25,055</b>	<b>25,458</b>	<b>25,869</b>
<b>EXPENDITURE:</b>									
601001 Salaries	6,747	7,131	14,674	14,136	<b>14,967</b>	15,267	15,572	15,883	16,201
601101 Employee Benefits	1,713	1,941	4,162	3,631	<b>4,412</b>	4,500	4,590	4,682	4,776
651010 Administration Service Charge	506	537	1,130	1,130	<b>1,163</b>	1,163	1,163	1,163	1,163
651014 Shared Costs	1,326	2,110	3,501	3,501	<b>3,729</b>	3,729	3,729	3,729	3,729
799999 Prior Year's Deficit			32	32					
<b>TOTAL EXPENDITURE:.....</b>	<b>10,292</b>	<b>11,720</b>	<b>23,499</b>	<b>22,430</b>	<b>24,272</b>	<b>24,659</b>	<b>25,055</b>	<b>25,458</b>	<b>25,869</b>
<b>Revenues minus Expenditures</b>	<b>56</b>	<b>(32)</b>	<b>0</b>	<b>1,485</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## UNSIGHTLY PREMISES 4501

Bylaw 1648 All Electoral Areas Except for E

## Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Tax Requisition	27,729	33,615	32,950	32,950	<b>38,727</b>	35,679	36,240	36,813	37,397
446001 Grants in Lieu of Taxes	54	26							
446002 Grant in Lieu of Alcan Taxes	3,463	3,192	2,854	3,231	<b>3,430</b>	3,430	3,430	3,430	3,430
499999 Prior Year's Surplus	453	143	192	192	<b>377</b>				
<b>TOTAL REVENUE.....</b>	<b>31,700</b>	<b>36,976</b>	<b>35,996</b>	<b>36,373</b>	<b>42,534</b>	<b>39,109</b>	<b>39,670</b>	<b>40,243</b>	<b>40,827</b>
<b>EXPENDITURE:</b>									
609001 Supplies	83								
651012 Contribution to 4601 Operational	31,474	36,784	35,996	35,996	<b>42,534</b>	39,109	39,670	40,243	40,827
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>31,557</b>	<b>36,784</b>	<b>35,996</b>	<b>35,996</b>	<b>42,534</b>	<b>39,109</b>	<b>39,670</b>	<b>40,243</b>	<b>40,827</b>
<b>Revenues minus Expenditures</b>	<b>143</b>	<b>192</b>	<b>-</b>	<b>377</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## INVASIVE PLANT CONTROL 5901

By-law No. 1019, 1997 No limitation  
All Electoral Areas

### Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	31,002	29,932	30,427	30,427	<b>30,028</b>	30,646	30,646	30,646	30,646
400001 Taxation & Service Agreement	140	71	75	71	<b>75</b>	75	75	75	75
420003 Transfer from Vehicle Reserve									
446001 Grant in Lieu of Taxes	39	20							
446002 Grant in Lieu of Alcan Taxes	6,546	5,371	4,731	5,353	<b>4,804</b>	4,804	4,804	4,804	4,804
499999 Prior Year's Surplus		423	292	292	<b>619</b>				
<b>TOTAL REVENUE.....</b>	<b>37,727</b>	<b>35,817</b>	<b>35,525</b>	<b>36,144</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>
<b>EXPENDITURE:</b>									
605006 Contribution to NW Invasive Plant Council	35,000	35,000	35,000	35,000	<b>35,000</b>	35,000	35,000	35,000	35,000
651010 Administration Service Charges	525	525	525	525	<b>525</b>	525	525	525	525
799999 Prior Year's Deficit	1,779					-	-	-	-
<b>TOTAL EXPENDITURE.....</b>	<b>37,304</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>	<b>35,525</b>
<b>Revenues minus Expenditures</b>	<b>423</b>	<b>292</b>	<b>-</b>	<b>619</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## LAKE KATHLYN AQUATIC WEED HARVESTING

BYLAW 969 NO LIMITATION  
PORTION OF A

5902

Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Number of Parcels		55	55	55	54				
Parcel Tax per Parcel		159.10	170.00	170.00	\$ 178.24				
<b>REVENUE:</b>									
400003 Parcel Tax	8,751	8,550	9,350	9,350	9,625	9,625	9,625	9,625	9,625
450002 Fees from Watson's Landing	600	600	600	600	800	800	800	800	800
400001 Other Revenue									
450001 Payment in lieu of taxes - Town of Smithers	150	150	150	150	200	200	200	200	200
499999 Prior Year's Surplus	14	215	215	215	215	-			
<b>TOTAL REVENUE.....</b>	<b>9,515</b>	<b>9,515</b>	<b>10,315</b>	<b>10,315</b>	<b>10,840</b>	<b>10,625</b>	<b>10,625</b>	<b>10,625</b>	<b>10,625</b>
<b>EXPENDITURE:</b>									
606003 Advertising - parcel tax local court of revision			215			-	-	-	-
612201 Annual Contribution to Society	8,800	8,800	9,600	9,600	10,340	10,125	10,125	10,125	10,125
651010 Administration Fees	500	500	500	500	500	500	500	500	500
781001 Contribution to Capital Reserves									
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>9,300</b>	<b>9,300</b>	<b>10,315</b>	<b>10,100</b>	<b>10,840</b>	<b>10,625</b>	<b>10,625</b>	<b>10,625</b>	<b>10,625</b>
<b>Revenues minus Expenditures</b>	<b>215</b>	<b>215</b>	<b>-</b>	<b>215</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY NECHAKO GLACIER GULCH WATER DIVERSION

BYLAW 2078 \$7,812

## PARCEL TAX

PORTION OF A  
**5903**

### Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Number of Parcels		55	55	55	54				
Parcel Tax per Parcel		56.85	55.64	55.64	144.44				
<b>REVENUE:</b>									
400003 Parcel Tax	3,127	3,060	3,268	3,268	<b>7,800</b>	7,800	7,800	7,800	7,800
420001 Withdrawal from NCPG Reserve				21,006					
450002 Fee from Watson's Landing	180	180	180	180	<b>300</b>	300	300	300	300
450001 Fees in lieu of taxes - Town of Smithers	25	25	25	25	<b>50</b>	50	50	50	50
499999 Prior Year's Surplus	2,301	3,068	110	110	<b>3,333</b>				
<b>TOTAL REVENUE.....</b>	<b>5,633</b>	<b>6,333</b>	<b>3,583</b>	<b>24,589</b>	<b>11,483</b>	<b>8,150</b>	<b>8,150</b>	<b>8,150</b>	<b>8,150</b>
<b>EXPENDITURE:</b>									
603004 Maintenance/Reconstruction of Water Diversion	2,065	5,723	3,000	21,006	<b>2,500</b>	2,500	2,500	2,500	2,500
606003 Advertising - parcel tax local court of revision			333						
607001 Legal									
781001 Contribution to Reserve Fund					<b>8,483</b>	5,150	5,150	5,150	5,150
651010 Administration Service Charge	500	500	250	250	<b>500</b>	500	500	500	500
608004 Water Licence	0	0	0	0	<b>0</b>	0	0	0	0
<b>TOTAL EXPENDITURE.....</b>	<b>2,565</b>	<b>6,223</b>	<b>3,583</b>	<b>21,256</b>	<b>11,483</b>	<b>8,150</b>	<b>8,150</b>	<b>8,150</b>	<b>8,150</b>
<b>Revenues minus Expenditures</b>	<b>3,068</b>	<b>110</b>	<b>-</b>	<b>3,333</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## FORT FRASER SEWER SYSTEM

6101

15845  
metres

## Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>										
400003 Frontage Tax	45,153	49,791	54,015	50,392	49,667		58,649	67,569	73,494	77,422
442101 Other Grant Revenue										
450001 Connection Fees				200						
450002 User Fees (2022 \$156.00 2023 \$166.00)	30,041	30,937	31,741	30,969	31,774		32,410	33,058	33,719	34,393
499999 Prior Year's Surplus	26,506	8,192	11,684	11,684	37,561		-	-	-	-
<b>TOTAL REVENUE.....</b>	<b>101,700</b>	<b>88,920</b>	<b>97,441</b>	<b>93,245</b>	<b>119,002</b>	<b>-</b>	<b>91,059</b>	<b>100,627</b>	<b>107,213</b>	<b>111,816</b>
<b>EXPENDITURE:</b>										
602001 Utilities	956	6,508	5,000	6,803	7,000		7,000	7,210	7,426	7,649
603008 R & M System	9,393	5,260	7,000	17,278	7,000		10,000	10,300	10,609	10,927
605301 Environmental Monitoring	513	1,237	1,000	1,527	2,500		2,500	2,500	2,500	2,500
606001 Communications - (split 1/2 office phone/fax with water)			250		250		250	250	250	250
606003 Advertising	103		250		250		250	250	250	250
608001 Property Insurance	1,280	261	750	802	1,000		1,000	1,000	1,000	1,000
608002 Liability Insurance	1,000		1,000		1,000		1,000	1,000	1,000	1,000
608004 Permits/Fees	1,630	341	10,375	341	1,000		1,000	-	1,000	-
609001 Supplies	428	1,213	250	683	1,000					
651010 Administration Fees	3,882	3,293	3,127	3,127	3,508		3,508	3,508	3,508	3,508
651012 Admin Service Charge to Enviro	12,500	12,500	12,500	12,500	12,500		12,500	12,500	12,500	12,500
780604 Lease Retirement Expense		1,785	1,839		1,894		1,951	2,009	2,069	2,131
799999 Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>	<b>31,686</b>	<b>32,398</b>	<b>43,341</b>	<b>43,060</b>	<b>38,902</b>	<b>-</b>	<b>40,959</b>	<b>40,527</b>	<b>42,113</b>	<b>41,716</b>
<b>Revenues minus Expenditures</b>	<b>70,014</b>	<b>56,523</b>	<b>54,100</b>	<b>50,185</b>	<b>80,100</b>	<b>-</b>	<b>50,100</b>	<b>60,100</b>	<b>65,100</b>	<b>70,100</b>
<b>RESERVE BUDGET</b>										
<b>Transfer from Reserves</b>										
420099 Transfer from Capital or NCPG Reserve or Gas Tax Reserve	232,554		86,000	86,000	120,000		50,000			
<b>Transfer to Reserves</b>										
781001 Contribution to Capital Reserve	60,000	-	-	-				10,000	15,000	20,000
781004 Contribute to Insurance Reserve	100	100	100	100	100		100	100	100	100
781009 Contribute to Major Equipment Reserve										
<b>Net Reserves</b>										
<b>CAPITAL BUDGET</b>										
780001 New Capital Items	232,554	44,739	140,000	98,524	200,000		100,000	50,000	50,000	50,000
490001 Use of Capital Items	13,650	13,650	13,650	13,650	13,650		13,650	13,650	13,650	13,650
780101 Amortization	13,650	13,650	13,650	13,650	13,650		13,650	13,650	13,650	13,650
<b>Revenues minus Expenditures and Transfers</b>	<b>9,914</b>	<b>11,684</b>	<b>0</b>	<b>37,561</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

FORT FRASER WATER SYSTEM  
Parcel Tax Bylaw 1243,1593,1789 \$78,125

6201

18,532  
metres

## Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>										
400003 Frontage Tax	61,448	62,347	63,234	63,234	63,043		60,059	64,933	69,024	68,735
450001 Connection Fees				100						
450002 User Fees (2022 \$281.00 2023 \$300)	49,805	51,641	52,984	51,686	53,030		54,090	55,172	56,276	57,401
499999 Prior Year's Surplus	41,043	16,290	28,170	28,170	51,226					
<b>TOTAL REVENUE.....</b>	<b>152,296</b>	<b>130,278</b>	<b>144,388</b>	<b>143,190</b>	<b>167,299</b>	<b>-</b>	<b>114,149</b>	<b>120,106</b>	<b>125,300</b>	<b>126,136</b>
<b>EXPENDITURE:</b>										
602001 Utilities	4,175	4,067	5,000	4,547	5,000		5,500	5,501	5,502	5,503
603005 Connection Expenses										
603008 R & M System	4,202	7,783	20,000	4,709	20,000		20,600	21,218	21,218	21,855
605301 Monitoring	800	1,410	500	12,990	5,000		5,000	5,150	5,150	5,150
606001 Communications - (control line & 1/2 phone/fax)	2,572	2,451	2,000	3,414	3,500		3,500	3,500	3,500	3,500
606003 Advertising	151		250	40	250		250	250	250	250
607001 Legal Expense				845						
608001 Property Insurance	1,608	4,130	4,000	5,821	6,500		6,250	6,438	6,631	6,830
608002 Liability Insurance	1,000	757	1,000		1,000		1,000	1,000	1,000	1,000
608004 Permits, Licenses & Fees	1,060		650	924	1,000		1,000	1,000	1,000	1,000
609001 Supplies		1,125	500	3,043	3,000		3,000	3,000	3,000	3,000
651010 Administration Service Charge	3,801	2,735	2,838	2,838	5,399		5,399	5,399	5,399	5,399
651012 Admin charge to Enviro Services	12,500	12,500	12,500	12,500	12,500		12,500	12,500	12,500	12,500
679999 Miscellaneous Expense	1,860									
799999 Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>	<b>33,728</b>	<b>36,958</b>	<b>49,238</b>	<b>51,671</b>	<b>63,149</b>	<b>-</b>	<b>63,999</b>	<b>64,956</b>	<b>65,150</b>	<b>65,986</b>
<b>Revenues minus Expenditures</b>	<b>118,568</b>	<b>93,320</b>	<b>95,150</b>	<b>91,519</b>	<b>104,150</b>	<b>-</b>	<b>50,150</b>	<b>55,150</b>	<b>60,150</b>	<b>60,150</b>
<b>RESERVE BUDGET</b>										
<b>Transfer from Reserves</b>										
420099 Transfer from Gas Tax Reserve					46,375					
443006 Transfer from RBA					129,625					
<b>Transfer to Reserves</b>										
781001 Contribution to Capital Reserve	85,000	65,000	20,000	20,000			50,000	55,000	60,000	60,000
781004 Contribute to Insurance Reserve	150	150	150	150	150		150	150	150	150
<b>Net Reserves</b>										
<b>CAPITAL BUDGET</b>										
780001 New Capital Items	17,128	0	75,000	20,143	280,000					
490001 Use of Capital Items	95,000	95,000	95,000	95,000	95,000		95,000	95,000	95,000	95,000
780101 Amorization	95,000	95,000	95,000	95,000	95,000		95,000	95,000	95,000	95,000
<b>Revenues minus Expenditures and Transfers</b>	<b>16,290</b>	<b>28,170</b>	<b>0</b>	<b>51,226</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO CLUCULZ LAKE - SOMERSET ESTATES SEWER

6301

BYLAW 1860 LIMITATION \$11,250

BYLAW 2057 LIMITATION \$14,063 Dec 2024

BYLAWXXXX LIMITATION \$17,578 Dec 2029

BYLAWXXXX LIMITATION \$21,972 Dec 2034

REVENUE: `

## Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Number of Parcels	89	89	89	89	89				
Parcel Tax per Parcel	117.82	126.41	158.01	158.01	158.12				
450001 Connection Fees									
400003 Taxation	10,486	11,250	14,063	14,063	14,073	14,037	14,037	14,037	17,487
480001 Other Revenue	85,198	74							
420099 Community Works Funds Withdrawal				16,945	30,000				
499999 Prior Years Surplus		79,930							
TOTAL REVENUE.....	95,685	91,254	14,063	31,008	44,073	14,037	14,037	14,037	17,487
EXPENDITURE:									
602001 Utilities	164	686	1,000	495	500	2,200	2,200	2,200	2,200
603008 Repairs and Maintenance		5,569		613	600				
606003 Advertising	103								
607001 Legal Expense									
608001 Property Insurance				241	400	387	387	387	387
608004 Permits and Fees				400	400				
609003 Supplies	231			153	500				
651010 Administration Fee	500	500	500	500	670	500	500	500	500
651012 Administration Fee (Enviro)	10,000	10,000	7,132	7,132	10,000	10,000	10,000	10,000	10,000
780001 Capital				16,945	30,000				
781001 Contribution to Sewer Reserve		79,930			100	950	950	950	4,400
799999 Prior Year Deficit	4,756		5,431	5,431	903				
TOTAL EXPENDITURE.....	15,755	96,685	14,063	31,911	44,073	14,037	14,037	14,037	17,487
Revenues minus Expenditures	79,930	(5,431)	-	(903)	-	-	-	-	-

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## FORT FRASER RURAL FIRE PROTECTION 7101

Bylaw 1961 Limit \$70,312 Next Update Oct 2026

BC Assessment A 756 26 LSA #1

Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400001 Taxation & Service Agreement	20,336	18,696	7,500	18,633	15,000	15,000	15,000	15,000	15,000
400002 Taxation	62,098	61,020	64,946	64,946	59,172	61,590	66,682	67,621	67,621
420095 Northwest Revenue Sharing (\$30 Capital \$20 Operational)					175,000	50,000	50,000		100,000
441001 Donations Received				5,000					
480001 Miscellaneous Revenue	6,000	440							
499999 Prior Year's Surplus	38,937	11,330	11,072	11,072	10,761				
<b>TOTAL REVENUE.....</b>	<b>127,371</b>	<b>91,486</b>	<b>83,518</b>	<b>99,651</b>	<b>259,933</b>	<b>126,590</b>	<b>131,682</b>	<b>82,621</b>	<b>182,621</b>
<b>EXPENDITURE:</b>									
651012 Fire Service Administration	21,500	21,500	21,500	21,500	15,000	15,000	15,000	15,000	15,000
601102 Accident Insurance - Volunteers	651	843	850	1,335	1,500	1,500	1,500	1,500	1,500
601801 Association Dues	264	275	400	284	400	400	400	400	400
603008 Repairs and Maintenance				2,724	4,000	4,000	4,000	4,000	4,000
608001 Property Insurance - Fire Hall	2,473	2,795	3,000	4,493	4,500	4,590	4,682	3,121	3,121
608002 Liability Insurance (MIA)	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
608003 Vehicle Insurance	2,703	3,252	4,000	3,255	3,500	3,500	3,500	3,500	3,500
608005 Worksafe				1,531	400	400	400	400	400
612220 Monthly Grant to Fort Fraser Fire Department	19,600	20,000	20,000	20,000	40,000	40,000	40,000	40,000	40,000
651010 Administration Fees	3,797	500	518	518	2,383	950	950	950	950
799999 Prior year's deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>52,238</b>	<b>50,414</b>	<b>51,518</b>	<b>56,890</b>	<b>72,933</b>	<b>71,590</b>	<b>71,682</b>	<b>70,121</b>	<b>70,121</b>
<b>Revenues minus Expenditures</b>	<b>75,133</b>	<b>41,072</b>	<b>32,000</b>	<b>42,761</b>	<b>187,000</b>	<b>55,000</b>	<b>60,000</b>	<b>12,500</b>	<b>112,500</b>
420001 Transfer from NCPG			7,500	7,490					
420003 Transfer from Capital Reserve	168,543								
420099 Transfer from Gas Tax Reserves	115,000								
780001 Capital	347,346		7,500	7,490	155,000	30,000	50,000		100,000
781003 Contribute to Capital Reserve	-	30,000	32,000	32,000	32,000	25,000	10,000	12,500	12,500
781004 Contribute to Insurance Reserve									
490001 Transfer from Equity in TCA	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000
780101 Amortization Expense	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000
<b>Revenues minus Expenditures and Transfers</b>	<b>11,330</b>	<b>11,072</b>	<b>-</b>	<b>10,761</b>	<b>-</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## SOUTHSIDE RURAL FIRE PROTECTION 7102

Five Year Financial Plan:

Bylaw No. 1923 Greater of \$40,710.77 and \$1.53

EST 1.26

BC Assessment C 755 26 LSA #11

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxation	62,570	67,588	67,968	67,968	<b>67,884</b>	68,702	68,702	73,702	73,702
420001 Northern Capital and Planning Grant			7,500	7,490					
420095 Northwest Revenue Sharing (\$30 Capital \$20 Operational)			30,000	144,621	<b>50,000</b>	50,000	20,000		100,000
420096 Withdrawal Growing Community*		30,414	152,000	179,439					
420099 Withdrawal from Community Works Fund			288,000	260,000					
420095 Transfer from RBA Reserve			110,000						
441001 Donations Received				3,800					
499999 Prior Year's Surplus	3,496	33							

TOTAL REVENUE.....

66,066	98,035	655,468	663,318	<b>117,884</b>	118,702	88,702	73,702	173,702
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**EXPENDITURE:**

651012 Fire Service Administration	17,800	19,000	21,500	21,500	<b>15,000</b>	15,000	15,000	15,000	15,000
601102 Accident Insurance	651	843	900	1,335	<b>900</b>	900	900	900	900
601801 Association Dues	264		400		<b>400</b>	400	400	400	400
603008 Repairs and Maintenance				2,588	<b>4,000</b>	4,000	4,000	4,000	4,000
608001 Property Insurance	4,305	5,484	5,500	4,978	<b>5,000</b>	5,881	5,881	5,881	5,881
608002 Liability Insurance (MIA)	1,250	1,250	1,250	1,250	<b>1,250</b>	1,250	1,250	1,250	1,250
608003 Vehicle Insurance	3,597	3,754	3,800	4,825	<b>5,000</b>	5,000	5,000	5,000	5,000
608005 Worksafe				1,645	<b>400</b>	400	400	400	400
309001 Supplies				3,810					
612220 Monthly Grant to Southside Volunteer Fire Dept	27,600	29,184	27,600	27,600	<b>40,000</b>	40,000	40,000	40,000	40,000
651010 Administration Fees	566	571	6,467	6,467	<b>1,154</b>	871	871	871	871
799999 Prior year's deficit			551	551	<b>4,780</b>				

TOTAL EXPENDITURE.....

56,033	60,087	67,968	76,549	<b>77,884</b>	73,702	73,702	73,702	73,702
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**Revenues minus Expenditures**

	10,033	37,949	587,500	586,769	<b>40,000</b>	45,000	15,000	-	100,000
781003 Contribution to Capital Reserve	10,000	10,000			<b>10,000</b>	15,000	15,000	-	-
781004 Contribute to Insurance Reserve									
780001 Capital Expenditures		28,500	587,500	591,549	<b>30,000</b>	30,000			100,000
490001 Transfer from Equity in TCA	35,400	35,400	35,400	35,400	<b>35,400</b>	35,400	35,400	35,400	35,400
780101 Amortization Expense	35,400	35,400	35,400	35,400	<b>35,400</b>	35,400	35,400	35,400	35,400

**Revenues minus Expenditures and Transfers**

33	(551)	0	(4,780)	<b>0</b>	0	0	0	0
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# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## TOPLEY RURAL FIRE PROTECTION 7103

Bylaw No. 2092, \$112,000

BC ASSESSMENT I 755 26 SRVA #35

Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	89,747	89,656	87,473	87,473	91,296	93,547	91,047	103,547	108,547
420001 NCPG		5,000	23,500	233,193					
420095 Northwest Revenue Sharing (\$30 Capital \$20 Operational)					560,000	50,000	50,000		100,000
420099 Gas Tax Reserve					72,000				
441001 Donations Received				34,160					
490002 MFA Acturial Recognized			2,310	2,772	2,310				
499999 Prior Year's Surplus	1,766	5,586	2,722	3,361					
<b>TOTAL REVENUE.....</b>	<b>91,513</b>	<b>100,242</b>	<b>116,004</b>	<b>360,958</b>	<b>725,606</b>	<b>143,547</b>	<b>141,047</b>	<b>103,547</b>	<b>208,547</b>
<b>EXPENDITURE:</b>									
651012 Fire Service Administration	21,500	21,500	21,500	21,500	15,000	15,000	15,000	15,000	15,000
601102 Accident Insurance	651	843	900	1,335	900	900	900	900	900
601801 Association Dues (Fire Chief's)	264	275	400		400	400	400	400	400
603008 Repairs and Maintenance					4,000	4,000	4,000	4,000	4,000
608001 Property Insurance	2,491	3,446	3,500	7,341	7,500	7,500	7,500	7,500	7,500
608002 Liability Insurance (MIA)	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
608003 Vehicle Insurance	3,182	3,240	3,500	5,439	3,800	4,400	4,400	4,400	4,400
608005 Worksafe				2,049	600	600	600	600	600
612220 Monthly Grant to Topley Volunteer Fire Dept	34,140	40,000	35,000	35,000	40,000	40,000	40,000	40,000	40,000
683001 Interest Expense MFA	7,693	7,693	7,693	7,693	7,693				
784001 Sinking Fund Payments MFA	10,048	10,048	12,358	12,729	262,358				
651010 Administration Service Charge	633	725	903	903	4,497	4,497	11,997	4,497	4,497
799999 Prior year's deficit					5,608				
<b>TOTAL EXPENDITURE.....</b>	<b>81,853</b>	<b>89,020</b>	<b>87,004</b>	<b>95,238</b>	<b>353,606</b>	<b>78,547</b>	<b>86,047</b>	<b>78,547</b>	<b>78,547</b>
<b>Revenues minus Expenditures</b>	<b>9,660</b>	<b>11,222</b>	<b>29,000</b>	<b>265,720</b>	<b>372,000</b>	<b>65,000</b>	<b>55,000</b>	<b>25,000</b>	<b>130,000</b>
781003 Contribution to Capital Reserve	7,500	8,500	5,500	5,500	10,000	35,000	25,000	25,000	30,000
780001 Capital Items	-	-	23,500	265,828	362,000	30,000	30,000		100,000
490001 Transfer from Equity in TCA	32,170	32,170	32,170	32,170	32,170	32,170	32,170	32,170	32,170
780101 Amortization Expense	32,170	32,170	32,170	32,170	32,170	32,170	32,170	32,170	32,170
<b>Revenues minus Expenditures and Transfers</b>	<b>2,160</b>	<b>2,722</b>	<b>-</b>	<b>(5,608)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## REGIONAL DISTRICT OF BULKLEY-NECHAKO CLUCULZ LAKE FIRE

7104

## Five Year Financial Plan:

Bylaw No. 1874, 2019 \$23,437 Limitation

Bylaw No. 2056, 2024 \$29,296 Limitation Dec 2024

BC ASSESSMENT Q 756 26 LSA #25

Bylaw No. 1895, 2019 Reserve Creation

## REVENUE:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxation	23,211	23,319	29,296	29,296	29,296	29,296	29,296	57,546	55,870
420001 Northern Capital and Planning Grant			7,500	12,021					
443006 Northwest Revenue Sharing (\$30 Capital \$30 Operational)			110,000	331,171	445,000	60,000	60,000		100,000
420099 Transfer from Gas Tax Reserves			288,000	260,000					
420096 Transfer from Growing Community Fund			155,500	179,439					
420095 Transfer from RBA Reserve									
441001 Donations Received				10,000					
400001 Miscellaneous revenue	17,000								
499999 Surplus	10,728	15,693							
	50,939	39,012	590,296	821,927	474,296	89,296	89,296	57,546	155,870

## EXPENDITURE:

651012 Fire Service Administration	-				11,000	15,000	15,000	15,000	15,000
601102 Accident Insurance	651	843	897	1,335	1,297	1,297	1,297	1,297	1,297
601801 Association Dues	264		400	284	300	300	300	300	300
603008 Repairs and Maintenance						5,596	5,396	3,446	1,250
608001 Property Insurance	4,287	5,393	5,500	6,446	6,861	7,000	7,200	7,400	7,600
608002 Liability Insurance	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
608003 Vehicle Insurance	343	698	800	1,602	1,741	2,400	2,400	2,400	2,709
608005 Worksafe				1,911	500	500	500	500	511
612220 Grant to Fire Department	15,500	16,000	16,000	16,000	25,000	25,000	25,000	25,000	25,000
609001 Supplies	12,362	16,216							
651010 Administration Service Charges	589	612	5,948	5,948	4,704	953	953	953	953
799999 Prior year's deficit			2,001	2,001	6,643				

TOTAL EXPENDITURE.....

