



**REGIONAL DISTRICT
of Fraser-Fort George**

**REGIONAL BOARD
AGENDA**

11:00 a.m. - Open Session
11:00 a.m. - Closed Session
1:30 p.m. - Reconvene Open Session
September 20, 2018
Board Room
155 George Street
Prince George, BC

QUICK FACTS

1. Call to Order

2. Closed Session Items

2.1. **Item:** Consideration of Agenda Item(s) under Sections 90 and 91 of the *Community Charter*

Purpose: Consider proceeding to a closed session of the Regional Board

Attachment(s): Sections 90 and 91 of the *Community Charter*

Recommendation No. 1: *THAT the report be received.*

Recommendation No. 2: *THAT the meeting be closed to the public to permit consideration of four (4) supplemental agenda items pursuant to Section 90(1)(a), (c), (g), (k) and Section 91(2)(b) of the Community Charter.*

3. Recess

4. 1:30 p.m. Reconvene - Open Session

5. Adoption of Agenda (Additions/Deletions)

6. Consent Agenda

The following items of business constitute the Consent Agenda for the September 20, 2018 meeting:

6.1. **Item:** Building Statistics for August 2018

Purpose: For Information

Attachment(s): Appendix A

7. Adoption of Minutes

7.1. **Item:** August 16, 2018 Regional Board Meeting Minutes

Recommendation: *THAT the Minutes of the Regional Board meeting held on August 16, 2018 be adopted as circulated.*

8. 1:30 p.m. Public Hearings/Public Considerations

- 8.1. **Item:** Temporary Use Permit No. 214
Purpose: For Consideration
Location: Pas Mill Site Road– Crystal Lake area – Electoral Area ‘G’
Owner: Province of British Columbia
Applicant: Northern Interior Aggregates Inc.
Agent: Gerald Lundquest – Stages Enterprises Ltd.
Previous Reports: Item No. 6.1, December 2015 (see below for link)
Attachment(s):
1. Backgrounder
2. Temporary Use Permit No. 214

Recommendation No. 1: THAT the report be received.

Public Consultation Meeting

- 1. Open the Public Consultation Meeting***
- 2. Presentation from Development Services***
- 3. Letters***
- 4. Presentation from the applicant***
- 5. Questions from Board Directors***
- 6. Presentation from the public***
- 7. Close the Public Consultation Meeting***

Recommendation No. 2: THAT Temporary Use Permit No. 214 be issued to Northern Interior Aggregates Inc. to allow Preliminary Resource Processing on the Part of District Lot 2954 Cariboo District - Ministry of Forests, Lands, Natural Resource Operations & Rural Development License of Occupation #706496 - for a three year period.

- 8.2. **Item:** Temporary Use Permit No. 215
Purpose: For Consideration
Location: Chuchinka Log Lake FSR & Hart Highway – Electoral Area ‘G’
Owner: Solonas
Applicant: Coastal GasLink Pipeline Ltd.
Previous Reports: None
Attachment(s):
1. Backgrounder
2. Temporary Use Permit No. 215

Recommendation No. 1: THAT the report be received.

Public Consultation Meeting

- 1. Open the Public Consultation Meeting***
- 2. Presentation from Development Services***
- 3. Letters***
- 4. Presentation from the applicant***
- 5. Questions from Board Directors***
- 6. Presentation from the public***
- 7. Close the Public Consultation Meeting***

Recommendation No. 2: THAT Temporary Use Permit No. 215 be issued to Coastal GasLink Pipeline Ltd. and Leonard Solonas to allow Laydown Yard use on Block B District Lots 13061, 2930 and 2931 Cariboo District for a three year

period.

9. Development Services

- 9.1. **Item:** Community Studio (*Representative(s) from the University of Northern British Columbia will be in attendance to make a presentation regarding this program*)
Purpose: Consider Partnership Opportunity
Previous Reports: None
Attachment(s): None

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT a partnership with the University of Northern British Columbia for the development and delivery of the Community Studio program be supported in principle.

Recommendation No. 3: THAT a Community Studio Participation Agreement be brought to the Board for consideration.

- 9.2. **Item:** Proposed Microwave Communication System
Purpose: Consider Request for Concurrence
Location: West of Valemount - Electoral Area 'H'
Applicant: SRE Hydro Canada Corporation
Previous Reports: None
Attachment(s):
1. Backgrounder
2. Letters and public consultation information from SRE Hydro Canada Corporation dated August 14, 2018 regarding Construction of Microwave Communication System

Recommendation No. 1: THAT the report, and letters and public information consultation from SRE Hydro Canada Corporation (SRE), be received.

Recommendation No. 2: THAT the General Manager of Legislative and Corporate Services advise SRE and Innovation, Science, and Economic Development Canada in writing that regarding Valemount Microwave Repeater Site proposed at District Lot 360 Cariboo District:

a) SRE has satisfactorily completed its consultation with the Regional District of Fraser-Fort George;

b) The Regional District of Fraser-Fort George is satisfied with SRE's public consultation process and does not require any further consultation with the public;

c) The Regional District of Fraser-Fort George concurs with SRE's proposal to construct a microwave communications facility provided it is constructed substantially in accordance with the plans submitted and described as a 54.9 metre self-support tower and ancillary equipment.

- 9.3. **Item:** Development Permit No. 1203
Purpose: Consider Application
Location: Nadsilnich (West) Lake – Electoral Area 'C'
Owner: Williams
Previous Reports: None
Attachment(s):
1. Backgrounder
2. Development Permit No. 1203

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT Development Permit No. 1203 be issued to subdivide That Part of the Fractional South ½ of District Lot 4297 Cariboo District Lying to the West of the Production Southerly of the West Boundary of District Lot 4297F Cariboo District Except Plans 23847 and 31954 to be Known Hereafter as Parcel A (X40078) District Lot 4297 Cariboo District into five (5) lots.

- 9.4. **Item:** Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018
Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing
Location: Crooked Creek Rd. – Electoral Area 'H'
Owner: Sztogryn
Previous Reports: Item No. 5.1.2, Committee Meeting Report, June 2018 (see below for link)
Attachment(s):
1. Backgrounder
2. Letter from the applicant dated July 14, 2018
2. Bylaw No. 3107, 2018

Recommendation No. 1: THAT the report and letter from the applicant dated July 14, 2018 be received.

Recommendation No. 2: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018 be now introduced and read for the first time.

Recommendation No. 3: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018 be given second reading.

Recommendation No. 4: THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018 be held with the chairing of the hearing delegated to Director Alan, or her Alternate, or any other Director as a delegate of the Board.

Recommendation No. 5: THAT the applicant be requested to provide to the satisfaction of Administration, a report from an authorized person pursuant to the Sewerage System Regulations that the subject property can accommodate an adequate on-site sewage disposal system that will meet the need and capacity of a 10 bedroom commercial lodge and a 5 bedroom dwelling.

- 9.5. **Item:** Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018
Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing
Location: Swiftcurrent Creek – Electoral Area 'H'
Owner: Norlander/ Ottaway
Previous Reports: None
Attachment(s):
1. Backgrounder
2. DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC dated February 17, 2017
3. Bylaw No. 3108, 2018

Recommendation No. 1: THAT the report and DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC dated February 17, 2017 be received.

Recommendation No. 2: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018 be now introduced and read for the first time.

Recommendation No. 3: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018 be given second reading.

Recommendation No. 4: THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018 be held with the chairing of the hearing delegated to Director Alan, or her Alternate, or any other Director as a delegate of the Board.

Recommendation No. 5: THAT the applicant be requested to provide to the satisfaction of Administration, a report from a qualified professional to confirm that Lot 3 and Lot 4 may be used safely for the intended use without undue risk.

Recommendation No. 6: THAT the applicant be requested to provide to the satisfaction of Administration, a report from an authorized person pursuant to the Sewerage System Regulations that Lot 4 can accommodate an adequate on-site sewage disposal system for the proposed development.

- 9.6. **Item:** Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018
Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing
Location: Broderick Road – Electoral Area ‘H’
Owner: Russel Cockwill and Warren Bochon
Agent: Jane Martin
Previous Reports: None
Attachment(s):
1. Backgrounder
2. Bylaw No. 3109

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018 be now introduced and read for the first time.

Recommendation No. 3: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018 be given second reading.

Recommendation No. 4: THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018 be held with the chairing of the hearing delegated to Director Alan, or her Alternate, or any other Director as a delegate of the Board.

- 9.7. **Item:** Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012; Zoning Bylaw No. 2892, Amendment Bylaw No. 2733, 2012
Purpose: Consider Lapse of Application
Location: 24935 Hart Highway – Electoral Area ‘A’
Owner: Sindia
Previous Reports: Item 5.14, April 2013 (see below for link)
Attachment(s):
1. Email dated August 13, 2018 from the Ministry of Transportation and Infrastructure
2. Bylaw No. 2732
2. Bylaw No. 2733

Recommendation No. 1: THAT the report and email from Ministry of Transportation and Infrastructure be received.

Recommendation No. 2: THAT Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 212 be adopted.

Recommendation No. 3: THAT Zoning Bylaw No. 2892, Amendment Bylaw No.

2733, 2012 be adopted.

- 9.8. **Item:** Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018; Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018

Purpose: Consider Second Reading and a Public Hearing

Location: Giscome South Road and Churchill Road Area - Area 'F'

Owner: Province of British Columbia and Graymont Western Canada Inc., Inc. No. 368680

Previous Reports: Item No. 5.4, July 2018 (see below for link)

Attachment(s):

1. Backgrounder
2. Minutes of the Public Consultation Meeting held August 30, 2018
3. Bylaw No. 3095, 2018
4. Bylaw No. 3096, 2018

Recommendation No. 1: THAT the report be received.

Declaration by the Public Consultation Meeting Chair of the minutes of the Public Consultation Meeting held on August 30, 2018 regarding Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018.

Recommendation No. 2: THAT the minutes of the Public Consultation Meeting held on August 30, 2018 regarding Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be received.

Recommendation No. 3: THAT pursuant to Section 477(3)(a)(i) and 477(3)(a)(ii) of the Local Government Act, Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 has been considered in conjunction with the current Financial Plan and the current Solid Waste Management Plan.

Recommendation No. 4: THAT Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 be given second reading.

Recommendation No. 5: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be given second reading.

Recommendation No. 6: THAT a public hearing on Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be held with the chairing of the hearing delegated to Director Dunphy, or his Alternate, or any other Director as a delegate of the Board.

- 9.9. **Item:** Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018

Purpose: Consider Third Reading and Adoption

Location: Klein Rd. – Electoral Area 'D'

Owner: Kempster & Kempster

Previous Reports: Item No. 5.3, August 2018 (see below for link)

Attachment(s):

1. Minutes of Public Hearing held September 4, 2018
2. Bylaw No. 3105, 2018

Recommendation No. 1: THAT the report be received.

Declaration by the Public Hearing Chair of the minutes of the Public Hearing held September 4, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018.

Recommendation No. 2: THAT the minutes from the Public Hearing held September 4, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be received.

Recommendation No. 3: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be given third reading.

Recommendation No. 4: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be adopted.

9.10. **Item:** Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018

Purpose: Consider Third Reading and Adoption

Location: Upper Fraser Road – Electoral Area 'F'

Owner: Zielinski

Previous Reports: Item No. 5.4, August 2018 (see below for link)

Attachment(s):

1. Minutes of Public Hearing held September 5, 2018
2. Bylaw No. 3106, 2018

Recommendation No. 1: THAT the report be received.

Declaration by the Public Hearing Chair of the minutes of the Public Hearing held September 5, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018.

Recommendation No. 2: THAT the minutes of the Public Hearing held September 5, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be received.

Recommendation No. 3: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be given third reading.

Recommendation No. 4: THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be adopted.

9.11. **Item:** Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017

Purpose: For Consideration

Location: Shelley Road – Electoral Area 'F'

Owner: McConaghy

Agent: McElhanney Consulting Services Ltd.

Previous Reports: Item No. 5.1, March 2017 (see below for link)

Attachment(s):

1. Appendix 'A'
2. Bylaw No. 3025

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT the General Manager of Legislative and Corporate Services prepare and file the necessary documentation with the Land Title and Survey Authority to discharge existing Section 219 Covenant PE30178 from the title of Block A of District Lot 8380 Cariboo District.

Recommendation No. 3: THAT a Section 219 covenant restricting the use of land

on Block A of District Lot 8380 Cariboo District outlined in Appendix 'A' attached to the report, be entered into.

Recommendation No. 4: THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute a Section 219 covenant restricting the use of land on Block A of District Lot 8380 Cariboo District as outlined in Appendix 'A' to the report.



10. 2:00 p.m. Public Appearances

- 10.1. **Item:** Representative(s) from the 2019 World Para Nordic Skiing Championships Organizing Committee will be in attendance to make a presentation regarding the 2019 World Para Nordic Skiing Championships in Prince George from February 15 - 24, 2019.

11. Chairperson's Report

12. Directors' Reports

13. Administration

13.1 Corporate Services

- 13.1.1 **Item:** Policy RD-02-7 Amendment – Learning Opportunities Electoral Area Directors

Purpose: Consider Amending Policy

Previous Reports: None

Attachment(s): Policy RD-02-07

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT Policy RD-02-07, as set out in Schedule "A" attached to the report, be approved, effective November 15, 2018.

- 13.1.2 **Item:** Recruitment Process for Community Consultation Committee Members

Purpose: Consider Recruitment Process

Previous Reports: Item No. 9.1, September, 2017 (see below for link)

Attachment(s):

1. Appendix "A"
2. Consolidated Community Consultation Committees Establishment Bylaw No. 2843, 2013

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT the Recruitment Process for Community Consultation Members as outlined in Appendix "A" attached to the report be approved.

- 13.1.3 **Item:** Appointment/Removal to Community Consultation Committee

Purpose: Consider Appointment/Removal

Previous Reports: None

Attachment(s): None

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT Rod Saul and Trevor Pelletier be appointed to the Valemount and District Fire and Rescue Community

Consultation Committee.

- 13.1.4 **Item:** Request to File Notice on Title for Building Bylaw Contravention
Purpose: Consider Filing Notice on Title
Location: Willow Cale FSR –(Area 'D')
Previous Reports: None
Attachment(s):
1. Backgrounder
2. Memo from Manager of Inspection Services and Sustainability Practises

Recommendation No. 1: THAT the report be received.

- (a) comments from Building Inspector***
(b) comments from registered owner(s)

Recommendation No. 2: THAT the residence constructed on Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR be declared to be in contravention of Building Bylaw No.1561, 1999.

Recommendation No. 3: THAT the Corporate Officer file a notice in the Land Title Office relating to the Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR, pursuant to Section 57 of the Community Charter.

13.2 Financial Services

- 13.2.1 **Item:** Audit Engagement Letter for the 2018 Regional District Audit
Purpose: Consider Execution of the Audit Engagement Letter with KPMG LLP
Previous Reports: None
Attachment(s): Audit Engagement Letter

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT the Chair and General Manager of Financial Services be authorized to execute the 2018 Audit Engagement Letter with KPMG LLP.

13.3 Public Safety

- 13.3.1 **Item:** 9-1-1 Emergency Response - Centralized Fire Dispatch
Purpose: Consider Competitive Bid Process – Dispatch Radio Console Replacement
Previous Reports: None
Attachment(s): RD-03-09 Purchasing Policy

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT a competitive bid process be entered into for the replacement of the dispatch radio console at the Fire Operations Communications Centre (FOCC) - Centralized Fire Dispatch facilities.

- 13.3.2 **Item:** Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018
Purpose: Consider Amendment to the Funds Paid for Training Attendance
Previous Reports: None
Attachment(s):
1. Consolidated Bylaw No. 1256
2. Draft Bylaw No. 3110

Recommendation No. 1: THAT the report be received.

Recommendation No. 2: THAT Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018 be now introduced and read a first time.

Recommendation No. 3: THAT the rules be suspended and Bylaw No. 3110 be given second and third readings.

Recommendation No. 4: THAT Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018 be adopted.

14. Environment and Parks

- 14.1. **Item:** Report from the Chair of the Environment and Parks Standing Committee
Purpose: Consider Standing Committee Recommendations
Attachment(s): None

Recommendation: THAT the report from the Chair of the Environment and Parks Standing Committee be received.

15. Community Services

16. Community Grants-in-Aid

- 16.1. **Item:** Grants: Electoral Area A
Purpose: Grant Approval
Previous Reports: None
Attachment(s):
1. Grant Schedule
2. Grant Application

Recommendation No. 1: THAT the report, Grant Schedule and grant application form for Electoral Area A be received.

Recommendation No. 2: THAT the Grant for Electoral Area A, as listed in the September Grant Schedule, be approved.

- 16.2. **Item:** Grants: Electoral Area D
Purpose: Grant Approval
Previous Reports: None
Attachment(s):
1. Grant Schedule
2. Grant Applications

Recommendation No. 1: THAT the report, Grant Schedule and grant application forms for Electoral Area D be received.

Recommendation No. 2: THAT the Grants for Electoral Area D as listed in the September Grant Schedule be approved.

- 16.3. **Item:** Grants: Electoral Area F
Purpose: Grant Approval
Previous Reports: None
Attachment(s):
1. Grant Schedule
2. Grant Application

3. Policy C-7

Recommendation No. 1: THAT the report, Grant Schedule and associated grant application form for Electoral Area F be received.

Recommendation No. 2: THAT the Grant for Electoral Area F as listed in the September Grant Schedule be approved.

Recommendation No. 3: THAT Paragraph No. 4 of Policy C-7, 'Recreation Grants' be waived for the issuance of the Recreation Grant as listed in the September Grant Schedule for Electoral Area F.

17. Correspondence for Consideration

18. Correspondence for Information

18.1 North Central Local Government Association

- 18.1.1 **Item:** Letter dated August 30, 2018 from the President of the North Central Local Government Association regarding the 2018 wildfire season.
- 18.1.2 **Item:** Highlights of the North Central Local Government Association Board of Directors Meeting held on July 20th & 21st, 2018 in Prince George, B.C.

18.2 Local Government

- 18.2.1 **Item:** Letter dated August 22, 2018 from the Chief Administrative Officer of the Regional District of North Okanagan regarding support for UBCM Resolution - Business Licensing.
- 18.2.2 **Item:** Letter dated August 27, 2018 from the Mayor of the District of Ucuelet regarding Modernization of Utility Taxation.

18.3 Provincial Government

- 18.3.1 **Item:** Letter dated August 15, 2018 from the Assistant Deputy Minister of the Ministry of Municipal Affairs and Housing and the Executive Director of the Union of BC Municipalities regarding the Green Communities Committee Communique on the Climate Action Recognition Program.

18.4 General

- 18.4.1 **Item:** Letter dated August 25, 2018 from Dorothy Ehrman expressing thanks to the Regional District of Fraser-Fort George for all the support provided to the Community of Summit Lake.
- 18.4.2 **Item:** Letter dated August 28, 2018 from Kelly Daniels of aKd Resource regarding Review of the Auditor General for Local Government Act and Office.