	35,246	41,013	32,796	36,776	59,296	59,296	59,296	57,546	55,870
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## Revenues minus Expenditures

	-	-	557,500	557,500	415,000	30,000	30,000	-	100,000
781003 Contribution to Capital Reserve									
780001 Capital Project/Truck/Hall			557,500	791,794	415,000	30,000	30,000		100,000
490001 Transfer from Equity in TCA	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
780101 Amortization Expense	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000

## Revenues minus Expenditures and Transfers

	15,693	(2,001)	-	(6,643)	-	-	-	-	-
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# REGIONAL DISTRICT OF BULKLEY-NECHAKO VANDERHOOF RURAL FIRE PROTECTION 7207

BYLAW LIMITATION Bylaw 1793 \$44,375\*

IMPROVEMENTS ONLY

BC ASESSMENT H 756 26 LSA #10

## Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	40,846	42,439	44,097	44,097	46,516	46,704	47,605	48,524	49,461
420001 Transfer from Capital Reserve Fund									
499999 Prior Years Surplus									
<b>TOTAL REVENUE.....</b>	<b>40,846</b>	<b>42,439</b>	<b>44,097</b>	<b>44,097</b>	<b>46,516</b>	<b>46,704</b>	<b>47,605</b>	<b>48,524</b>	<b>49,461</b>
<b>EXPENDITURE:</b>									
612116 Annual Grant to District of Vanderhoof	39,257	40,827	42,460	43,155	44,159	45,042	45,943	46,862	47,799
651012 Contribution for Regional Fire Chief	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
651010 Administration Service Charge	589	612	637	637	662	662	662	662	662
799999 Prior Year's Deficit					695				
<b>TOTAL EXPENDITURE.....</b>	<b>40,846</b>	<b>42,439</b>	<b>44,097</b>	<b>44,792</b>	<b>46,516</b>	<b>46,704</b>	<b>47,605</b>	<b>48,524</b>	<b>49,461</b>
<b>Revenues minus Expenditures</b>	-	-	-	(695)	-	-	-	-	-

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### BURNS LAKE & AREA VICTIM SERVICES 7701

#### Five Year Financial Plan:

Bylaw 2059 (1682) Limit \$25,000

Taxation on Improvements only

Taxes apportioned 60% VBL, 20% Area "B" and 20% Area "E"

#### REVENUE:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxation	12,327	17,784	22,479	22,479	<b>22,029</b>	22,948	22,948	22,948	22,948
446001 Grants in Lieu of Taxes	228	307	0	575	<b>0</b>	0	0	0	0
446002 Grant in Lieu of Alcan Taxes	2,809	2,486	2,583	2,927	<b>2,552</b>	2,552	2,552	2,552	2,552
499999 Prior Year's Surplus	1,171	360	437	438	<b>919</b>				

TOTAL REVENUE.....	16,535	20,937	25,500	26,419	<b>25,500</b>	25,500	25,500	25,500	25,500
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#### EXPENDITURE:

612110 Annual Grant to the Village of Burns Lake	15,675	20,000	25,000	25,000	<b>25,000</b>	25,000	25,000	25,000	25,000
651010 Administration Fees	500	500	500	500	<b>500</b>	500	500	500	500
799999 Prior Year's Deficit									

TOTAL EXPENDITURE.....	16,175	20,500	25,500	25,500	<b>25,500</b>	25,500	25,500	25,500	25,500
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Revenues minus Expenditures	360	437	-	919	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Smithers Victim Services****7702****Five Year Financial Plan:**

Bylaw 2058 (1776) Limit \$56,250

Smithers, Telkwa, Area A

Land and Improvements

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Taxes	45,000	45,000	45,000	45,000	<b>47,280</b>	49,717	52,192	52,192	52,192
446001 Grants in Lieu of Taxes	595	581	500	579	<b>500</b>	500	500	500	500
499999 Prior Year's Surplus	103	95	81	81	<b>79</b>				

TOTAL REVENUE.....

45,698	45,676	45,581	45,660	<b>47,859</b>	50,217	52,692	52,692	52,692
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**EXPENDITURE:**

612240 Annual Grant to Nothern Society for Domestic Peace	44,929	44,921	44,907	44,907	<b>47,152</b>	49,510	51,985	51,985	51,985
651010 Administration Service Charge	674	674	674	674	<b>707</b>	707	707	707	707
799999 Prior Year's Deficit									

TOTAL EXPENDITURE.....

45,603	45,595	45,581	45,581	<b>47,859</b>	50,217	52,692	52,692	52,692
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**Revenues minus Expenditures**

95	81	-	79	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY NECHAKO****LAKES DISTRICT AIRPORT****8101****Five Year Financial Plan:**

BYLAW 1751 LIMITATION \$190,000

IMPROVEMENTS ONLY

VILLAGE OF BURNS LAKE, ALL OF B, ALL OF E

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	71,565	52,055	71,244	71,244	<b>62,135</b>	65,501	65,501	65,501	65,501
420001 Withdrawal from Capital Reserve				170,000					
442101 Grants									
446001 Grants in Lieu of Taxes	688	264	264	533	<b>533</b>	533	533	533	533
446002 Grant in lieu of Alcan Taxes	27,345	19,966	22,770	25,793	<b>20,241</b>	20,241	20,241	20,241	20,241
499999 Prior Year's Surplus	82,945	170,000			<b>3,366</b>	0	0	0	0
<b>TOTAL REVENUE.....</b>	<b>182,543</b>	<b>242,285</b>	<b>94,278</b>	<b>267,571</b>	<b>86,275</b>	<b>86,275</b>	<b>86,275</b>	<b>86,275</b>	<b>86,275</b>

**EXPENDITURE:**

612220 Monthly Grant to LD Airport Society	0	163,500	80,000	250,000		80,000	80,000	80,000	80,000
784001 Principal Payments on 5 year loan (2017-2021)									
783001 Interest Payments									
781001 Contribution to Capital Reserve	10,000	75,000			<b>80,000</b>				
651010 Administration Service Charge	2,543	2,588	1,275	1,275	<b>1,275</b>	1,275	1,275	1,275	1,275
607002 Accounting Fees		9,200	5,000	4,950	<b>5,000</b>	5,000	5,000	5,000	5,000
799999 Prior year's deficit			8,003	7,980					
<b>TOTAL EXPENDITURE.....</b>	<b>12,543</b>	<b>250,288</b>	<b>94,278</b>	<b>264,205</b>	<b>86,275</b>	<b>86,275</b>	<b>86,275</b>	<b>86,275</b>	<b>86,275</b>

**Revenues minus Expenditures**

170,000	(8,003)	-	3,366	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY NECHAKO****Regional Transit Service****8203****Five Year Financial Plan:**

BYLAW 2055 (1790) LIMITATION \$115,000

TAXATION BASED ON POPULATION

**ALL MUNICIPALITIES****REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 All Municipalities	89,529	87,118	82,918	82,918	<b>83,873</b>	83,682	91,412	98,563	105,930
400001 Revenue Service Agreement	52,500	52,500	52,500	52,500	<b>52,500</b>	52,500	52,500	52,500	52,500
420003 Withdrawal from Operational Reserves		20,000	20,000						
420095 Northwest Revenue Sharing			75,000	75,000	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
442101 Grants		15,011							
442102 Grant - BC Transit	13,918	9,445	11,500	9,640	<b>10,000</b>	10,000	10,000	10,000	10,000
450018 User Fees	25,105	29,960	28,000	25,826	<b>26,000</b>	26,000	26,000	26,000	26,000
446001 Grants in Lieu of Taxes	1,228	1,166	1,000	1,152	<b>1,000</b>	1,000	1,000	1,000	1,000
499999 Prior Year's Surplus	35,506	13,829	0	0	<b>0</b>				
<b>TOTAL REVENUE.....</b>	<b>217,786</b>	<b>229,030</b>	<b>270,918</b>	<b>247,036</b>	<b>248,373</b>	<b>248,182</b>	<b>255,912</b>	<b>263,063</b>	<b>270,430</b>

**EXPENDITURE:**

601001 Salaries	16,781	33,553	30,008	30,285	<b>23,323</b>	24,023	24,744	25,486	26,250
601101 Benefits	7,851	8,836	11,321	9,486	<b>11,590</b>	11,937	12,295	12,664	13,044
609001 Supplies		31	250	6	<b>250</b>	250	250	250	250
609011 Meeting Expenses			100		<b>100</b>	100	100	100	101
Agreement with BC Transit (Year 2027 estimate is solely based on the same cost sharing agreement with senior government)	164,182	177,969	198,121	183,615	<b>188,461</b>	194,688	201,339	207,379	213,601
781005 Contribution to Legal Reserve									
781007 Contribution to Operating Reserve									
679996 Commission on Ticket Sales	43	27	32	23	<b>32</b>	32	32	32	32
651010 Administration Service Charge	11,784	12,675	14,388	14,388	<b>13,423</b>	13,423	13,423	13,423	13,423
651014 Shared Services	3,316	7,387	5,251	5,251	<b>3,729</b>	3,729	3,729	3,729	3,729
799999 Prior Year Deficit			11,447	11,447	<b>7,466</b>				
<b>TOTAL EXPENDITURE.....</b>	<b>203,957</b>	<b>240,477</b>	<b>270,918</b>	<b>254,502</b>	<b>248,373</b>	<b>248,182</b>	<b>255,912</b>	<b>263,063</b>	<b>270,430</b>
<b>Revenues minus Expenditures</b>	<b>13,829</b>	<b>(11,447)</b>	<b>-</b>	<b>(7,466)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## DECKER LAKE STREET LIGHTING 9101

### Five Year Financial Plan:

BYLAW 123 NO LIMITATION

Parcel Tax	2023	2024	2025	2025	2026	2027	2028	2029	2030
Specified portion of Electoral Area B	Actual	Actual	Budget	Actual	Budget	Budget	Budget	Budget	Budget

#### REVENUE:

Number of Parcels	60	60	60	60	60
Parcel Tax per Parcel	197.72	183.68	189.91	189.91	172.30

400003 Taxation	11,021	11,395	8,957	8,957	10,338	10,650	10,650	10,650	10,650
450001 School District # 91 CHARGE FOR 2 LIGHTS	700	350	350	350	350	350	350	350	350
499999 Prior Year's Surplus	234	320	1,693	1,693	312				

TOTAL REVENUE.....	11,955	12,065	11,000	11,000	11,000	11,000	11,000	11,000	11,000
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#### EXPENDITURE

602001 Utilities - Hydro	10,783	9,872	10,500	10,188	10,500	10,500	10,500	10,500	10,500
606003 Advertising	351								
651010 Administration Service Charge	500	500	500	500	500	500	500	500	500
799999 Prior Year's Deficit	0	0	0	0	0				

TOTAL EXPENDITURE.....	11,635	10,372	11,000	10,688	11,000	11,000	11,000	11,000	11,000
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Revenues minus Expenditures	320	1,693	-	312	-	-	-	-	-
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# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## ENDAKO STREET LIGHTING

9102

## Five Year Financial Plan:

BYLAW 130 NO LIMITATION

Specified Portion of Electoral Area D

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	3,447	3,904	3,262	3,283	3,660	3,657	3,657	3,657	3,657
460001 Ministry of Highways Cost Recovery	321	343	343	265	343	343	343	343	343
499999 Prior Year's Surplus	348		396	396					
<b>TOTAL REVENUE.....</b>	<b>4,116</b>	<b>4,247</b>	<b>4,000</b>	<b>3,943</b>	<b>4,003</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>EXPENDITURE:</b>									
602001 Utilities - Hydro	3,886	3,581	3,750	3,696	3,750	3,750	3,750	3,750	3,750
651010 Administration Service Charge	250	250	250	250	250	250	250	250	250
799999 Prior Year's Deficit	-	20			3				
<b>TOTAL EXPENDITURE.....</b>	<b>4,136</b>	<b>3,851</b>	<b>4,000</b>	<b>3,946</b>	<b>4,003</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>Revenues minus Expenditures</b>	<b>(20)</b>	<b>396</b>	<b>-</b>	<b>(3)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORT FRASER STREET LIGHTING****9103****Five Year Financial Plan:**

LETTERS PATENT NO LIMIT

SPECIFIED PORTION OF AREA D

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	9,986	12,038	8,958	8,958	<b>10,635</b>	11,100	11,100	11,100	11,100
460001 Ministry of Highways Cost Recovery	451	462	400	794	<b>400</b>	400	400	400	400
499999 Prior Year's Surplus	1,013		1,642	1,642	<b>465</b>				
<b>TOTAL REVENUE.....</b>	<b>11,450</b>	<b>12,500</b>	<b>11,000</b>	<b>11,394</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>
<b>EXPENDITURE:</b>									
602001 Utilities - Hydro	11,195	10,114	10,500	10,429	<b>11,000</b>	11,000	11,000	11,000	11,000
779999 Misc. Expense	0	-	-	-	<b>-</b>	-	-	-	-
651010 Administration Service Charge	500	500	500	500	<b>500</b>	500	500	500	500
799999 Prior Year Deficit	0	245							
<b>TOTAL EXPENDITURE.....</b>	<b>11,695</b>	<b>10,858</b>	<b>11,000</b>	<b>10,929</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>
<b>Revenues minus Expenditures</b>	<b>(245)</b>	<b>1,642</b>	<b>-</b>	<b>465</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO GEROW ISLAND STREET LIGHTING

**9104****Five Year Financial Plan:**

BYLAW 456 NO LIMITATION

Specified Portion Electoral Area "B"

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation	4,573	4,204	3,888	3,888	<b>4,576</b>	4,500	4,500	4,500	4,500
420099 Gas Tax Funds	12,442								
499999 Prior Year's Surplus	408	486	462	462					
<b>TOTAL REVENUE.....</b>	<b>17,423</b>	<b>4,690</b>	<b>4,350</b>	<b>4,350</b>	<b>4,576</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>EXPENDITURE:</b>									
602001 Utilities - Hydro	3,913	3,978	4,100	4,176	<b>4,250</b>	4,250	4,250	4,250	4,250
651010 Administration Service Charge	582	250	250	250	<b>250</b>	250	250	250	250
612801 Special Projects	12,442								
799999 Prior Year's Deficit	0	0	0	0	<b>76</b>				
<b>TOTAL EXPENDITURE.....</b>	<b>16,937</b>	<b>4,228</b>	<b>4,350</b>	<b>4,426</b>	<b>4,576</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>Revenues minus Expenditures</b>	<b>486</b>	<b>462</b>	<b>-</b>	<b>(76)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COLONY POINT STREET LIGHTING****9106****Five Year Financial Plan:**

BYLAW 1792 LIMITATION \$0.36 PER \$1,000

BC ASSESSMENT U 756 26 SRVA #33 PORTION OF C

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Taxation - Land and Improvements	2,973	3,886	2,925	2,925	<b>3,347</b>	3,450	3,450	3,450	3,450
480001 Miscellaneous Revenue									
499999 Prior Year's Surplus	575		525	525	<b>103</b>				
<b>TOTAL REVENUE.....</b>	<b>3,548</b>	<b>3,886</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>
<b>EXPENDITURE:</b>									
602001 Utilities - Hydro	3,399	3,010	3,200	3,097	<b>3,200</b>	3,200	3,200	3,200	3,200
651010 Administration Service Charge	250	250	250	250	<b>250</b>	250	250	250	250
799999 Prior Year's Deficit		101							
<b>TOTAL EXPENDITURE.....</b>	<b>3,649</b>	<b>3,361</b>	<b>3,450</b>	<b>3,347</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>
<b>Revenues minus Expenditures</b>	<b>(101)</b>	<b>525</b>	<b>-</b>	<b>103</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## GOWAN LOOP LIGHTING SERVICE 9108

BYLAW 1983 LIMIT \$1,800

VILLAGE OF BURNS LAKE

## Five Year Financial Plan:

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	1,772	1,774	1,459	1,459	<b>1,617</b>	1,700	1,700	1,700	1,700
480001 Miscellaneous Revenue	52	51		62					
499999 Prior Year's Surplus		56	241	241	<b>83</b>				
<b>TOTAL REVENUE.....</b>	<b>1,824</b>	<b>1,881</b>	<b>1,700</b>	<b>1,762</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>
<b>EXPENDITURE:</b>									
611001 Repayment of Alternative Approval Costs									
602001 Utilities - Hydro	1,518	1,390	1,450	1,429	<b>1,450</b>	1,450	1,450	1,450	1,450
651010 Administration Service Charge	250	250	250	250	<b>250</b>	250	250	250	250
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>1,768</b>	<b>1,640</b>	<b>1,700</b>	<b>1,679</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>
<b>Revenues minus Expenditures</b>	<b>56</b>	<b>241</b>	<b>-</b>	<b>83</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BULKLEY VALLEY REGIONAL POOL**  
**AND RECREATION CENTRE**

10101

Five Year Financial Plan:

BYLAW 1350 LIMITATION \$0.85 PER \$1,000  
0.4216

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	1,035,365	1,069,114	1,104,086	1,104,086	1,177,901	1,179,716	1,199,748	1,220,275	1,241,311
441001 Donations Received	\$4,000	5,000		3,373	125,000				
443004 Climate Action Grant					25,000				
446001 Grants in Lieu of Taxes	16,937	17,027	17,000	17,467	17,000	17,000	17,000	17,000	17,000
.....	<b>1,056,302</b>	<b>1,091,141</b>	<b>1,121,086</b>	1,124,926	<b>1,344,901</b>	1,196,716	1,216,748	1,237,275	1,258,311
<b>EXPENDITURE:</b>									
601401 Staff Travel									
602001 Utilities (Natural Gas)	49,647	62,485	60,000	71,733	72,000	74,160	76,385	78,676	81,037
603008 Repairs and Maintenance		2,268							
307001 Legal Expense		3,208		347					
608001 Property Insurance	37,262	32,617	36,000	45,084	46,000	48,300	50,715	53,251	55,913
608002 Liability Insurance (share of MIA)	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
608004 Permits & Fees	636	310	750	322	750	750	750	750	750
612220 Monthly Contribution to BVR Pool	684,980	712,417	725,000	728,373	754,500	769,590	784,982	800,681	816,695
612801 Special Projects				28,500	25,000				
651010 Administration Service Charge	37,535	40,386	37,474	37,474	42,316	42,316	42,316	42,316	42,316
799999 Prior Year's Deficit		17,109	262	262	17,735				
TOTAL EXPENDITURE.....	<b>821,060</b>	<b>881,800</b>	<b>870,486</b>	923,096	<b>969,301</b>	946,116	966,148	986,675	1,007,711
<b>Revenues minus Expenditures</b>	235,242	209,341	250,600	250,600	<b>375,600</b>	250,600	250,600	250,600	250,600
<b>RESERVE BUDGET</b>									
<b>Transfer from Reserves</b>									
420003 Withdrawal from Operational Reserve		35,000		31,034					
420003 Withdrawal from Capital Reserves		85,000							
499999 Transfer from Prior Year Surplus	30,675	0	0	0	-	0	0	0	0
<b>Transfer to Reserves</b>									
781001 Contribution to Capital Reserve	75,675		250,000	250,000	235,000	250,000	250,000	250,000	250,000
781004 Contribute to Insurance Reserve	600	600	600	600	600	600	600	600	600
781007 Contribution in Operational Reserve									
<b>Net Reserves</b>	<b>-45,600</b>	<b>119,400</b>	<b>-250,600</b>	<b>-219,566</b>	<b>(235,600)</b>	<b>-250,600</b>	<b>-250,600</b>	<b>-250,600</b>	<b>-250,600</b>
<b>CAPITAL BUDGET</b>									
780001 New Capital Items	206,751	329,003	0	0	140,000	0	0	0	0
490001 Use of Capital Items	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
780101 Amoritization	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
<b>NET BUDGET SUPPLUS - (DEFICIT)</b>	<b>(17,109)</b>	<b>(262)</b>	<b>0</b>	<b>(17,735)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## FORT ST. JAMES ARENA GRANT

**10201**

### Five Year Financial Plan:

BYLAW 1819 LIMITATION OF \$0.12 PER \$1,000 FOR EACH OF OPERATING AND CAPITAL BC ASSESSMENT P 756 26 LSA 24 PORTION OF C	2023	2024

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	38,062	38,062	38,062	38,062	50,750	51,750	52,770	53,810	54,872
446001 Grants in Lieu		1							
499999 Surplus from Prior Year	2	1	1	1	0				
TOTAL REVENUE.....	38,064	38,064	38,063	38,063	50,750	51,750	52,770	53,810	54,872
<b>EXPENDITURE:</b>									
Annual Grant to District of Fort St. James									
612117 For operation of arena	18,750	18,750	18,750	18,750	25,000	25,500	26,010	26,530	27,061
612117 For capital improvements at arena	18,750	18,750	18,750	18,750	25,000	25,500	26,010	26,530	27,061
651010 Administration Service Charge	563	563	563	563	750	750	750	750	750
799999 Prior Year's Deficit									
TOTAL EXPENDITURE.....	38,063	38,063	38,063	38,063	50,750	51,750	52,770	53,810	54,872
Revenues minus Expenditures	1	1	-	-	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BURNS LAKE ARENA****10202****Five Year Financial Plan:**

BYLAW 1609 LIMITATION \$0.77 PER \$1,000

LAND AND IMPROVEMENTS

VILLAGE OF BURNS LAKE, ALL OF B, PORTION OF E

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	214,601	230,614	237,978	237,978	<b>242,283</b>	247,660	252,591	257,620	262,750
420001 Transfer from capital reserve									
441001 Donations Received									
446001 Grants in Lieu of Taxes	2,836	2,476	2,500	3,043	<b>2,500</b>	2,500	2,500	2,500	2,500
480001 Miscellaneous Revenue									
499999 Prior Year's Surplus	8,229	336			<b>543</b>				

TOTAL REVENUE.....

225,666	233,426	240,478	241,020	<b>245,326</b>	250,160	255,091	260,120	265,250
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**EXPENDITURE:**

612110 Annual Grant to the Village of Burns Lake - Operating	222,000	230,000	236,900	236,900	<b>241,700</b>	246,534	251,465	256,494	261,624
651010 Administration Service Charge	3,330	3,450	3,554	3,554	<b>3,626</b>	3,626	3,626	3,626	3,626
799999 Prior Year's Deficit			24	24					

TOTAL EXPENDITURE.....

225,330	233,450	240,478	240,478	<b>245,326</b>	250,160	255,091	260,120	265,250
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**Revenues minus Expenditures**

336	(24)	-	543	-	-	-	-	-
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## REGIONAL DISTRICT OF BULKLEY-NECHAKO

**VANDERHOOF RECREATION AND CULTURE 10302**

BYLAW 1195, LIMIT OF THE GREATER OF \$50,000 AND \$0.4752 PER \$1,000  
IMPROVEMENTS ONLY 2023

### Five Year Financial Plan:

[illegible]



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****LAKES DISTRICT ARTS AND CULTURE****10303****Five Year Financial Plan:**

BYLAW 1831 LIMITATION OF \$0.55 PER \$1000

IMPROVEMENTS ONLY

VILLAGE OF BURNS LAKE, ALL OF B AND E

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	0.193 2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	257,511	346,615	345,877	345,877	<b>346,369</b>	346,045	357,615	369,528	381,796
446001 Grants in Lieu of Taxes	2,187	1,909	1,500	2,599	<b>1,500</b>	1,500	1,500	1,500	1,500
446002 Grant in Lieu of Alcan Taxes	109,073	128,525	105,725	119,061	<b>116,048</b>	116,048	116,048	116,048	116,048
499999 Prior Year's Surplus	68,657	47,222	112,988	112,988	<b>173,441</b>				

TOTAL REVENUE:.....

437,428	524,270	566,090	580,526	<b>637,357</b>	463,593	475,163	487,076	499,343
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**EXPENDITURE:**

606001 Communication - Internet for Library	14,482	14,124	14,124	16,119	<b>16,500</b>	16,830	17,167	17,510	17,860
608002 Liability Insurance	500	500	500	500	<b>500</b>	500	500	500	500
609001 Supplies	907								
612100 Arts and Culture Grant in Aid	23,000		100,000	3,500	<b>100,000</b>	15,000	15,000	15,000	15,000
612108 Arts and Culture Capital Grant	-	-	75,000		<b>125,000</b>	25,000	25,000	25,000	25,000
612220 Annual Grant to the Lakes District Museum	57,000	63,673	66,000	66,000	<b>67,320</b>	69,340	71,420	73,562	75,769
612221 Annual Grant to the Burns Lake Library	277,000	282,000	290,400	290,400	<b>296,208</b>	305,094	314,247	323,674	333,385
612222 Annual Grant to the Lakes District Arts Council	8,000	8,500	8,500	8,500	<b>8,500</b>	8,500	8,500	8,500	8,500
612220 One-time Grant to the Lakes District Museum		15,000							
612225 Grant to the Lakes District Fall Fair Society		16,650		10,500	<b>10,710</b>	10,710	10,710	10,710	10,710
612223 Annual Grant to Lakes District Festival Society	2,750	3,000	3,000	3,000	<b>3,000</b>	3,000	3,000	3,000	3,000
781004 Contribution to Insurance Reserve	200	200	200	200	<b>200</b>	200	200	200	200
651010 Administration Service Charge	6,367	7,635	8,366	8,366	<b>9,419</b>	9,419	9,419	9,419	9,419
799999 Prior Year's Deficit									

TOTAL EXPENDITURE:.....

390,206	411,282	566,090	407,085	<b>637,357</b>	463,593	475,163	487,076	499,343
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**Revenues minus Expenditures**

47,222	112,988	-	173,441	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORT FRASER CEMETERY GRANT****10401****Five Year Financial Plan:**

BYLAW 712 LIMITATION \$5,000

IMPROVEMENTS ONLY

**Portions of Electoral Areas "D" & "F" LSA #6****REVENUE:**

400001 Taxation &amp; Service Agreement

400002 Requisition

499999 Prior Year's Surplus

TOTAL REVENUE.....

**EXPENDITURE:**

612201 Annual Grant to Ft Fraser Cemetery Society

651010 Administration Service Charge

799999 Prior Year's Deficit

TOTAL EXPENDITURE.....

**Revenues minus Expenditures**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400001 Taxation & Service Agreement	316	155	100	276	100	100	100	100	100
400002 Requisition	1,941	1,934	4,035	4,035	3,974	4,150	4,150	4,150	4,150
499999 Prior Year's Surplus	269	276	115	115	176				
<b>TOTAL REVENUE.....</b>	<b>2,526</b>	<b>2,365</b>	<b>4,250</b>	<b>4,426</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>
<b>EXPENDITURE:</b>									
612201 Annual Grant to Ft Fraser Cemetery Society	2,000	2,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
651010 Administration Service Charge	\$250	250	250	250	250	250	250	250	250
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE.....</b>	<b>2,250</b>	<b>2,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>	<b>4,250</b>
<b>Revenues minus Expenditures</b>	<b>276</b>	<b>115</b>	<b>-</b>	<b>176</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****TOPLEY CEMETERY GRANT****10402****Five Year Financial Plan:**

BYLAW 805 LIMITATION \$2500

IMPROVEMENTS ONLY

PORTION OF B, PORTION OF G

**REVENUE:**

400002 Requisition

499999 Prior Year's Surplus

TOTAL REVENUE.....

**EXPENDITURE:**

612201 Annual Grant to Topley Cemetery Society

651010 Administration Service Charge

799999 Prior Years Deficit

TOTAL EXPENDITURE.....

**Revenues minus Expenditures**

	2023 Budget	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
	1,750	1,746	1,746	1,746	<b>1,746</b>	1,750	1,750	1,750	1,750
	4	8	4	8	<b>4</b>				
TOTAL REVENUE.....	1,754	1,754	1,750	1,754	<b>1,750</b>	1,750	1,750	1,750	1,750
	1,500	1,500	1,500	1,500	<b>1,500</b>	1,500	1,500	1,500	1,500
	250	250	250	250	<b>250</b>	250	250	250	250
TOTAL EXPENDITURE.....	1,750	1,750	1,750	1,750	<b>1,750</b>	1,750	1,750	1,750	1,750
<b>Revenues minus Expenditures</b>	4	4	-	4	-	-	-	-	-

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**SMITHERS, TELKWA, HOUSTON**  
**TELEVISION REBROADCASTING**

10501

Five Year Financial Plan:

BYLAW 1818 LIMITATION \$62,500

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	60,335	60,884	60,355	60,355	<b>60,560</b>	60,400	60,400	60,400	60,400
446001 Grants in Lieu of Taxes	16	545	700	540	<b>500</b>	500	500	500	500
499999 Prior Year's Surplus									
<b>TOTAL REVENUE.....</b>	<b>60,351</b>	<b>61,429</b>	<b>61,055</b>	<b>60,894</b>	<b>61,060</b>	<b>60,900</b>	<b>60,900</b>	<b>60,900</b>	<b>60,900</b>
<b>EXPENDITURE:</b>									
612201 Monthly Grant to Rebroadcasting Society	60,000	60,000	60,000	60,000	<b>60,000</b>	60,000	60,000	60,000	60,000
651010 Administration Service Charge	900	900	900	900	<b>900</b>	900	900	900	900
607002 Miscellaneous Expenses									
799999 Prior Year's Deficit	135	684	155	155	<b>160</b>				
<b>TOTAL EXPENDITURE.....</b>	<b>61,035</b>	<b>61,584</b>	<b>61,055</b>	<b>61,055</b>	<b>61,060</b>	<b>60,900</b>	<b>60,900</b>	<b>60,900</b>	<b>60,900</b>
<b>Revenues minus Expenditures</b>	<b>(684)</b>	<b>(155)</b>	<b>-</b>	<b>(160)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**FRASER LAKE AND AREA**  
**TELEVISION REBROADCASTING**

10502

Five Year Financial Plan:

BYLAW 1855 LIMITATION \$83,750

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	44,119	55,051	66,719	66,719	<b>58,750</b>	63,166	63,286	63,286	63,286
400001 Taxation & Service Agreement	1,277	856	500	897	<b>500</b>	500	380	380	380
446001 Grants in Lieu of Taxes	131	132	100	157	<b>100</b>	100	100	100	100
446002 Grants in Lieu of Alcan Taxes	34,892	29,091	29,806	33,768	<b>27,584</b>	27,584	27,584	27,584	27,584
499999 Prior Year's Surplus	5,033	445			<b>4,416</b>				
<b>TOTAL REVENUE.....</b>	<b>85,451</b>	<b>85,575</b>	<b>97,125</b>	<b>101,541</b>	<b>91,350</b>	<b>91,350</b>	<b>91,350</b>	<b>91,350</b>	<b>91,350</b>
<b>EXPENDITURE:</b>									
612220 Monthly Grant to Fraser Lake and District	83,750	90,000	90,000	90,000	<b>90,000</b>	90,000	90,000	90,000	90,000
651010 Administration Service Charge	1,256	1,350	1,350	1,350	<b>1,350</b>	1,350	1,350	1,350	1,350
799999 Prior Year's Deficit			5,775	5,775					
<b>TOTAL EXPENDITURE.....</b>	<b>85,006</b>	<b>91,350</b>	<b>97,125</b>	<b>97,125</b>	<b>91,350</b>	<b>91,350</b>	<b>91,350</b>	<b>91,350</b>	<b>91,350</b>
<b>Revenues minus Expenditures</b>	<b>445</b>	<b>(5,775)</b>	<b>-</b>	<b>4,416</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**FORT ST. JAMES AND AREA**  
**TELEVISION REBROADCASTING**

**10503**

Five Year Financial Plan:

BYLAW 1765 LIMITATION \$164,062  
 Portion of Electoral Area "C" LSA #9

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	164,053	163,357	162,376	162,376	<b>163,781</b>	162,445	162,445	162,445	162,445
446001 Grants in Lieu of Taxes	3,396	3,069	3,000	1,664	<b>3,000</b>	3,000	3,000	3,000	3,000
499999 Prior Year's Surplus		696	69	69					
<b>TOTAL REVENUE.....</b>	<b>167,449</b>	<b>167,122</b>	<b>165,445</b>	<b>164,109</b>	<b>166,781</b>	<b>165,445</b>	<b>165,445</b>	<b>165,445</b>	<b>165,445</b>
<b>EXPENDITURE:</b>									
612220 Monthly Grant to Fort St. James Television Society	164,200	164,500	163,000	163,000	<b>163,000</b>	163,000	163,000	163,000	163,000
651010 Administration Service Charge	2,468	2,468	2,445	2,445	<b>2,445</b>	2,445	2,445	2,445	2,445
799999 Prior Year's Deficit	85	85			<b>1,336</b>				
<b>TOTAL EXPENDITURE.....</b>	<b>166,753</b>	<b>167,053</b>	<b>165,445</b>	<b>165,445</b>	<b>166,781</b>	<b>165,445</b>	<b>165,445</b>	<b>165,445</b>	<b>165,445</b>
<b>Revenues minus Expenditures</b>	<b>696</b>	<b>69</b>	<b>-</b>	<b>(1,336)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BURNS LAKE AND AREA**  
**TELEVISION REBROADCASTING**

**10504**

**Five Year Financial Plan:**

BYLAW 982 \$30,000 OR \$0.115 PER \$1,000

VILLAGE OF BURNS LAKE, ALL OF B ALL OF E

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	24,058	22,257	24,580	24,580	<b>23,987</b>	24,414	24,414	24,414	24,414
446001 Grants in Lieu of Taxes	762	123	190	157	<b>190</b>	190	190	190	190
446002 Grant in Lieu of Alcan Taxes	9,192	8,537	7,856	8,899	<b>7,814</b>	8,396	8,396	8,396	8,396
499999 Prior Year's Surplus	1,454	2,457	374	374	<b>1,010</b>				
<b>TOTAL REVENUE:.....</b>	<b>35,466</b>	<b>33,374</b>	<b>33,000</b>	<b>34,010</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
<b>EXPENDITURE:</b>									
612220 Monthly Grant to Burns Lake Rebroadcasting Society	32,500	32,500	32,500	32,500	<b>32,500</b>	32,500	32,500	32,500	32,500
781001 Contribution to Capital Reserve									
651010 Administration Service Charge	509	500	500	500	<b>500</b>	500	500	500	500
799999 Prior Year's Deficit									
<b>TOTAL EXPENDITURE:.....</b>	<b>33,009</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
<b>Revenues minus Expenditures</b>	<b>2,457</b>	<b>374</b>	<b>-</b>	<b>1,010</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FRASER LAKE LIBRARY****10602****Five Year Financial Plan:**

ELECTORAL AREA D

By-law No. 1349, 2005: Limitation the greater of:  
 \$0.16 per \$1,000 Total Land & Improvements  
 or \$15,000

Improvements Only

**REVENUE:**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	18,578	29,249	41,274	41,274	<b>41,880</b>	51,247	51,247	51,247	51,247
400001 Taxation & Service Agreement	330	433	400	462	<b>400</b>	200	200	200	200
446001 Grants In Lieu of Taxes									
446002 Grant in Lieu of Alcan Taxes	21,172	20,440	23,708	26,867	<b>24,266</b>	18,320	18,320	18,320	18,320
499999 Surplus	2,681	2,982	2,353	2,353	<b>3,221</b>				

TOTAL REVENUE.....

42,761	53,103	67,735	70,956	<b>69,767</b>	69,767	69,767	69,767	69,767
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**EXPENDITURE:**

612220 Monthly Grant to the Fraser Lake Public Library Associatic	39,191	50,000	66,734	66,734	<b>68,736</b>	68,736	68,736	68,736	68,736
651010 Administration Service Charge	588	750	1,001	1,001	<b>1,031</b>	1,031	1,031	1,031	1,031
799999 Prior Year's Deficit									

TOTAL EXPENDITURE.....

39,779	50,750	67,735	67,735	<b>69,767</b>	69,767	69,767	69,767	69,767
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**Revenues minus Expenditures**

2,982	2,353	-	3,221	-	-	-	-	-
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORT ST JAMES LIBRARY****10603****Five Year Financial Plan:****BYLAW 1856 LIMITATION \$17,187****BYLAW 2062 LIMITATION \$21,483 DEC 2024**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	<b>2026 Budget</b>	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>REVENUE:</b>									
400002 Requisition	17,156	17,120	21,483	21,483	<b>21,483</b>	21,483	21,483	21,483	21,483
446001 Grants in Lieu of Taxes	117	46	50		<b>0</b>	0	0	0	0
499999 Prior Year's Surplus	31	67							
<b>TOTAL REVENUE:.....</b>	<b>17,304</b>	<b>17,233</b>	<b>21,533</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>
<b>EXPENDITURE:</b>									
612220 Monthly Grant to the Fort St. James Library	16,737	16,737	21,029	21,029	<b>20,933</b>	20,983	20,983	20,983	20,983
651010 Administration Service Charge	500	500	500	500	<b>500</b>	500	500	500	500
799999 Prior Year's Deficit			4	4	<b>50</b>				
<b>TOTAL EXPENDITURE:.....</b>	<b>17,237</b>	<b>17,237</b>	<b>21,533</b>	<b>21,533</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>	<b>21,483</b>
<b>Revenues minus Expenditures</b>	<b>67</b>	<b>(4)</b>	<b>-</b>	<b>(50)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## FORT FRASER COMMUNITY HALL

### 10801

#### Five Year Financial Plan:

BYLAW 887 LIMITATION \$2,500

IMPROVEMENTS ONLY

PORTION OF "D" LSA #17

2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
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#### REVENUE:

400002 Requisition	2,315	2,365	2,564	2,564	2,574	2,657	2,657	2,657	2,657
400001 Taxation & Service Agreement Payments	385	186	93	176	93	93	93	93	93
441001 Donations Received									
499999 Surplus from Prior Year	342	292	93	93	83				

TOTAL REVENUE.....

3,042	2,843	2,750	2,833	2,750	2,750	2,750	2,750	2,750
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#### EXPENDITURE:

612201 Annual Grant to Society	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
651010 Administration Service Charge	250	250	250	250	250	250	250	250
799999 Prior Year's Deficit								

TOTAL EXPENDITURE.....

2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
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Revenues minus Expenditures

292	93	-	83	-	-	-	-	-
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## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BRAESIDE COMMUNITY HALL

**10802**

### Five Year Financial Plan:

BYLAW 1808 LIMITATION \$5,000

PORTION OF AREA F

### Taxation on Improvements Only

**REVENUE:**

400002 Requisition

## 441001 Donations Received

499999 Surplus from Prior Year

TOTAL REVENUE.....

**EXPENDITURE:**

611001 Repayment of Alternative Approval Costs

612201 Annual Grant to Society

651010 Administration Service Charge

799999 Prior Year's Deficit

TOTAL EXPENDITURE.....

**Revenues minus Expenditures**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Regional Parks and Trails****10902****Five Year Financial Plan:****Smithers Area A****Bylaw No. 1927 No Limit**

Taxation on Improvements Only

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	109,202	114,726	224,950	224,950	<b>184,011</b>	111,706	112,936	114,203	115,507
446001 Grants in Lieu of Taxes	698	1,546		3,036					
446002 Grant in Lieu of Alcan Taxes									
420001 Transfer from NCPG Reserve		80,063		10,000					
420003 Transfer from Capital Reserve	25,000	26,056							
420095 Northwest Revenue Sharing									
420096 Transfer from Growing Community			175,000	149,341					
420099 Transfer from Gas Tax	99,304								
480001 Miscellaneous Revenue	237,358			125					
450001 Rent	9,000	9,000	9,000	9,000	<b>9,000</b>	9,000	9,000	9,000	9,000
499999 Prior Year's Surplus			-	-	-				
<b>TOTAL REVENUE:</b>	<b>480,562</b>	<b>231,391</b>	<b>408,950</b>	<b>396,452</b>	<b>193,011</b>	<b>120,706</b>	<b>121,936</b>	<b>123,203</b>	<b>124,507</b>
<b>EXPENDITURE:</b>									
601001 Share of Salaries	63,592	42,610	47,204	35,609	<b>47,011</b>	47,011	47,011	47,011	47,011
601101 Staff Expenses	14,653	10,374	11,317	8,478	<b>11,421</b>	11,421	11,421	11,421	11,421
602001 Utilities and Property Taxes	7,504	7,762	7,500	7,415	<b>7,500</b>	7,501	7,502	7,503	7,504
603008 Repairs and Maintenance	10,589	4,441	35,000	8,943	<b>35,000</b>	35,000	35,000	35,000	35,000
606001 Communications	-		-	-	-	-	-	-	-
608001 Property Insurance	2,431	2,388	2,500	2,625	<b>2,000</b>	2,040	2,081	2,122	2,165
608002 Liability Insurance	4,000	3,000	4,000	3,000	<b>4,000</b>	4,000	4,000	4,000	4,000
606003 Advertising	-	214	2,500		<b>2,500</b>	500	500	500	500
608004 Permits and Fees		250							
607001 Legal	3,942	1,647	2,500	2,171	<b>2,500</b>	1,000	1,000	1,000	1,000
609001 Supplies		324	5,000	132	<b>5,000</b>	5,000	5,000	5,000	5,000
609011 Meeting Expenses			2,500	27	<b>2,500</b>	-	-	-	-
612801 Special Projects	23,835	8,143	50,000	66,482	<b>67,500</b>				
651014 Shared Supplies	5,306	8,442	7,702	7,702	<b>11,188</b>	11,188	11,188	11,188	11,188
651010 Administration Charges	14,614	19,785	11,451	11,451	<b>11,216</b>	11,216	11,216	11,216	11,216
780604 Lease Closure Expense	35,000	26,250	37,338	37,338	<b>38,458</b>	39,612	40,800	42,024	43,285
799999 Prior Year's Deficit	17,630	59,196	57,439	57,439	<b>(54,782)</b>	(54,782)	(54,782)	(54,782)	(54,782)
<b>Total Expenses</b>	<b>203,096</b>	<b>204,825</b>	<b>283,950</b>	<b>248,811</b>	<b>193,011</b>	<b>120,706</b>	<b>121,936</b>	<b>123,203</b>	<b>124,507</b>
<b>Revenues less Expenditures</b>	<b>277,466</b>	<b>26,566</b>	<b>125,000</b>	<b>147,642</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL BUDGET</b>									
780001 Capital Costs	336,662	84,006	125,000	92,859					
490001 Use of Capital Items	35,000	35,000	35,000	35,000	<b>35,000</b>	35,000	35,000	35,000	35,000
780101 Amortization	35,000	35,000	35,000	35,000	<b>35,000</b>	35,000	35,000	35,000	35,000
<b>Revenues less Expenditures and Transfers</b>	<b>(59,196)</b>	<b>(57,439)</b>	<b>-</b>	<b>54,782</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Regional Parks and Trails****10903****Five Year Financial Plan:****Houston Granisle Area G****Bylaw No. 1928 No Limits**

Taxation on Improvements Only

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	0	0	12,525	13,024	<b>81,871</b>	40,296	40,296	40,296	40,296
446001 Grants in Lieu of Taxes				6					
420095 Northwest Revenue Sharing			50,000						
480001 Miscellaneous Revenue									
420001 Transfer from NCPG	4,137		50,000	25,394	<b>74,606</b>				
446110 Admin Recovery									
499999 Prior Year's Surplus	18,844	17,564	7,909	7,909					
<b>TOTAL REVENUE:</b>	<b>22,980</b>	<b>17,564</b>	<b>120,435</b>	<b>46,333</b>	<b>156,477</b>	<b>40,296</b>	<b>40,296</b>	<b>40,296</b>	<b>40,296</b>
<b>EXPENDITURE:</b>									
601001 Share of Salaries	2,271	5,326	11,801	24,213	<b>29,288</b>	29,288	29,288	29,288	29,288
601101 Staff Expenses	523	1,297	2,829	5,754	<b>8,844</b>	100	100	100	100
606001 Communications	0	0	0	0	<b>0</b>	0	0	0	0
608001 Property Insurance	0	0	0	0	<b>0</b>	0	0	0	0
608002 Liability Insurance	0	0	0	0	<b>0</b>	0	0	0	0
608003 Vehicle Insurance	0	0	0	0	<b>0</b>	0	0	0	0
609001 Supplies	0	0	0	0	<b>0</b>	0	0	0	0
609011 Meeting Expenses	0	0	0	0	<b>0</b>	0	0	0	0
612801 Special Projects	0	0	50,000	25,394	<b>42,106</b>				
651014 Shared Services	1,296	2,110	1,427	1,925	<b>5,594</b>	5,594	5,594	5,594	5,594
651010 Administrative Recovery	1,326	921	4,378	4,378	<b>5,314</b>	5,314	5,314	5,314	5,314
799999 Prior Year's Deficit					<b>15,331</b>				
<b>Total Expenses</b>	<b>5,416</b>	<b>9,655</b>	<b>70,435</b>	<b>61,664</b>	<b>106,477</b>	<b>40,296</b>	<b>40,296</b>	<b>40,296</b>	<b>40,296</b>
780001 Capital Items			50,000		<b>50,000</b>				
<b>Revenues less Expenditures</b>	<b>17,564</b>	<b>7,909</b>	<b>-</b>	<b>(15,331)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Regional Parks and Trails****10904****Five Year Financial Plan:****Burns Lake, Area B, Area E****Bylaw No. 1929 No Limits**

Taxation on Improvements Only

	2023 Actuals	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	49,066	31,256	86,343	86,343	<b>71,586</b>	63,765	63,809	63,854	63,854
442101 Other Grant Revenue	50,000	17,057							
420095 Northwest Revenue Sharing									
446001 Grants in Lieu of Taxes	404	172		649					
446002 Grant in Lieu of Alcan Taxes	20,783	11,590	26,392	29,722	<b>22,369</b>	12,156	12,156	12,156	12,156
420001 Transfer from NCPG Reserve	58,164	30,107	145,000	3,336	<b>160,000</b>				
499999 Prior Year's Surplus	2,029	47,458			<b>23,626</b>				
<b>TOTAL REVENUE:</b>	<b>180,446</b>	<b>137,640</b>	<b>257,735</b>	<b>120,050</b>	<b>277,582</b>	<b>75,921</b>	<b>75,965</b>	<b>76,009</b>	<b>76,009</b>
<b>EXPENDITURE:</b>									
601001 Share of Salaries	22,712	53,263	47,204	35,486	<b>33,086</b>	33,086	33,086	33,086	33,086
601101 Staff Expenses	5,233	12,967	11,317	8,382	<b>9,204</b>	100	100	100	100
602001 Utilities	110	118	200	133	<b>200</b>	100	100	100	100
603008 Repairs and Maintenance	262	4,099	37,000	5,243	<b>25,000</b>	25,000	25,000	25,000	25,000
606001 Communications	-		-	-	-	-	-	-	-
606003 Advertising		40							
608001 Property Insurance	-	-	-	1,343	<b>2,150</b>	2,193	2,237	2,282	2,282
608002 Liability Insurance	2,000	2,000	2,000	2,000	<b>2,000</b>	2,000	2,000	2,000	2,000
608003 Vehicle Insurance	-	-	-	-	-	-	-	-	-
609001 Supplies	208	22	-	119	-	-	-	-	-
609011 Meeting Expenses	-	-	-	-	-	-	-	-	-
612801 Special Projects	85,839	42,859		21,715	<b>32,500</b>				
651014 Shared Services	5,306	8,442	7,702	7,702	<b>5,594</b>	5,594	5,594	5,594	5,594
651010 Administrative Recovery	11,319	7,248	7,313	7,313	<b>7,848</b>	7,848	7,848	7,848	7,848
799999 Prior Year's Deficit			3,652	3,652					
<b>Total Expenses</b>	<b>132,987</b>	<b>131,060</b>	<b>112,735</b>	<b>93,088</b>	<b>117,582</b>	<b>75,921</b>	<b>75,965</b>	<b>76,009</b>	<b>76,009</b>
<b>Revenues less Expenditures</b>	<b>47,458</b>	<b>6,581</b>	<b>145,000</b>	<b>26,962</b>	<b>160,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL BUDGET</b>									
780001 Capital	-	10,232	145,000	3,336	<b>160,000</b>				
490001 Use of Capital Items	3,000	3,000	3,000	3,000	<b>3,000</b>	3,000	3,000	3,000	3,000
780101 Amoritization	3,000	3,000	3,000	3,000	<b>3,000</b>	3,000	3,000	3,000	3,000
<b>Revenues less Expenditures and Transfers</b>	<b>47,458</b>	<b>(3,652)</b>	<b>-</b>	<b>23,626</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Regional Parks and Trails****10905****Five Year Financial Plan:****Fort St. James, Area C****Bylaw No. 1930 No Limits**

Taxation on Improvements Only

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	-	-	28,299	28,299	<b>64,517</b>	48,569	48,569	48,569	48,569
446001 Grants in Lieu of Taxes				182					
420095 Northwest Revenue Sharing			50,000						
480001 Miscellaneous Revenue									
420001 Transfer from NCPG	3,623		30,000	33,250	<b>66,750</b>				
446110 Admin Recovery									
499999 Prior Year's Surplus	21,048	19,158	9,341	9,341	<b>1,551</b>				
<b>TOTAL REVENUE:</b>	<b>24,671</b>	<b>19,158</b>	<b>117,640</b>	<b>71,072</b>	<b>132,819</b>	<b>48,569</b>	<b>48,569</b>	<b>48,569</b>	<b>48,569</b>
<b>EXPENDITURE:</b>									
601001 Share of Salaries	2,271	5,326	11,801	24,213	<b>29,288</b>	29,288	29,288	29,288	29,288
601101 Staff Expenses	523	1,297	2,829	5,754	<b>8,844</b>	8,844	8,844	8,844	8,844
606001 Communications	-	-	-	-	-	-	-	-	-
608001 Property Insurance	-	-	-	-	-	-	-	-	-
608002 Liability Insurance	-	-	-	-	-	-	-	-	-
608003 Vehicle Insurance	-	-	-	-	-	-	-	-	-
609001 Supplies	-	-	-	-	-	-	-	-	-
609011 Meeting Expenses	-	-	-	-	-	-	-	-	-
612801 Special Projects	-		47,205	33,250	<b>34,250</b>				
651014 Shared Services	1,326	2,110	1,427	1,925	<b>5,594</b>	5,594	5,594	5,594	5,594
651010 Administrative Charges	1,392	1,084	4,378	4,378	<b>4,843</b>	4,843	4,843	4,843	4,843
799999 Prior Year's Deficit									
<b>Total Expenses</b>	<b>5,513</b>	<b>9,817</b>	<b>67,640</b>	<b>69,520</b>	<b>82,819</b>	<b>48,569</b>	<b>48,569</b>	<b>48,569</b>	<b>48,569</b>
780001 Capital Items			50,000		<b>50,000</b>				
<b>Revenues less Expenditures</b>	<b>19,158</b>	<b>9,341</b>	<b>(0)</b>	<b>1,551</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Recreation Contribution****Smithers Area A****Bylaw No. 1976 Limit \$0.50 per \$1,000**

Taxation on Land and Improvements

400002 Requisition

446001 Grants in Lieu of Taxes

499999 Prior Year's Surplus

TOTAL REVENUE:.....