19. Information (Available on Side Table)

- 19.1. **Item:** Summer 2018 issue of the E-Comm Quarterly Newsletter "e-Communique"
- 19.2. **Item:** Thank-you plaque from the British Columbia Northern Exhibition

20. New Business

21. Adjournment



REGIONAL DISTRICT
of Fraser-Fort George

Monthly Fire/Rescue Statistics

August 2018

	Month					Year to Date					Ratio of Total Calls
	Fire	Rescue	Medical	Admin	Total	Fire	Rescue	Medical	Admin	Total	
Regional District of Fraser-Fort George											
Bear Lake Fire	1	2	0	0	3	4	7	2	1	14	
Beverly Fire/Rescue	3	11	4	1	19	26	42	48	9	125	
Buckhorn Fire	4	1	3	0	8	22	6	24	0	52	
Ferndale/Tabor Fire	5	3	4	0	12	20	13	21	0	54	
Hixon Fire	4	2	5	1	12	13	18	23	4	58	
Mackenzie Fire	4	2	2	1	9	35	24	11	17	87	
McBride District Fire	1	4	0	1	6	12	17	1	9	39	
Ness Lake Fire	4	1	2	0	7	10	5	7	0	22	
PG Regional Highway Rescue	2	12	0	8	22	8	73	1	34	116	
Pilot Mountain Fire	3	2	3	2	10	14	5	21	3	43	
Pineview Fire	5	3	8	0	16	37	27	52	1	117	
Prince George Fire/Rescue	110	59	315	36	520	776	380	3012	262	4430	
Red Rock/Stoner Fire	8	1	1	0	10	19	5	1	1	26	
Salmon Valley Fire	4	2	1	0	7	16	16	10	1	43	
Shell-Glen Fire/Rescue	0	1	2	0	3	6	7	15	0	28	
Summit Lake Fire	0	0	0	0	0	0	0	0	0	0	
Valemount & District Fire	2	4	0	6	12	15	40	2	29	86	
Willow River Fire	2	3	0	0	5	4	5	0	3	12	
Total	162	113	350	56	681	1037	690	3251	374	5352	48.04%
Cariboo Regional District											
100 Mile House Fire/Rescue	13	17	15	7	52	77	83	137	32	329	
108 Mile House Fire	1	2	7	0	10	24	17	44	4	89	
150 Mile House Fire	3	3	5	0	11	33	19	32	1	85	
Alkali Lake/Estetmc FN Fire	0	0	0	1	1	0	0	1	1	2	
Anahim Lake SAR	0	0	0	0	0	2	2	0	2	6	
Barlow Creek Fire	2	1	0	0	3	11	9	3	2	25	
Big Lake Fire	0	2	1	0	3	6	4	8	1	19	
Bouchie Lake Fire	0	2	0	0	2	11	7	36	3	57	
Canim Lake FN Fire	0	0	0	1	1	2	0	2	1	5	
Canoe Creek FN Fire	0	0	0	0	0	0	0	0	0	0	
Central Cariboo SAR	0	13	0	3	16	8	97	2	27	134	

2018-09-05 14:37:17

Page 1 of 3

	Month					Year to Date					Ratio of Total Calls
	Fire	Rescue	Medical	Admin	Total	Fire	Rescue	Medical	Admin	Total	
Chimney/Felker Lake Fire	1	0	0	0	1	2	1	0	2	5	
Deka Lake Fire	0	0	0	0	0	7	1	0	1	9	
Forest Grove Fire	9	1	7	2	19	15	14	32	6	67	
Greeny Lake Fire	0	0	0	0	0	2	1	0	1	4	
Hawkins Lake Fire	0	0	0	0	0	0	0	0	1	1	
Horsefly Fire	1	0	3	0	4	9	2	28	2	41	
Interlakes Fire	3	3	4	0	10	16	14	23	1	54	
Kersley Fire	0	0	0	0	0	6	11	1	2	20	
Lac La Hache Fire	2	0	1	1	4	14	10	5	4	33	
Likely Fire/Rescue	1	1	4	0	6	1	3	7	1	12	
Lone Butte Fire	7	3	3	0	13	14	14	31	3	62	
Miocene Fire	1	0	0	0	1	12	8	12	2	34	
North Cariboo Highway Rescue	2	4	0	9	15	2	58	0	26	86	
Quesnel Fire	19	11	3	4	37	137	83	37	33	290	
Sulphurous Lake Fire	0	0	0	0	0	0	0	0	0	0	
Ten Mile Fire	2	0	0	1	3	4	5	1	5	15	
Ulkatcho First Nations Fire	1	0	0	0	1	2	0	0	0	2	
Watch/Green Lake Fire	2	0	0	0	2	6	1	1	5	13	
Wells Fire Brigade	2	1	0	0	3	9	1	1	2	13	
West Fraser Fire	0	1	0	0	1	7	4	0	1	12	
Wildwood Fire	4	2	0	1	7	15	19	11	4	49	
Williams Lake Fire	17	10	0	0	27	151	65	4	29	249	
Total	93	77	53	30	253	605	553	459	205	1822	16.35%
Regional District of Bulkley-Nechako											
Burns Lake Fire/Rescue	8	3	1	10	22	46	29	15	32	122	
Cluculz Lake Emergency	0	0	0	0	0	3	1	0	2	6	
Fort Fraser Fire	0	3	0	1	4	3	6	2	3	14	
Fort St James Fire/Rescue	1	4	1	2	8	20	20	8	14	62	
Fraser Lake Fire	1	6	5	10	22	22	13	36	101	172	
Granisle Fire	0	0	1	1	2	3	1	12	5	21	
Houston Fire/Rescue	10	3	10	3	26	56	18	94	17	185	
Smithers Fire/Rescue	14	9	6	6	35	78	58	25	29	190	
Southside Fire	4	0	0	1	5	6	3	0	4	13	
Telkwa Fire/Rescue	3	3	2	0	8	19	31	20	3	73	
Topley Fire	12	2	0	3	17	19	14	18	6	57	
Vanderhoof Fire	12	5	1	3	21	38	43	8	25	114	

	Month					Year to Date					Ratio of Total Calls
	Fire	Rescue	Medical	Admin	Total	Fire	Rescue	Medical	Admin	Total	
Total	65	38	27	40	170	313	237	238	241	1029	9.24%
Regional District of Central Kootenay											
Canyon-Lister Fire	2	0	0	0	2	11	1	1	3	16	
Creston Fire Rescue	18	10	17	18	63	45	34	111	37	227	
Wynndel Lakeview Fire	2	2	0	1	5	10	5	0	2	17	
Yahk-Kingsgate Fire	0	2	2	1	5	2	6	12	2	22	
Total	22	14	19	20	75	68	46	124	44	282	2.53%
Regional District of Kitimat-Stikine											
Gitanmaax & Hazelton Fire	2	0	0	1	3	25	4	5	2	36	
Gitanyow Fire	1	1	6	2	10	10	2	26	9	47	
Gitsegukla Fire	1	0	4	0	5	4	0	61	5	70	
Gitwangak Fire	2	0	1	0	3	24	2	7	4	37	
Glen Vowell Fire	0	0	1	0	1	5	1	2	1	9	
Hagwilget Fire	3	0	0	0	3	7	4	6	0	17	
Kispiox Fire	3	0	1	2	6	9	3	2	3	17	
Kitamaat Fire	2	0	6	0	8	6	0	87	1	94	
Kitimat Fire	25	2	111	2	140	120	37	806	12	975	
Kitsumkalum Fire	0	0	0	0	0	0	0	0	0	0	
Moricietown Fire	2	0	6	0	8	8	4	30	12	54	
New Hazelton Fire	11	0	1	8	20	29	24	9	30	92	
Stewart Fire	0	1	1	0	2	5	6	3	5	19	
Terrace Fire	42	7	66	9	124	179	95	634	46	954	
Thornhill Fire	29	3	11	2	45	68	42	115	10	235	
Total	123	14	215	26	378	499	224	1793	140	2656	23.84%
Grand Total	465	256	664	172	1557	2522	1750	5865	1004	11141	
Percentage	29.87%	16.44%	42.65%	11.05%		22.64%	15.71%	52.64%	9.01%		



**REGIONAL DISTRICT
of Fraser-Fort George**

Monthly 9-1-1 Call Statistics

August 2018

	Month					Year to Date					Ratio of Total Calls
	Police	Fire	EMS	Aband.	Total	Police	Fire	EMS	Aband.	Total	
Regional District of Fraser-Fort George											
City of Prince George	1367	151	636	717	2871	9000	825	4939	4324	19088	
District of Mackenzie	33	2	11	16	62	238	36	95	149	518	
Fraser-Fort George RD	100	23	59	33	215	534	119	392	175	1220	
Lheidli T'enneh Reserve	0	0	2	0	2	3	0	6	1	10	
McLeod Lake Reserve	0	0	2	0	2	8	0	13	8	29	
Village of McBride	13	2	8	3	26	81	25	63	33	202	
Village of Valemount	40	10	48	19	117	255	59	255	74	643	
Total	1553	188	766	788	3295	10119	1064	5763	4764	21710	42.54%
Cariboo Regional District											
Cariboo RD (North)	258	22	59	62	401	1949	188	575	492	3204	
Cariboo RD (South)	206	47	121	78	452	1414	323	818	477	3032	
City of Quesnel	134	9	42	27	212	828	52	450	262	1592	
City of Williams Lake	267	21	115	61	464	1804	238	845	583	3470	
District of 100 Mile House	94	14	41	10	159	500	87	254	123	964	
District of Wells	2	1	6	2	11	4	2	20	9	35	
Watch Lake	5	6	5	4	20	41	16	35	14	106	
Total	966	120	389	244	1719	6540	906	2997	1960	12403	24.30%
Regional District of Bulkley-Nechako											
Bulkley-Nechako RD	124	33	57	40	254	712	175	436	275	1598	
District of Fort St James	48	4	15	8	75	297	26	187	175	685	
District of Houston	54	15	14	19	102	394	47	136	133	710	
District of Vanderhoof	39	27	22	37	125	358	55	162	211	786	
Lake Babine Nation	10	0	3	2	15	58	1	38	17	114	
Nautley	0	0	0	0	0	0	0	1	0	1	
Necoslie	5	0	3	0	8	39	1	26	11	77	
Stellaquo	2	0	0	0	2	2	0	3	0	5	
Stoney Creek	2	1	0	0	3	39	1	22	5	67	
Tachie	4	0	3	0	7	24	2	51	8	85	
Takla Landing	2	0	0	0	2	13	0	0	3	16	
Town of Smithers	92	14	40	31	177	537	85	289	254	1165	
Village of Burns Lake	78	17	33	18	146	496	79	249	133	957	
Village of Fraser Lake	17	2	11	6	36	69	13	78	43	203	

	Month					Year to Date					Ratio of Total Calls
	Police	Fire	EMS	Aband.	Total	Police	Fire	EMS	Aband.	Total	
Village of Granisle	2	0	1	1	4	5	1	18	6	30	
Village of Telkwa	3	0	1	0	4	23	11	12	6	52	
Total	482	113	203	162	960	3066	497	1708	1280	6551	12.84%
Regional District of Kitimat-Stikine											
City of Terrace	464	47	145	90	746	2840	162	1062	823	4887	
District of Kitimat	64	10	47	21	142	670	68	390	421	1549	
District of New Hazelton	10	1	7	7	25	57	1	34	27	119	
District of Stewart	1	1	1	1	4	20	8	8	7	43	
Gitanmaax Band	9	0	10	6	25	48	2	47	15	112	
Gitanyow Band	7	3	14	0	24	45	11	77	7	140	
Gitsegukla Band	0	0	0	1	1	17	2	22	3	44	
Gitwangak Band	4	0	5	1	10	43	11	40	24	118	
Glen Vowell (Sik-e-dakh)	2	0	5	1	8	17	3	30	7	57	
Hagwilget Village	1	0	0	0	1	7	1	4	0	12	
Hazelton Rural	117	23	33	18	191	727	115	279	252	1373	
Kispiox Village	2	1	4	2	9	41	1	53	9	104	
Kitamaat Village	6	0	5	0	11	32	4	55	3	94	
Kitselas (Gitaus)	0	0	0	0	0	4	0	4	11	19	
Kitselas (Kulspai)	1	2	0	0	3	15	2	8	2	27	
Kitsumkalum	10	2	0	0	12	75	3	19	13	110	
Meziadin	0	0	0	0	0	1	0	0	0	1	
Morictown	6	9	13	1	29	48	21	63	7	139	
Terrace Rural	98	16	29	29	172	599	52	191	165	1007	
Village of Hazelton	14	0	3	2	19	37	3	11	18	69	
Total	816	115	321	180	1432	5343	470	2397	1814	10024	19.64%
Missing District											
	1	0	0	0	1	141	0	2	203	346	
Total	1	0	0	0	1	141	0	2	203	346	0.68%
Grand Total	3818	536	1679	1374	7407	25209	2937	12867	10021	51034	
Percentage	51.55%	7.24%	22.67%	18.55%		49.4%	5.75%	25.21%	19.64%		

Prince George Public Library Monthly Report - August 2018

	# Patrons Registered	# Visiting Patrons	# Visits YTD	# Items Borrowed YTD
Electoral Area A				
Regional District Adult	1129	213	1714	9257
Class Tours/Visits	38	0	9	11
Regional District Junior	61	24	123	602
Needs Proof of Address	51	0	6	10
Regional District Senior	282	107	903	3098
Special Use Card	2	0	0	0
Regional District Teen	130	34	200	803
Subtotal 2018	1693	378	2955	13781
Subtotal 2017	1637	448	3574	14764
Electoral Area C				
Regional District Adult	982	121	874	5206
Class Tours/Visits	82	0	10	22
Regional District Junior	75	14	73	461
Needs Proof of Address	57	0	2	4
Regional District Senior	230	50	352	1508
Special Use Card	3	0	0	0
Regional District Teen	139	25	99	277
Subtotal 2018	1568	210	1410	7478
Subtotal 2017	1507	194	1751	8556
Electoral Area D				
Regional District Adult	1042	115	818	4739
Class Tours/Visits	87	0	11	22
Regional District Junior	72	5	72	355
Needs Proof of Address	34	0	4	10
Print Impaired Patron Card	1	0	0	0
Regional District Senior	273	41	391	1371
Special Use Card	7	6	47	413
Library Staff	2	4	26	68
Regional District Teen	154	6	69	371
Volunteer	1	0	3	10
Subtotal 2018	1673	177	1441	7359
Subtotal 2017	1601	198	1663	7962

Prince George Public Library Monthly Report - August 2018

	# Patrons Registered	# Visiting Patrons	# Visits YTD	# Items Borrowed YTD
Electoral Area E				
Regional District Adult	106	4	60	391
Class Tours/Visits	1	0	0	0
Regional District Junior	4	0	1	7
Needs Proof of Address	10	0	0	0
Print Impaired Patron Card	1	0	0	0
Regional District Senior	40	7	50	156
Special Use Card	1	0	0	0
Regional District Teen	9	0	3	17
Subtotal 2018	172	11	114	571
Subtotal 2017	165	18	118	564
Electoral Area F				
Regional District Adult	348	43	346	1938
Class Tours/Visits	26	0	1	2
Regional District Junior	18	2	9	52
Needs Proof of Address	18	0	0	0
Print Impaired Patron Card	1	0	0	0
Regional District Senior	71	20	161	798
Special Use Card	2	0	3	22
Library Staff	1	0	0	0
Regional District Teen	41	3	16	86
Subtotal 2018	526	68	536	2898
Subtotal 2017	507	72	687	3460
Electoral Area G				
Regional District Adult	40	6	67	748
Regional District Junior	3	0	4	10
Regional District Senior	26	5	47	160
Regional District Teen	2	0	2	8
Subtotal 2018	71	11	120	926
Subtotal 2017	71	11	130	1021
Total 2018	5703	855	6576	33013
Total 2017	5488	941	7923	36327



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: BOA 1.0

FROM: K. Jensen, General Manager of Legislative and Corporate Services

DATE: September 10, 2018

SUBJECT
 SUMMARY: Item: Consideration of Agenda Item(s) under Sections 90 and 91 of the *Community Charter*
 Purpose: Consider proceeding to a closed session of the Regional Board

ATTACHMENT(S): Sections 90 and 91 of the *Community Charter*

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT the meeting be closed to the public to permit consideration of four (4) supplemental agenda items pursuant to Section 90(1)(a), (c), (g), (k) and Section 91(2)(b) of the <i>Community Charter</i> .	All 1 Director/1 vote	Majority

ISSUE(S):

The *Community Charter* requires that the Regional District hold all meetings in public except in certain defined circumstances to protect the public interest or, in some cases, the interests of third parties. Before considering a matter in closed session the Board must pass a resolution stating the basis on which closing the meeting to public scrutiny is authorized by the *Community Charter*. The Regional Board is being asked to close the meeting to the public.

RELEVANT POLICIES:

Community Charter:

- S.90 identifies meetings that may or must be closed to the public
- S.91 identifies other persons attending closed meetings

DECISION OPTIONS:

1. Approve recommendations

COMMENTS:

A supplemental agenda has been distributed separately for consideration by the Regional Board. The supplemental agenda contains four (4) items considered to fall within the parameters of Section 90(1)(a), (c), (g), (k) and Section 91(2)(b) of the *Community Charter*, and therefore eligible for consideration in a closed session for the following reason(s):

- 90(1)(a): personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality
- 90(1)(c): labour relations or other employee relations
- 90(1)(g): litigation or potential litigation affecting the municipality

Report to Regional Board

Page 2

- 90(1)(k): negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public
- 91(2)(b): If all or part of a meeting is closed to the public, the council may allow a person other than municipal officers and employees to attend, in other cases, if the council considers this necessary.

Respectfully submitted,

"Karla Jensen"

Karla Jensen
General Manager of Legislative
and Corporate Services

KJ:nf

G:\ADMSTN\KARLA\BOARD\BOARD REPORTS\2018\SEPT\CC Report.docx

COMMUNITY CHARTER

- (a) sign an elector response form that includes
 - (i) the person's full name and residential address, and
 - (ii) if applicable, the address of the property in relation to which the person is entitled to register as a non-resident property elector, and
 - (b) submit the elector response form to the corporate officer before the deadline established for the alternative approval process.
 - (8) After the deadline for an alternative approval process has passed, the corporate officer must determine and certify, on the basis of the elector response forms received before that deadline, whether elector approval in accordance with this section has been obtained.
 - (9) A determination under subsection (8) is final and conclusive.
 - (10) A person must not sign more than one elector response form in relation to the same alternative approval process, and a person who is not an elector for the area of the approval process must not sign an elector response form.
- 2003-26-86; RS2015-1-RevSch (B.C. Reg. 257/2015).

Matters requiring approval or assent may be combined

87. (1) If two or more related matters require approval of the electors or assent of the electors, instead of seeking that approval or assent in relation to each matter, the council may seek the approval or assent in relation to the related matters as if they were a single matter.
- (2) As a restriction, if any of the related matters referred to in subsection (1) requires the assent of the electors, approval of the electors under that subsection may only be obtained by assent of the electors.

2003-26-87.

Agreements requiring approval or assent

88. (1) If an agreement is in relation to a matter that requires approval of the electors or assent of the electors, the requirement also applies to an amendment to the agreement in relation to that matter.
- (2) As an exception, subsection (1) does not apply if the amendment is authorized by regulation or is made with the approval of the minister.

2003-26-88.

Part 4: Division 3 Open Meetings**General rule that meetings must be open to the public**

89. (1) A meeting of a council must be open to the public, except as provided in this Division.
- (2) A council must not vote on the reading or adoption of a bylaw when its meeting is closed to the public.

2003-26-89.

Meetings that may or must be closed to the public

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or

COMMUNITY CHARTER

- another position appointed by the municipality;
- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
 - (c) labour relations or other employee relations;
 - (d) the security of the property of the municipality;
 - (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
 - (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
 - (g) litigation or potential litigation affecting the municipality;
 - (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;
 - (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
 - (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
 - (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];
 - (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
 - (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);
 - (o) the consideration of whether the authority under section 91 [*other persons attending closed meetings*] should be exercised in relation to a council meeting.
- (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:
- (a) a request under the *Freedom of Information and Protection of Privacy Act*, if the council is designated as head of the local public body for the purposes of that Act in relation to the matter;
 - (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
 - (c) a matter that is being investigated under the *Ombudsperson Act* of which the municipality has been notified under section 14 [*ombudsperson to notify authority*] of that Act;
 - (d) a matter that, under another enactment, is such that the public must be excluded from the meeting;
 - (e) a review of a proposed final performance audit report for the purpose of providing comments to the auditor general on the proposed report under section 23 (2) of the *Auditor General for Local Government Act*.

(AM)
Oct
29/09

(ADD)
Apr
25/12

COMMUNITY CHARTER

- (3) If the only subject matter being considered at a council meeting is one or more matters referred to in subsection (1) or (2), the applicable subsection applies to the entire meeting.

2003-26-90; 2009-21-5; 2012-5-36 (B.C. Reg. 94/2012).

Other persons attending closed meetings

91. (1) If all or part of a meeting is closed to the public, the council may allow one or more municipal officers and employees to attend or exclude them from attending, as it considers appropriate.
- (2) If all or part of a meeting is closed to the public, the council may allow a person other than municipal officers and employees to attend,
- (a) in the case of a meeting that must be closed under section 90 (2), if the council considers this necessary and the person
- (i) already has knowledge of the confidential information, or
- (ii) is a lawyer attending to provide legal advice in relation to the matter, and
- (b) in other cases, if the council considers this necessary.
- (3) The minutes of a meeting or part of a meeting that is closed to the public must record the names of all persons in attendance.

2003-26-91; 2003-52-538.

Requirements before meeting is closed

92. Before holding a meeting or part of a meeting that is to be closed to the public, a council must state, by resolution passed in a public meeting,
- (a) the fact that the meeting or part is to be closed, and
- (b) the basis under the applicable subsection of section 90 on which the meeting or part is to be closed.

2003-26-92.

Application of rules to other bodies

93. In addition to its application to council meetings, this Division and section 133 [*expulsion from meetings*] also applies to meetings of the following:
- (a) council committees;
- (b) a municipal commission established under section 143;
- (c) a parcel tax roll review panel established under section 204;
- (d) a board of variance established under Division 15 of Part 14 of the *Local Government Act*;
- (e) an advisory body established by a council;
- (f) a body that under this or another Act may exercise the powers of a municipality or council;
- (g) a body prescribed by regulation.

2003-26-93; RS2015-1-RevSch (B.C. Reg. 257/2015).

(AM)
Jan
01/16

Part 4: Division 4 Public Notice and Access to Records**Requirements for public notice**

26 [SBC 2003]

Page 52 of 145

Quickscribe Services Ltd.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: I-STAT 1.1

FROM: Blaine Harasimiuk, Manager of Inspection Services and Sustainability Practices

DATE: September 4, 2018

SUBJECT Item: Building Statistics for August 2018

SUMMARY: Purpose: For Information

ATTACHMENT(S): Appendix A

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority

This report provides statistics regarding the building activity in the Regional District of Fraser-Fort George.

A total of 43 permits were issued in August 2018, the same as amount as August 2017.

Total permits and values to date for the year 2018 are as follows:

Year to Date	Total No. of Permits	Total Value of Permits	Total Permit Fees	No. of SFD Permits	Value of SFD Permits*
August 2018	180	17,212,500	112,840	25	10,726,000
August 2017	233	14,842,250	108,288	30	9,433,000
August 2016	231	10,415,750	84,219	27	6,617,000

Single Family Dwelling (SFD) permits include single family dwellings and multi-family units.

Village of McBride Permit Information is not included in the Regional District Statistics above. Village of McBride Statistics are included in Appendix 'A' for information purposes only.

Respectfully submitted,

Blaine Harasimiuk

Blaine Harasimiuk
Manager of Inspection Services and Sustainability Practices

BH:lh

APPENDIX 'A'
REGIONAL DISTRICT OF FRASER-FORT GEORGE
MONTHLY BUILDING REPORT

FILE I-STA 1.1

	CURRENT MONTH		PREVIOUS YEAR		YEAR TO DATE		PREVIOUS YEAR TO DATE	
	Aug-18		Aug-17		Aug-18		Aug-17	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE
SFD	8	2,709,000	5	1,616,000	20	7,878,000	30	9,433,000
SFD ADDITIONS	3	113,000	3	369,000	18	1,305,000	25	1,406,000
MULTI-FAMILY	1	725,000			5	2,848,000	1	383,000
RECREATION CABIN					1	204,000		
GARAGES	10	761,000	1	47,000	23	1,490,000	14	554,000
ACCESSORY	7	737,000	14	466,000	30	2,354,000	36	1,842,000
PLUMBING	9	37,250	9	32,500	34	152,000	44	154,250
MOBILE HOME FDN	3	36,000	1	6,000	11	192,000	7	99,000
ADD MOBILE HOME					1	10,000	1	34,000
COMMERCIAL							5	52,000
ADD. TO COMMERCIAL							2	47,000
CIVIC			1	41,000	1	309,000	1	41,000
ADD TO CIVIC					2	233,500	2	281,000
INSTITUTION							1	10,000
ADD TO INSTITUTION			1	53,000			3	128,000
INDUSTRIAL							1	13,000
ADD. TO INDUSTRIAL					1	20,000		
SERVICE BLDG								
DEMOLITION			1	10,000	4	43,000	8	17,000
HEATING UNIT	1	6,000	5	30,000	28	168,000	47	282,000
OTHER	1	6,000	2	63,000	1	6,000	5	66,000
TOTAL	43	5,130,250	43	2,733,500	180	17,212,500	233	14,842,250

**BUILDING AND PLUMBING PERMIT
FEE VALUE**

	Current Month Aug/2018	Previous Year Month Aug/2017	Year to Date Aug/2018	Previous Year to Date Aug/2017
TOTALS	34,578	20,667	112,840	108,288

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18			YEAR TO DATE -AUG/18		
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
A					
	SFD	1	372,000	2	617,000
	SFD ADDITIONS	1	22,000	2	45,000
	MULTI-FAMILY			2	866,000
	REC CABIN				
	GARAGES			6	576,000
	ACCESSORY	2	204,000	5	444,000
	PLUMBING	2	7,750	9	36,000
	MOBILE HOME FDN				
	MOBILE HOME ADD				
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC				
	CIVIC ADDITION				
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION				
	SERVICE BUILDING				
	DEMOLITIONS				
	HEATING UNIT			4	24,000
	OTHER				
	TOTALS	6	605,750	30	2,608,000

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18			YEAR TO DATE -AUG/18		
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
C					
	SFD	2	670,000	9	3,478,000
	SFD ADDITIONS	1	18,000	9	486,000
	MULTI-FAMILY	1	725,000	2	779,000
	REC CABIN			1	204,000
	GARAGES	5	439,000	7	537,000
	ACCESSORY			3	401,000
	PLUMBING	2	11,500	13	55,750
	MOBILE HOME FDN	2	30,000	4	105,000
	MOBILE HOME ADD				
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC				
	CIVIC ADDITION				
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION				
	SERVICE BUILDING				
	DEMOLITIONS			1	28,000
	HEATING UNIT	1	6,000	6	36,000
	OTHER	1	6,000	1	6,000
	TOTALS	15	1,905,500	56	6,115,750

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18				YEAR TO DATE -AUG/18	
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
D					
	SFD	4	1,414,000	8	3,530,000
	SFD ADDITIONS	1	73,000	2	106,000
	MULTI-FAMILY				
	REC CABIN				
	GARAGES	4	270,000	8	507,000
	ACCESSORY	4	333,000	13	1,130,000
	PLUMBING	4	15,500	8	35,250
	MOBILE HOME FDN	1	6,000	4	42,000
	MOBILE HOME ADD			1	10,000
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC				
	CIVIC ADDITION			1	231,000
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION				
	SERVICE BUILDING				
	DEMOLITIONS			1	6,000
	HEATING UNIT			2	12,000
	OTHER				
	TOTALS	18	2,111,500	48	5,609,250

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18				YEAR TO DATE -AUG/18	
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
E					
	SFD				
	SFD ADDITIONS			1	416,000
	MULTI-FAMILY				
	REC CABIN				
	GARAGES				
	ACCESSORY				
	PLUMBING			1	4,000
	MOBILE HOME FDN				
	MOBILE HOME ADD				
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC				
	CIVIC ADDITION				
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION				
	SERVICE BUILDING				
	DEMOLITIONS				
	HEATING UNIT			1	6,000
	OTHER				
	TOTALS	-	0	3	426,000

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18				YEAR TO DATE -AUG/18	
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
F					
	SFD				
	SFD ADDITIONS			1	12,000
	MULTI-FAMILY				
	REC CABIN				
	GARAGES	1	52,000	1	52,000
	ACCESSORY				
	PLUMBING				
	MOBILE HOME FDN			3	45,000
	MOBILE HOME ADD				
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC			1	309,000
	CIVIC ADDITION			1	2,500
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION				
	SERVICE BUILDING				
	DEMOLITIONS			1	8,000
	HEATING UNIT			2	12,000
	OTHER				
	TOTALS	1	52,000	10	440,500

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18				YEAR TO DATE -AUG/18	
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
G					
	SFD				
	SFD ADDITIONS				
	MULTI-FAMILY			1	1,203,000
	REC CABIN				
	GARAGES			1	42,000
	ACCESSORY			1	42,000
	PLUMBING			1	16,000
	MOBILE HOME FDN				
	MOBILE HOME ADD				
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC				
	CIVIC ADDITION				
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION				
	SERVICE BUILDING				
	DEMOLITIONS				
	HEATING UNIT			1	6,000
	OTHER				
	TOTALS	-	0	5	1,309,000

BUILDING PERMIT BREAKDOWN BY ELECTORAL AREA					
CURRENT MONTH - AUG/18				YEAR TO DATE -AUG/18	
AREA	TYPE	QUANTITY	VALUE	QUANTITY	VALUE
H					
	SFD	1	253,000	1	253,000
	SFD ADDITIONS			2	10,000
	MULTI-FAMILY				
	REC CABIN				
	GARAGES			1	6,000
	ACCESSORY	1	200,000	8	337,000
	PLUMBING	1	2,500	2	5,000
	MOBILE HOME FDN				
	MOBILE HOME ADD				
	COMMERCIAL				
	COMMERCIAL ADDITION				
	CIVIC				
	CIVIC ADDITION				
	INSTITUTIONAL				
	INSTITUTIONAL ADDITION				
	INDUSTRIAL				
	INDUSTRIAL ADDITION			1	20,000
	SERVICE BUILDING				
	DEMOLITIONS			1	1,000
	HEATING UNIT			12	72,000
	OTHER				
	TOTALS	3	455,500	28	704,000
	GRAND TOTAL	43	5,130,250	180	17,212,500

VILLAGE OF MCBRIDE STATISTICS				
	CURRENT MONTH AUG/18		YEAR TO DATE - AUG/18	
TYPE	QUANTITY	VALUE	QUANTITY	VALUE
SFD			1	151,000
SFD ADDITIONS				
REC CABIN				
GARAGES			1	11,000
ACCESSORY			1	8,000
PLUMBING			1	3,000
MOBILE HOME FDN				
MOBILE HOME ADDITION				
COMMERCIAL			1	2,000
COMMERCIAL ADDITION			1	8,000
CIVIC				
CIVIC ADDITION				
INSTITUTIONAL				
INSTITUTIONAL ADDITION				
INDUSTRIAL				
INDUSTRIAL ADDITION				
SERV. BLDG				
DEMOLITIONS				
HEATING UNIT	1	6,000	2	12,000
OTHER				
TOTALS	1	6,000	8	195,000

	TOTAL PERMIT FEES
CURRENT MONTH	130
YEAR TO DATE	1,822

MINUTES OF THE MEETING OF THE REGIONAL BOARD OF THE REGIONAL DISTRICT OF
FRASER-FORT GEORGE HELD ON THURSDAY, AUGUST 16, 2018 IN THE BOARDROOM 155
GEORGE STREET, PRINCE GEORGE, BC

Directors Present: Director A. Kaehn, Chair
Director D. Alan
Director L. Beckett
Director T. Burgess
Director P. Crook
Director K. Dunphy
Director B. Empey
Alternate Director G. Frizzell
Director L. Hall
Director A. Koehler
Director M. Krause
Director R. Thompson
Director J. Townsend
Director W. Wilson

Staff Present: J. Martin, Administrator
M. Higgins, General Manager of Community Services
K. Jensen, General Manager of Legislative and Corporate Services
K. Jonkman, Manager of Development Services
P. Wildauer, General Manager of Environmental Services

Minutes Recorded and Produced by: J. Gloger, Confidential Assistant (Corporate Services)

Media: No media were in attendance.

CALL TO ORDER

The Chair called the meeting to order at 1:35 p.m.

The Chair acknowledged the meeting is being held on the traditional territory of the Lheidli T'enneh First Nation.

The Chair welcomed Alternate Director Frizzell to the meeting.

**ADOPTION OF AGENDA
(ADDITIONS/DELETIONS)**

RES. NO. 652/18 Townsend/Krause

THAT the agenda be adopted as circulated.

RES. NO. 653/18 Townsend/Krause

THAT Items No. 5.2A, 8.1.5, 9.1, 10.1A and 11.2.1 be added to the agenda.

CARRIED

A vote was taken on the main motion, as amended, and it was:

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 2

CONSENT AGENDA

Item No. 3.1 - Building Statistics for July 2018

Alternate Director Frizzell provided an overview of the building statistics for July 2018 noting that permit values have remained consistent over the past two years.

RES. NO. 654/18 Frizzell/Crook

THAT the Consent Agenda, designated as Items No. 3.1 to 3.3, inclusive, be received.

CARRIED

**ITEM # 4.1
JULY 19, 2018
REGIONAL BOARD
MEETING MINUTES**

RES. NO. 655/18 Koehler/Thompson

THAT the Minutes of the Regional Board meeting held on July 19, 2018 be adopted as circulated.

CARRIED

**ITEM # 5.1
REPORT FROM THE
CHAIR OF THE
AGRICULTURAL LAND
USE STANDING
COMMITTEE**

A report from the Chair of the Agricultural Land Use Standing Committee was presented.

RES. NO. 656/18 Beckett/Frizzell

THAT the report from the Chair of the Agricultural Land Use Standing Committee be received.

CARRIED

RES. NO. 657/18 Beckett/Krause

THAT the Regional District participate in the Regional Agriculture Adaptation Strategies Project administered by BC Agriculture and Food Climate Change initiative.

CARRIED

RES. NO. 658/18 Beckett/Hall

THAT Director Alan be appointed to represent the Regional District on the Regional Agriculture Adaptation Strategies Project Committee.

CARRIED

RES. NO. 659/18 Beckett/Alan

THAT the Agricultural Land Reserve application by Ray and Alison Markham to subdivide the North West ¼ of District Lot 7354 Cariboo District Except: Plans 28168, PGP45113, BCP6792 and Plan BCP42555 into two lots be approved subject to Appendix 'A', attached to the report.

CARRIED

RES. NO. 660/18 Beckett/Alan

THAT the application by Willem & Joan Alice Kruisselbrink, Byran & Betty-Lou Hannis to subdivide the Northwest ¼ of District Lot 7357 Cariboo District Except Plan 5383 into three lots be authorized to proceed to the Agricultural Land Commission with a recommendation for approval.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 3

**ITEM # 5.2 AND # 5.2A
TEMPORARY USE
PERMIT NO. 213
(PROVINCE OF BRITISH
COLUMBIA / N & V
CONSTRUCTION LTD.)**

A report was presented regarding Temporary Use Permit No. 213 on McBride Highway 16 East (Province of British Columbia/N & V Construction Ltd.).

An additional report regarding Temporary Use Permit No. 213 was presented as an additional item.

RES. NO. 661/18 Alan/Thompson

THAT the report and additional report be received.

CARRIED

Director Alan declared the minutes of the Public Consultation Meeting held on August 8, 2018 regarding Temporary Use Permit No. 213 to be accurate and fair, the originals of which are attached hereto and form part of these minutes.

RES. NO. 662/18 Alan/Thompson

THAT the minutes of the Public Consultation Meeting held on August 8, 2018 regarding Temporary Use Permit No. 213 be received.

CARRIED

RES. NO. 663/18 Alan/Thompson

THAT Temporary Use Permit No. 213 be issued to N&V Construction Ltd. to allow Preliminary Resource Processing use on Unsurveyed Crown Land in the Vicinity of East of District Lot 7218, Cariboo District for a one year period.

CARRIED

**ITEM # 5.3
ZONING BYLAW NO.
2892, AMENDMENT
BYLAW NO. 3105, 2018
(KEMPSTER &
KEMPSTER)**

A report was presented regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 on Klein Road (Kempster & Kempster).

RES. NO. 664/18 Empey/Crook

THAT the report be received.

CARRIED

RES. NO. 665/18 Empey/Frizzell

THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be now introduced and read for the first time.

CARRIED

RES. NO. 666/18 Empey/Crook

THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be given second reading.

CARRIED

RES. NO. 667/18 Empey/Dunphy

THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be held with the chairing of the hearing delegated to Director Empey, or his Alternate, or any other Director as a delegate of the Board.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 4

**ITEM # 5.4
ZONING BYLAW NO.
2892, AMENDMENT
BYLAW NO. 3106, 2018
(ZIELINSKI)**

A report was presented regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 on Upper Fraser Road (Zielinski).

RES. NO. 668/18 Dunphy/Empey

THAT the report be received.

CARRIED

RES. NO. 669/18 Dunphy/Wilson

THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be now introduced and read for the first time.

CARRIED

RES. NO. 670/18 Dunphy/Wilson

THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be given second reading.

CARRIED

RES. NO. 671/18 Dunphy/Wilson

THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be held with the chairing of the hearing delegated to Director Dunphy, or his Alternate, or any other Director as a delegate of the Board.

CARRIED

**ITEM # 5.5
ZONING BYLAW NO.
2892, AMENDMENT
BYLAW NO. 3091, 2018
(WALDNER)**

A report was presented regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3091, 2018 on the Hart Highway (Waldner).

RES. NO. 672/18 Wilson/Thompson

THAT the report be received.

CARRIED

RES. NO. 673/18 Wilson/Dunphy

THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3091, 2018 be adopted.

CARRIED

**CHAIRPERSON'S
REPORT**

The Chair advised that there was no report.

**ITEM # 8.1.1
RURAL DIVIDEND
PROGRAM – DISTRICT
OF MACKENZIE
APPLICATION**

A report was presented regarding the District of Mackenzie's application to the BC Rural Dividend Program.

RES. NO. 674/18 Crook/Burgess

THAT the report and letter received August 3, 2018 from the District of Mackenzie be received.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 5

RES. NO. 675/18 Crook/Burgess

THAT the Regional District Partner with the District of Mackenzie in the submission of grant application to the BC Rural Dividend Fund for the Mackenzie Wildfire Protection Improvement Project.

CARRIED

**ITEM # 8.1.2
PROCUREMENT OF
GOODS AND SERVICES
POLICY – RD-03-09**

A report was presented regarding Procurement of Goods and Services Policy RD-03-09.

RES. NO. 676/18 Burgess/Alan

THAT the report be received.

CARRIED

RES. NO. 677/18 Burgess/Koehler

THAT the amended Procurement of Goods and Services Policy – RD-03-09 be approved.

CARRIED

**ITEM # 8.1.3
DELEGATION BYLAW
NO. 3082, 2018**

A report was presented regarding Delegation Bylaw No. 3082, 2018.

RES. NO. 678/18 Krause/Townsend

THAT the report be received.

CARRIED

RES. NO. 679/18 Koehler/Wilson

THAT Delegation Bylaw No. 3082, 2018 be now introduced and read a first time.