**EXPENDITURE:**

612220 Grant to Societies

612220 Emergency Grant to Societies

781003 Contribution to Emergency Reserves

651010 Administration Charges

**Total Expenses****Revenues less Expenditures****10912****Five Year Financial Plan:****0.0159**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
	50,750	51,495	73,972	73,972	<b>55,039</b>	83,687	66,237	66,237	66,237
	5	698	500	998	-	-	-	-	-
		50,005	45,298	45,298	<b>78,648</b>				
	50,755	102,198	119,770	120,268	<b>133,687</b>	83,687	66,237	66,237	66,237
		55,400	118,000	39,850	<b>82,450</b>	82,450	65,000	65,000	65,000
					<b>50,000</b>				
	750	1,500	1,770	1,770	<b>1,237</b>	1,237	1,237	1,237	1,237
	750	56,900	119,770	41,620	<b>133,687</b>	83,687	66,237	66,237	66,237
	50,005	45,298	-	78,648	-	-	-	-	-



**Recreation Contribution****Houston Granisle Area G****Bylaw No. 1979 Limit \$0.50 per \$1,000**

Taxation on Land and Improvements

400002 Requisition

446001 Grants in Lieu of Taxes

499999 Prior Year's Surplus

TOTAL REVENUE:.....

**EXPENDITURE:**

612220 Grant to Societies

612220 Emergency Grant to Societies

781003 Contribution to Emergency Reserves

651010 Administration Charges

**Total Expenses****Revenues less Expenditures****10913****Five Year Financial Plan:****0.012**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
	25,375	49,606	8,364	8,364	<b>15,371</b>	22,875	22,875	22,875	22,875
	1,519	36		4					
		26,519	52,536	52,536	<b>40,004</b>				
	26,894	76,161	60,900	60,904	<b>55,375</b>	22,875	22,875	22,875	22,875
		22,500	60,000	20,000	<b>25,000</b>	22,500	22,500	22,500	22,500
					<b>30,000</b>				
	375	1,125	900	900	<b>375</b>	375	375	375	375
	375	23,625	60,900	20,900	<b>55,375</b>	22,875	22,875	22,875	22,875
	26,519	52,536	-	40,004	-	-	-	-	-

**Recreation Contribution****Burns Lake, Area B, Area E****Bylaw No. 1977 Limit \$0.50 per \$1,000**

Taxation on Land and Improvements

**10914****Five Year Financial Plan:****0.024**

	2023 Actuals	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
400002 Requisition	18,079	74,972	43,450	43,450	<b>43,370</b>	51,082	51,082	51,082	51,082
446001 Grants in Lieu of Taxes	148	441	250	327	<b>250</b>				
446002 Grant in Lieu of Alcan Taxes	7,658	27,800	13,281	14,957	<b>13,560</b>	12,000	12,000	12,000	12,000
499999 Prior Year's Surplus		25,510	66,848	66,848	<b>65,902</b>				
<b>TOTAL REVENUE:</b> .....	<b>25,885</b>	<b>128,723</b>	<b>123,830</b>	<b>125,582</b>	<b>123,082</b>	<b>63,082</b>	<b>63,082</b>	<b>63,082</b>	<b>63,082</b>
<b>EXPENDITURE:</b>									
612220 Grant to Societies		60,000	122,000	57,850	<b>62,150</b>	62,150	62,150	62,150	62,150
612220 Emergency Grant to Societies									
781003 Contribution to Emergency Reserve					<b>60,000</b>				
651010 Administration Charges	375	1,875	1,830	1,830	<b>932</b>	932	932	932	932
<b>Total Expenses</b>	<b>375</b>	<b>61,875</b>	<b>123,830</b>	<b>59,680</b>	<b>123,082</b>	<b>63,082</b>	<b>63,082</b>	<b>63,082</b>	<b>63,082</b>
<b>Revenues less Expenditures</b>	<b>25,510</b>	<b>66,848</b>	<b>-</b>	<b>65,902</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Recreation Contribution****Fort St. James, Area C****Bylaw No. 1978 Limit \$0.50 per \$1,000**

Taxation on Land and Improvements

400002 Requisition

446001 Grants in Lieu of Taxes

499999 Prior Year's Surplus

TOTAL REVENUE:.....

**EXPENDITURE:**

612220 Grant to Societies

781003 Contribution to Emergency Reserves

612220 Emergency Grant to Societies

651010 Administration Charges

**Total Expenses****Revenues less Expenditures****10915****Five Year Financial Plan:****0.028**

	2023 Actual	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
	50,750	50,711	50,821	50,821	<b>35,394</b>	50,750	50,750	50,750	50,750
	789	654	250	356	<b>250</b>				
		50,789	65,654	65,654	<b>65,106</b>				
	51,539	102,154	116,725	116,831	<b>100,750</b>	50,750	50,750	50,750	50,750
	0	35,000	115,000	50,000	<b>50,000</b>	50,000	50,000	50,000	50,000
					<b>50,000</b>				
	750	1,500	1,725	1,725	<b>750</b>	750	750	750	750
	750	36,500	116,725	51,725	<b>100,750</b>	50,750	50,750	50,750	50,750
	50,789	65,654	-	65,106	-	-	-	-	-



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** John Illes, CFO  
**Date:** January 29, 2026  
**Subject:** Consumer Price Index 2025

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

Receive

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### BACKGROUND

Statistics Canada has released the Consumer Price Index December 2024 to December 2025 that the Regional District utilizes to adjust board remuneration (as specified in the remuneration bylaw) and non-unionized staff (as specified in Board Policy). Unionized staff will receive a wage increase of 2.0% this year as per the current collective agreement.

#### Officially this table is cited as:

*Statistics Canada. Table 18-10-0004-02 Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit*

This year the rate for the index was 1.7%. The rates for BC (and the rates for Canada) have varied over the last six years but the six-year average for each is 3.2%.

The rates are illustrated in the following table:

	<b>Canada CPI</b>	<b>BC CPI</b>
<b>2020</b>	0.7	0.8
<b>2021</b>	4.8	3.9
<b>2022</b>	6.3	6.6
<b>2023</b>	3.4	3.4
<b>2024</b>	1.8	2.6
<b>2025</b>	2.4	1.7
<b>Five Year Average</b>	3.2	3.2

**ATTACHMENT:**

Statistics Canada Table 18-10-004-02 (CPI for BC)

**STRATEGIC PLAN ALIGNMENT:**

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

# Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit<sup>1, 2, 3</sup>

Frequency: Monthly

Table: 18-10-0004-02

Release date: 2026-01-19

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Geography: Canada, Province or territory, Census subdivision, Census metropolitan area, Census metropolitan area part

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Geography :

Reference period

British Columbia

Time : December 2025

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Showing 1 records

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Geography	British Columbia ( <a href="#">map</a> )				
Products and product groups <sup>3, 4</sup>	December 2024	November 2025	December 2025	November 2025 to December 2025	December 2024 to December 2025
	2002=100			Percentage change	
All-items	156.1	159.5	158.7	-0.5	1.7

**How to cite:** Statistics Canada. [Table 18-10-0004-02 Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit](#)  
**DOI:** <https://doi.org/10.25318/1810000401-eng>



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Megan D'Arcy, Regional Agriculture Coordinator  
**Date:** January 29, 2026  
**Subject:** **RDBN Food & Agriculture Plan - Implementation Update**

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

Receive.

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### BACKGROUND

Upon completion of the RDBN Food and Agriculture Plan in April 2020, staff committed to providing updates on the Implementation Strategy.

Each Priority Area includes specific actions included in the three-phase implementation strategy. The phases contain concurrent actions. Phase 1 is not required to be complete prior to Phases 2 and 3, and each phase includes short, medium, or long-term goals.

#### Priority Area 1: Support Producers in Navigating Government Policies

- The Regional Agriculture Coordinator (RAC) communicates with producers through the Growing Opportunities Newsletter, the Growing Opportunities podcast, and in person at events throughout the region. Government legislation and regulations addressed through these channels include the Fish Protection Orders/Water Sustainability Act, the Agricultural Land Commission Act and ALR Regulations, and the Weed Control Act.
- The agriculture sections of the RDBN website provide producers with information on new and existing regulations.
- Agriculture/Economic Development staff have continued to communicate with the BC Vegetable Marketing Commission and provided input with respect to application of the regulations in our region.

#### Priority Area 2: Prepare for Emergencies

- Extension materials continue to be used to communicate recommended or required procedures and protocols to producers. Livestock evacuation for both commercial and non-commercial farms is a focal topic, but there are also links to dealing with suspected Avian Influenza outbreaks, and emergency preparedness planning on the

RDBN Agriculture webpage. There may be a need to prepare similar outreach materials for flood emergencies.

- The RDBN collaborated with Ken Nickel, a contractor for the BC Agriculture Council in December to provide workshops (one in Smithers and one in Vanderhoof) for producers that wanted to learn more about emergency management. Due to low participation, the events were cancelled and a virtual session was offered instead. No producers attended.
- The RAC works closely with the other RDBN EOC staff and the Ministry of Agriculture and Food Emergency Management Branch when the EOC has been initiated and livestock evacuations are necessary.
- Agriculture staff will continue to update the livestock evacuation resource spreadsheet as required.
- Agriculture staff will continue to look for partnerships with Regional Cattle Associations, BC Wildfire Service, Ministry of Agriculture and Food, and BC Livestock with respect to identifying potential risk mitigation projects.

### **Priority Area 3: Develop the RDBN Food and Agriculture Sector and Market(s)**

- The Regional Agriculture Coordinator attended the Nechako Valley Regional Cattlemen's Association 2025 Annual General Meeting and learned more about their ongoing initiative to source shavings by chipping deciduous trees. The RAC has offered support for this initiative.
- The Connecting Consumers and Producers Directory was updated by the Agriculture and Community Development team and is still effective as a marketing tool for local producers. The team has been working with non-profit organizations in the region to assess if it would be valuable to produce printed copies again.
- There has been ongoing discussion in the communities about the current resources available for value-added food processing. This was an important discussion at the Not-for-Profit Organization Gathering that was held in March 2024 in Burns Lake.
  - The Nechako Valley Food Network is currently working on a project that is looking at different options for Vanderhoof and assessing their viability.
  - The Fraser Lake Eco-Coop undertook a feasibility study for a Food Hub in the Fraser Lake area as the initial phase of their project.
- The RAC is taking part in a [Northern BC Ideas Lab for Food Systems Transformation](#) discussion group hosted by the Public Health Association of B.C. RDBN has partnered with Making Agriculture Sustainable in the Hazeltons to complete a project that is focused on the availability of livestock services available throughout the RDBN and the Regional District of Kitimat-Stikine. The report on this project will



be available later this winter. Public engagement sessions are planned for communities in both regional districts early spring 2026.

- The RAC continues to advocate for the BC Young Agrarians Land Matching Program; contact has been made with the new Central-North Land Matcher.

#### **Priority Area 4: Engage a Broad Audience in Food and Agriculture Activities and Information**

- As mentioned above, the RAC publishes the Growing Opportunities Newsletter monthly. In addition, there is a new series of Growing Opportunities podcasts in production that highlight RDBN projects and other work.
- The RAC continues to attend agricultural organization meetings and events throughout the region.
- The RAC will continue to support events, including workshops and conferences, hosted by local and provincial agriculture organizations, including Farmers' Institutes, Farmers' Market Associations, cattle organizations, and Young Agrarians.
- A Not-for-Profit Organization Gathering was hosted by the RAC in March of 2025 in Burns Lake. The session was professionally facilitated with the intention of connecting non-for-profit agricultural organizations across the region. Three organizations were in attendance – dynamic conversation was generated about organizations forging long-term connections to enable them to continue to learn from each other.
- As a follow up, the RAC has contacted several regional, not-for-profit agricultural organizations to gauge their interest in a day long workshop that focuses on improving organization health. The idea has been met with enthusiasm; contact will be made with organizations in the coming months to determine the areas in which they are most interested (e.g., governance, accounting/finance, marketing, fundraising).
- The RAC presented at and participated in a northern food summit hosted by the Public Health Association of BC entitled "Northern Harvest: Seeding Sustainable Futures Through Food and Collaboration" in Prince George.

#### **Priority Area 5: Prevent and Manage Invasive and Harmful Species**

- The RAC continues to be a member of the NWIPC Board of Directors. Agriculture/Economic Development staff work with the NWIPC Field Coordinator at the beginning of each growing season to identify priority treatment areas within the RDBN (both RDBN-owned and private).
  - The RAC is on two NWIPC Committees, one to determine the plants that will be considered high priority for treatment and containment for the upcoming

season, and the second for developing recommendations and doing further review into the potential for transitioning the NWIPC to include all invasive species.

- The RAC receives calls throughout the growing season regarding concerns about invasive plant species. Concerns are communicated to the NWIPC Field Coordinator when applicable. The Landowner Rebate Program application is emailed as a follow up for concerns on private property.
- Work is ongoing to support producer organization-led initiatives to incentivize landowners to treat invasive species on their property.
- The RDBN Agriculture Invasive Species Management webpage continues to have links to both invasive plant species and pest management. There is also a link to the newly transformed [website](#) for the Northwest Invasive Plant Council.
- Elk are often one of the wildlife species of concern to producers. Damage to standing and stored crops is dealt with through fencing and the Ministry of Agriculture and Food's Business Risk Management Programs, in particular, production insurance. The Regional Agriculture Coordinator will continue to help producers access these resources.

#### **Priority Area 6: Ensure Agriculture Policies are in Place and Consistent**

- The RAC continues to review and comment on ALR applications as requested.
- The RAC supports the RDBN Chair and Directors when they advocate to senior levels of other governments about key topics such as foreign land ownership of farmland.

#### **Priority Area 7: Increase Climate Change Resiliency and Adaptation Capacity**

- Agriculture/Economic Development staff were successful in obtaining cost-share funding for an Agriculture Water Supply Assessment and Community Irrigation Feasibility study that took place in a study area around Vanderhoof. The project gathered existing water resource knowledge, identified gaps, and then used this information to develop a replicable process for determining the feasibility of establishing community irrigation system(s) in agriculture areas. In addition to the information gathering and assessment process, a potential community irrigation system was drafted by Bruce Naka from Sound Water Advise. The theoretical community irrigation systems were based on the results of the water feasibility analyses. The cost-shared funding came from the Agriculture Water Infrastructure Program administered by the Investment Foundation of B.C.
- The Regional Agricultural Coordinator presented at the Nechako Watershed Roundtable (NWR) Annual General Meeting on October 14, 2025. In addition, the

RAC is part of an advisory committee for the next 2026 NWR Climate Adaptation and Resilience Workshop planned for the spring.

### **Priority Area 8: Continue to Build Capacity for Effective and Strategic Implementation**

- The RAC continues to participate in extension events hosted by organizations such as the Canadian Forage & Grasslands Association and the BC Forage Council.
- Along with other staff, the RAC participated in the Cultural Safety sessions with Dr. Louie throughout 2025.
- Support was provided to the Ministry of Agriculture and Food when they updated the Agriculture Land Use Inventory throughout the region in the summer of 2025.
- The RAC continues to work closely with the two Regional Agrologists working for the Ministry of Food and Agriculture.
- Agriculture/Economic Development staff will work towards updating the RDBN Food and Agriculture Plan in 2026.

### **STRATEGIC PLAN ALIGNMENT:**

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

#### **4. Community and Economic Sustainability**

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

4.2 Revisit, prioritize and advance recommendations of the RDBN Food and Agriculture Plan and the work of the Agriculture Coordinator.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Megan D'Arcy, Regional Agriculture Coordinator  
**Date:** January 29, 2026  
**Subject:** Premier's Task Force on Agriculture & Food Economy Update

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

Receive.

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### BACKGROUND

This memo provides an overview of the Premier's Task Force on Agriculture and Food Economy, established by the Government of British Columbia in February 2025. Recommendations for all areas of focus were published late November of 2025.

The Task Force was created to provide external policy advice on strengthening B.C.'s agriculture and food sectors.

It is composed of 16 members representing producers, processors, labour, retail/sales, academia, First Nations, and industry associations.

The Task Force is co-chaired by: Danielle Synotte, Executive Director, BC Agriculture Council, James Donaldson, CEO, BC Food & Beverage, and Michelle Koski, Deputy Minister, Ministry of Agriculture and Food.

### Mandate & Focus Areas

The Task Force has been asked to produce prioritized, actionable recommendations for government in five key areas: water, competitiveness, labour, land, and investment.

The goal is to enable efficient decision-making, support timely implementation, and set a 'measurable long-term vision for sector growth and competitiveness'<sup>[1]</sup>.

### Recommendations Summary

The document outlines a comprehensive, industry-led strategy to strengthen B.C.'s agriculture, food, aquaculture, and seafood sectors. Key priorities include:

- **Implementation & Governance:** Track progress through regular industry-led meetings with provincial and federal governments to develop a non-partisan roadmap based on Task Force recommendations.

- **Water Security:** Accelerate development of on-farm and community-scale water storage (including nature-based solutions), streamline dam and groundwater permitting, clear application backlogs, incentivize groundwater licensing, strengthen farmer participation in watershed planning, and align local government planning with long-term agricultural water security.
- **Competitiveness:** Improve sector competitiveness by eliminating PST on agricultural inputs, removing fuel taxes for seafood producers, introducing investment tax credits, maintaining federal capital cost incentives, increasing funding for technology adoption, streamlining regulations and permitting (including aquaculture), aligning building codes with national farm standards, and exempting agrifood and seafood from certain single-use plastics restrictions.
- **Labour and Talent:** Address labour shortages through sector-specific skills strategies, domestic labour attraction, expanded immigration and permanent residency pathways, improvements to the Temporary Foreign Worker program (housing, health coverage, licensing exemptions), and better resourcing of employment standards administration.
- **Land:** Protect and enhance agricultural land by reviewing the ALR and ALC governance, modernizing farm classification rules, supporting long-term farmland access and trusts, and developing a land strategy for food processing infrastructure to boost food independence.
- **Investment:** Attract and retain capital through a joint agriculture and food investment advisory panel, improved access to financing (including potential provincial loan or guarantee programs), targeted public investments in high-growth sectors and infrastructure, and the creation of an industry-led public-private agriculture and food investment fund.

Overall, the recommendations aim to improve water resilience, regulatory efficiency, workforce stability, land stewardship, and investment to drive long-term growth and competitiveness of B.C.'s agri-food system.

<sup>[1]</sup> Premier's Task Force on Agriculture and Food Economy webpage:

<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/premier-s-task-force-on-agriculture-and-food-economy>

#### **STRATEGIC PLAN ALIGNMENT:**

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

4. Community and Economic Sustainability

Additionally, the recommendation supports the following objective(s) related to this Focus Area(s):

4.2 Revisit, prioritize and advance recommendations of the RDBN Food and Agriculture Plan and the work of the Agriculture Coordinator.



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** **Q4 Quarterly Report**

---

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

Receive

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### **BACKGROUND**

Departmental Quarterly Reports for the 4th 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

October 1, 2025 – December 31, 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

Kaia Nitchie, First Nations Liaison (currently temporary)

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 fourth 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:

- Communicated invitations to relevant Nations regarding the Houston, Topley, Granisle Rural Official Community Plan review, inviting the Nations to participate in the working group
- The newly appointed First Nations Liaison hand-delivered introduction letters to Lake Babine Nation, Nee Tahi Buhn, Ts'il Kaz Koh, and Wet'suwet'en First Nation. Letters to the other Nations within the Regional District will be hand-delivered in the coming months.
- Participated in the Indigenous-focused Restorative Justice in Burns Lake discussion session hosted by the Burns Lake RCMP.
- Communicated updates to relevant Nations regarding the Houston, Topley, Granisle Rural Official Community Plan review and working group feedback.
- Attended the virtual Regional District Indigenous Relations Community of Practice Meeting, featuring topics around Indigenous recruitment, retention, and culturally informed organizational policies and procedures.
- Conducted research to begin compiling a Language Dictionary for staff to use when corresponding with Nations. This includes common words, greetings, and phrases in Dakelh (Carrier), Witsuwit'en, and Nadut'en.
- Attended two meetings with Energy Economics, in partnership with Saik'uz First Nation, regarding the Sazul Nahuyutsa Solar Project.
- Staff facilitated a meeting between Cheslatta Carrier Nation, Nee Tahi Buhn, and the Electoral Area E Director to discuss joint interests and enhance relationship-building.
- Communicated updates to relevant Nations regarding the Houston, Topley, Granisle Rural Official Community Plan review and working group feedback.
- Initiated research to assist the Planning Department in evaluating its current First Nations referral process and support the development of a formalized procedure for future referrals.
- Supported the initiation of Municipal Type Service Agreements (MTSAs) with Cheslatta Carrier Nation and Nee Tahi Buhn.

Administration

October 1, 2025 – December 31, 2025

- Continued revisions to the RDBN Land Acknowledgment, incorporating feedback from the Board's previous review.

## Advocacy with the Province

Chair and staff attended a virtual meeting with Michelle Koski, Deputy Minister of Agriculture regarding an update on the veterinarian shortage, range permits, livestock bedding, community pastures, farm income threshold, and 3-phase power.

Chair, Directors and staff attended a meeting in Vanderhoof with Ministry of Forests and Ministry of Indigenous Relations and Reconciliation staff regarding Pathways Forward 3.0.

Chair, Electoral Area B Director, and staff attended a virtual meeting with the Honourable Diana Gibson, Minister of Citizens' Services and ministry staff, and Network BC staff regarding delays with broadband permits.

The RDBN, jointly with the Nechako First Nations, Cheslatta Carrier Nation, and the District of Vanderhoof, wrote letters to Prime Minister Mark Carney and the Honourable David Eby, Premier regarding an urgent call for Federal and Provincial partnerships in Nechako River Restoration and Indigenous-Led Governance. A meeting was scheduled to meet with the Honourable Randene Neill, Minister of Water, Land and Resource Stewardship in this regard at the 2026 BC Natural Resources Forum.

The RDBN secured a meeting with Ministry of Indigenous Relations and Reconciliation staff at the 2026 BC Natural Resources Forum regarding Rio Tinto Projects and Pathways Forward 3.0.

## Economic Development/Rural Services

### Community and Economic Stability

The Business Forum Advisory Committee is working hard to organize the 2026 Regional Business Forum being hosted in Fraser Lake. The Advisory includes Village of Fraser Lake and RDBN Staff, Community Futures, Ministry of Jobs and Economic Growth, and Chambers of Commerce.

### Agriculture

The Regional Agriculture Coordinator and Upland Consulting have wrapped up the Agriculture Water Assessment and Community Irrigation Feasibility project. The project team will present a delegation to the Board in January 2026.

### Rural Services

Advertising for the Non-Profit Newsletter has begun, and the first edition is being finalized. Staff are working with Directors to ensure that Grant in Aid is fully allocated by year-end.

### Administration

October 1, 2025 – December 31, 2025

## Human Resources

### Policy Revisions

The Board reviewed and approved several key policies focused on improving clarity and consistency in employee management practices. The newly approved policies include the *Emergency Volunteer Response Policy* and *AI Governance Policy*.

### OH&S Procedures

The Occupational Health and Safety Manual has been finalized and distributed across all sites. The manual will be reviewed and updated on a regular basis. Employees are required to read all policies and procedures and provide sign off to confirm their understanding and compliance.

### Joint Health and Safety Committee

The Joint Health and Safety Committee continued to meet monthly throughout the year to review workplace safety matters and update procedures as needed. The committee remained committed to promoting a safe work environment by completing eight hours of training, identifying potential hazards, and supporting preventive measures.

WorkSafe inspections continued to be a key focus. Committee members shared ideas to improve site safety and encouraged employees to raise any workplace health and safety concerns.

During 2025, the committee reviewed and submitted twelve workplace safety procedures to senior management for review and approval. Once approved, these procedures were implemented to reduce risk and improve overall safety. Human Resources also tracks quarterly incident reports, which are reviewed by the committee and posted with meeting minutes to keep employees informed of corrective actions and support ongoing safety awareness.

### Labour Relations

Labour relations remain an important focus for Human Resources. Throughout the year, support was provided to departments on a range of labour relations matters. Human Resources continues to work toward maintaining positive employee relationships and addressing concerns in a timely and constructive manner to support a respectful and collaborative workplace.