CARRIED

Directors Alan and Beckett - opposed

RES. NO. 680/18 Hall/Koehler

THAT the rules be suspended and Delegation Bylaw No. 3082 be given second and third readings.

CARRIED

Directors Alan and Beckett - opposed

RES. NO. 681/18 Thompson/Dunphy

THAT Delegation Bylaw No. 3082, 2018 be adopted.

CARRIED

Directors Alan and Beckett - opposed

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 6

**ITEM # 8.1.4
BEAR LAKE LOCAL
COMMUNITY
ESTABLISHMENT
BYLAW NO. 1794,
AMENDMENT BYLAW
NO. 3094, 2018**

A report was presented regarding Bear Lake Local Community Establishment Bylaw No. 1794, Amendment Bylaw No. 3094, 2018.

RES. NO. 682/18 Burgess/Crook

THAT the report be received.

CARRIED

RES. NO. 683/18 Burgess/Crook

THAT Bear Lake Local Community Establishment Bylaw No. 1794, Amendment Bylaw No. 3094, 2018 be adopted.

CARRIED

**ITEM # 8.1.5
LETTER OF SUPPORT
FOR FRASER
HEADWATERS
ALLIANCE**

A report regarding a letter of support for the Fraser Headwaters Alliance was presented as an additional item.

RES. NO. 684/18 Alan/Thompson

THAT the report and letter dated August 9, 2018 from the Fraser Headwaters Alliance be received.

CARRIED

RES. NO. 685/18 Alan/Townsend

THAT a letter of support be provided to the Fraser Headwaters Alliance for their application for a community gaming grant for the "Public Safety Maintenance of the Historic Goat River Trail Program".

CARRIED

**ITEM # 8.2.1
PILOT MOUNTAIN
VOLUNTEER FIRE
DEPARTMENT – CROWN
LAND TENURE
RENEWAL**

A report was presented regarding Pilot Mountain Volunteer Fire Department Crown Land Tenure Renewal.

RES. NO. 686/18 Wilson/Dunphy

THAT the report be received.

CARRIED

RES. NO. 687/18 Wilson/Dunphy

THAT a Licence of Occupation for Part of District Lot 2420, Cariboo District be entered into with Her Majesty the Queen in the Right of the Province of British Columbia.

CARRIED

RES. NO. 688/18 Wilson/Dunphy

THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute the Licence of Occupation for Part of District Lot 2420, Cariboo District.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 7

**ITEM # 8.3.1
EMERGENCY FUNDING
GRANT PROGRAM**

A report was presented regarding the Emergency Funding Grant Program.

Director Krause provided an overview of the Emergency Funding Grant Program and the application.

Discussion ensued regarding:

- encouraging the cultural facilities to establish a reserve fund as not everything can be covered by the Emergency Funding Grant Program; and
- the diminishing lottery funds and other challenges non-profits continue to face.

RES. NO. 689/18 Krause/Beckett

THAT the report and application for the Emergency Funding Grant Program be received.

CARRIED

RES. NO. 690/18 Krause/Beckett

THAT a grant of \$8500 from the Cultural Endowment Fund for the Huble Homestead/Giscome Portage Society be approved.

CARRIED

**ITEM # 9.1
REPORT FROM THE
CHAIR OF THE
ENVIRONMENT AND
PARKS STANDING
COMMITTEE**

A report from the Chair of the Environment and Parks Standing Committee was presented.

A replacement report from the Chair of the Environment and Parks Standing Committee was presented.

RES. NO. 691/18 Burgess/Crook

THAT the replacement report from the Chair of the Environment and Parks Standing Committee be received.

CARRIED

RES. NO. 692/18 Burgess/Hall

THAT the Regional District of Fraser-Fort George support REAPS request for a Community Gaming Grant for funding to offset operational costs.

CARRIED

RES. NO. 693/18 Burgess/Empey

THAT Contract ES-16-17 Caretaker Services - Buckhorn Regional Transfer Station be approved for a one-year contract extension for the term of October 1, 2018 to September 30, 2019.

CARRIED

RES. NO. 694/18 Burgess/Empey

THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute a one-year extension for Contract ES-16-17 Caretaker Services - Buckhorn Regional Transfer Station for the term October 1, 2018 to September 30, 2019.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 8

RES. NO. 695/18 Burgess/Dunphy

THAT Contract ES-18-10 Caretaker Services - Willow River Regional Transfer Station be awarded to Jesse Brandner (3B6 Contracting) for the tendered per month price of \$3,980 (excluding taxes) to the total sum of \$47,760 (excluding GST) for the period of September 1, 2018 to August 31, 2021.

CARRIED

RES. NO. 696/18 Burgess/Dunphy

THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute Contract ES-18-10 Caretaker Services – Willow River Regional Transfer Station.

CARRIED

RES. NO. 697/18 Burgess/Koehler

THAT Contract ES-14-12 Compaction and Cover Services at Foothills Boulevard Regional Landfill be approved for an extension for the term November 1, 2018 to October 31, 2019.

CARRIED

RES. NO. 698/18 Burgess/Koehler

THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute a one-year extension for Contract ES-14-12 Compaction and Cover Services at Foothills Boulevard Regional Landfill for the term November 1, 2018 to October 31, 2019.

CARRIED

RES. NO. 699/18 Burgess/Frizzell

THAT the implementation plan for Priorities 1 and 2 of the Demolition, Land Clearing and Construction Waste Diversion Study outlined in Appendix "A" attached to the report be approved.

CARRIED

RES. NO. 700/18 Burgess/Crook

THAT a competitive bid process be entered into for the provision of landfill and transfer station operation services at the Mackenzie Regional Solid Waste Facility.

CARRIED

**ITEM # 10.1 AND # 10.1A
INVITATION TO TENDER
CS-18-07 AMMONIA
PLANT MAINTENANCE
CONTRACT FOR CANOE
VALLEY AND ROBSON
VALLEY RECREATION
CENTRE**

A report was presented regarding Invitation to Tender CS-18-07 Ammonia Plant Maintenance Contract for Canoe Valley and Robson Valley Recreation Centre.

An additional report regarding Invitation to Tender CS-18-07 Ammonia Plant Maintenance Contract for Canoe Valley and Robson Valley Recreation Centre was presented as an additional item.

RES. NO. 701/18 Alan/Thompson

THAT the report and additional report be received.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 9

RES. NO. 702/18 Alan/Townsend

THAT Invitation to Tender CS-18-07 Ammonia Plant Maintenance Contract for Canoe Valley and Robson Valley Recreation Centre be awarded to DevCon Industrial Services O/A Yeti Refrigeration in the amount of \$44,496 (excluding taxes) over a 3 year term.

CARRIED

RES. NO. 703/18 Alan/Thompson

THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute Contract CS-18-07 Ammonia Plant Maintenance Contract for Canoe Valley and Robson Valley Recreation Centre.

CARRIED

**ITEM # 11.1
GRANTS: ELECTORAL
AREA A**

A report was presented regarding grants for Electoral Area A.

RES. NO. 704/18 Wilson/Dunphy

THAT the report, Grant Schedule and associated grant application forms for Electoral Area A be received.

CARRIED

RES. NO. 705/18 Wilson/Thompson

THAT the Grants for Electoral Area A, as listed in the August Grant Schedule, be approved.

CARRIED

RES. NO. 706/18 Wilson/Dunphy

THAT Paragraph No. 3 of Policy C-2 "Community Grants-In-Aid" be waived for the issuance of the grant to the Nukko Environmental Lake Weed Society as listed in the August Grant Schedule for Electoral Area A.

CARRIED

**ITEM # 11.2
GRANTS: ELECTORAL
AREA C**

A report was presented regarding grants for Electoral Area C.

RES. NO. 707/18 Beckett/Krause

THAT the report, Grant Schedule and grant application form for Electoral Area C be received.

CARRIED

RES. NO. 708/18 Beckett/Frizzell

THAT the Grant for Electoral Area C, as listed in the August Grant Schedule, be approved.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 10

ITEM # 11.2.1
GRANTS: ELECTORAL
AREA E

A report regarding grants for Electoral Area E was presented as an additional item.

RES. NO. 709/18 Empey/Dunphy

THAT the report, Grant Schedule and grant application form for Electoral Area E be received.

CARRIED

RES. NO. 710/18 Dunphy/Empey

THAT the Grant for Electoral Area E, as listed in the August Grant Schedule, be approved.

CARRIED

ITEM # 11.3
GRANTS: ELECTORAL
AREA G

A report was presented regarding grants for Electoral Area G.

RES. NO. 711/18 Burgess/Crook

THAT the report, Grant Schedule and grant application form for Electoral Area G be received.

CARRIED

RES. NO. 712/18 Burgess/Crook

THAT the Grant for Electoral Area G, as listed in the August Grant Schedule, be approved.

CARRIED

ITEM # 11.4
GRANTS: ELECTORAL
AREA H

A report was presented regarding grants for Electoral Area H.

Director Alan responded to a query from a Director regarding the purpose of the feasibility study outlined in the grant application from the Valemount Children's Activity Society to whom the grant funds will be paid.

The Manager of Community Services responded to a query regarding the methods for disbursement of grant funds.

RES. NO. 713/18 Alan/Townsend

THAT the report, Grant Schedule and grant application forms for Electoral Area H be received.

CARRIED

RES. NO. 714/18 Alan/Townsend

THAT the Grants for Electoral Area H, as listed in the August Grant Schedule, be approved.

CARRIED

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 11

CORRESPONDENCE

RES. NO. 715/18 Frizzell/Crook

THAT the Correspondence Sections, designated as Items No. 13.1.1 to 13.2.1, inclusive, and the Information Section, designated as Item No. 14.1, be received.

CARRIED

ITEM # 13.1.1 COPY OF LETTER DATED JULY 17, 2018 FROM THE MAYOR OF WILLIAMS LAKE TO THE MINISTER OF FINANCE AND DEPUTY PREMIER REGARDING EMPLOYER HEALTH TAX IMPACT ON LOCAL GOVERNMENT

A copy of letter dated July 17, 2018 from the Mayor of Williams Lake to the Minister of Finance and Deputy Premier regarding Employer Health Tax impact on local government was presented.

RES. NO. 716/18 Hall/Townsend

THAT a letter be sent to the Minister of Finance and Deputy Premier of British Columbia regarding the impacts of the Employer Health Tax on the Regional District.

CARRIED

NEW BUSINESS

ITEM # 15.1 TRANSPORTATION OF WOOD INFECTED BY THE SPRUCE BEETLE

Director Crook raised concerns regarding the transportation of trees infected by the spruce beetle through the Pine Pass south to Quesnel and Williams Lake and advised that there is a symposium in Victoria, BC on August 21-22, 2018 regarding the issue.

Discussion ensued regarding:

- there is currently no procedure in place to enforce the transportation restrictions;
- at a meeting in the spring of 2018 assurances were made that the trees would not be moved when temperatures are above 16 degrees Celsius; however it has been determined thru an audit that trucks have been moving trees at 25 degrees Celsius and above; and
- responsibility for restrictions on tree transport has been transferred from government to the industry.

RES. NO. 717/18 Crook/Thompson

THAT a letter be sent to the Minister of Forests, Lands, Natural Resource Operations and Rural Development with copies to the Council of Forest Industries, Professional Association, Chief Forester and Union of BC Municipalities regarding concerns over the movement of trees infected by the spruce beetle.

CARRIED

ITEM # 15.2 WILDFIRE NEAR MACKENZIE

Director Crook provided an overview of a recent wildfire that impacted the highway in to the District of Mackenzie and raised awareness of the potential for evacuation of the community.

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 12

**ITEM # 15.3
NORTH CENTRAL
LOCAL GOVERNMENT
ASSOCIATION UPDATE**

Director Beckett provided an overview of the most recent North Central Local Government Association Executive Meeting and a reminder that the next convention will be held in early May of 2019 in Williams Lake.

**ITEM # 15.4
COMMUNITY
CELEBRATION AT THE
ANCIENT FOREST/CHUN
T'OH WHUDUJUT**

Director Thompson provided a reminder for the community celebration at the Ancient Forest / Chun T'oh Whudujut on Saturday, September 1, 2018 from 10:00 a.m. until 4:00 p.m.

Director Alan advised that a Community Grant-in-Aid was provided for the event and there is conversation about making it an annual event.

**ITEM # 15.5
PROVINCIAL WILDFIRE
SITUATION**

Director Koehler expressed concerns over the number of wildfires being caused by humans and suggested that decision makers and stakeholders must come together and bring more public attention to the issues.

Discussion ensued regarding:

- statistics of human caused fires and arson aspect;
- sending a letter to the Provincial Government expressing concerns and the appropriate timing for the letter;
- the amount fuel and debris in forests due to regulations for clean up after logging activities not being strict enough; and
- the need to focus on personal responsibility with an increase in education and harsher penalties.

The Administrator provided an overview of the Abbott/Chapman Report that was released in the Spring 2018 and advised that it is likely there will be some sessions on the wildfire situation included in the 2018 Union of BC Municipalities Convention agenda.

**ITEM # 15.6
WILLISTON LAKE**

Director Burgess provided a brief history of Williston Lake prior to its being dammed and the mistakes of flooding the lake without first removing the trees resulting in the trees floating to the surface and jamming the lake.

**ITEM # 15.7
CITY OF PRINCE
GEORGE WILDFIRE
EVACUEES UPDATE**

Director Hall provided an update on the wildfire evacuations advising that the City of Prince George had received 820 evacuees thus far and expected to top 1000 by the end of the day.

**ITEM # 15.8
UPDATE FROM
ADMINISTRATOR**

The Administrator provided an update on the wildfire situation within the Regional District noting that:

- there are no fires of concern within Regional District boundaries to date;
- the Regional District has been able to provide some equipment to assist in firefighting efforts;
- two Regional District staff are in Fort St. James to provide assistance in their Emergency Operations Centre; and
- Regional District staff have been assisting the City of Prince George in providing Emergency Social Services where possible.

UNAPPROVED

Regional Board Minutes
August 16, 2018

Page 13

ADJOURNMENT

RES. NO. 718/18 Koehler/Thompson

THAT the meeting be adjourned - 2:35 p.m.

CARRIED

Chair

General Manager of Legislative and
Corporate Services

UNAPPROVED



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: TUP 2954

FROM: Daniel Burke, Planner I

DATE: August 31, 2018

SUBJECT Item: Temporary Use Permit No. 214
SUMMARY: Purpose: For Consideration
Location: Pas Mill Site Road– Crystal Lake area – Electoral Area 'G'
Owner: Province of British Columbia
Applicant: Northern Interior Aggregates Inc.
Agent: Gerald Lundquest – Stages Enterprises Ltd.

PREVIOUS
REPORTS: Item No. 6.1, December 2015 (see Agenda for link)

ATTACHMENT(S): 1. Backgrounder
2. Temporary Use Permit No. 214

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received. Public Consultation Meeting 1. Open the Public Consultation Meeting 2. Presentation from Development Services 3. Letters 4. Presentation from the applicant 5. Questions from Board Directors 6. Presentation from the public 7. Close the Public Consultation Meeting	All 1 Director/1 vote	Majority
2. THAT Temporary Use Permit No. 214 be issued to Northern Interior Aggregates Inc. to allow Preliminary Resource Processing on the Part of District Lot 2954 Cariboo District - Ministry of Forests, Lands, Natural Resource Operations & Rural Development License of Occupation #706496 - for a three year period.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for a temporary use permit (TUP) to allow Preliminary Resource Processing, including gravel crushing and screening, on the subject area for up to three year period.

The Regional District Board is being asked to consider issuance of Temporary Use Permit No. 214.

RELEVANT POLICIES:

- Crooked River-Parsnip Official Community Plan (OCP) Bylaw No. 2425
 - proposal is consistent with OCP policies**
 - the subject area is designated Agriculture/Resource (AG/RES)
 - AG/RES supports resource extraction uses, including Preliminary Resource Processing
 - issuance of TUPs are supported throughout the Plan area
 - an OCP amendment is not required

2. Zoning Bylaw No. 2892:
 - **proposal does not meet zoning bylaw regulations**
 - the subject area is zoned Rural 3 (Ru3)
 - Preliminary Resource Processing is not permitted in Ru3
 - a TUP or zoning bylaw amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of issuance of a TUP
 - requires a notification of Board consideration to be placed in one edition of a local newspaper
4. Development Services Applications Procedures Bylaw No. 2776:
 - specifies requirements for a public consultation meeting, public notice mail-out and Notification Application Sign

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

One previous temporary use permit has been issued to allow Preliminary Resource Processing on the subject area. Temporary Use Permit No. 192 was issued from December 2015 to 2018. The applicants have a Sand and Gravel Permit from the Ministry of Energy and Mines that prescribes conditions regarding reclamation security, land use, productivity, use of suitable growth medium, revegetation, buffer zones and berms, structures and equipment, watercourses, roads, disposal of fuels and toxic chemicals, temporary shutdown, alterations to the program, safety provisions, monitoring, annual reporting, site stability, training and orientation, hazards and confined spaces, guarding of equipment, haulage roads, emergency response, access control, environmental protection, authorization from other agencies, compliance, and fuels and lubricants. The Sand and Gravel Permit was issued in 2016.

DECISION OPTIONS:

1. Approve recommendations:
 - Temporary Use Permit No. 214 will be issued and will allow Preliminary Resource Processing on the subject land for a three year period subject to the conditions of the permit.

Other options:

1. amend the permit prior to consideration
 - permit conditions could be added or amended as Board deems appropriate
2. defeat issuance of Temporary Use Permit No. 214
 - the proposed use will not be permitted on the subject land
3. postpone consideration of Temporary Use Permit No. 214
 - consideration may be postponed if additional information is required

COMMENTS:

A TUP application has been made to allow Preliminary Resource Processing on the subject area for up to a three year period. The subject area is approximately 21 ha (51.8 acres) of Crown land and contains an existing gravel pit. In accordance with Zoning Bylaw No. 2892, Preliminary Resource Processing means *the crushing, screening, washing, storing, packaging or other processing of rock, sand, gravel, aggregate or soil, originating on the same site and does not include asphalt plants or concrete plants.*

The Crooked River-Parsnip Official Community Plan OCP designates the subject area AG/RES and it is zoned Ru3 in accordance with Zoning Bylaw No. 2892. Ru3 does not permit Preliminary Resource Processing; however, this use is supported by the AG/RES designation under the OCP. The issuance of TUPs is also supported throughout the Plan area.

The proposed TUP restricts the hours of operation from 6:00 a.m. to 8:00 p.m. daily, and the number of employees to five. The TUP is proposed for three years, as the applicant's proposal indicates that they only plan to conduct processing activities from March 1 – November 30, each calendar year. For details see TUP No. 214, attached to the report.

No responses of concern were received from Technical Agency referrals by agenda deadline regarding the proposal.

The Regional District has not received any complaints about the uses allowed by the previous temporary use permit. Pending no concerns are raised at the public consultation meeting, it may be reasonable to approve Temporary Use Permit No. 214.

Respectfully submitted,

Daniel Burke

Daniel Burke
Planner I

DB:lh

BACKGROUNDER

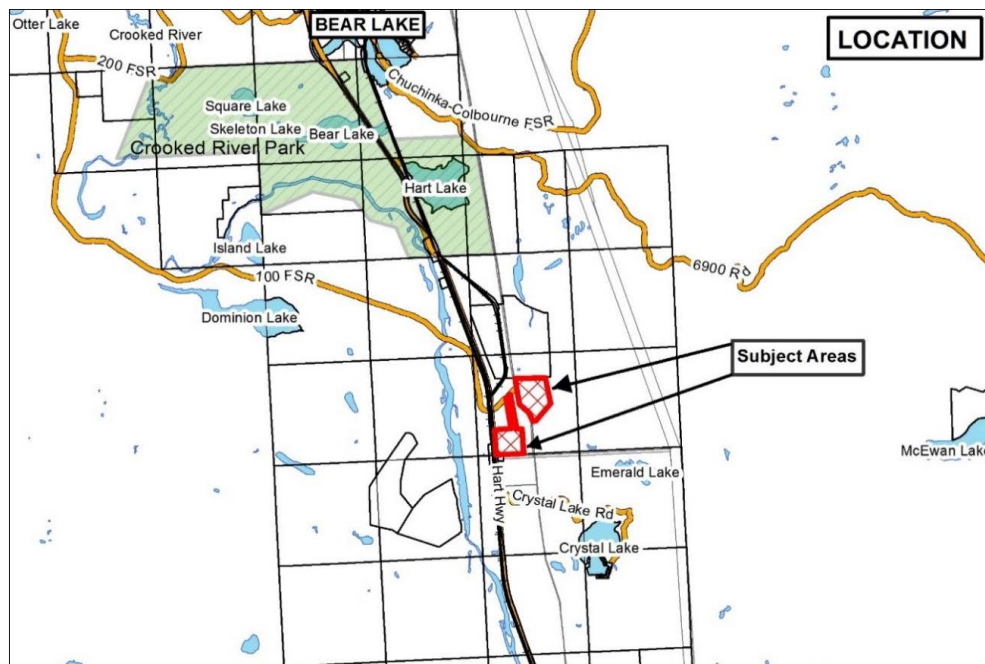
Owner: Province of British Columbia

Applicant: Northern Interior Aggregate Inc.

Agent: Gerald Lundquest – Stages Enterprises Ltd.

Location: Pas Mill Site Road– Crystal Lake area – Electoral Area 'G'

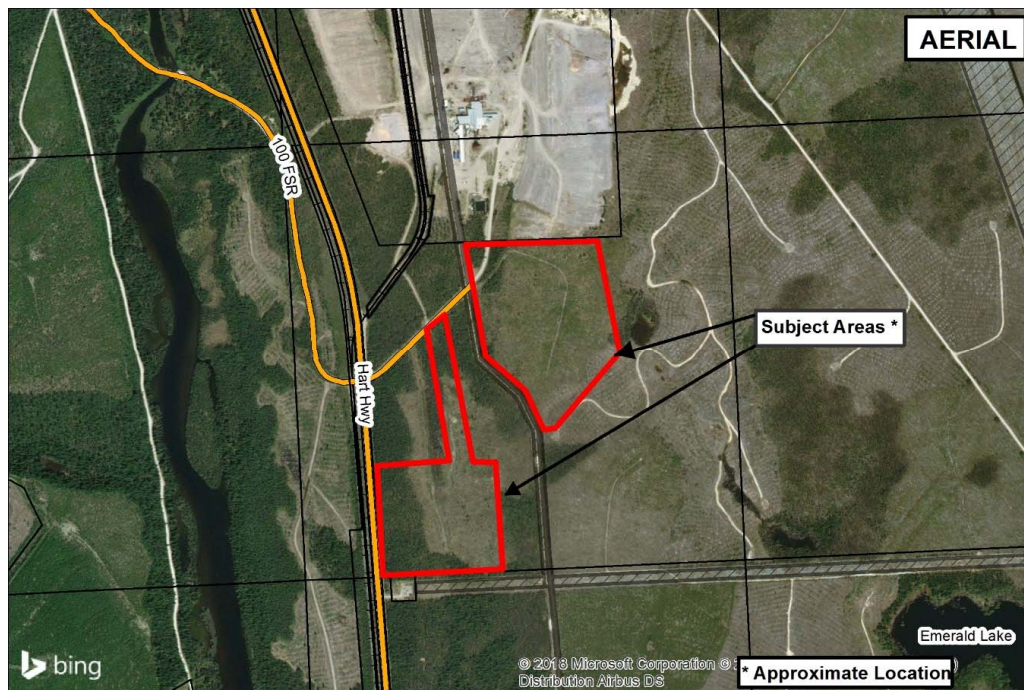
Legal Description: Part of District Lot 2954 Cariboo District – Ministry of Forests, Lands, Natural Resource Operations & Rural Development License of Occupation #706496– approximately 21 ha (52 acres)



Existing and Surrounding Land Use: The two subject areas contain existing gravel pits and preliminary resource processing.
 North – Industrial zoned parcel
 East – Crown Land
 South – Hydro Station/Crown Land
 West – Hart Highway

Proposal: The applicant has applied for a second Temporary Use Permit (TUP) to allow gravel crushing and screening (Preliminary Resource Processing) on the subject area for a three year period with the following conditions:

- Number of Employees: five employees are permitted
- Days of operation: Monday to Sunday from March 1 – November 30, each calendar year
- Hours of Operation: 6:00 am to 8:00 pm

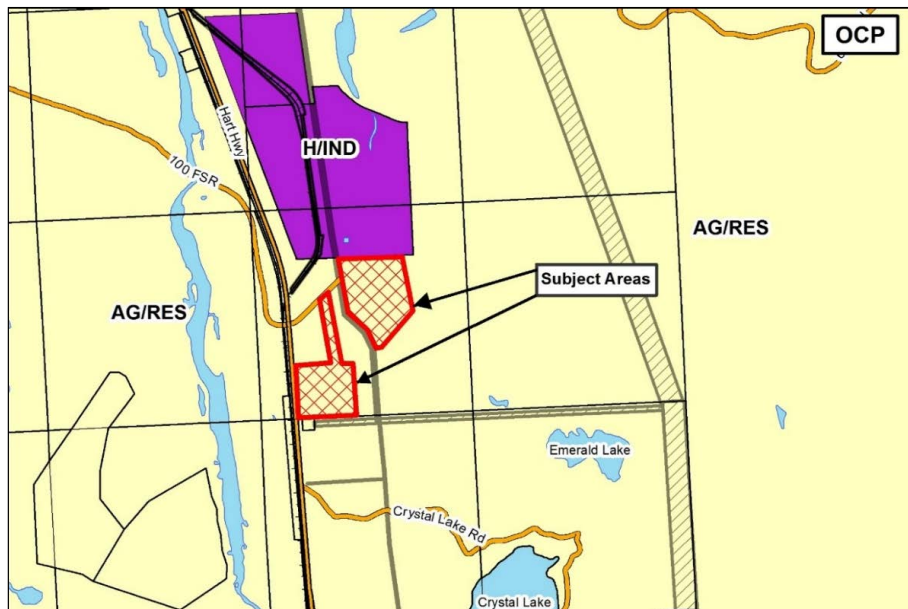


Agricultural
Land
Reserve
(ALR):

The subject property is not within the ALR.

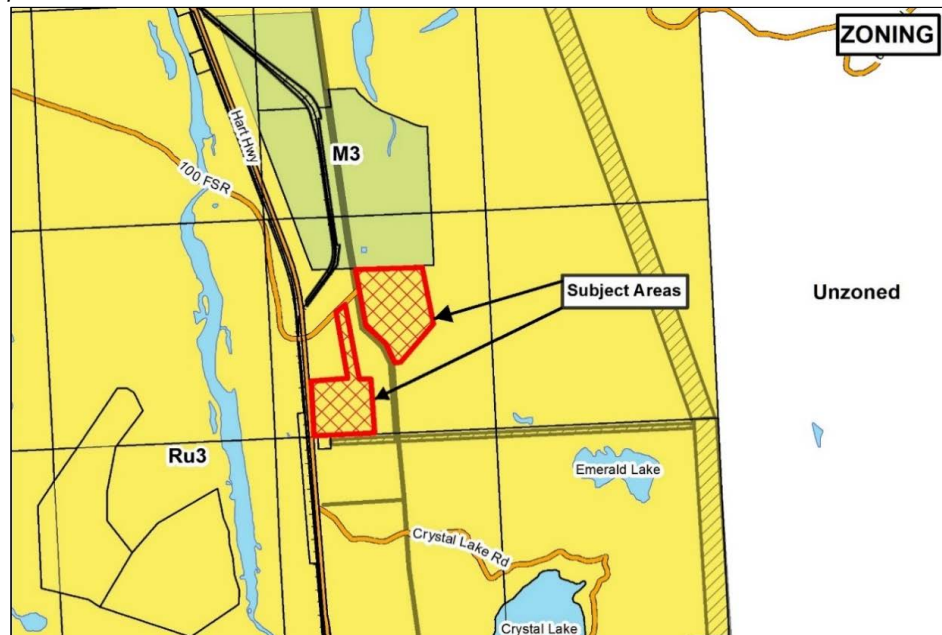
Official
Community
Plan:

The Crooked River-Parsnip Official Community Plan (OCP) designates the subject area as Agriculture/Resource (AG/RES). The AG/RES designation supports resource extraction uses, including preliminary resource processing. The OCP also supports issuance of TUPs throughout the Plan area. An OCP amendment is not required.



Zoning: The subject property is currently zoned Rural 3 (Ru3) in accordance with Zoning Bylaw No. 2892. Preliminary Resource Processing is not a permitted use in the Ru3 zone. If the TUP is approved, a zoning bylaw amendment will not be required at this time for the proposed use.

For reference, the zoning bylaw defines Preliminary Resource Processing as:
"the crushing, screening, washing, storing, packaging or other processing of rock, sand, gravel, aggregate or soil, originating on the same site and does not include asphalt plants or concrete plants."



Fire Protection: The subject area is within a volunteer fire protection zone.

Access: The subject area is accessed by Pas Mill Site Road.

Temporary Use Permit: A draft of TUP No. 214 is attached to the report.

The proposed TUP would allow Preliminary Resource Processing uses on the subject property for up to a three year period. Hours of operations, number of employees, etc. can be regulated by a TUP. Upon expiry of the TUP, the applicant may apply for another TUP, apply for a zoning bylaw amendment, or discontinue the use.

Future Applications: If this application is approved, no further Regional District land-use applications will be required to establish this use.

Technical Agency Referral Comments:
Telus:
 TELUS has no objection to this proposal.

Ministry of Energy, Mines and Petroleum Resources (EMPR):
 EMPR supports this TUP. They hold a valid mines act permit for crushing and screening at this location.

Ministry of Transportation and Infrastructure:

- No direct access to Highway 97 will be permitted;
- Pas Mill Road is a non-status road maintained by Winton Global; and

- *The Applicant should work with Winton Global to apply for a commercial access permit for the junction of Pas Mill Road and Highway 97.*

BC Hydro:

BC Hydro has no objection to the proposal as our works are not affected.

FortisBC Energy Inc.:

FortisBC Energy Inc. has reviewed the subject proposal and has no objections or concerns.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: 250-960-4400 / Fax: 250-562-8676
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

TEMPORARY USE PERMIT No. 214

ISSUED TO: Northern Interior Aggregates Inc.

WITH RESPECT TO THE FOLLOWING LAND:

Part of District Lot 2954 Cariboo District – Ministry of Forests, Lands, Natural
Resource Operations & Rural Development Licence of Occupation #706496
PID:N/A

1. This Temporary Use Permit is issued pursuant to the *Local Government Act*.
2. The general purpose of this Permit is to allow Preliminary Resource Processing for a three year period.
3. Notwithstanding that Zoning Bylaw No. 2892 does not allow for industrial uses on the subject area, this Temporary Use Permit specifically allows the following use on Part of District Lot 2954 Cariboo District:

Preliminary Resource Processing as defined by Zoning Bylaw No. 2892, means the crushing, screening, washing, storing, packaging or other processing of rock, sand, gravel, aggregate or soil, originating on the same site and does not include asphalt plants or concrete plants.

Subject to the following:

- a) Preliminary Resource Processing hours of operation: 6:00 a.m. – 8:00 p.m. daily.
- b) Operation Season: March 1 – November 30, each calendar year.
- c) Five (5) employees are permitted.
- d) No drainage may be allowed to migrate off site.
- e) The processing of asphalt/bitumen/concrete, or any form of paving plant, is prohibited.
- f) All parking is to be on the subject area.
- g) All Preliminary Resource Processing is to take place within the established gravel pit.
- h) All operations, including reclamation, must be in accordance with the requirements of the sand and gravel permit issued by the Ministry of Energy, Mines and Petroleum Resources.
- i) Dust originating from the gravel operation, including onsite roads, shall be controlled at the source using equipment such as water sprayers and sprinkler trucks.
- j) Excessive noise shall be controlled at the source. Adequate mufflers shall be utilized on equipment to eliminate excessive noise.
- k) Upon completion of this project and should the Temporary Use Permit not be renewed, all screening and crushing machinery on the subject property for the use allowed by this Permit shall be removed.

Temporary Use Permit No. 214 – Pages 1 of 3

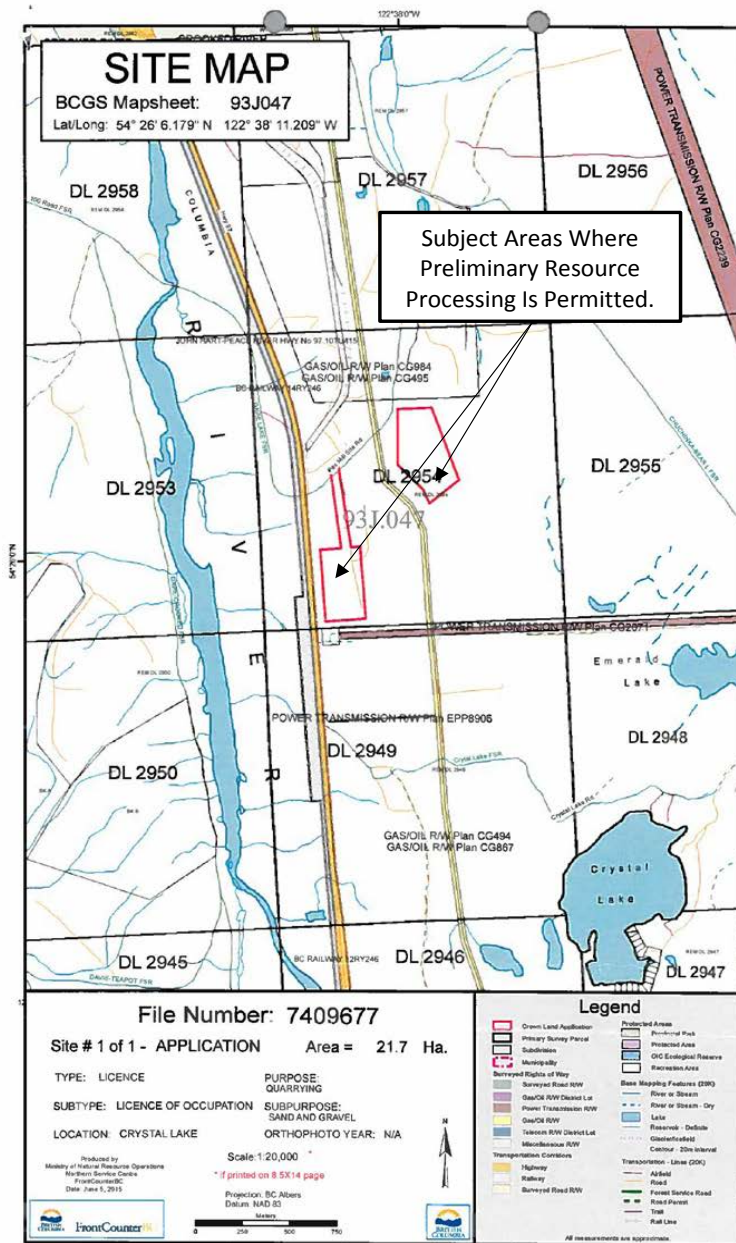
4. This permit does not relieve an owner or occupier from obtaining any other approvals required by the Regional District or any other jurisdiction, or from meeting any other applicable regulations.
5. This Permit is not a building permit.
6. This Permit shall expire one year after the date of issuance.
7. The land shall be developed strictly in accordance with this Permit.

[The zoning on this property at date of issuance of this permit is Rural 3 (Ru3) pursuant to Zoning Bylaw No. 2892]

TEMPORARY USE PERMIT NO. 214 ISSUED BY RESOLUTION OF THE REGIONAL BOARD ON THE DAY OF , 2018

K. JENSEN, GENERAL MANAGER OF
LEGISLATIVE AND CORPORATE SERVICES

APPENDIX 'A' TO TEMPORARY USE PERMIT No. 214



APPENDIX 'A' ATTACHED TO AND FORMING PART OF
TEMPORARY USE PERMIT NO. 214

General Manager of Legislative and Corporate Services

Temporary Use Permit No. 214 – Pages 3 of 3

GM: TMc

REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: TUP 2954

FROM: Kenna Jonkman, MCIP, RPP, Planning Leader

DATE: December 1, 2015

SUBJECT
SUMMARY: Item: Temporary Use Permit No. 192
 Purpose: Consider Application
 Location: Pas Mill Site Road – Electoral Area 'G'
 Owner: Province of British Columbia (Crown Land)
 Applicant: Northern Interior Aggregate Inc.

PREVIOUS
REPORT(S): None

ATTACHMENT(S): 1. Backgrounder
 2. Temporary Use Permit No. 192

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received. Public Consultation Meeting 1. Open the Public Consultation Meeting 2. Presentation from Development Services 3. Letters to be read into the Meeting 4. Presentation from the Applicant 5. Questions from Board Directors 6. Presentation from the Public 7. Close the Public Consultation Meeting	All 1 Director/1 vote	Majority
2. THAT Temporary Use Permit No. 192 be issued to Northern Interior Aggregate Inc. to allow aggregate crushing and screening on Part of District Lot 2954 Cariboo District under Ministry of Forests, Lands and Natural Resource Operations Investigative Permit #7409677, for a three year period.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for a Temporary Use Permit to allow an aggregate crushing and screening use on two sites totalling approximately 21 hectares located north of Crystal Lake.

The Regional Board is being asked to consider issuance of Temporary Use Permit No. 192.

RELEVANT POLICIES:

- Crooked River-Parsnip Official Community Plan Bylaw No. 2425:
 - preliminary processing of resource products may be permitted in the Agriculture/Resource designation
 - allows issuance of Temporary Use Permits throughout the plan area
- Zoning Bylaw No. 2892:
 - aggregate crushing and screening is not a permitted use within the Rural 3 (Ru3) zone
 - Temporary Use Permit or zoning amendment is required

3. Development Services Applications Procedures Bylaw No. 2776
 - requires a public consultation meeting be held in regards to a Temporary Use Permit prior to Board consideration
4. *Local Government Act*:
 - Section 921 outlines the regulations for issuance of a Temporary Use Permit

SERVICE RELEVANCE:

Regional District Land Use Planning Services is a region wide service that fulfils the obligation of the land use planning under Part 26 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

Notice of the public consultation meeting was mailed to owners of land located within 200 metres of the subject properties. The notice was also advertised in one issue of the newspaper and posted to the Regional District website and office bulletin board. Any comments received will be forwarded to the Regional District Board for consideration. The requirement to post a notification sign on the property was waived by the General Manager of Development Services.

DECISION OPTIONS:

1. Approve recommendations:
 - Temporary Use Permit No. 192 will be issued to permit aggregate crushing and screening for a three year period

Other Options:

- a. amend the permit prior to approval
 - conditions could be added or removed from the permit as Board deems appropriate
- b. postpone consideration of Temporary Use Permit No. 192
 - consideration may be postponed if it is considered that further information is required
- c. defeat issuance of Temporary Use Permit No. 192
 - aggregate crushing and screening will not be permitted on the land

COMMENTS:

The Ministry of Forests, Lands and Natural Resource Operations has authorized Northern Interior Aggregate Inc. to make an application for a Temporary Use Permit to allow aggregate crushing and screening on 21 hectares of Crown land. The site is located east of the intersection of Hart Highway and Pas Mill Site Road.