**Electoral Area Funding Summaries  
to December 31, 2025**

**Area A (Smithers/Telkwa Rural)**

**Economic Development Service**

2025 Starting Balance:	<b>\$57,902</b>	Current Balance:	<b>\$37,902</b>
Smithers Mountain Bike Association	Trail Build		\$ 20,000

**Grant in Aid**

2025 Starting Balance:	<b>\$252,323</b>	Current Balance:	<b>\$4,176</b>
Pacific Northwest Regional Science Fair	2025 Science Fair	\$	1,500
Valley Youth Fiddlers	2025 Fiddle Camp	\$	4,000
BV Rod and Gun Fathers Day Fishing Derby	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	\$	500
BV SAR	New Truck	\$	26,000
SMBA	Trail Build	\$	20,000
Lake Kathlyn Protection Society	Capital Repairs	\$	7,463
Lake Kathlyn Protection Society	Spill Kit/Engine Cover	\$	1,019
Community Hall Appraisal Project	three halls	\$	2,700
Smithers Chamber of Commerce	Gold Sponsorship CBEA 2025	\$	5,000
Smithers Chamber of Commerce	Holiday Business Network	\$	1,500
Smithers Exploration Group	Rock Talk 2026	\$	500
Groundbreakers	Youth on Farms	\$	9,745

## Area B (Burns Lake Rural)

### Economic Development Service

2025 Starting Balance:	<b>\$20,000</b>	Current Balance:	<b>\$-2,500</b>
Village of Burns Lake	Website Redesign	\$	10,000
Village of Burns Lake	Faces and Places	\$	5,000
Village of Burns Lake	Healthcare Recruitment Project	\$	15,000

### Grant in Aid

2025 Starting Balance:	<b>\$77,049</b>	Current Balance:	<b>\$-8,747</b>
Spirit North	Snowmobile for Trail Maintenance	\$	5,000
Special Olymics BC - Burns Lake	2025 Bocce Provincials	\$	2,320
Lakes District Kennel Club	2025 Dog Show and Obedience Trial	\$	3,000
Lakes District Family Enhancement	Greenhouse Repairs	\$	1,118
Immaculata Parish	New Windows	\$	2,500
Lakes District 4-H	Achievement Day	\$	2,500
Omineca Ski Club	Wax Cabin Replacement	\$	10,000
BVLD AMS	Clean Air Plan Update	\$	1,250
Ride Burns	Novice Downhill Trail	\$	10,000
LDSS	Sr Girls Volleyball Provincials	\$	750
Community Hall Appraisal Project	three halls	\$	5,400
Lakes District Fair Association	Appraisal	\$	50
Decker Lake Hall	New tables/dishwasher	\$	12,000
Burns Lake Snowmobile Club	PA System for club	\$	3,800
Burns Lake Basketball Association	Outdoor Hoop	\$	2,500
OSC	Skate Ski Rentals	\$	4,000
Palling Community Hall	Outdoor Gazebo Tent	\$	4,480
BL Music	Holiday Fundraiser	\$	125
LD Family Enhancement Society	Secret Santa Shelving	\$	3,298
LD Family Enhancement Society	Daycare Capital	\$	11,600
Legion Branch 50	Ceremony Wreath	\$	105

**Area C (Fort St. James Rural)****Economic Development Service**

2025 Starting Balance:	<b>\$50,000</b>	Current Balance:	<b>\$33,500</b>
Fort St. James Primary Care Society	Resource Manual		\$ 1,500
District of Fort St. James	Healthcare Recruitment Project		\$ 15,000

**Grant in Aid**

2025 Starting Balance:	<b>\$57,176</b>	Current Balance:	<b>\$-24</b>
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	Grade 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
Murray Ridge Ski Hill	Snow Groomer Repairs	\$	25,000
Fort St. James Public Library	Interlibrary shipping containers	\$	6,000
Fort St. James Food and Toy Drive	2025 Season	\$	2,500
Stuart Lake Men's Shed	Set-up and Grand Opening	\$	2,000
FSJSS Boys Soccer	Provincials	\$	2,000



**Area D (Fraser Lake Rural)****Economic Development Service**

<b>2025 Starting Balance:</b>	<b>\$125,000</b>	<b>Current Balance:</b>	<b>\$117,000</b>
Village of Fraser Lake	Attraction/Retention Video project		\$ 8,000

**Grant in Aid**

<b>2025 Starting Balance:</b>	<b>\$72,576</b>	<b>Current Balance:</b>	<b>\$13,864</b>
Spirit North	Snowmobile for Trail Maintenance	\$	5,000
Fraser Lake Curling Club	Ice Plant Training	\$	1,200
Village of Fraser Lake	Countertop Compost Program	\$	5,000
Village of Fraser Lake	Composter Program Expansion	\$	3,250
Fraser Lake RCMP Detachment	Cops for Cancer team meals	\$	500
NV SAR	Trailer	\$	3,163
Community Hall Appraisal Project	one hall	\$	1,800
Mouse Mountain PAC	ski equipment	\$	7,500
Village of Fraser Lake	commercial kitchen	\$	4,200
Fraser Lake Legion Branch 274	wreath for ceremony	\$	100
Enako Rod and Club	Safety Projects	\$	25,000
Fraser Lake Public Library	Community Event	\$	2,500

### Area E (Francois/Ootsa Lake Rural)

#### Economic Development Service

2025 Starting Balance:		\$100,000	Current Balance:	\$77,500
Village of Burns Lake	Healthcare Recruitment Project		\$	15,000
Village of Burns Lake	Website Redesign		\$	5,000
Village of Burns Lake	Faces and Places		\$	2,500

#### Grant in Aid

2025 Starting Balance:		\$68,286	Current Balance:	\$-7
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
LDSS	Sr Girls Volleyball Provincials		\$	750
Community Hall Appraisal Project	three halls		\$	5,400
Lakes District Fair Association	Appraisal		\$	1,850
Lakes District Roping Club	Quad Purchase		\$	5,000
CERS	Training and PPE		\$	15,000
Francois Lake Hall	Rental		\$	275
LDFES (2)	Daycare Capital		\$	1,650
Burns Lake Basketball Association	Outdoor Hoop		\$	2,500
Grassy Plains Hall	Interior Work		\$	13,500

## Area F (Vanderhoof Rural)

### Economic Development Service

2025 Starting Balance:	<b>\$68,370</b>	Current Balance:	<b>\$53,370</b>
Nechako Valley Exhibition	Campground		\$ 15,000

### Grant in Aid

2025 Starting Balance:	<b>\$158,873</b>	Current Balance:	<b>\$2,158</b>
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	Music Festival	\$	3,500
Nechako Valley Historical Association	new Cairn at Museum	\$	8,000
Buckin' Around BC	Bull before Midnight 2025	\$	2,000
NVSS Indigenous Girls Group	Gathering our Voices event	\$	3,000
Nechako Valley Swim Club	2026 Swim Meet	\$	3,000
Mapes Community Hall	cemetery upgrade	\$	18,186
Nechako Valley Exhibition	serviced campground	\$	35,000
Neighbourlink	building purchase	\$	50,000
District of Vanderhoof	Career and Service Fair	\$	1,000
Rip'N the North	Trail Upgrades	\$	4,900
NV Search and Rescue	Trailer	\$	3,163
Community Hall Appraisal Project	two halls	\$	3,600
Royal Canadian Legion	Wreath for ceremony	\$	100
Vanderhoof Chamber	Drone Show	\$	750
Fraser Basin Council	2025 AGM	\$	3,500
Vanderhoof Kin Club	2025 Santas Anonymous	\$	2,500

### 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>\$20,611</b>
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
Community Hall Appraisal Project	one hall	\$	1,800
Granisle Public Library		\$	2,500

[illegible]



## Finance

October 1 to December 31, 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 Purewal, Accounting Clerk I (Accounts Payable – Term Position)

## Statistic Highlight for the 4th Quarter 2025

Accounts payable paid a total of \$3,910,240 on invoices for last quarter. A total of \$18,219,960 was paid on invoices since the beginning of the year.

Accounts Receivable balance as of December 31<sup>st</sup> is \$145,635 with \$24,749 over 60 days (\$193,541 with \$37,869 over 60 days last quarter).

## Accounting and Reporting

A financial report for the year end is included with this report. It is important to note this report shows the actual expenses for invoices received up until January 19<sup>th</sup> and the year end results will likely change (but not significantly) as straggling invoices are received and the year end is updated with amortization and lease hold costs.

Highlights:

- "Fees and Charges" is much higher than expected due to the much higher than expected "tipping fees" at the landfills.
- 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 December is included with this memo as an attachment. There are no concerns noted with the current report.

Attachments:

**Directors Remuneration and Expenses  
Financial Report January 1 to December 31, 2025**

## GENERAL GOVERNMENT

REMUNERATION	Acutal		Budget		
		12 Months		12 Months	
Director's Remuneration - "A"	\$	19,182	\$	20,544	93%
Director's Remuneration - "B"	\$	19,468	\$	20,811	94%
Director's Remuneration - "C" *	\$	26,900	\$	26,622	101%
Director's Remuneration - "D"	\$	45,359	\$	54,819	83%
Director's Remuneration - "E"	\$	17,606	\$	19,119	92%
Director's Remuneration - "F"	\$	18,664	\$	19,569	95%
Director's Remuneration - "G"	\$	18,668	\$	19,569	95%
Director's Remuneration - SMITHERS	\$	19,882	\$	20,544	97%
Director's Remuneration - TELKWA	\$	17,026	\$	20,319	84%
Director's Remuneration - HOUSTON	\$	25,962	\$	28,080	92%
Director's Remuneration - GRANISLE	\$	18,894	\$	19,869	95%
Director's Remuneration - BURNS LAKE	\$	19,184	\$	20,061	96%
Director's Remuneration - FRASER LAKE	\$	17,228	\$	19,494	88%
Director's Remuneration - FORT ST. J	\$	19,802	\$	21,182	93%
Director's Remuneration - VANDERHOOF	\$	18,474	\$	19,644	94%
ALTERNATE Director's Remuneration	\$	2,119	\$	-	
Total	\$	324,418	\$	350,246	93%

TRAVEL	Acutal		Budget		
		12 Months		12 Months	
Electoral Area "A" Travel	\$	3,811	\$	5,075	75%
Electoral Area "B" Travel	\$	1,978	\$	1,750	113%
Electoral Area "C" Travel	\$	3,652	\$	6,125	60%
Electoral Area "D" Travel	\$	3,858	\$	15,450	25%
Electoral Area "E" Travel	\$	1,977	\$	1,750	113%
Electoral Area "F" Travel	\$	2,925	\$	5,600	52%
Electoral Area "G" Travel	\$	2,596	\$	2,800	93%
SMITHERS Travel	\$	3,905	\$	5,075	77%
TELKWA Travel	\$	2,831	\$	4,550	62%
HOUSTON Travel	\$	2,024	\$	2,975	68%
GRANISLE Travel	\$	2,743	\$	3,500	78%
BURNS LAKE Travel	\$	-	\$	-	
FRASER LAKE Travel	\$	1,345	\$	2,625	51%
FORT ST. J Travel	\$	2,640	\$	6,563	40%
VANDERHOOF Travel	\$	3,534	\$	5,950	59%
ALTERNATE TRAVEL	\$	736			
Total	\$	40,557	\$	69,788	58%



## RURAL GOVERNMENT

REMUNERATION	Acutal		Budget		
		12 Months		12 Months	
Director's Remuneration - "A"	\$	12,848	\$	17,070	75%
Director's Remuneration - "B"	\$	17,866	\$	19,360	92%
Director's Remuneration - "C"	\$	13,498	\$	13,199	102%
Director's Remuneration - "D"	\$	11,872	\$	13,260	90%
Director's Remuneration - "E"	\$	12,460	\$	13,381	93%
Director's Remuneration - "F"	\$	15,470	\$	15,461	100%
Director's Remuneration - "G"	\$	11,930	\$	12,679	94%
Total	\$	95,944	\$	104,410	92%

TRAVEL	Acutal		Budget		
	12 Months		Full Year		
Electoral Area "A" Travel	\$	3,621	\$	12,000	30%
Electoral Area "B" Travel	\$	7,633	\$	12,000	64%
Electoral Area "C" Travel*	\$	12,189	\$	14,000	87%
Electoral Area "D" Travel	\$	7,219	\$	12,000	60%
Electoral Area "E" Travel	\$	7,545	\$	12,000	63%
Electoral Area "F" Travel	\$	10,239	\$	12,000	85%
Electoral Area "G" Travel	\$	10,313	\$	12,000	86%
Total	\$	58,758	\$	86,000	68%

\* includes a \$2,000 allowance for SNRHD travel

	Actual To December 31, 2025	Budget	
<b>REVENUES</b>			
Taxation	15,302,264	15,305,877	100%
Lieu of Taxes	1,443,409	1,271,354	114%
Taxation and Service Agreement	114,163	102,168	112%
Federal Grants	2,357,818	1,933,000	122%
Fees and Charges	3,408,508	1,634,970	208%
Government Transfers	2,021,849	3,850,948	53%
Investment Revenue	605,585	-	
Municipal Debt Payments	687,074	739,800	93%
Internal Transfer from Own Reserves	1,040,139	598,000	174%
Northern Capital and Planning Grant	636,786	941,000	68%
Donations and Minor Grants	133,986	71,613	187%
Provincial Unconditional Grant	185,000	185,000	100%
Miscellaneous Revenue	145,832	410,500	36%
Prior Year Surplus	1,876,312	1,863,406	101%
Sale of Assets (Net)	7,449	-	
<b>Total Revenue</b>	<b>29,966,173</b>	<b>28,907,636</b>	104%
<b>EXPENSES</b>			
MFA Interest Paid	307,715	319,040	96%
MFA Principal Repayment	411,350	455,055	90%
Directors Remuneration and Benefits	480,944	803,303	60%
Directors Travel and Expenses	100,124	175,763	57%
Elections	-	7,000	0%
Association Dues	52,183	53,851	97%
Staff Salaries and Benefits	7,447,526	7,811,927	95%
Staff Travel and Education Expenses	180,186	281,050	64%
Safety Program	77,798	113,500	69%
Accounting	27,903	40,000	70%
Legal	27,903	48,500	58%
BC Transit	183,615	198,121	93%
Insurance	377,979	335,174	113%
Utilities	214,153	212,496	101%
Fuel	437,699	484,000	90%
Services and Supplies	2,022,066	2,248,428	90%
Equipment and Vehicle Maintenance	391,176	346,346	113%
Leasehold Amortization Expense	-	39,177	0%
Emergency Management	43,438	250,000	17%
Other Expenses and Special Projects	603,113	1,833,829	33%
Grants to Municipalities	3,292,060	2,454,077	134%
Grants to Societies	3,381,991	3,585,208	94%
Capital	4,235,634	5,996,000	71%
Contribution to Reserves	1,346,751	729,050	185%
Prior Year Deficit	94,720	86,741	109%
<b>Total Expenses</b>	<b>25,738,029</b>	<b>28,907,636</b>	89%
<b>Net Gain (Loss)</b>	<b>4,228,144</b>	<b>-</b>	



# **Protective Services Department**

October 1, 2025 – December 31, 2025

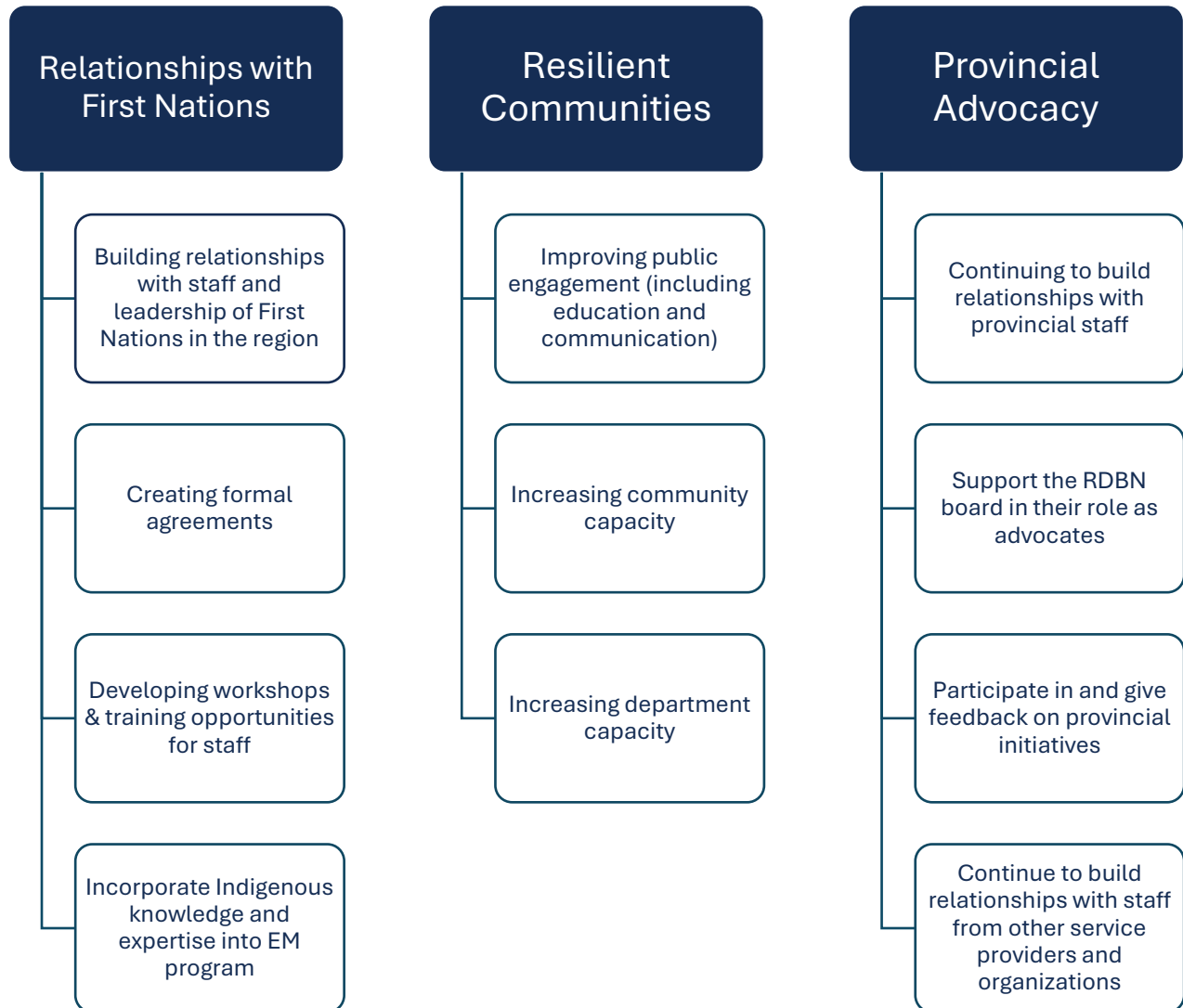
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## General

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

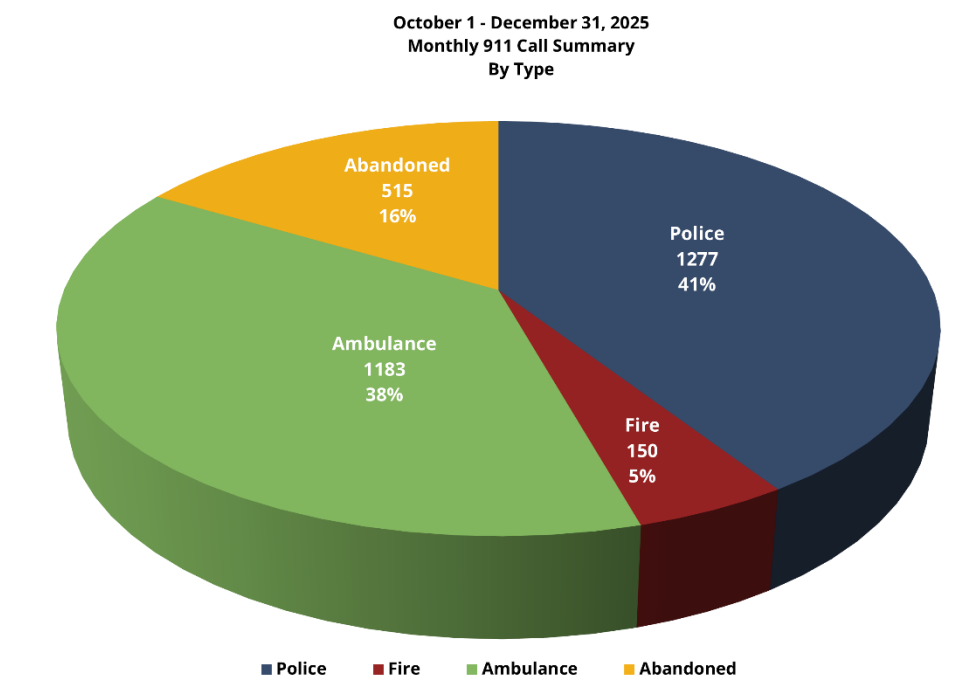
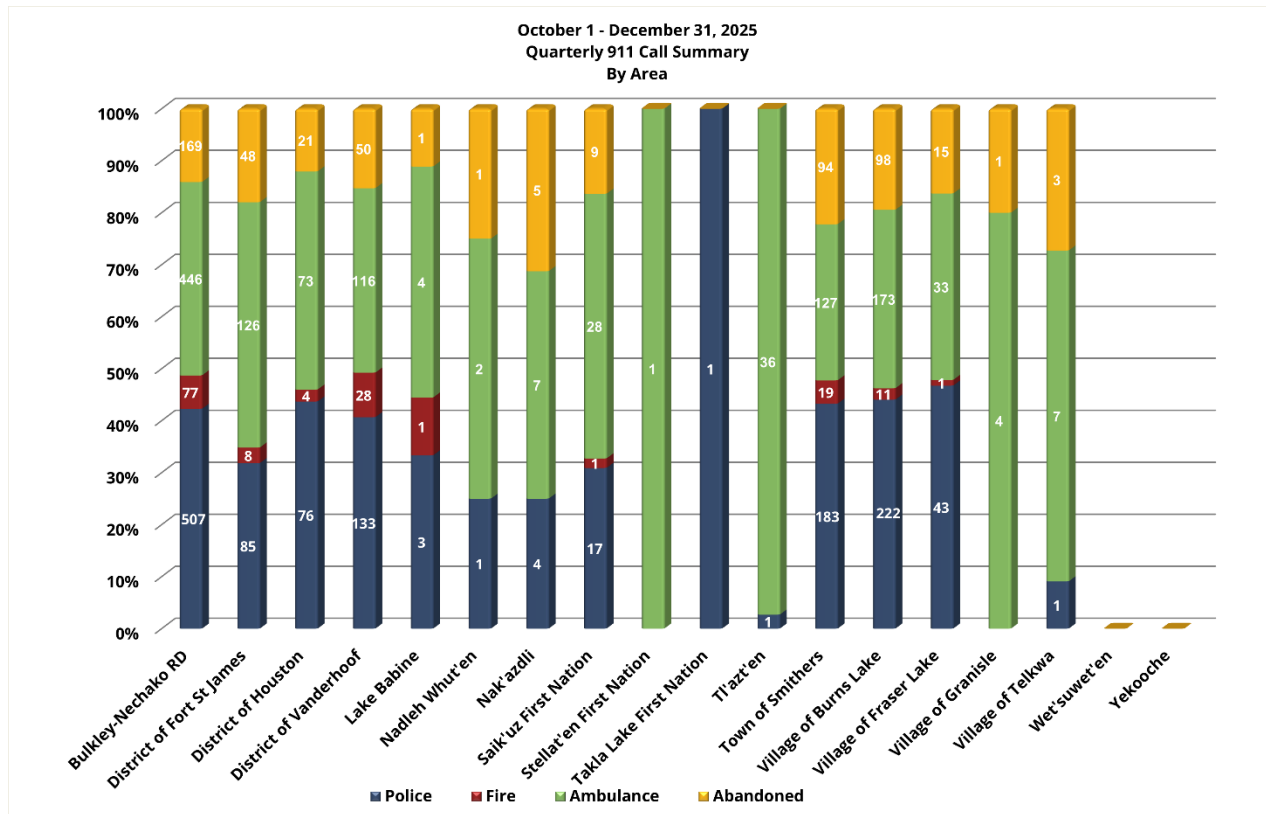
## Indigenous Engagement

In keeping with the Regional Districts 'Strategic Focus Areas', the Protective Services Department is working to enhance relationships with First Nations in the region and explore opportunities to collaborate and work in partnership for the benefit of communities. This quarter, staff met with staff members of 8 First Nation communities (Stellat'en First Nation, Nadleh Whut'en, Cheslatta Carrier Nation, Takla First Nation, Nee Tahi Buhn, Nak'azdli whut'en, Yekoochie First Nation, Tâilhqot'in National Government).

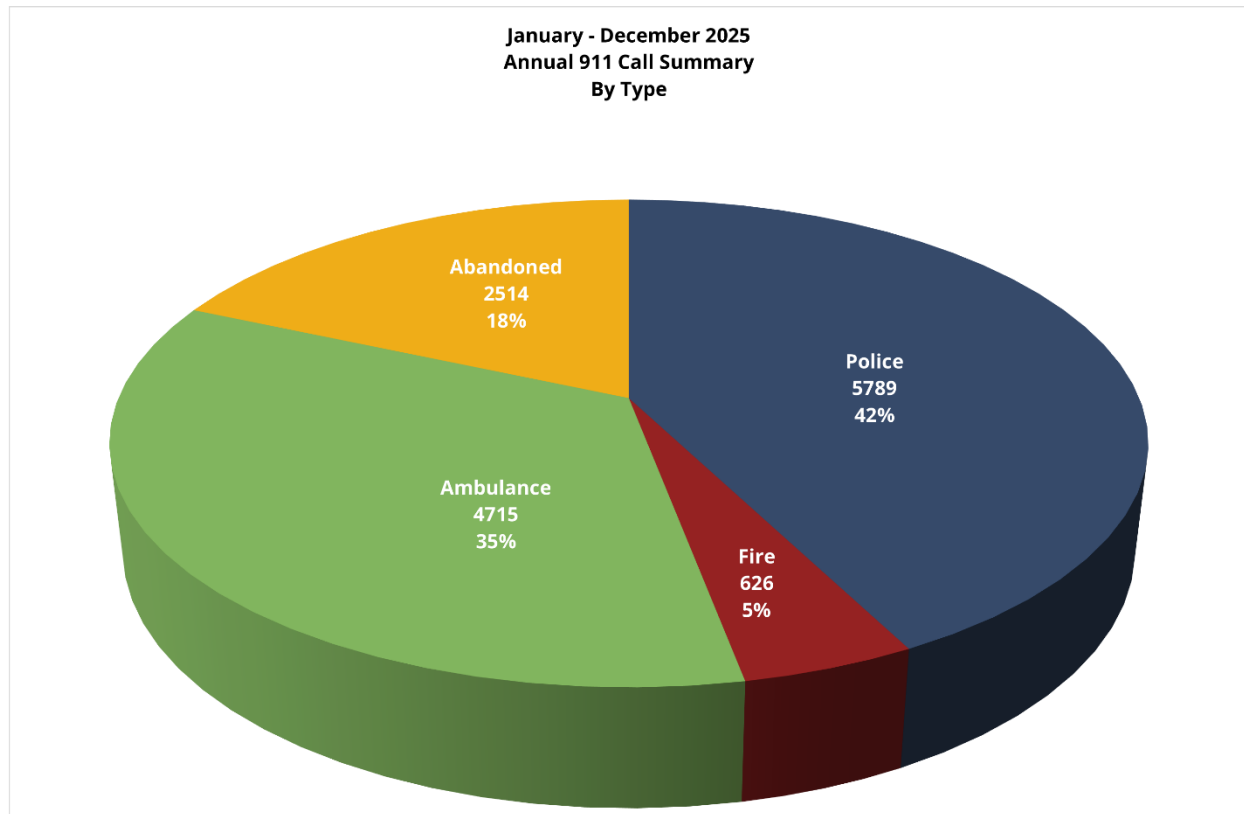
Staff met with 13 distinct First Nations throughout the year. Building relationships and discussing common goals and objectives are ongoing priorities for the department.

## 911 Service

E-COMM received **3,125** for the months of October, November and December. The charts below show the 911 calls received by jurisdiction and call type.



ECOMM received **13,644** 911 calls in 2025. The chart below indicates the Total 911 calls received by call type.