Technical agency comments received highlight permit requirements from the Ministry of Transportation and Infrastructure, obligation to adhere to Northern Health regulations and general information with regards to working in close proximity to Spectra Energy's utility line.

Preliminary processing of resource products is supported by the Official Community Plan. The present Rural 3 (Ru3) zoning does not permit aggregate crushing and screening; therefore, a Temporary Use Permit or zoning amendment is required. A Temporary Use Permit may be issued to allow uses otherwise not permitted by zoning for up to three years. A Temporary Use Permit may also prescribe conditions under which the operation is to adhere to. The conditions proposed within the attached Temporary Use Permit No. 192 may be amended as Board deems appropriate.

A public consultation meeting will be held at the December Board meeting prior to consideration of Temporary Use Permit No. 192. Following the public consultation meeting, Board has the option to approve the permit as proposed, amend the conditions of the permit to address concerns, or defeat issuance.

Respectfully submitted,

"Kenna Jonkman"

Kenna Jonkman, MCIP, RPP
Planning Leader

KJ:lh

G:\SERVCTR\Board Reports\Agenda Reports for Finalizing\Planning Reports Only\KJ-TUP No 192 - Northern Interior Agg Revised.docx

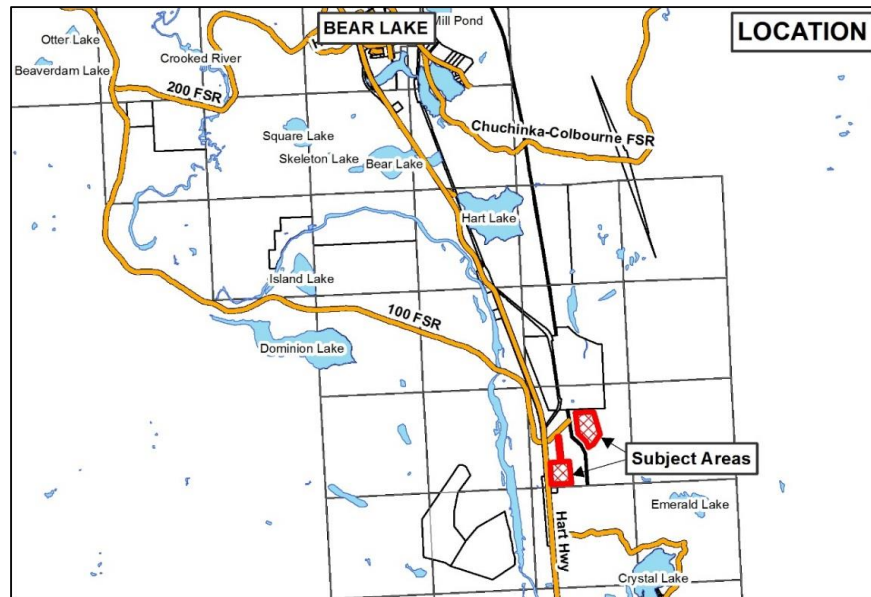
BACKGROUNDER

Owners: Province of British Columbia (Crown land)

Applicant: Northern Interior Aggregates Inc.

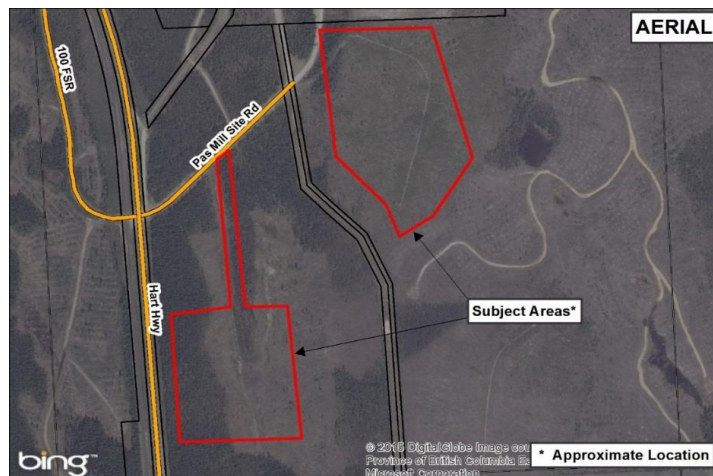
Location: Pas Mill Site Road – Electoral Area 'G'

Legal Description: Part of District Lot 2954 Cariboo District – Ministry of Forests, Lands and Natural Resource Operations Investigative Permit #7409677 - 21 ha (52 acres)



Existing Land Use: The two subject areas are undeveloped crown land.

North - Industrially zoned parcel (old Winton Global Sawmill site)
 East - Crown Land
 South - Hydro Station/ Crown Land
 West - Hart Highway



G:\SERVCTR\Board Reports\Agenda Reports for Finalizing\Planning Reports Only\KJ-TUP No 192 - Northern Interior Agg Revised.docx

Proposal: The applicant has applied for a license of occupation with the Ministry of Forests, Lands and Natural Resource Operations to allow quarrying and aggregate processing on the subject areas. The applicant requires a Temporary Use Permit from the Regional District prior to the Ministry processing this application.

The applicant has applied for a Temporary Use Permit to allow an aggregate crushing and screening use on the subject areas with the following conditions:

- Number of Employees: In addition to the Investigative Permit holders, five employees are permitted
- Days of Operation: Monday to Sunday from March 1 to November 30, each calendar year
- Hours of Operations: 6:00 a.m. to 8:00 p.m.

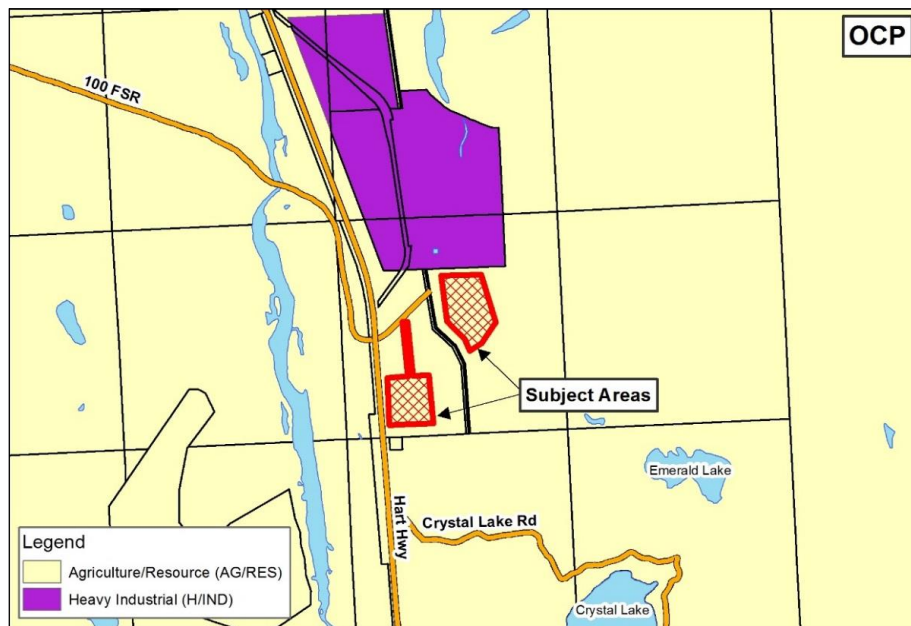
Agricultural Land Reserve:

The subject areas are not within the Agricultural Land Reserve (ALR).

Official Community Plan:

The Crooked River-Parsnip Official Community Plan designates the subject areas as Agriculture/Resource (AG/RES). The AG/RES designation supports the harvesting, extraction and preliminary sorting and grading prior to removal for off-site processing of natural materials and mineral exploration.

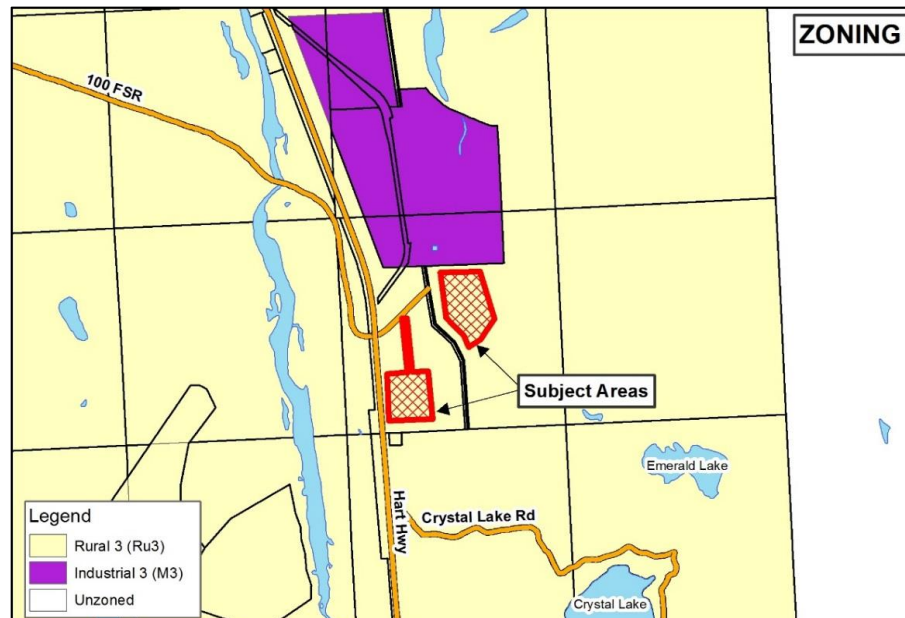
The Official Community Plan allows for Temporary Use Permits to be considered throughout the Plan area.



Zoning:

Pursuant to Zoning Bylaw No. 2892, the land is currently zoned Rural 3 (Ru3). The Ru3 zone does not allow for aggregate crushing and screening (preliminary resource processing); therefore, a Temporary Use Permit is required to allow the use.

The extraction and hauling of raw material is permitted throughout the region and does not require a Temporary Use Permit prior to being established.



Temporary Use Permit:

As Zoning Bylaw No. 2892 does not permit an aggregate crushing and screening use (preliminary resource processing) on the subject areas, a Temporary Use Permit application has been made. The Regional Board may consider issuance of Temporary Use Permit for up to a 3 year period. A Temporary Use Permit can regulate operational conditions such as hours of operation, number of employees, screening, size, siting, structures, etc.

Access:

Access to the subject areas is by Pas Mill Site Road.

Fire Protection:

The subject areas are within a fire protection area.

Future Applications:

If a Temporary Use Permit is approved, no further land use applications would be required. Upon expiry of the Temporary Use Permit, the applicant may apply for another Temporary Use Permit, apply to rezone the subject areas or discontinue the aggregate crushing and screening use.

If a Temporary Use Permit is not approved, aggregate crushing and screening will not be permitted to be conducted on the subject areas; however, extraction and hauling of raw material would be permitted.

Technical Agency Comments:

Regional District Building Inspections: "No concerns."

Bear Lake Community Commission: The referral was received by the Commission and no objections were forwarded.

Telus: "No conflict with Telus."

FortisBC: "Please be advised FortisBC has reviewed the above mentioned referral and we have no concerns."

Ministry of Energy and Mines: "Our interests are unaffected by this."

Ministry of Transportation and Infrastructure: "The Ministry of Transportation & Infrastructure (hereafter referred to as the Ministry) has reviewed the above noted Temporary Use Permit application referral and has the following comments:

- Pursuant to Section 62 of the *Transportation Act*, the Ministry is authorized to limit, regulate or prohibit access to or entry onto provincial public highways. The Ministry will require an industrial access permit application be submitted to the Ministry.
- Pursuant to Section 90 of the *Transportation Act*, S.B.C. 2004, please ensure that all structures are not within 4.5 metres of the highway right of way. Where proposed structures are within 4.5 metres of the highway right of way, the Ministry requires a Setback Permit.
- It is the proponent's responsibility to manage drainage on the subject property. No additional drainage is to be directed to the highway right of way.
- It is the proponent's responsibility to adhere to all other relevant legislation."

Northern Health Authority: "Northern Health has no objections to the proposed temporary use permit.

The potential impact for air quality or noise generation appears to be minimal in this application. The surrounding areas of the site are largely undeveloped, and include an existing industrial zoning. The conditions listed in the drafted temporary permit address the minimization of dust for the road, among other important considerations.

Where applicable, the development of buildings for the purpose of housing workers must be in compliance with the Regulations that Northern Health is guided by. If running water is supplied for the purpose of drinking and food preparation, the Drinking Water Protection Act and Regulations will apply. Sewage generated onsite must be disposed or stored in an approved manner, according to the Sewerage System Regulation. Please contact Northern Health Public Protection if further information is required, we can be reached at (250) 565-2150 between the hours of 8:30am-4:30pm Monday to Friday."

Spectra Energy: "Westcoast Energy Inc., doing business as Spectra Energy Transmission has no objections to the application for a temporary use permit provided that the following items are adhered to:

- Please be aware that within the bounds of Spectra Energy's 100 foot right-of-way there is an operating 30 inch diameter high pressure natural gas transmission pipeline, an operating 36 inch diameter high pressure natural gas transmission pipeline, and an operating 12 inch diameter Pembina oil pipeline.
- For any construction or logging activity within 30 meters of the edge of the right-of-way using power-operated equipment or explosives, prior written consent from Spectra Energy is required to ensure that the integrity of the pipelines will not be compromised. If permission is required, please send your request to crossings@spectraenergy.com.
- Any ground disturbance, facility installation or vehicle movement (including construction of temporary road crossings) within or across the pipeline right-of-way must be undertaken in compliance with the National Energy Board's (NEB) Pipeline Crossing Regulations, Parts I and II; NEB Act Section 112 (1) and (2). These requirements include obtaining written permission from the pipeline company prior to any of the above activities. More information on these regulations are available on the NEB web site at <http://www.neb-one.gc.ca/>



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: 250-960-4400 / Fax: 250-562-8676
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

TEMPORARY USE PERMIT No. 192

ISSUED TO: Northern Interior Aggregates Inc.

WITH RESPECT TO THE FOLLOWING LAND:

Part of District Lot 2954 Cariboo District
Ministry of Forests, Lands and Natural Resource Operations Investigative Permit #7409677

1. This Temporary Use Permit is issued pursuant to the *Local Government Act*.
2. The general purpose of this Permit is to allow aggregate crushing and screening on the subject property.
3. Notwithstanding that Zoning Bylaw No. 2892 does not allow for aggregate processing on the subject area, this Temporary Use Permit specifically allows the following use on Part of District Lot 2954 Cariboo District as shown on Appendix 'A', attached to and forming part of the Permit:
 - aggregate crushing and screening:

Subject to the following:

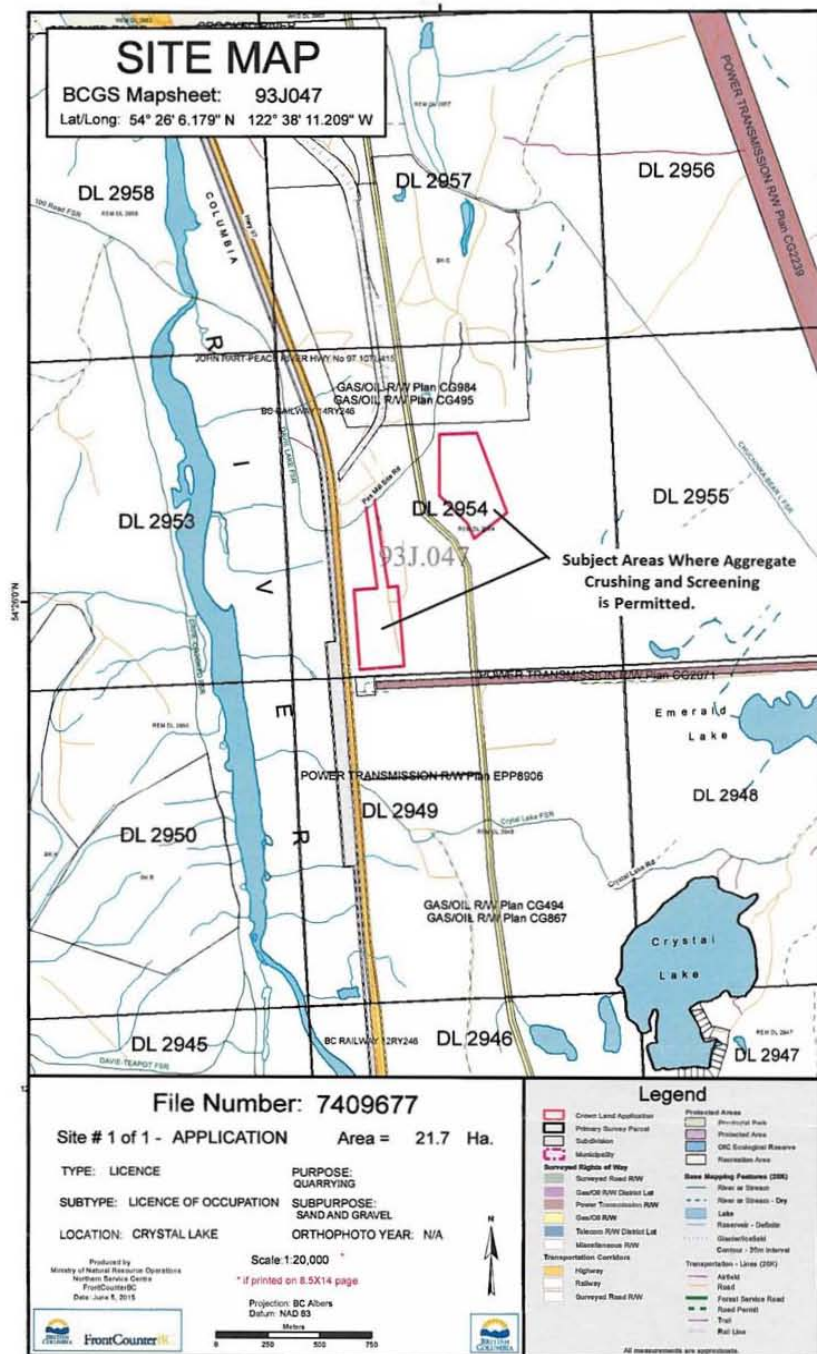
 - a) Days of operation: Monday to Sunday from March 1 to November 30, each calendar year.
 - b) Hours of operation: 6:00 a.m. to 8:00 p.m.
 - c) In addition to the Investigative Permit holders, 5 employees are permitted.
 - d) All parking is to be on the subject property.
 - e) All aggregate crushing and screening is to take place within the established gravel pit.
 - f) Roads within the site shall be treated to minimize dust.
 - g) The washing of aggregate, processing of asphalt/bitumen/concrete, or any form of paving plant, is specifically prohibited.
 - h) Upon completion of this project, and should the Temporary Use Permit not be renewed:
 - all crushing and screening machinery on the subject parcel for the use allowed by this Permit is to be removed.
4. This permit does not relieve an owner or occupier from obtaining any other approvals required by the Regional District or any other jurisdiction, or from meeting any other applicable regulations.
5. This Permit is not a building permit.
6. This Permit shall expire three years after the date of issuance.
7. The land shall be developed strictly in accordance with this Permit.

[The zoning on this property at date of issuance of this Permit is Rural 3 (Ru3) pursuant to Zoning Bylaw No. 2892]

TEMPORARY USE PERMIT No. 192 AUTHORIZED BY RESOLUTION OF THE REGIONAL BOARD ON THE
DAY OF , 2015.