### Transition to NG911

To use NG911 and use 'Radio over IP' in the Topley and Fort Fraser fire protection areas, upgraded internet options will have to be in place at the halls. Staff are looking at getting a fiber optic line installed at the Fort Fraser Hall and the use of Star Link at the Topley Hall.

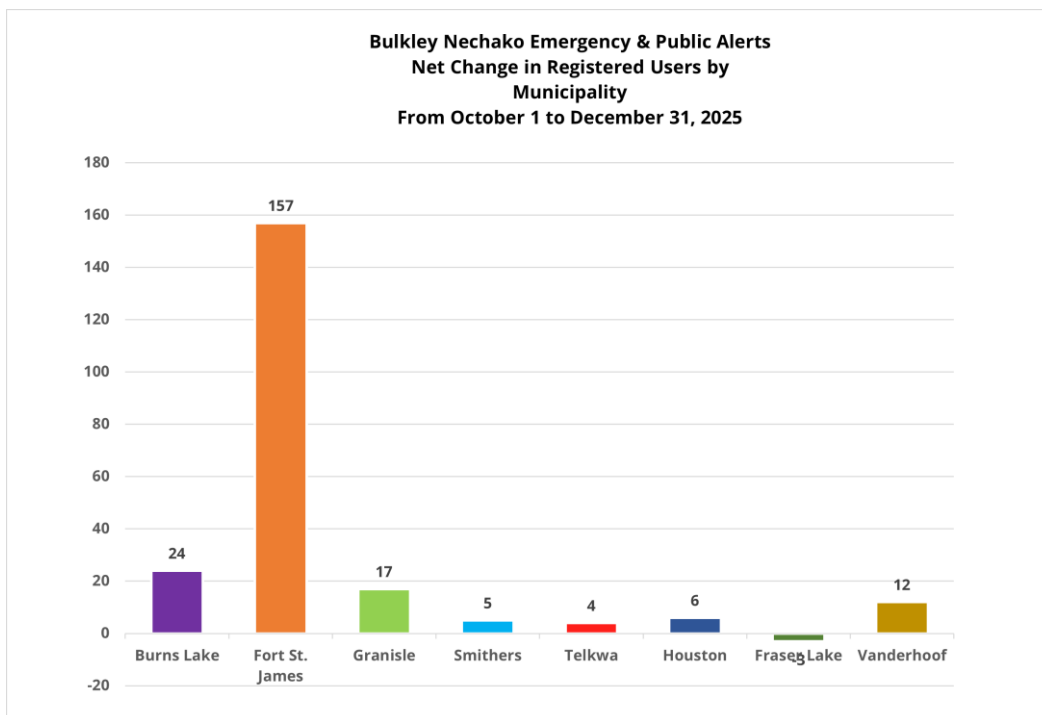
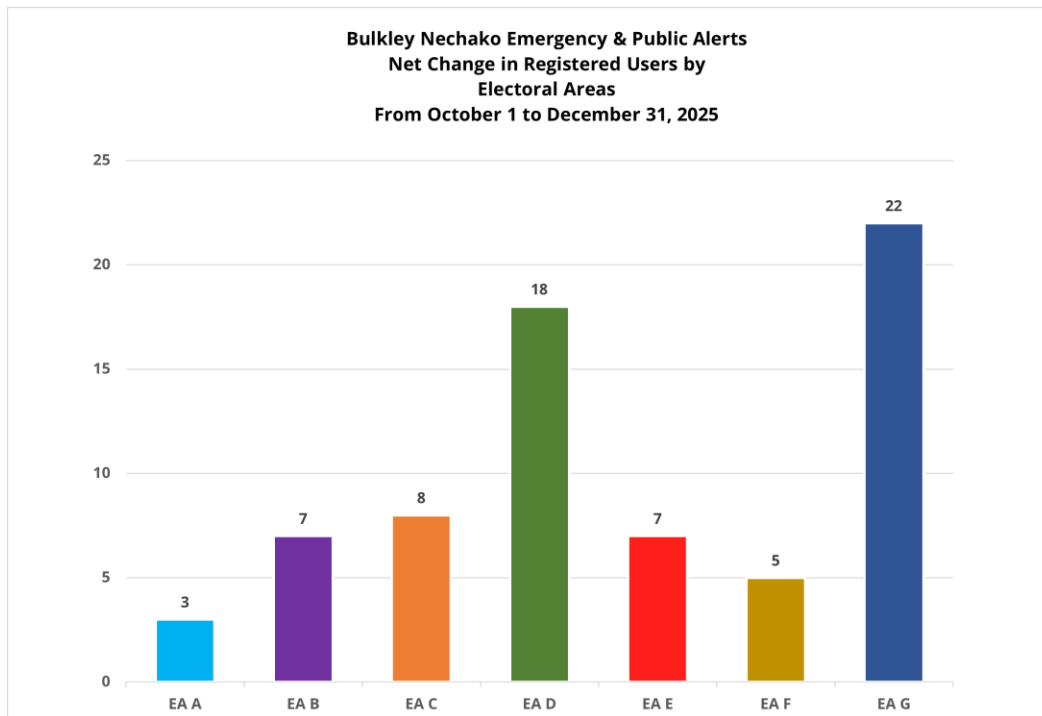
Staff are working on a proposal to improve residential signage. The project will provide funding to purchase address signs for residents to put up on their property. This will help first-responders find properties when there is a call out.

### Bulkley-Nechako Voyent Alert

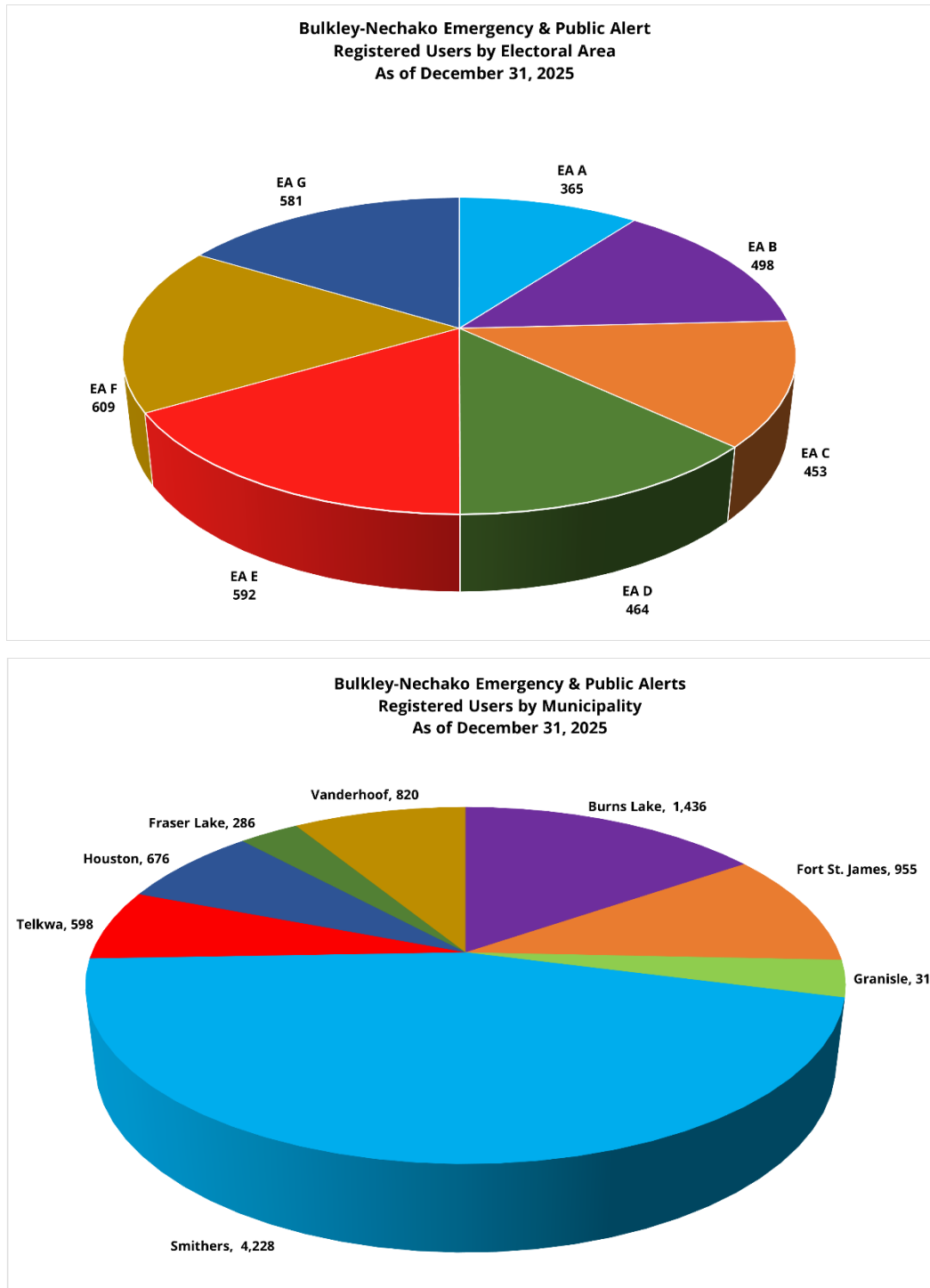
The advertising campaign, which started in mid-April, has been successful. Residents continue to sign up on their own or utilize staff for assistance. Advertisements continue to be placed in the local newspapers, social media and now three movie theatres. We encourage the Board of Directors to take in a movie and review the Voyent Alert trailer.

There were **70** new users in the electoral areas and **222** new users in the municipalities.





There is now a total of **3,562** users signed up in the electoral areas and **9,310** users signed up in the municipalities. This is an increase of **292** users this quarter.



There are **12,872** total people signed up to Voyent Alert! which is approximately 42% of the RDBN population over the age of 15 are signed up with the platform. This is an 8% increase from 2024.

## Rural Fire Protection

### Expansion of Fire Protection Areas

At the request of Nee Tahi Buhn, staff is working on expanding the Southside Fire Protection Area to include IR Francois Lake Number 7.

### Administration, Training, and Support

The Topley and Cluculz Lake apparatuses purchased with RBA funding are scheduled for delivery date in Feb/March.

The generator for the Luck Bay Fire Hall was purchased, and Tower Communications has been contracted to install a generator at the Topley Fire Hall in 2026.

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.

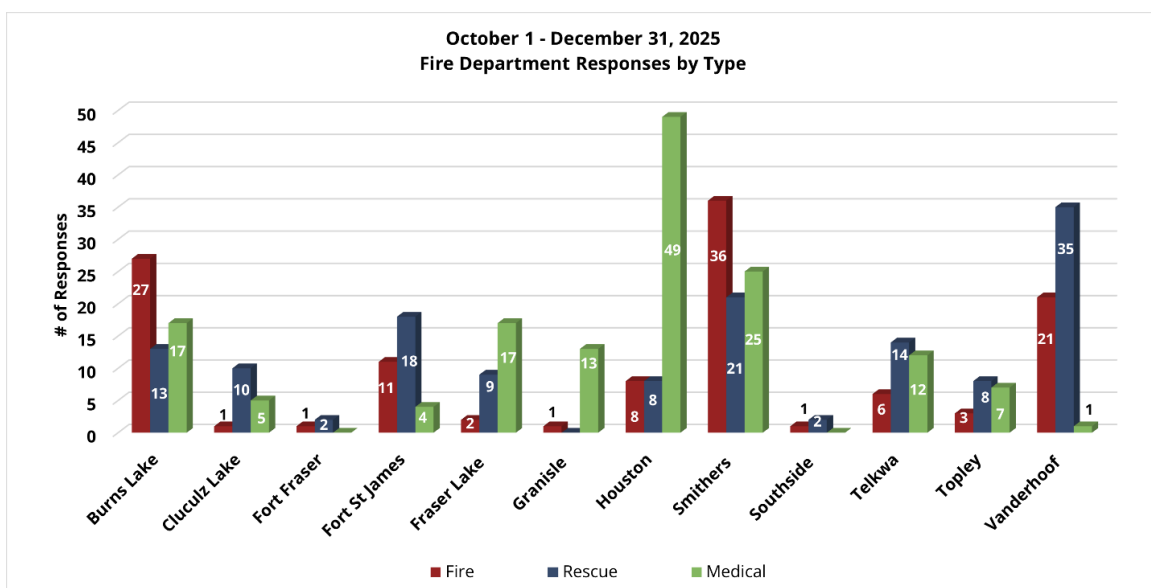
The RFP for the underground water tank for Luck Bay has been awarded looking for completion in 2026. Staff are still looking for suitable locations for the tanks in the Burns Lake and Telkwa fire protection areas.

Tower Communications are continuing to test the best location for the radio repeater in Cluculz Lake. A new tower and the relocation of radio equipment to the Topley Fire Hall was completed.

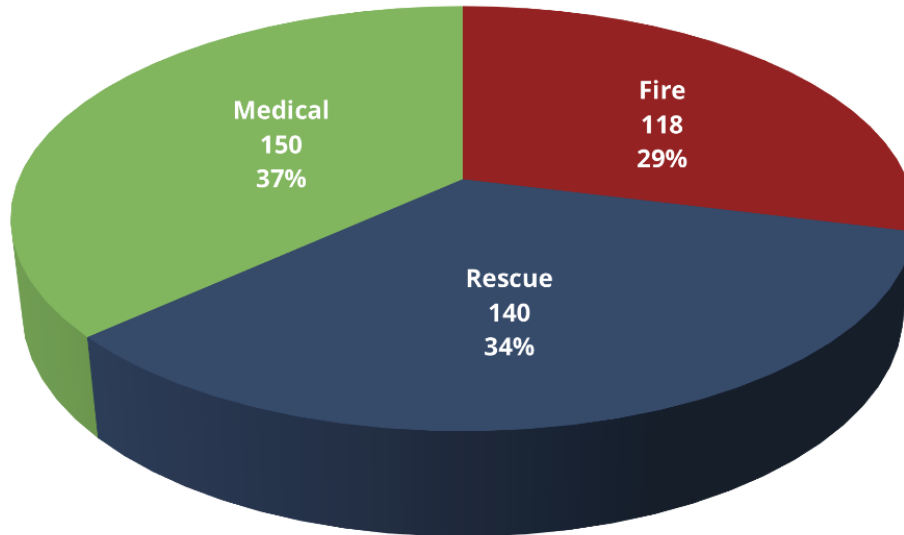
### Fire Department Response

Fire department responses vary in type and frequency across our region.

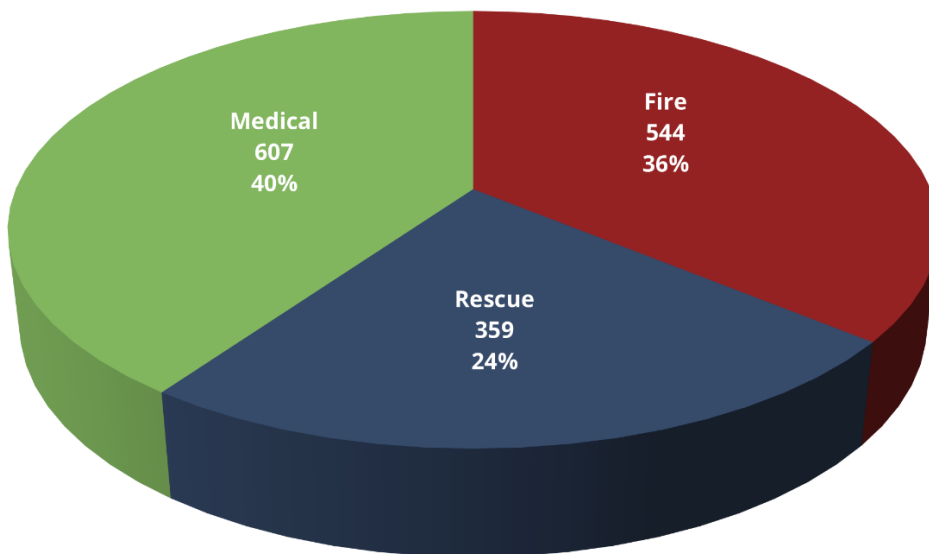
Of the **3,125** 911 calls received from October - December, **408** were forwarded to the Fire Operation Communication Centre for Fire Department response. The charts below show the 911 calls received by call type and Department.



**October 1 - December 31, 2025  
Fire Service Call Summary  
By Activity**



**January - December 2025  
Fire Service Call Summary  
By Activity**



There were **1,510** calls sent to the Fire Operation Communication Centre for 2025. The chart on the previous page outlines the 911 calls received by Call Type.

## 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

Staff have started the process of restructuring the rural fire department budgets as well as the Standard Operating Guidelines that inform how the departments are run.

Transitioning the four ‘Society Run’ rural volunteer fire departments to regional district run departments is required to meet the realities of delivering this service.

## 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 16 Home Assessments were completed in Q4, totaling 113 assessments for the year. The RDBN issued 34 rebates in Q4 bringing the 2025 total to 49. The 49 rebates totaled \$121,771.30 issued to residents. Staff completed 10 Critical Infrastructure (CI) assessments for PNG from Burns Lake to Smithers as part of a multi-agency Wildfire Risk Reduction (WRR) project.

The RDBN hosts the Community Wildfire Resiliency Committee for interested municipalities and First Nations in the regional. The Committee meets regularly to discuss mutual concerns, collaboration, planning and advocacy for northern communities.

For 2026 staff will continue to expand community information and education as well as look at opportunities for the rural voluntary fire departments to take on a larger role in promoting the program at public events.

### 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)
- 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)

## Business Continuity Plans

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. Three staff members completed Information Officer training. Other completed courses include Introduction to Business Continuity, ICS 200 and Psychological First Aid. Protective Services staff have actively engaged in several emergency management exercises across the region to enhance operational readiness and strengthen regional collaboration:

- Granisle Functional Tabletop Exercise, one staff member attended
- Vanderhoof Functional Tabletop Exercise, two staff members attended
- Stellat'en First Nation Tabletop Exercise for Emergency Operations
  - This exercise and discussion format is being expanded, and staff are planning on meeting with as many interested First Nations and municipalities as possible in 2026.
- A Functional Tabletop Exercise occurred December 9-10 consisting of two parts.
  - Day 1 included a process and paperwork review followed by short scenarios that reinforced the days learning.
  - Day 2 was an all-day event based on two separate events – an infrastructure failure and a wildfire even.
    - A dump truck collision with the Fort Fraser Water tower caused a complete collapse of the tower and pump house. Staff activated the Fort Fraser Water System Emergency plan. All facets of the plan were tested in the scenario. Part way through the response a structure fire in the Buck Flats area led to a wildfire in Electoral Area G. This scenario required a State of Local Emergency, evacuation orders and testing of all parts of the Wildfire Emergency Response Plan.
  - The intent of the exercise was to test plans and processes, and to focus on RDBN operated critical infrastructure as part of Business Continuity planning that will be undertaken in 2026.

Two staff members also attended the Building Resilient Communities in Penticton in November.

Through these opportunities, staff continue to build relationships, gain valuable knowledge and experience. Protective Services is committed to a collaborative and integrated approach to emergency response with municipalities and First Nations in the region as well as with neighbouring jurisdictions (Regional District Fraser Fort George and Cariboo Regional District).

## 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.

## Community Groups

In 2025, seven community groups applied to the Cooperative Community Wildfire Response Group program. The regional district received 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.

## 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 Q4.

Staff hosted and attended regional ESS training for Psychological First Aid Training attended by 30 staff and volunteers.

The Emergency Support Services Equipment and Training grant for 2025 was completed and 2026 grant application was submitted for ESS members in region to attend the NESST conference in 2026.

### Emergency Operation Centre

Staff continually monitor the provincial Common Operating Picture portal (COP), attend weekly hazard calls and monitor local wildfires activity in an effort to build and maintain situational awareness.

A level 1 EOC was stood up on December 28<sup>th</sup> in response to an ice jam on the Bulkley River and flooding in the Dohler Flats area and an Evacuation Alert was issued at 1600. The alert included 11 properties. On December 29<sup>th</sup> a Hazard Warning was issued with the Town of Smithers. The ice jam broke up around 1230 on Dec 30<sup>th</sup> and the Evacuation Alert and hazard notice were

rescinded on August 31<sup>st</sup>. Four homes had basements that had minor flooding and one producer lost part of their hay in the event.

### Recovery

A producer received support for emergency feed during the event.

### Advocacy

Staff presented to CAOs of municipalities in the Regional District to discuss Multi-Jurisdictional Emergency Management Organizations (MJEMOs). There was consensus around the table around the different levels of capacity throughout the Regional District and there are gaps that impact all jurisdictions. Staff will continue to explore opportunities for collaboration and partnership with other jurisdictions.

Staff participated in discussions with EMCR on the proposed Modernization of EMCR's Financial Guidelines. The new guidelines are set to come out in 2026 and may have implications around existing practices (On Call, back filling staff, set prices for contractors).

Staff met with Executive EMCR staff and Assistant-deputy Minister Rachael Pollard around using Search and Rescue (SAR) volunteers to deliver Evacuation Orders and other field operations. The RDBN has developed processes and procedures for the safe deployment of these teams during emergencies. Staff offered to assist in building upon RDBN practices as a template for provincial guidelines on the utilization of SAR teams, rather than prohibiting the use of SAR volunteers during civil emergencies.





# Planning Department

October 1 – December 31, 2025

Year-End Summary

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## Staffing

Jason Llewellyn, Director of Planning and Development Services  
 Amy Wainwright, Deputy Director of Planning and Development Services  
 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

The Planning Department includes 12 full-time positions providing Land Use Planning, Building Inspection, Parks and Trails, Transit, GIS and Bylaw Enforcement Services. Building inspection, bylaw enforcement, and land use planning services are also provided to select municipalities on a contract basis.



## Planning Department Enquiries

The Planning Department keeps track of the number of enquiries that are answered each month. The enquiries are divided into the following seven main subject areas:

- Development Services (ALR, environmental assessments, subdivision, Crownland)
- Electoral Area Planning (Zoning, OCPs, permits)
- House numbering
- Mapping requests
- Parks and trails
- Bylaw enforcement
- Other (animal control, road maintenance, sewerage etc.)

In 2025, the Planning Department answered 2,027 enquiries. This number is lower than the 2,288 enquiries answered in 2024 and lower than the 2,630 enquiries answered in 2023.

### Planning Enquiries by Subject Area 2025

	Development Services	Electoral Area Planning	House Numbering	Parks & Trails	Bylaw Enforcement	Maps	Other	Total
January	37	52	7	0	5	15	32	<b>98</b>
February	52	46	13	1	9	13	9	<b>143</b>
March	36	71	17	0	17	16	24	<b>181</b>
April	34	68	7	2	15	22	32	<b>180</b>
May	55	71	55	0	13	13	31	<b>238</b>
June	56	61	19	0	10	12	17	<b>166</b>
July	56	64	30	2	21	11	30	<b>214</b>
August	71	80	22	2	3	21	32	<b>231</b>
September	40	56	24	1	8	14	22	<b>165</b>
October	56	60	9	2	19	15	19	<b>180</b>
November	36	47	13	0	14	11	23	<b>144</b>
December	16	35	8	0	9	6	13	<b>87</b>
<b>Total</b>	<b>545</b>	<b>711</b>	<b>224</b>	<b>10</b>	<b>143</b>	<b>169</b>	<b>284</b>	<b>2027</b>

## 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 2025 the Planning Department had the following special project accomplishments:

- In January the Planning Department provided an Antimony Forest Service Road access update report to the Board.
- In March the Planning Department provided a report to the Board for the RDBN Wildfire Resiliency Plan recommendations that relate to Planning Services.
- In March the Planning Department provided a report to the Board on recommendations for an illegal dumping mitigation strategy.

- In April the Planning Department presented a report on the Draft Bylaw Enforcement Policy to the Committee of the Whole (deferred to May 2025).
- In April the Planning Department presented a report regarding the Endako Weir Project in Electoral Area B to the Board of Directors.
- In May the Planning Department presented a report on the Bylaw Enforcement Policy and Bylaw Notice Enforcement Bylaw to the Committee of the Whole (deferred to June 2025).
- In May the Planning Department provided a report on the proposed Bylaw Enforcement Policy to the Board (deferred to June 2025).
- In May the Planning Department provided a report with an update on the Coastal GasLink project to the Board.
- In May the Planning Department provided an update on Bill 15 the *Infrastructure Projects Act* to the Board.
- In May the Planning Department requested the Board's permission to apply for the UBCM's 2025 Community Excellence Award for the Cycle 16 Trail Project and staff completed an application.
- In June the Planning Department provided a report regarding the Minister of Housing and Municipal Affairs Small Scale Multi-Unit Housing letter to the Board.
- In June the Planning Department presented reports for the Bylaw Notice Enforcement Bylaw and Dispute Adjudication Registry and the Draft Bylaw Enforcement Policy to the Board.
- 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 a review of the Development Procedures Bylaw and presented a new bylaw to 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.
- In October the Planning Department requested the Board authorize the addition of the District of Houston, District of Vanderhoof, and the District of Fort St. James to the RDBN's Bylaw Notice Dispute Adjudication Registry Agreement.
- In October the Planning Department presented a report to the Board on the Province's new proposed regulatory policies for renewable energy projects under the *Renewable Energy Projects (Streamlined Permitting) Act*.
- In October the Planning Department presented the new Development Procedures Bylaw No. 2076, 2025 to the Board for consideration of adoption.
- In November the Planning Department provided a report to the Committee of the Whole on the Province's new proposed regulatory policies for renewable energy projects under the *Renewable Energy Projects (Streamlined Permitting) Act*.
- In November the Planning Department requested the Board authorize renewing the RDBN's Building Inspection Service Agreement with the Village of Burns Lake, the Village of Fraser Lake, the Village of Granisle, the District of Fort St. James, the District of Houston, and the Village of Telkwa.
- In November the Planning Department requested the Board authorize the RDBN to enter into a service agreement with the Village of Burns Lake for the provision of a one-year Planning Services pilot project.

## Land Use Applications and Referrals

### Agricultural Land Reserve (ALR) Applications

The Planning Department received five ALR applications in the fourth quarter of 2025. One non-farm use application was withdrawn, one non-adhering residential use application was submitted to the ALC, and three applications remain under review.

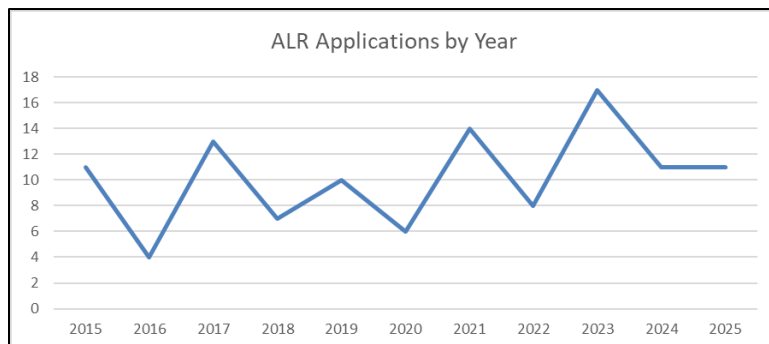
In 2025, the Regional District received 11 ALR applications, one of which was withdrawn. This is consistent with the 11 applications received in 2024 and a decrease from the 17 applications received in 2023. Five applications were for non-farm use (two of which were removal of soil), four were for non-adhering residential uses, and one was for subdivision.

The Board considered nine applications, recommending seven to the ALC for approval, forwarding one to the ALC with no recommendation, and not supporting moving one application forward to the ALC.

At the March 27, 2025 Board meeting the Planning Department reported on the Agricultural Land Commission's (ALC) decisions for the previous 12 months.

### ALR Applications 2015-2025

		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	<b>Total Received</b>	<b>11</b>	<b>4</b>	<b>13</b>	<b>7</b>	<b>10</b>	<b>6</b>	<b>14</b>	<b>8</b>	<b>17</b>	<b>11</b>	<b>11</b>
Board Recommendations	Denial	2	2	4	2	2	0	0	1	1	0	1
	Approval	2	1	3	3	5	3	10	6	5	5	7
	Pending	3	0	1	0	1	2	1	0	3	3	4
	Withdrawn	2	1	0	0	0	0	0	1	5	1	1
Commission Decisions	Denial	0	0	0	0	2	1	0	0	0	0	5
	Approval	1	0	2	0	5	0	2	1	0	2	6
	Conditional Approval	0	0	2	0	0	1	3	0	1	0	2
	Pending	2	1	8	5	3	4	9	6	12	7	3
	Withdrawn	8	3	0	0	0	0	0	1	5	1	0



## Official Community Plan (OCP) Amendments and Rezoning Applications

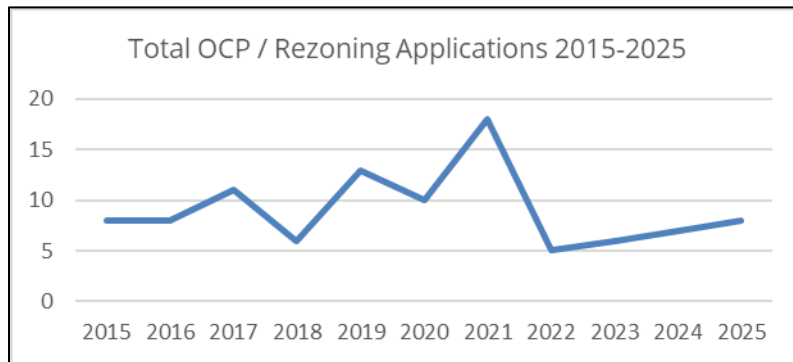
The Planning Department received one zoning amendment application in the fourth quarter of 2025.

In 2025, the Planning Department received seven rezoning applications and one combined OCP amendment/rezoning application for a total of eight applications.

Six rezoning applications and one combined OCP amendment/rezoning application were adopted in 2025, including text amendments relating to housing. One rezoning application received third reading in 2025, and one rezoning application received second reading. Both require additional steps from the applicants to move forward. Four other applications remain on hold pending additional information from the applicants.

### OCP/Rezoning Applications 2015-2025

		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Board Decision	<b>Total</b>	<b>8</b>	<b>8</b>	<b>11</b>	<b>6</b>	<b>13</b>	<b>10</b>	<b>18</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
	Denied	1	3	2	0	3	0	2	0	0	0	0
	Adopted	2	0	7	4	4	1	12	1	4	3	7
	In Process*	3	5	1	2	4	7	3	4	2	4	6
	Withdrawn	2	0	1	0	2	2	1	0	0	0	0
* includes applications carried over from previous year that are still in process												





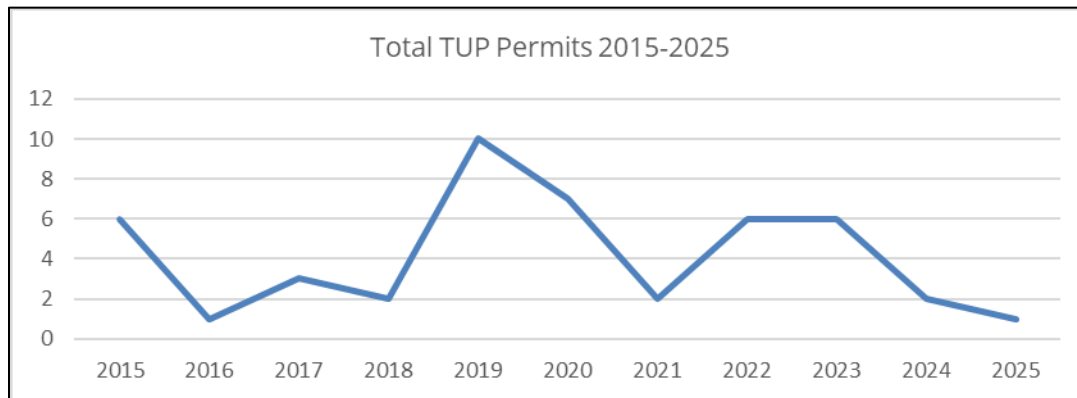
## Temporary Use Permit (TUP) Applications

The Planning Department received no TUP applications in the fourth quarter of 2025.

In 2025, the Planning Department received one TUP application and one TUP renewal request, both approved by the Board. These numbers are lower than 2024 and 2023 numbers, when three and six applications were received, respectively. One TUP application from 2023 and one TUP application from 2024 are on hold/incomplete and were carried over to 2025.

### TUP Applications 2015-2025

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Total	6	1	3	2	10	7	2	6	6	2	1
Denied	0	0	1	0	0	0	0	0	0	0	0
Issued	5	0	2	0	7	6	1	2	0	1	2
Renewal	1	1	0	0	0	0	1	4	1	1	1
Withdrawn	0	0	0	0	3	1	0	0	0	0	0



## Development Variance Permit (DVP) Applications

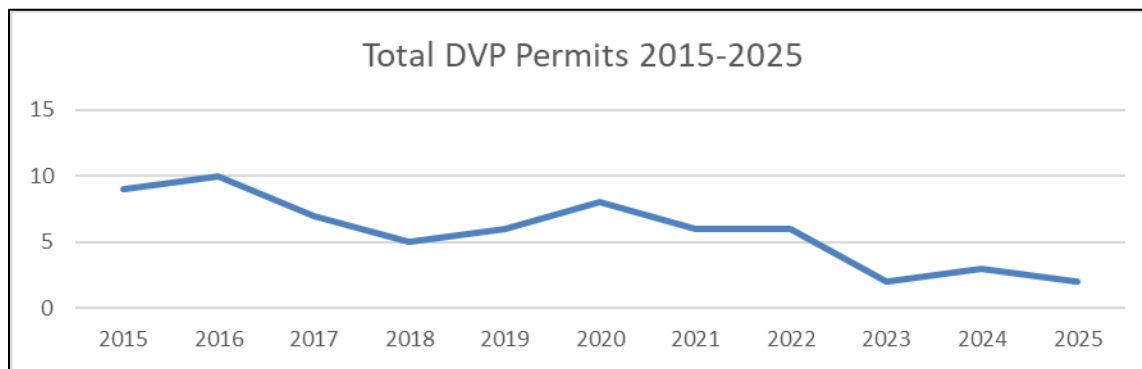
The Planning Department received no new DVP applications in the fourth quarter of 2025.

In 2025, two DVP applications were received, of which one was issued, and one was withdrawn. One DVP application from 2024 was carried over and issued in 2025 and one DVP application from 2022 remains on hold at the applicant's request.

The 2025 DVP application numbers are lower than 2025 when three DVP applications were received and the same as 2023 when two DVP applications were received.

### DVP Applications 2015-2025

		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	<b>Total</b>	<b>9</b>	<b>10</b>	<b>7</b>	<b>5</b>	<b>6</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>2</b>	<b>3</b>	<b>2</b>
Board Decision	Denied	0	0	1	0	0	2	1	0	0	0	0
	Issued	5	7	5	4	4	3	5	3	2	2	1
	In Process	3	2	0	1	0	2	0	3	0	1	1
	Withdrawn	1	1	1	0	2	1	0	0	0	0	1



## Miscellaneous Applications

The Planning Department received one application for a Special Events License in late 2025. This is the first Special Events License application to be received since 2013, when three Special Events Licenses were received. This application will be considered by the Board in early 2026.

In the first quarter of 2025 the Planning Department received one request for an exemption to the 10 percent parcel frontage requirement for subdivisions fronting a highway. This is the second request received since the board repealed the delegation to the Ministry of Transportation and Transit (MoTT). The first request was reviewed (and approved) concurrently with a combined OCP and rezoning application that received third reading on June 20, 2024.

## Subdivision Referrals

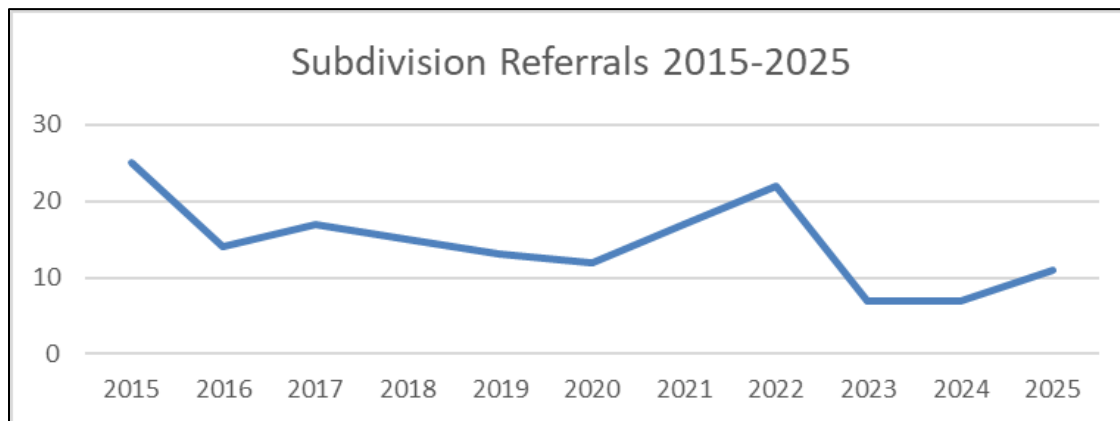
The Planning Department received one subdivision referral in the fourth quarter of 2025.

In 2025, the Planning Department received 10 subdivision referrals from MoTT and one subdivision referral from the Village of Telkwa for a total of 11. This is an increase from the seven subdivision referrals in both 2024 and 2023.

In 2023, MoTT began requiring subdivision applicants to obtain letters from the Regional District confirming Regional District requirements have been satisfied prior to issuance of final subdivision approval. This change means subdivision referrals are now reviewed by Planning Staff at the preliminary stage and final stage. These additional reviews are not reflected in the above noted subdivision referral numbers, and the Planning Department began to track them in 2025 as “confirmation letters” which are discussed below.

### Subdivision Referrals 2015-2025

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Total</b>	<b>25</b>	<b>14</b>	<b>17</b>	<b>15</b>	<b>13</b>	<b>12</b>	<b>17</b>	<b>22</b>	<b>7</b>	<b>7</b>	<b>11</b>
Non-compliance with zoning	6	4	6	3	3	4	6	1	0	3	4
Complies with zoning	18	9	11	12	9	8	9	17	6	2	6
No zoning applicable	1	1	0	0	1	0	2	4	1	2	1



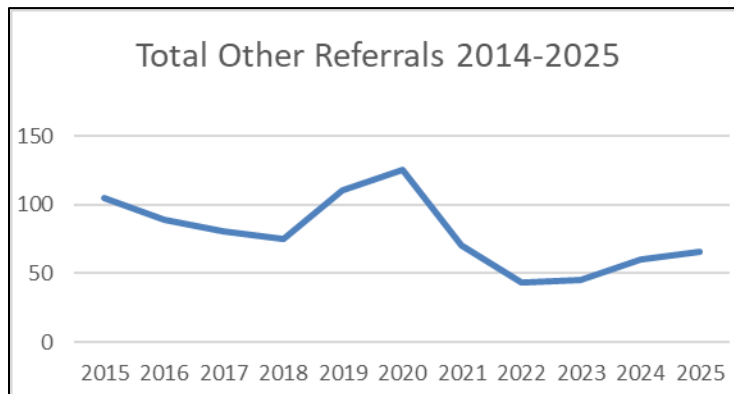
### Other Referrals

A total of 17 referrals were received in the fourth quarter of 2025, for a total of 66 total referrals in 2025. This is an increase from both 2024 and 2023, which saw 60 and 45 referrals received, respectively.

Three referrals from the fourth quarter remain in process. Eight referrals related to the energy sector, five referrals were for licences of occupation, four referrals related to mining, three were municipal referrals, two referrals were for water licenses, and one referral was for a change to the name of Necoslie River.

### Other Referrals 2015-2025

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Total</b>	<b>105</b>	<b>89</b>	<b>81</b>	<b>75</b>	<b>110</b>	<b>125</b>	<b>70</b>	<b>43</b>	<b>45</b>	<b>60</b>	<b>66</b>
Crown Land	33	29	44	28	25	43	17	13	16	13	27
Mining	4	3	3	3	3	8	1	7	6	6	5
Water Licence	9	11	6	9	5	12	14	7	3	9	5
Woodlot	15	4	8	3	8	1	4	2	0	5	2
Oil and Gas	40	42	20	23	61	55	23	7	10	12	9
Other-telecommunications, addition to reserve,municipal, liquor, ect.	4	0	0	9	8	6	11	7	10	15	18
<b>Total</b>	<b>105</b>	<b>89</b>	<b>81</b>	<b>75</b>	<b>110</b>	<b>125</b>	<b>70</b>	<b>43</b>	<b>45</b>	<b>60</b>	<b>66</b>



## Land Use Reviews

The Planning Department completed six land use reviews for electoral area building permits in the fourth quarter of 2025. In total 83 land use reviews were completed in 2025. This is an increase from the 78 land use reviews for building permits completed in 2024 and a decrease from the 93 completed in 2023.

## Confirmation Letters

The Planning Department began tracking confirmation letter requests in 2025. These include letters requesting that the RDBN confirm information in writing. These were previously tracked as "enquiries". Given the staff resources it takes to respond in writing 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 25 confirmation letter requests in 2025, including three confirmation letter requests in the fourth quarter. Seven of the 25 requests were to confirm subdivision requirements had been met. The remaining 18 were from Northern Health, realtors, lawyers, and nonprofit societies.

## Land Use Applications and Services for Municipal Governments

No land use applications were completed in the fourth quarter on a contract basis for RDBN municipalities. In 2025, casual advice was provided on a regular basis to member municipalities.

In 2025, the RDBN entered into a planning services contract with the Village of Granisle to complete an update to the Village of Granisle Official Community Plan. This project is anticipated to be completed in early 2026.

### **Regional Housing Initiative**

In 2025 RDBN staff supported a number of affordable housing developments and one market housing development, all with connections to BC Housing funding programs. BC Housing accepted applications to their Community Housing Fund (CHF) program. The RDBN provided project planning support related to site identification, municipal development approvals, archaeological assessments, environmental and geotechnical studies, concept design, and quantitative analysis. BC Housing has not yet announced which projects have been selected for funding.

The following is a list of the notable Regional Housing Initiative work completed in 2025.

- An Official Community Plan update for compliance with new provincial housing legislation was initiated for the Village of Burns Lake.
- An Official Community Plan update for compliance with new provincial housing legislation was initiated for the District of Houston.
- A rezoning application was received for a housing project in the Village of Burns Lake.
- Oversight and document review for the District of Houston's Development Approval Procedures and Zoning Bylaw Review was conducted. This project also included drafting new wildfire development permit guidelines, and drafting a new development procedures bylaw, manufactured home park bylaw, floodplain management bylaw and sign bylaw.

## Long Range Planning

In March 2025, the Regional District of Bulkley-Nechako Board of Directors directed staff to proceed with the review process for the *Houston, Topley, Granisle Rural Official Community Plan* and approved a consultation strategy.

The review process began with referrals sent to First Nations, community groups, the District of Houston, the Village of Granisle, School District 91 and provincial ministries, and staff met with the Area G Advisory Planning Commission for a preliminary consultation.

Open houses were held in May in Houston, Topley, and Granisle to introduce the review process to the public and to solicit participation in a working group to assist in the review process and the drafting of a new Plan. Additional public engagement occurred throughout the summer at the Houston Farmers Market and Granisle Days and promotion of a community survey via social and local media.

The OCP process includes the creation of a working group to review the process and the mandate of an OCP, identify and discuss key issues, establish community visions and goals for the Plan area, and review the policies contained in the Plan. Municipalities, First Nations, Houston & District Chamber of Commerce, Community Futures – Nadina, Pleasant Valley Cattleman's Association, Topley Community Club, Ministry of Transportation and Transit, Northern Health, the community at large and the Area G Advisory Planning Commission were invited to participate in the working group. The OCP working group met three times throughout September and October.

Staff are working on completing the draft OCP with the feedback and comments provided by the working group and the public survey responses. The next step in the process will be to send the draft back to the working group for review. The draft OCP will then be shared with the broader OCP consultation list for review and input.

## Building Inspection

The RDBN received a total of **23** building permit applications in the fourth quarter of 2025, with a total construction value of **\$5,348,376**. This is lower than the **31** building permit applications and slightly higher than the total construction value of **\$4,994,771** received in the fourth quarter of 2024.

### Fourth Quarter Building Permit Data for 2025

Area	Total Permits	Total Construction Value (\$)
A	3	65,800
B	4	216,972
C	0	0
D	1	40,000
E	0	0
F	0	0
G	0	0
Burns Lake	4	65,500
Fort St. James	5	1,547,400
Fraser Lake	1	60,000
Granisle	0	0
Houston	0	0
Telkwa	5	1,244,119
<b>Fourth Quarter RDBN Totals</b>	<b>23</b>	<b>3,239,791</b>
Smithers	15	1,438,037
Vanderhoof	7	670,548
<b>Total</b>	<b>45</b>	<b>5,348,376</b>

In 2025 there were 98 building permits issued in the **rural area**. This is a slight increase from the 93 permits issued in 2024, and a slight decrease from the 108 permits issued in 2023. Construction value under permit in Electoral Areas in 2025 totaled 19,287,571, which is an increase from the 2024 value of \$18,380,729.

A total of 80 permits were issued under contract for **municipalities** in 2025. This is a slight increase from the 76 permits issued in 2024.

### 2025 Building Permit Data

Area	Total Permits	Total Construction Value (\$)
A	44	10,661,730
B	20	2,331,561
C	4	237,980
D	8	1,313,267
E	0	0
F	20	4,548,033
G	2	195,000
Burns Lake	19	13,131,384
Fort St. James	16	4,334,400
Fraser Lake	7	290,774
Granisle	5	2,046,500
Houston	16	28,067,800
Telkwa	17	2,563,862
<b>2025 RDBN Totals</b>	<b>178</b>	<b>69,722,291</b>
Vanderhoof	54	28,922,931
Smithers	67	11,616,891
<b>Total</b>	<b>299</b>	<b>110,262,113</b>

In 2025 there were 98 building permits issued in the rural area. This is a slight increase from the 93 permits issued in 2024, and a slight decrease from the 108 permits issued in 2023. Construction value under permit in Electoral Areas in 2025 totaled 19,287,571, which is an increase from the 2024 value of \$18,380,729.

A total of 80 permits were issued under contract for municipalities in 2025. This is a slight increase from the 76 permits issued in 2024.

### Historical Electoral Area Building Permits by Year 2015-2025

Year	Number of New Permits	Construction Value (\$)	Permit Fees (\$)
<b>2025</b>	<b>98</b>	<b>19,287,571</b>	<b>113,940</b>
2024	93	18,380,729	101,711
2023	108	20,198,978	106,744
2022	138	29,653,559	168,763
2021	147	30,238,356	163,668
2020	137	17,784,976	93,473
2019	128	17,665,394	97,935
2018	100	14,036,541	79,758
2017	102	13,699,822	84,353
2016	91	6,983,200	42,515
2015	101	8,555,444	47,927



### New Single-Family Dwelling Building Permits by Electoral Area 2015-2025\*

YEAR	CONSTRUCTION VALUE (\$)	PERMIT VALUE (\$)	SINGLE FAMILY DWELLINGS CONSTRUCTED IN THE ELECTORAL AREAS							TOTAL SINGLE FAMILY DWELLINGS	PERMITS ISSUED
			A	B	C	D	E	F	G		
<b>2025</b>	<b>13,654,200</b>	<b>79,162</b>	<b>19</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>9</b>	<b>1</b>	<b>34</b>	<b>98</b>
2024	7,802,858	37,427	10	4	3	2	0	6	0	25	93
2023	9,807,200	58,844	11	3	4	2	0	3	1	24	108
2022	29,653,559	168,763	28	7	2	2	0	11	0	50	138
2021	30,238,356	163,668	39	6	3	5	0	10	2	65	147
2020	17,784,976	93,473	21	4	4	1	0	9	2	41	137
2019	17,665,394	97,935	19	3	1	1	0	5	1	30	128
2018	14,036,541	79,758	15	1	2	3	0	7	1	29	100
2017	13,699,822	84,353	13	2	5	1	0	4	0	25	102
2016	6,983,200	42,515	15	0	0	0	0	5	1	23	91
2015	8,555,444	47,927	13	0	4	3	0	7	2	29	101
2014	12,102,760	71,235	16	1	4	3	0	8	1	33	115

In 2025 the number of single-family dwellings constructed under permit in **Electoral Areas** was 34. This is an increase to the 25 constructed in 2024, and an increase to the 24 constructed in 2023.

\*Notes to Housing Starts Table:

- The tables refer to new single-family dwellings only and do not include multi-family units such as apartments, duplexes, etc.
- The tables do not account for new dwellings constructed outside of the Building Bylaw area, or on First Nation reserves.

**New Single Family Dwelling Building Permits by Municipality 2015-2025\***

MUNICIPALITIES	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
SMITHERS	5	9	8	4	10	15	10	6	6	9	7
TELKWA	5	6	6	4	1	4	1	0	5	5	6
HOUSTON	2	5	1	2	0	2	9	3	1	2	1
GRANISLE	0	0	0	0	0	0	0	0	0	1	1
BURNS LAKE	0	0	3	1	1	2	8	3	2	1	0
FRASER LAKE	0	0	0	0	0	0	0	1	0	0	0
VANDERHOOF	2	6	7	1	3	1	8	2	4	2	3
FORT ST JAMES	2	2	1	1	2	1	1	0	1	1	0
<b>TOTAL</b>	<b>16</b>	<b>28</b>	<b>26</b>	<b>13</b>	<b>17</b>	<b>25</b>	<b>37</b>	<b>15</b>	<b>19</b>	<b>21</b>	<b>18</b>

The number of single-family dwellings constructed under permit in **municipalities** was 18. This is comparable to the 21 constructed in 2023 and to the 19 constructed in 2023.

\*Notes to Housing Starts Tables:

- The tables refer to new single-family dwellings only and do not include multi-family units such as apartments, duplexes, etc.
- The tables do not account for new dwellings constructed outside of the Building Bylaw area, or on First Nation reserves.

**Section 57s**

In 2025 two Section 57 Notices of Bylaw Contravention were registered on title.

## Parks and Trails

### Cycle 16 Trail

The Province has taken over the planning and construction of phases 2 and 3 of the trail. Construction of phase 3 started in the fall of 2025 and is scheduled to be completed in 2026. Ministry of Transportation and Transit (MoTT) has confirmed in writing that their intention is to formalize their assumption of ownership of phase 1 from the RDBN and take responsibility for ownership and maintenance of Phases 2 and 3 when built.

General maintenance of Phase 1 of the trail in the 2025 season included seasonal installation and removal of bollards by RD staff and sweeping of the trail and weekly garbage removal by the Town of Smithers.

### Round Lake Park and Boat Launch

The final report and development plans of the Round Lake Park Waterfront Upgrade Survey and Design Project were presented to the RDBN Board and Round Lake community in early 2025. This concluded phase 1 of the project. In 2025, the Planning Department made application to the Agricultural Land Commission (ALC) for non-farm use approval for the proposed park upgrades and community hall uses on the property. The ALC application also included a request for the ALC to allow the transfer of a strip of private land to be developed as park into the road right of way. The application was approved in late 2025.

### Trout Creek

Trout Creek continues to be well used, especially during the fall fishing season. Staff met with the Trout Creek Advisory Group in February 2025 to obtain feedback on park operations and outhouse construction plans. In August, a vault privy was installed along with garbage and recycling containers. Staff also completed (through the use of contractors) a danger tree assessment and removal project in 2025. The Park is maintained weekly.

### Quick Telegraph Cabin

The Regional District owns a property in Quick, approximately 14 kilometres southeast of the Village of Telkwa, which contains a historic telegraph cabin, and a rock (locally known as the Love Stone) with potential historical /archeological significance.

In 2025 staff hired a contractor to replace the roof, install new concrete steps, and repairs to the concrete foundation, windows, doorway, and fencing. Staff also issued a Park Use Permit to the Quick Women's Institute to allow their continued use of the cabin in exchange for light maintenance.

### **Imeson's Beach**

In 2024 a pedestrian rail crossing design was finalized and approved by CN and staff are currently working with CN on a Standard Crossing Construction Agreement. Staff had unsuccessfully requested estimates for budgeting purposes from a contractor located in northern BC in 2025. Another CN approved contractor operating in the region has now been located and asked for an estimate. Once this quote is obtained staff shall report to the Board with recommendations and Board direction regarding construction.

The beach area was heavily used in the summer and RDBN staff visit the property monthly in the busy season to clean up garbage.