CORPORATE OFFICER

APPENDIX 'A' TO TEMPORARY USE PERMIT No. 192



APPENDIX 'A' ATTACHED TO
AND FORMING PART OF
TEMPORARY USE PERMIT No. 192.

K. Jensen, Corporate Officer



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: TUP 13061

FROM: Heather Meier, Planner II

DATE: September 5, 2018

SUBJECT Item: Temporary Use Permit No. 215

SUMMARY: Purpose: For Consideration

Location: Chuchinka Log Lake FSR & Hart Highway – Electoral Area 'G'

Owner: Solonas

Applicant: Coastal GasLink Pipeline Ltd.

PREVIOUS

REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Temporary Use Permit No. 215

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received. Public Consultation Meeting 1. Open the Public Consultation Meeting 2. Presentation from Development Services 3. Letters 4. Presentation from the applicant 5. Questions from Board Directors 6. Presentation from the public 7. Close the Public Consultation Meeting		
2. THAT Temporary Use Permit No. 215 be issued to Coastal GasLink Pipeline Ltd. and Leonard Solonas to allow Laydown Yard use on Block B District Lots 13061, 2930 and 2931 Cariboo District for a three year period.	All 1 Director/1 vote	Majority

ISSUE(S):

Coastal GasLink Pipeline Ltd. proposes to use a 25.29 hectare portion of the subject property for a temporary laydown yard ancillary to pipeline construction activities. An application has been made for a Temporary Use Permit to allow the laydown yard use for a three year period.

The Regional District Board is being asked to consider issuance of Temporary Use Permit No. 215

RELEVANT POLICIES:

- Crooked River-Parsnip Official Community Plan (OCP) Bylaw No. 2425
 - proposal is not consistent with OCP policies**
 - the subject area is designated Agriculture/Resource (Ag/Res)
 - proposed laydown yard use is not supported in the Ag/Res designation
 - consideration of a TUP is supported throughout the Plan area

2. Zoning Bylaw No. 2892:
 - **proposal does not meet zoning bylaw regulations**
 - the subject area is zoned Rural 3 (Ru3)
 - laydown yard use is not permitted in the Ru3 zone
 - a TUP or zoning bylaw amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of issuance of a TUP
 - requires a notification of Board consideration to be placed in one edition of a local newspaper
4. Development Services Applications Procedures Bylaw No. 2776:
 - specifies requirements for a public consultation meeting, public notice mail-out and notification application sign
 - notification sign requirements may be waived by the Manager of Development Services

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

A public consultation meeting will be held at the September Board meeting.

DECISION OPTIONS:

1. Approve recommendations:
 - Temporary Use Permit No. 215 will be issued and will allow laydown yard use on the subject land for a three year period subject to the conditions of the permit

Other options:

1. amend the permit prior to consideration
 - permit conditions could be added or amended as Board deems appropriate
2. defeat issuance of Temporary Use Permit No. 215
 - the proposed use will not be permitted on the subject land
3. postpone consideration of Temporary Use Permit No. 215
 - consideration may be postponed if additional information is required

COMMENTS:

The TUP application has been made to allow a temporary laydown yard on an undeveloped property located approximately 6 kilometres north of Summit Lake. The laydown yard will be a temporary ancillary site associated with construction of the Coastal GasLink Pipeline Project.

The subject land is designated Agriculture/Resource (Ag/Res) within the Crooked River-Parsnip OCP and is partially zoned Rural 3 (Ru3). A laydown yard use is not supported in the Ag/Res designation or the Ru3 zone; however, the OCP does allow for the Board to consider issuance of Temporary Use Permits throughout the region.

Report to Regional BoardPage 3

No issues were identified through the technical referral comments received to date. All referral comments have been forwarded to the applicant. A public consultation meeting will be held at the September Board meeting. Issuance of the TUP will permit the use, subject to the conditions in the permit, for up to a three year period.

Respectfully submitted,

Heather Meier

Heather Meier
Planner II

HM:lh

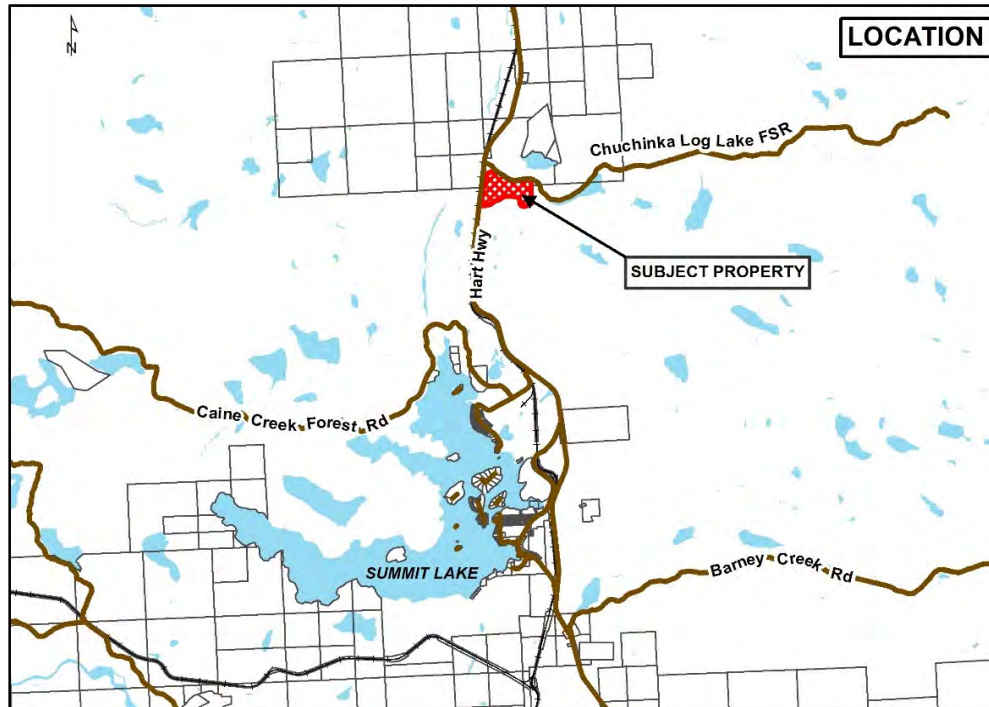
BACKGROUNDER

Owner: Leonard Jack Solonas

Agent: Coastal GasLink Pipeline Ltd.

Location: Chuchinka Log Lake FSR & Hart Highway – Electoral Area 'G'

Legal Description: Block B District Lots 13061, 2930, and 2931 Cariboo District – 64.7 hectares (160 acres)



Proposal: In May 2015, Coastal GasLink Pipeline Ltd. received its pipeline permit from the BC Oil and Gas Commission for the Coastal Gaslink Pipeline Project. Coastal GasLink proposes to use a 25.29 hectare portion of the subject property for a temporary laydown yard ancillary to pipeline construction activities. The proposed laydown yard ancillary site will be accessed and prepared prior to the start of the pipeline construction activities and will continue to be used until cleanup following pipeline completion. Site preparation, use, cleanup and reclamation of the site will be undertaken in accordance with the Coastal Gaslink Pipeline Project Environmental Management Plan.

Operations are proposed 24 hours a day, 7 days a week. A proposal description and site plan from the applicant is included in this backgrounder.

The *Local Government Act* allows the Regional Board to consider issuance of Temporary Use Permits for up to a three year period. A TUP may regulate operational conditions that zoning cannot, such as hours of operation. Upon expiry of the TUP, the applicant may apply for another TUP, apply for a zoning bylaw amendment, or discontinue the use. Proposed TUP No. 215 is attached to the report.

Coastal GasLink Pipeline Project

Ancillary Sites Laydown Sites

Coastal GasLink Pipeline Ltd., a wholly owned subsidiary of TransCanada PipeLines Limited, will require temporary ancillary sites for its Coastal GasLink Pipeline Project for preparation and use of construction camps, laydown areas and contractor yards before and during pipeline construction activities. This Laydown Site is located approximately 50 km north of Prince George, BC.

PURPOSE

LOCATION AND ACCESS

This Laydown sites will be required to provide support during pipeline construction activities. These sites will need to be accessed and prepared prior to construction, and will continue to be used until cleanup activities after construction have been completed. Laydown sites are located adjacent to the construction right-of-way at the beginning and end of the construction sections. Contractors will park their equipment at these sites at the start of construction and at the completion of seasonal construction. To meet hauling load guidelines, activities at the laydown sites may include partial assembly and disassembly of certain equipment components (e.g., buckets, booms and blades) required to move the equipment from laydown site to laydown site. The laydown sites will have the surface material stockpiled and the sub-surface levelled; then the sites will be reclaimed at the end of use. Ground access will include existing highways and industry service roads, some of which will be upgraded before use in accordance with applicable regulatory requirements.

SIZE

This Laydown Site will be approximately 25.29 hectares.

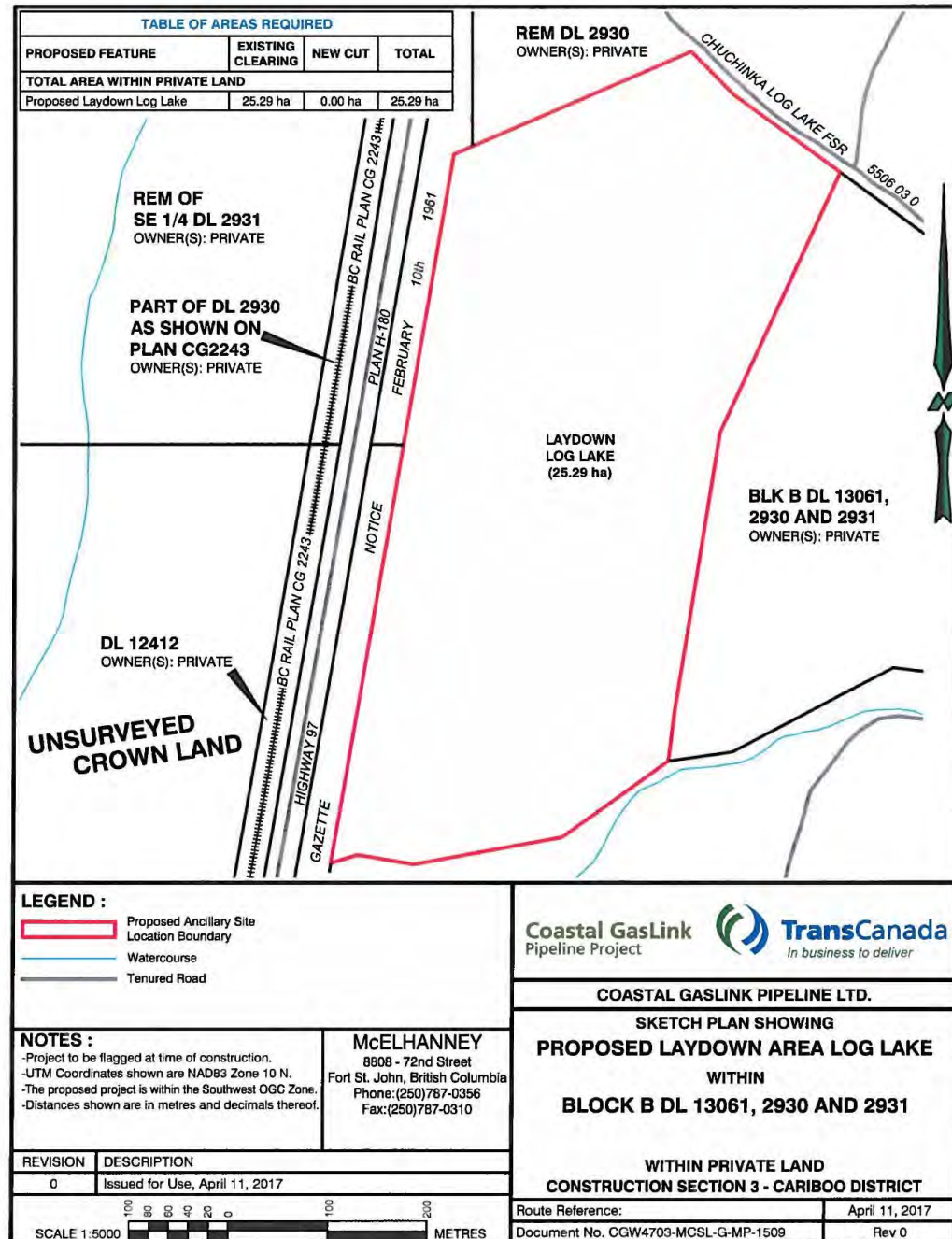
SCHEDULE AND DURATION

After receiving regulatory approvals and making the required commercial decisions, Coastal GasLink is preparing to begin construction of the Project in 2019 and in-service near the end of the decade.

EQUIPMENT AND PERSONNEL

Equipment associated with laydown sites includes pipe trucks/trailers, pickup trucks, dozers, side booms and excavators.





I:\Report Working\2018\09 - September\Dev Serv\Completed Word\HM - TUP 215 - Coastal Gaslink.docx

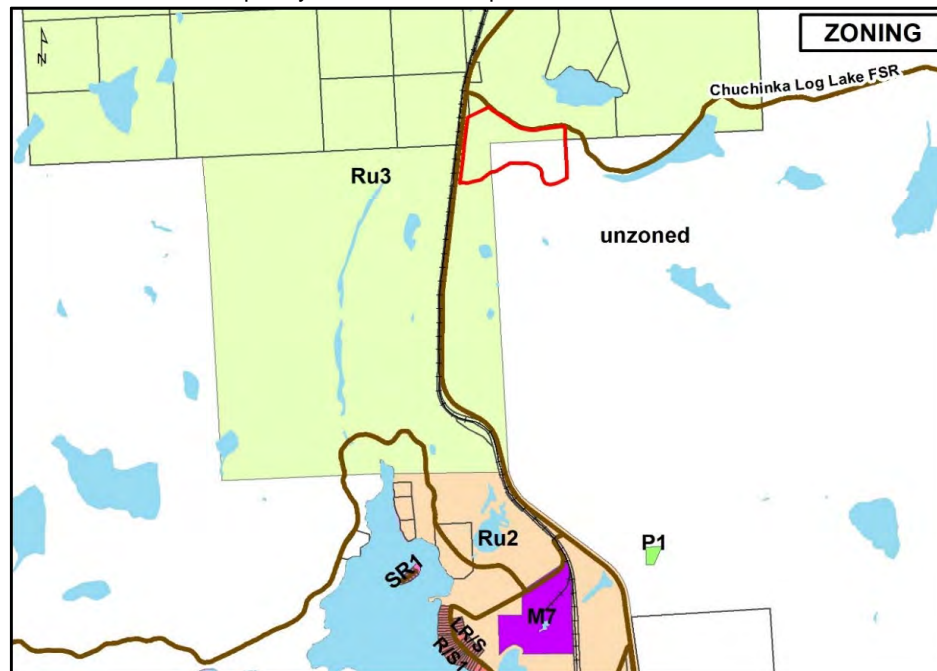


Official
Community
Plan:

The Crooked River-Parsnip Official Community Plan designates the subject land Agriculture/Resource (Ag/Res). Industrial storage uses such as a laydown yard are not supported in the Ag/Res designation. Temporary Use Permits may be considered throughout the Plan area.

Zoning:

The subject area is zoned Rural 3 (Ru3) by Zoning Bylaw No. 2892. A laydown yard with associated warehousing and storage of equipment is not a permitted use in the Ru3 zone. Either a zoning amendment or Temporary Use Permit is required.



I:\Report Working\2018\09 - September\Dev Serv\Completed Word\HM - TUP 215 - Coastal Gaslink.docx

ALR:	The subject land and surrounding area are not within the Agricultural Land Reserve.
Fire Protection:	The property is not within a volunteer fire protection area.
Access:	The applicants have conducted an access study for the proposal.
Reclamation:	The applicants have submitted the section of their environmental management plan concerning reclamation and remediation of the site following the proposed use. No concerns were identified by Development Services.
Future Applications:	If this application is approved, no further Regional District land-use applications will be required to establish this use.
Technical Agency Referral Comments:	<p>Telus: TELUS has no objection to this proposal.</p> <p>Ministry of Forests, Lands, Natural Resource Operations and Rural Development: Water Stewardship has no concerns regarding this proposal.</p>

BC Hydro:

BC Hydro has no objection in principle to the proposed laydown yard. There are distribution works running along Highway 97 adjacent to the proposed laydown yard. The proponent should contact BC Hydro if any work will be occurring in proximity to the distribution works in order to arrange for a 30M33.

Ministry of Transportation and Infrastructure:

The Ministry of Transportation & Infrastructure (MoTI) has received the above noted referral from the Regional District of Fraser Fort George regarding an application for a Temporary Use Permit for a pipeline laydown yard for Coastal GasLink. The application has been reviewed and has the following comments for your consideration:

- MoTI has no objection to the proposed Temporary Use Permit;
- Access to the subject property appears to be on Forest Service Road known as Chuchinka Log Lake FSR, which is not under MoTI jurisdiction, please contact Ministry of Forests, Lands, Natural Resources and Rural Development for permitting requirements;
- No direct access to Highway 97 (Hart Highway) will be permitted; and
- Should the development impact the highway right of way during the TUP the Ministry may make additional requirements at that time

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Landbase Stewardship:

I would recommend including the requirement for site restoration in the permit conditions. Prior to issuance a restoration plan should be submitted that would detail how the site is going to be returned to a natural condition, this would likely require soil remediation to deal with compaction and contamination issues, and invasive species plan, and commitments to revegetation with local natural species that reflect the site, climate, and local plant communities; with plant densities for woody species and trees and coverage targets for other species.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: 250-960-4400 / Fax: 250-562-8676
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

TEMPORARY USE PERMIT No. 215

ISSUED TO: Coastal GasLink Pipeline Ltd. and Leonard Solonas

WITH RESPECT TO THE FOLLOWING LAND:

Block B District Lots 13061, 2930 and 2931 Cariboo District
PID: 025-838-997

1. This Temporary Use Permit is issued pursuant to the *Local Government Act*.
2. The general purpose of this Permit is to allow the operation of a Laydown Yard ancillary to pipeline construction activities, on the subject property for a period of three (3) years.
3. Notwithstanding that Zoning Bylaw No. 2892 does not allow for an industrial use on the subject property, this Temporary Use Permit specifically allows the following uses on Block B District Lots 13061, 2930 and 2931 Cariboo District:

- Laydown Yard use

Subject to the following:

- a) Laydown Yard use shall include but not be limited to: offices and washroom facility; storage/warehousing of materials, fuel, equipment, heavy machinery, and vehicles both outdoors and/or within a warehouse complex; a works yard; equipment repair and maintenance; and employee and/or visitor parking, accessory to pipeline construction activities (hereafter referred to as "Laydown Yard use").
 - b) Operating hours of the Laydown Yard use are 24 hours per day, 7 days a week.
 - c) The maximum site area of the Laydown Yard use is 26 hectares.
 - d) All parking in conjunction with the Laydown Yard use must be within the subject property.
 - e) Roads/driveways used in conjunction with the Laydown Yard use must be treated to minimize dust.
 - f) All buildings, including new or pre-fabricated buildings, placed or constructed for the Laydown Yard use must be built in accordance with BC Building Code, Regional District Building Bylaw No. 1651 and inspection requirements.
 - g) All buildings or structures must meet minimum building setbacks in accordance with Zoning Bylaw No. 2892.
 - h) Should the Temporary Use Permit expire and a new temporary use permit or zoning bylaw amendment application not be approved, all buildings and structures associated with the Laydown Yard use are to be removed and the land must be restored to an equivalent or better standard that existed prior to the Laydown Yard use.
4. This Permit does not relieve an owner or occupier from obtaining any other approvals required by the Regional District or any other jurisdiction, or from meeting any other applicable regulations.
 5. This Permit is not a Building Permit.
 6. This Permit shall expire three years after the date of issuance.
 7. The land shall be developed strictly in accordance with this Permit.