### **Hospital Point**

In 2024 a local contractor was hired to grade part of the access road, fall trees, install grip strips on the Fitness Trail boardwalk, and create a day use park area consisting of two fire rings and two picnic tables. The work started in the fall 2024 and completed in the summer of 2025.

A danger tree assessment and tree falling project for the entire property was completed in 2025. The park, including the outhouse facility, was maintained weekly by the Lakes Outdoor Recreation Society for the 2025 season. The outhouse is closed for the winter.



### **Ridler Trail**

The Ridler Trail is a 9-kilometre-long multi-use trail located two kilometres southeast of the Village of Burns Lake, which was never formally designated as a trail by the Province. The trail is well used year-round and has been user maintained. Rec Sites and Trails BC (RSTBC) are unable to designate and maintain the trail due to budgetary constraints and suggested that the Regional District apply for authorization to maintain the trail. In 2025 the Board authorized staff to enter into an agreement with RSTBC to allow the Regional District to maintain the trail

(brushing, bucking, existing structure repair, etc.). Staff negotiated the terms of the agreement, and the required maintenance standards and the authorization was signed in early 2026.

In 2025 staff hired a contractor to brush the trail and undertake a danger tree assessment and cutting. RDBN staff also assessed trail infrastructure and developed an upgrading plan.

### **Highway 35 Multi-use Trail**

In June 2024, the Province announced \$85 million in funding for active transportation projects on Ministry of Transportation and Transit (MoTT) controlled right of ways through the Active Transportation Capital Fund. A portion of this funding was allocated for the design completion of the Highway 35 multi-use trail.

The MoTT has retained the services of the consultant to continue the design work on the trail. Staff's understanding is that this work is focused on the portion of the trail between Burns Lake and the Omineca Ski Club Rd. Staff are hopeful that a final design will be available next summer.

### **Nelson Homestead Property**

In 2025 the RDBN conducted preliminary research into the potential for a 64 ha. parcel on Ootsa Lake, owned by Rio Tinto, to be developed as a park. The land is accessible via Wistaria School Road, was the former home of the Wistaria Post Office, and contains a hundred-year-old settler log home which may be the only pre-flood settler's cabin in its original location. Staff are seeking to engage First Nations regarding use of the property as a park.

### **Parks and Trails Master Plan for Electoral Area C**

The Parks and Trails Master Plan for the Electoral Area C Service Area is underway and will continue into 2026. The Plan will serve as a strategy and action plan for recreation, parks and trails in the rural area over the next 10 years, and to establish a priority list of projects and tasks to be undertaken to meet community recreation needs, based on a comprehensive engagement strategy with the community.

The consultant started the project in May 2025 and has completed the first phase of public engagement, including online workshops, surveys, community event outreach, correspondence, and site visits. The draft plan is expected to be completed early in 2026 and will be followed by a second phase of public engagement.

### **Proposed Park on Stuart Lake**

During the recent development of the Fort St James Rural Official Community Plan, the need for rustic lakeshore campsites accessible to boaters, kayakers and canoers, was raised. A 4-acre property on Stuart Lake, owned by the District of Fort St. James, has been identified as suitable.

In 2025, a site visit was done to the property which determined that the site appears to be appropriate for development as a rustic, lake access only, campsite.

### **Parks and Trails Master Plan for Electoral Area G**

The Parks and Trails Master Plan for the Electoral Area G Service Area is underway and will continue into 2026. The Plan will serve as a strategy and action plan for recreation, parks and trails in the rural area over the next 10 years, and to establish a priority list of projects and tasks to be undertaken to meet community recreation needs, based on a comprehensive engagement strategy with the community.

The consultant started the project in May 2025 and has completed the first phase of public engagement, including online workshops, surveys, community event outreach, correspondence, and site visits. The draft plan is expected to be completed early in 2026 and will be followed by a second phase of public engagement.

### **Granisle Topley Landing Connector Trail**

In 2020, the Village of Granisle hired a consultant to develop a conceptual design for a trail from the marina in the Village to Marina Way, west of Topley Landing, approximately 11 kilometres in length.

In 2025, planning staff met with Village staff and did a site visit to location of the proposed trail. Staff propose to move forward with First Nations and Provincial consultation in 2026. Preliminary design and planning for the trail may follow depending on the results of consultation.

### **Historic Telegraph Trail**

The historic Yukon (Dominion) Telegraph Trail was constructed in the late 1800's and was used to service the telegraph line which ran from Ashcroft in the south to Dawson City in the north. In 2025, summer student staff researched the location of the telegraph trail through the Regional District.

### **Recreation Contribution Service**

In 2025, staff continued to administer the recreation grant program as approved by the Board in 2024. Funding for 2025 - 2026 is being released as the societies meet their reporting requirements for funds spent in 2024 - 2025. The Recreation Contribution Service Advisory Committees for the four service areas met in November to discuss the 2026 budget and to receive an update on the distribution of funds.

The total approved funding amounts in 2025 for each service area are shown in the following table.

<b>Service Area</b>	<b>Applicants</b>	<b>Total approved funding 2025</b>
Electoral Area A/Town of Smithers Service Area	Backcountry Horsemen NW Chapter* BV Bowmen BV Cross Country Ski Club BV Kayak and Canoe Club Smithers Golf and Country Club Tyee Mountain Trail Society	\$61,000
Electoral Area B/Electoral Area E/Village of Burns Lake Service Area	Lakes Outdoor Recreation Society Omineca Ski Club Ride Burns (BLMBA) Tweedsmuir Rod and Gun Club	\$60,000
Electoral Area C/District of Fort St. James Service Area	Ft St James Snowmobile Club/Ft St James Sled Dog Association Ft St James Ski Club o/a Murray Ridge Ski Area Stuart Lake Golf Club Stuart Lake Nordic Society	\$50,000
Electoral Area G/District of Houston/ Village of Granisle Service Area	Houston Hikers Houston Mountain Biking Association	\$22,500
Total		\$193,500

\*funding not issued yet

The next call for recreation grant applications is anticipated to happen in mid-2026 for distribution in 2027, however, surplus funds are available for critical maintenance needs at the discretion of the Committees and Board.

## Bylaw Enforcement

In 2025 Bylaw Enforcement continued to see an increase in files. Bylaw enforcement services continue to be provided to the District of Houston under agreement.

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.

These statistics do not include the District of Houston issues.

RDBN Bylaw Enforcement Table:

YEAR	TYPE OF FILE			
	Carried Forward	New Files	Total Unresolved	Resolved
2021	14	8	12	2
2022	26	15	41	4
2023	37	12	49	16
2024	33	32	43	22
2025	21	28	20	29



## Geographic Information Systems (GIS)

### Fourth Quarter Statistics

During the fourth quarter, the GIS Technician completed 114 tasks for RDBN staff. These included 74 for the Planning Department, nine for Administration, six for Protective Services, and three for Environmental Services. In addition, they responded to eight public and 12 intergovernmental inquiries.

### Fourth Quarter House Numbering

A total of 72 addressing changes were processed in the fourth quarter of 2025. 19 addresses changes were completed in the rural area, 29 in reserves, and 24 in municipalities.

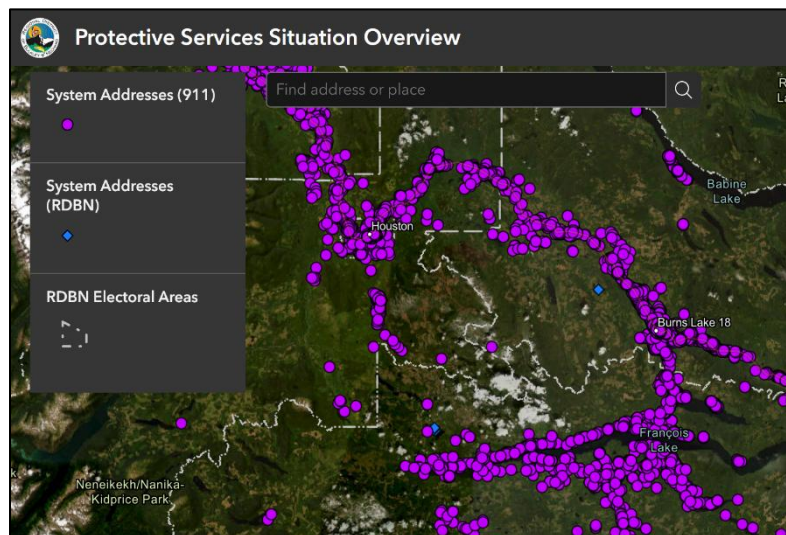
### Year End Statistics

Between Jan 1<sup>st</sup>, 2025 and Dec 31<sup>st</sup>, 2025, 67 new addresses were issued in the rural area, 35 in municipalities, and 81 on reserves. The GIS technician also responded to 130 external (Public and Government) inquiries and mapping requests. The increase in reserve addressing comes from closer collaboration with first nations, mostly in the form of a large project with Nak'azdli Whut'en to review their addresses and produce new maps, and a similar initiative with Tl'at'z'en Nation.

In 2025, approximately 62% of the GIS Technician's work was related to Planning tasks and GIS maintenance. 7% was dedicated to protective services, and 9% was distributed among other departments. The remaining 22% related to external inquiries.

### Projects & Next Gen 9-1-1

Next Gen 9-1-1 (NG911) has remained a key consideration for GIS staff throughout 2025. Originally planned for a Nov. 2025 rollout, the release of NG911 has been continuously delayed. This year, staff spent time ensuring our data meets NG911 requirements, and discussing the transition with provincial agencies, municipalities, and first nations. The RDBN is prepared to make the transition to NG911 whenever it happens.



*View of new Protective Services App*

Additional miscellaneous projects include:

- Completed a review of Nak'azdli Whut'en's addressing across all reserves and produced several address maps.
- Completed a review of Tl'atz'en First Nation's addressing on the Tache 1 reserve and produced an address map.
- Created & deployed a Situational Awareness App allowing Protective Services staff to overlay addresses and emergency boundaries in real-time.
- Created an online version of the RDBN Basemap in response to technical debt in our local system. The transition to the web version is planned for Q1, 2026.
- Wrote a pair of scripts to automate the completion of ALR Appendixes A & B, a time saver for Planners.

## Transit

The RDBN is responsible for reviewing and approving service and performance standards based on operating and capital budgets set by BC Transit, establishing and collecting the fares and other revenues, and recommending the annual operating budget for BC Transit approval.

Ridership in the 4<sup>th</sup> quarter was 1,991 boardings. This is consistent with boardings of 1,989 in the 4<sup>th</sup> quarter of 2024.

Ridership in 2025 was 5,051 boardings on Route 161 and 2,885 boardings on Route 162. This is higher than 2024 on Route 161 which was 4,716 boardings and Route 162 which was 2,545 boardings. See table on next page for boardings by area in 2025.

### Historical Ridership Data

#### Route 161 Burns Lake to Prince George 2017-2025

	2017	2018	2019	2020	2021	2022	2023	2024	2025
Total Boardings	<b>1,841</b>	<b>4,733</b>	<b>5,140</b>	<b>3,289</b>	<b>3,613</b>	<b>4,318</b>	<b>4,825</b>	<b>4,716</b>	<b>5,051</b>

#### Route 162 Burns Lake to Smithers 2017-2025

	2017	2018	2019	2020	2021	2022	2023	2024	2025
Total Boardings	<b>707</b>	<b>2046</b>	<b>2568</b>	<b>1972</b>	<b>1846</b>	<b>2078</b>	<b>2155</b>	<b>2545</b>	<b>2885</b>

## 2025 Ridership

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Route 161 Burns Lake - Prince George</b>												
Electoral Area "B" Burns Lake RuralWet'suwet'en First Nation	14	1	6	3	1	13	10	12	1	6	11	7
Burns Lake/Lake Babine Nation/Burns Lake Band	120	106	109	109	132	110	131	111	114	88	102	124
Electoral Area "D" Fraser Lake RuralStellat'en First Nation/Nadleh Whut'en/Endako, Fort Fraser	31	18	31	21	20	14	24	31	25	38	25	33
Fraser Lake	33	37	44	23	46	35	43	29	45	52	41	43
Vanderhoof	40	36	42	49	53	44	44	45	37	57	52	64
RDFFG - Electoral Area "C" (Beaverly)	0	2	2	0	6	0	0	4	0	0	1	0
Prince George	206	129	181	188	195	212	198	174	186	175	192	214
<b>Total Passenger Boardings</b>	<b>444</b>	<b>329</b>	<b>415</b>	<b>393</b>	<b>453</b>	<b>428</b>	<b>450</b>	<b>406</b>	<b>408</b>	<b>416</b>	<b>424</b>	<b>485</b>
<b>Route 162 Burns Lake - Smithers</b>												
Electoral Area "B" Burns Lake RuralWet'suwet'en First Nation	3	0	2	2	9	4	6	2	1	0	1	2
Burns Lake/Lake Babine Nation/Burns Lake Band	17	13	25	22	20	12	13	18	3	14	14	20
Electoral Area "G" Houston Rural (Topley)	0	0	0	0	0	0	0	0	1	0	0	0
Houston	93	95	101	95	126	126	120	88	121	117	108	83
Electoral Area "A" Smithers Rural (Quick on-demand stop)	0	0	0	0	1	0	0	0	0	0	0	0
Telkwa	2	2	4	3	10	8	9	4	4	4	10	3
Smithers	85	102	107	124	143	134	127	100	112	98	105	87
<b>Total Passenger Boardings</b>	<b>200</b>	<b>212</b>	<b>239</b>	<b>246</b>	<b>309</b>	<b>284</b>	<b>275</b>	<b>212</b>	<b>242</b>	<b>233</b>	<b>238</b>	<b>195</b>
<b>162 Midday Run-</b> Departs Smithers 11:30 am Departs Houston at 1:00 pm												
Houston	14	20	24	17	30	23	15	16	8	22	16	12
Electoral Area "A" Smithers Rural (Quick on-demand stop)	0	0	0	0	0	0	0	0	0	0	0	0
Telkwa	2	1	4	3	8	4	0	0	2	0	0	0
Smithers	22	32	21	36	37	25	38	18	22	30	37	24
<b>Total Passenger Boardings</b>	<b>38</b>	<b>53</b>	<b>49</b>	<b>56</b>	<b>75</b>	<b>52</b>	<b>53</b>	<b>34</b>	<b>32</b>	<b>52</b>	<b>53</b>	<b>36</b>



# Environmental Services

October 1 to December 31, 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):

- 5 x Transfer Station and Recycling Depot Attendants (1 vacant)
- 2 x Landfill Attendant (0 vacant)
- 1 x gate check (0 vacant)

### Temporary

- 2 x gate-check (0 vacant)



## Notable Department Activity

### Administration

- 2026 operations and capital project planning
- Asset Management Planning
- Labour Management and Human Resources
- Project management – Various
- Clearview Landfill Leachate Collection RFP/Award/Initiation
- Waste Facility Bylaw Review

### Operations

- Management Staff focus on continuing operations
- Preparation for Winter Operations
- Recruitment and training of new staff to replace recent retirements and fill vacant positions
- Supervisors continued to prioritize weekly site visits to monitor and evaluate operations, address inconsistencies and support field staff.
- Manson Creek site visits & maintenance on October 30 and December 11
- Maintenance projects
  - Planning & Procurement for multiple projects
  - Commence multiple projects – still in progress
  - Complete multiple small projects
- Fleet management:
  - Multiple minor repairs and upgrades
  - Work with Finance on asset management plan
- Introduced several new procedures and trained staff
- Cross-training of Transfer Station and Recycling Depot Attendants continues

### Water & Sewer

- System Operator Succession Planning
- Somerset sewer system:
  - Electrical supply upgrade
  - Inspection for SCADA system design
  - Monitoring well maintenance
- Fort Fraser Water:
  - Continue to Monitor and Adjust Chlorination
  - Held a Community Hall to discuss Chlorination on November 20
  - Inspections for SCADA system design
  - Planning for 2026 maintenance and capital projects.

- Fort Fraser Sewer:
  - Lagoon upgrades completed
  - Pump Replacement initiated – in progress
  - Seasonal maintenance
- Knockholt Leachate
  - Continued to Monitor leachate quality
  - Updating Design, Operation & Closure Plan to incorporate leachate treatment
  - Preparing to update Operational Certificate to incorporate active leachate treatment

### Environmental Compliance

- Clearview - Design, Operation and Closure Plan amendments completed
- Knockholt - Design, Operation and Closure Plan amendments commenced
- Operational Certificate amendments – in-progress
- Research Biosolids disposal/re-purposing requirements for Landfills
- Commenced the updating of 13 Closed Landfill Closure Plans.
- Environmental Monitoring program for Active Landfills Reviewed and updates in-progress.
- Quarterly ground water sampling of active landfills

### Safety & WorkSafe Compliance

- FSJ WorkSafe Inspection – several Action items addressed
- Continued efforts to ensure asbestos screening is compliant
- In progress are multiple procedures that will support the safe operation of RDBN facilities
- Conduct internal safety inspections and correct deficiencies
- Conduct regular safety meetings at sites
- Participated in Joint Health & Safety Committee

### Diversion & Disposal

- Pilot project to evaluate the cost and efficiency of diverting Brush to a Co-gen plant in Ft. St. James
- Reinforce Recycling Program training
- Monitored the existing and new Extended Producer Responsibility (EPR) recycling programs – focus on reducing contamination
- Waste Facility Bylaw review

## Solid Waste Management Plan Monitoring

The 2018 Solid Waste Management Plan (SWMP) is a long-term vision of how the RDBN would like to manage its solid waste in accordance with the pollution prevention hierarchy (Reduce, Reuse, Recycle, Recover and Residuals Management). Section 4 of the SWMP gives clear direction on how to achieve our regions goals via a series of strategies and recommendations, listed below along with an implementation update for this quarter.

### **Reduce, Reuse, Recycle Strategies**

Strategy 1: Increase Reduction and Reuse

- Ongoing operations
- Planning for improvements to facilities

Strategy 2: Expand Access to Residential Recycling

- Continue to operate 8 Recycling Depots
- SSTS and GTS recycling program expansion
  - Monitoring of programs and reinforce training
  - Planning for upgrades to these 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
- Investigate feasibility of introducing Automotive fluids and container recycling

Strategy 7: Support Household Hazardous Waste (HHW) Diversion

- Continue operating Household Hazardous Waste Recycling Program

Strategy 8: Support Recycling and Diversion of Agricultural Plastics

- No action

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

- Review Bylaw and discuss proposed fee increase with the Board

### Update Current Facility Regulation and User Fee Bylaw

- Review of waste facility and user fee Bylaws
- Board review and advised on proposed fee increases

### Implement Disposal Charges for Camp Waste and Other Industries

- Completed in 2020. No new updates

### Mitigate Illegal Dumping

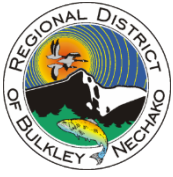
- Reports of illegal dumping continue to be redirected to the RAPP line

## 2025 Capital Projects

- Capital Projects
  - Clearview Landfill Leachate collection RFP, Contract Award and project initiation
  - Evaluate outstanding projects and completion deadlines.
  - Evaluation and award (or deferral) of various projects
- Commenced and/or completed multiple minor projects

The fourth quarter of 2025 has been used for completing minor improvement projects, initiating a major project at the Clearview Landfill and planning for 2026.

Environmental Services Capital - Q4 - October 1 to December 31, 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	\$362,000
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	Deferred	\$300,000	\$0
Landfill	CLF	Leachate Collection & Expansion	In-progress	\$500,000	\$179,500
Major Improvement	FLTS	Transtor Bin Removal	In-progress	\$175,000	\$81,000
*Major Improvement	Houston	Relocate TS & RD	Deferred	\$650,000	\$0
Minor Improvements	Various	11 projects	Complete	\$195,000	\$139,000
Minor Improvements	Various	10 projects	In-progress	\$200,000	\$38,000
Safety	ADMIN	3 projects	Complete	\$50,000	\$45,500
Capital Repairs	Vehicles	3 projects	Complete	\$80,000	\$64,500
<b>Total</b>				<b>\$3,515,000</b>	<b>\$2,034,500</b>



## Regional District of Bulkley-Nechako Board of Directors

**To:** Chair and Board  
**From:** Wendy Wainwright, Deputy Director of Corporate Services  
**Date:** January 29, 2026  
**Subject:** **Items to be brought forward to the public agenda from Special (In-Camera) Meeting**

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

Receive

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### **BACKGROUND**

As per the Board recommendation, the following motion is being brought forward from the Rural Services Special (In-Camera) Meeting of January 15, 2026.

### **2026-RSCIC-002**

#### **RDBN Rural Fire Services**

That the Rural Services Committee recommend to the Board that an allocation of \$80,000 in RBA operational funds for the four rural fire departments (\$20,000 each) be included in the 2026 - five-year budget process, and direct staff to proceed in exploring the other funding options presented and report back to the Committee as required prior to implementation.

### **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:** Nellie Davis, Manager of Strategic Initiatives and Rural Services

**Date:** January 29, 2026

**Subject:** **Census Community Supporter Campaign**

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

Receive.

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### BACKGROUND

In May 2026 Statistics Canada will conduct new censuses of population and agriculture.

Census data is used to determine how federal and provincial funding are allocated for critical services such as infrastructure, housing, healthcare, emergency services, public transit, and community programs. An undercount can result in reduced funding for years, placing additional strain on municipal budgets, and limit a local government's ability to meet community needs.

Because inaccurate census data can negatively impact local governments, staff plan to undertake an advertising campaign aimed at communicating the importance for residents to participate in this mandatory federal process.

Staff plan to incorporate graphics and messaging provided by Statistics Canada and identify the RDBN as a Proud Community Supporter of the 2026 Census.



<https://www.census.gc.ca/en/index>

### 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:** Scott Zayac, Director of Protective Services

**Date:** January 29, 2026

**Subject:** **Public Alerting System - Voyent Alert!**

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

Receive

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### BACKGROUND

The Regional District of Bulkley-Nechako started using Voyent Alert as a means of communicating to the public in 2020. As part of the 911 service provided by the Regional District, all municipalities and First Nations in the region have the option to use Voyent Alert for their jurisdictions.

The RDBN no longer visits every property when issuing Evacuation Alerts. Depending on the situation and the size of the alert being issued, the primary way of communicating with the public will be through Voyent Alert, Facebook and the RDBN Website.

Over the last two years subscription rates have plateaued, so the department has been working on ways to reach new audiences. In an effort to increase subscriptions to this free service, the Communications Department and Protective Service Department teamed up to create an advertising campaign. The paper based and video advertisements that were created have helped increase the net subscribers by 952 in 2025. This increase is quite substantial in a year with comparatively little fire activity.

The video trailer (to be shown at the meeting) is being shown in movie theatres throughout the region and will also be shared on social media. It was created in-house by the RDBN team and had prompted a significant increase in subscriptions in a time of year when there are typically very few.

We encourage all staff and board members to sign up for the service and to talk with their friends, family and acquaintances about joining as well. Word of mouth is the most effective advertising strategy for this service.

### STRATEGIC PLAN ALIGNMENT:

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

**From:** [IGRS Local Government Relations Unit IGRS:EX](#)  
**To:** [IGRS Local Government Relations Unit IGRS:EX](#)  
**Subject:** Invitation: Virtual Town Hall on Forestry Supports | Tuesday, February 3 from 1:00 - 2:00 pm PST  
**Date:** January 20, 2026 2:37:04 PM  
**Attachments:** [image003.png](#)

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



### Invitation: Virtual Town Hall on Forestry Supports

Local governments and UBCM First Nations members are invited to join a virtual Town Hall hosted by the Honourable Brittny Anderson, Minister of State for Local Governments and Rural Communities, and the Honourable Ravi Parmar, Minister of Forests on **Tuesday, February 3, from 1:00 to 2:00 p.m. PST.**

This Town Hall will provide an overview of forestry worker supports and community transition services for communities impacted by mill closures. The session is open to local government officials and staff and will include a Q&A period. Officials from the Ministries of Forests, Jobs and Economic Growth, Post-Secondary Education and Future Skills, and Social Development and Poverty Reduction will be available to answer questions. [Please register in advance.](#)

Building on this and the previous Town Hall on tariffs, Minister of State Anderson will host additional sessions to share information and stay connected on matters of common interest. Additional Town Halls on the following topics will be scheduled in the coming months:

- **Foreign interference:** Raising awareness and providing practical guidance to local governments to help safeguard Canada's sovereignty.
- **Look West:** British Columbia's economic plan, including an overview of the strategy to strengthen B.C.'s economic security.
- **Trade diversification with CETA:** An overview of the Canada-European Union Comprehensive Economic and Trade Agreement (CETA) and the opportunities it provides for economic growth.

Additional details, including dates and times, will follow.

Intergovernmental Relations Secretariat

Office of the Premier





## CAPSTONE INFRASTRUCTURE CORPORATION

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January 14, 2026

Via email ([mark.parker@rdbn.bc.ca](mailto:mark.parker@rdbn.bc.ca), [judy.greenaway@rdbn.bc.ca](mailto:judy.greenaway@rdbn.bc.ca), [info@rdbn.bc.ca](mailto:info@rdbn.bc.ca))

**Regional District of Bulkley-Nechako**

**Attention: Chair Mark Parker**

PO Box 820

Burns Lake, BC

V0J 1E0

**RE: BC Hydro 2025 Call for Power – Update on Proposed Wolverine Wind Project**

Dear Chair Mark Parker,

I hope this finds you and your community healthy and well.

As a follow-up to the project information package sent on December 18, 2025, I am reaching out on behalf of Capstone Infrastructure Corporation ("Capstone") to provide an update on the proposed Wolverine Wind Project ("the Project"). Capstone has formed 1555765 B.C. LTD. to own (along with a First Nation partner) the Project. Under the Partnership, the decision has been made to submit the Project into the BC Hydro 2025 Call for Power, with a submission deadline of January 19, 2026.

As previously shared, the Project is located approximately 160 km North of Vanderhoof, BC in the Omineca Region. Early feasibility work, including desktop technical and environmental studies, has been completed. Based on this work, we believe the Project area can accommodate a development of up to 204 MW.

For clarity, the advancement of the Project is subject to the award of an Electricity Purchase Agreement (EPA) through the 2025 Call for Power. Additional opportunities for community engagement and feedback will be made available post-submission following the potential award of an EPA.

Your community's feedback and questions are important to us, and we look forward to hearing from you.

Sincerely,

**Andrea Kausel**

Vice President, Development

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