[The zoning on the subject property at date of issuance of this Permit is Rural 3 (Ru3) pursuant to Zoning Bylaw No. 2892]

TEMPORARY USE PERMIT NO. 215 ISSUED BY RESOLUTION OF THE REGIONAL BOARD ON THE DAY OF , 2018.

General Manager of Legislative and Corporate Services



ACTIVATING COMMUNITY POST-SECONDARY PARTNERSHIPS IN NORTHERN BC

SHARED INTERESTS

- Stronger university-city partnerships
- Classroom learning that produces community impact
- Space for student led ideas and innovations



STARTING WITH CITYSTUDIO

- Change based on relationships
- A program with clear goals
- Projects with tangible impact



DEFINE A STARTING POINT

COMMUNITY
STUDIO

CITYSTUDIO IS...

- A network of partners
- A co-location space
- A lab for experimenting with solutions
- A model being applied nationally

(CityStudio, 2016)





CITIZEN SCIENCE

- UBC partnered with Vancouver Park Board
- Focus on environmental education
- Designed, ran and evaluated a citizen science program to connect youth to nature and scientific learning

(CityStudio, 2018)



RIPARIAN REVITALIZATION

- Bendigo Australia partnered with La Trobe University
- Focus on innovative ideas for revitalizing Bendigo Creek
- Implemented an engagement campaign to include the community in revisioning the creek

(CityStudio, 2018)



2017 UNBC-CNC T&L WORKSHOP

- 18 colleagues - 7 organizations
- Ground truth the model
- Explore needed adaptations
- Identify our unique barriers



COMMUNITYSTUDIO PILLARS *THE ANCHOR*

- Work to address community needs in a more coordinated fashion
- Bring together decision making and creative organizations
- Create space between our bureaucracies to experiment



COMMUNITYSTUDIO PILLARS

THE CONNECTOR

- Needs to eat, sleep, and breathe collaboration
- Serves as a broker between the community and academia

“Knowledge brokering tends to happen in particular locations - in **spaces that privilege** the brokering of knowledge across boundaries...”

(Meyer, 2010)

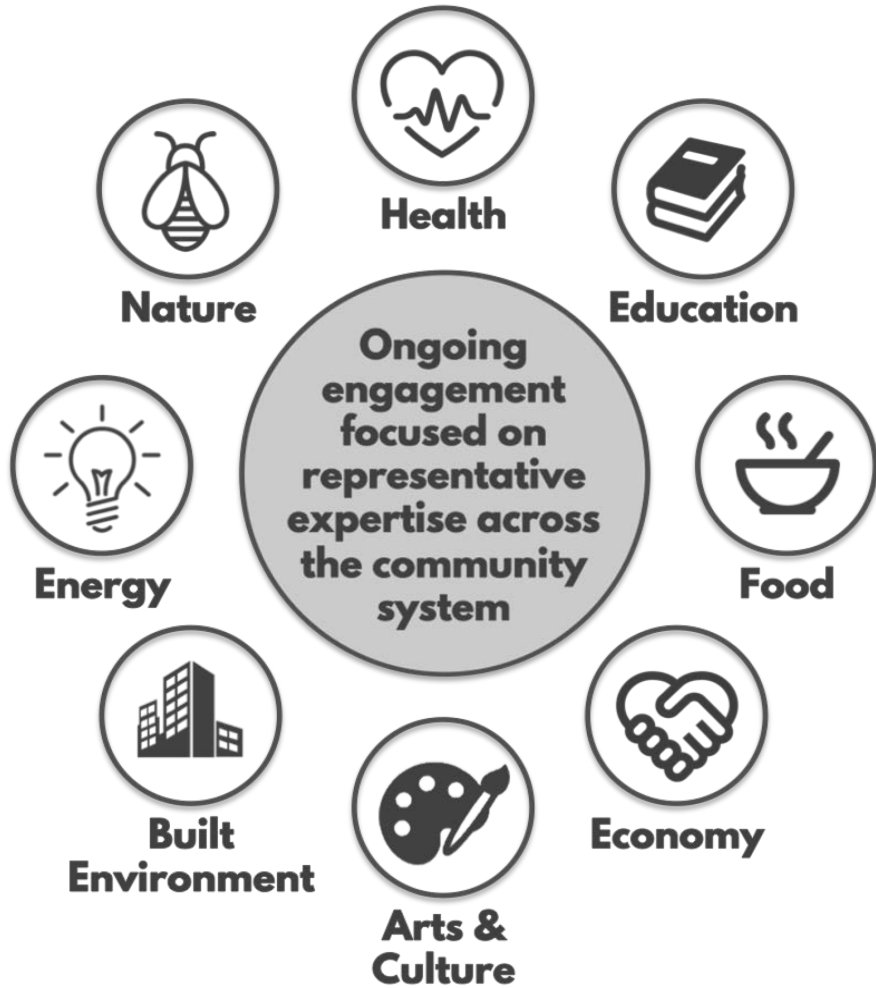


COMMUNITYSTUDIO PILLARS

THE SANDBOX

- Located within the creative ecosystem of the community
- Has to be a porous space (socially and physically)
- Should create a predictable, comfortable place to dialogue with academia





ONGOING ENGAGEMENT TO CAPTURE LOCAL NEEDS

**COMMUNITY
STUDIO**



WHAT WE HEARD ***CLOSING THE LOOP***

Face to face dialogue is really important. Getting out into the community, site/field, and with the people who are being impacted.



WHAT WE HEARD *SHOW UP CONSISTENTLY*

I call brokering relationship building. Working with faculty and community. I am a conduit. It's a big part and a key to the long-term sustainability of this kind of work.



WHAT WE HEARD *CURATING OUR STORIES*

It would be useful for people to know what kind of projects are going on. If we're talking about making positive changes, an issue is awareness. If we want to make changes, people have to be aware of opportunities and different choices.



WHAT WE HEARD ***CREATE TOGETHER***

When you have good relationships, the innovation, different thinking, it helps to create positive changes. Creative solutions we don't always see that are suggested to us.

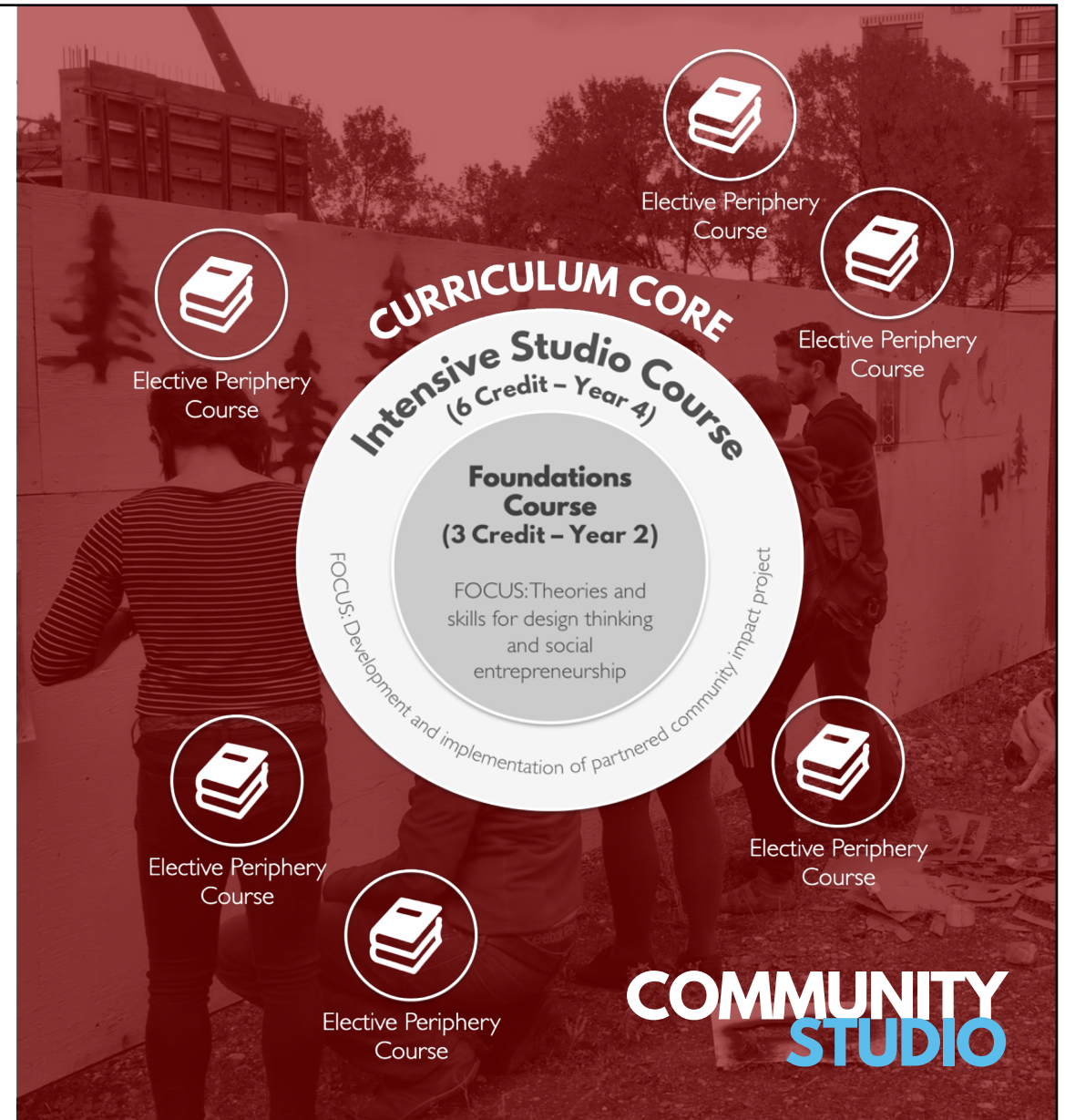


THANKS



COMMUNITYSTUDIO CURRICULUM MODEL

- Core and periphery curriculum
- Flexible and student defined
- Core courses (*lower year focused on theory, skills and competencies; upper year intensive studio project course*)
- Periphery courses drawn from existing experiential/service learning courses



COMMUNITYSTUDIO PROJECT DELIVERY

- Partnered social impact project through 4th year intensive studio course
- Partners in studio co-define and run one project annually
- Goal 1 – Help advance key city policies
- Goal 2 – Leave something tangible in the community





REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

FROM: Kenna Jonkman, MCIP, RPP, Manager of Development Services

DATE: September 4, 2018

SUBJECT Item: Community Studio

SUMMARY: Purpose: Consider Partnership Opportunity

PREVIOUS REPORTS: None

ATTACHMENT(S): None

File No.: N/A

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT a partnership with the University of Northern British Columbia for the development and delivery of the Community Studio program be supported in principle.	All 1 Director/1 vote	Majority
3. THAT a Community Studio Participation Agreement be brought to the Board for consideration.	All 1 Director/1 vote	Majority

ISSUE(S):

Community Studio is a program proposed to be delivered by the University of Northern British Columbia (UNBC) that focuses on partnership between students, faculty, local government and community members for addressing community objectives. A representative from UNBC will be in attendance to make a presentation to the Regional District Board regarding the Community Studio program.

The Board is being asked to consider partnering with the University of Northern British Columbia, City of Prince George and other community improvement stakeholders in the development and delivery of Community Studio.

RELEVANT POLICIES:

1. Regional District Strategic Priorities 2016-2019:

- sets out the vision and priorities of the Board of Directors and shapes the Regional District's approach to planning, projects and service provisions
- Community Sustainability is a strategic priority with emphasis placed on promoting and ensuring the livability and longevity of our rural communities
 - Champion the strengthening of our rural communities
 - Promote a strong and vibrant regional arts and culture sector in the region
- Economic Diversification is a strategic priority with emphasis placed on being a catalyst to opportunities that enhance the economic prosperity of the region
 - Foster an environment that promotes and supports local business
 - Identify and promote potential assets within the region
 - Support the ongoing development of advanced education in the region
- Climate Change is a strategic priority with emphasis placed on preparing for climate change related impacts and encouraging individual action on energy conservation
 - Consider adaptation and mitigation techniques in land use planning

SERVICE RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

It is projected that it will cost \$150,000 annually to deliver the Community Studio program. The proposed annual budget would secure two–3/4 time employees, office space and cover operational needs for the delivery the program.

To ensure the longevity of the program, Community Studio is looking for partners to provide a 5-year commitment.

4003 Economic Development Budget allocates \$100,000 annually to provide the Regional District the flexibility to develop partnerships and deliver diverse projects and programs. To date, there is only one initiative that draws from this budget line at a one-time expenditure of approximately \$7000 (BC Agriculture and Food Climate Action Initiative – Regional Agriculture Adaptation Strategies project).

OTHER CONSIDERATION(S):

The City of Prince George is currently working with UNBC to partner in the delivery of the program.

Projected launch of the Community Studio program is fall/ winter of 2019.

DECISION OPTIONS:

1. Approve recommendations:
 - UNBC will provide confirmation of the implementation of the program for 2019
 - Administration will develop a five-year participation agreement for Board's consideration

Other Options:

- a. Postpone consideration of partnership pending receipt of additional information
 - request for partnership will return for consideration when additional information is available
- b. Decline the Community Studio partnership invitation
 - Administration will notify UNBC

COMMENTS:

Community Studio is proposed to be a social innovation hub where local governments, students, faculty and community members co-create projects that make northern British Columbia a more sustainable, livable and joyful region. Community Studio builds off a well-established model, City Studio Vancouver, where over the past five years' community projects have put Vancouver in the spotlight. Across the country, many education institutions and local governments are partnering to implement City Studio's and like-minded models. A representative from UNBC will be in attendance at the Regional District Board meeting to make a presentation on the proposed Community Studio program.

Community Studio represents an innovative partnership between UNBC, City of Prince George and the Regional District that would involve experiential and service learning, focused on addressing community needs and producing positive impacts in the region. It is felt that to be successful, a made in northern British Columbia Community Studio must recognize the rural-urban interface, and include the region of Northern BC, rather than being focused within the municipality of Prince George. For this reason, Community Studio is proposed to be a partnership between UNBC, City of Prince George and the Regional District of Fraser-Fort George along with other community improvement stakeholders.

Many Regional District strategic priorities are well matched to the proposed concept and identified partnership deliverables of the Community Studio program. The partnership being proposed between Community Studio and the Regional District focuses on:

- ensuring that the lens of Community Studio encompasses the region;
- ensuring that unincorporated areas and member municipalities of the Regional District have knowledge and access to the program;
- ensuring the development and delivery of resources on how to implement and apply a project and learnings to smaller municipalities and unincorporated communities within the Regional District; and
- ensuring that a Community Studio project is implemented within an Electoral Area of the Regional District during the term of the agreement.

I:\Report Working\2018\09 - September\Dev Serv\Completed Word\KJ- Community Studio.docx

Report to Regional BoardPage 3

The Backgrounder of the report provides details of the proposed partnership between UNBC and the Regional District that would be included into a participation agreement for the delivery of Community Studio.

Respectfully submitted,

Kenna Jonkman

Kenna Jonkman, MCIP, RPP
Manager of Development Services

KJ:lh

I:\Report Working\2018\09 - September\Dev Serv\Completed Word\KJ- Community Studio.docx

BACKGROUNDER

Participation Agreement Deliverables: Identified deliverables for each organization through a five-year Community Studio Participation Agreement could include:

RDDFG

1. Representation on the interim Community Studio Steering Committee (Regional District Administration);
2. Project based in-kind support, as needed;
3. Partner on grant applications in support of the Community Studio program, when applicable; and
4. Provide annual funding for the Community Studio program of \$10,000 (6.6% of the projected budget).

UNBC

1. Oversee the delivery of the Community Studio program;
2. Establish an interim Steering Committee to oversee the development and delivery of the Community Studio program;
3. Deliver a presentation introducing the Community Studio program to member municipalities and interested community groups, as requested;
4. Within the first four years of the program ensure that a Community Studio project occurs within an electoral area of the Regional District;
5. Provide the Regional District an annual report that includes background information on that years project and how to implement and apply the project and learnings to smaller municipalities and unincorporated communities; and
6. Provide the Regional District an annual report on the Community Studio program, including an update on the financial status of the program.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: TEL 1.0

FROM: Heather Meier, Planner II

DATE: September 5, 2018

SUBJECT Item: Proposed Microwave Communication System
SUMMARY: Purpose: Consider Request for Concurrence
Location: West of Valemount - Electoral Area 'H'
Applicant: SRE Hydro Canada Corporation

PREVIOUS
REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Letters and public consultation information from SRE Hydro Canada Corporation dated August 14, 2018 regarding Construction of Microwave Communication System.

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report, and letters and public information consultation from SRE Hydro Canada Corporation (SRE), be received.		
2. THAT the General Manager of Legislative and Corporate Services advise SRE and Innovation, Science, and Economic Development Canada in writing that regarding Valemount Microwave Repeater Site proposed at District Lot 360 Cariboo District:		
a) SRE has satisfactorily completed its consultation with the Regional District of Fraser-Fort George;		
b) The Regional District of Fraser-Fort George is satisfied with SRE's public consultation process and does not require any further consultation with the public;		
c) The Regional District of Fraser-Fort George concurs with SRE's proposal to construct a microwave communications facility provided it is constructed substantially in accordance with the plans submitted and described as a 54.9 metre self-support tower and ancillary equipment.		

ISSUE(S):

SRE Hydro Canada Corporation (SRE) and BC Hydro are proposing six new communications towers between Blue River and Valemount. A microwave communication tower proposed west of Valemount is the only tower proposed within the Regional District of Fraser-Fort George. In accordance with Innovation, Science, and Economic Development Canada (ISED, formerly Industry Canada) requirements, SRE has initiated a consultation process and seeks concurrence from the local land use authority.

The Board is being asked to consider providing direction to the General Manager of Legislative and Corporate Services to advise that the Regional Board has been consulted and concurs with the design and location of the proposed microwave communication tower.

I:\REPORT WORKING\2018\09 - SEPTEMBER\DEV SERV\COMPLETED WORD\HM-COMMUNICATION SITE CONCURRENCE - SRE HYDRO CANADA.DOCX

RELEVANT POLICIES:

1. Innovation, Science, and Economic Development Canada Client Procedures Circular – Radio communication and Broadcasting Antenna Systems (CPC-2-0-03):
 - proponents must undertake the default ISEDC public consultation process where a local government has no consultation policy regarding communication sites
 - the proposal must be referred to local land use authorities for concurrence with their land use policies

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - ISEDC and the applicant will be advised that the Regional District concurs with the proposed tower

Other Options:

- a. advise ISEDC and the applicant that the Regional District does not support the proposal
 - concurrence with respect to local government land use regulations is required by ISEDC
 - upon receipt of written notice of reasonable or relevant concerns, ISEDC may initiate a dispute resolution process

COMMENTS:

The new communications tower is proposed on a 14.7 hectare parcel owned by BC Hydro. The property is located on Westridge Forest Service Road and contains an existing BC Hydro substation. The nearest residential address is over 1.5 km away. The applicant's request letter and excerpt from the public consultation package are attached to the report.

ISEDC, who has exclusive jurisdiction over the installation of communication facilities, requires a proponent to undertake public consultation in the vicinity of a proposed tower, and to seek a resolution of concurrence from the Regional District. The applicant did not receive any public comments during their consultation process. The Regional District's land use regulations permit communication utility structures on the subject land.

Respectfully submitted,

Heather Meier

Heather Meier
Planner II

HM:lh

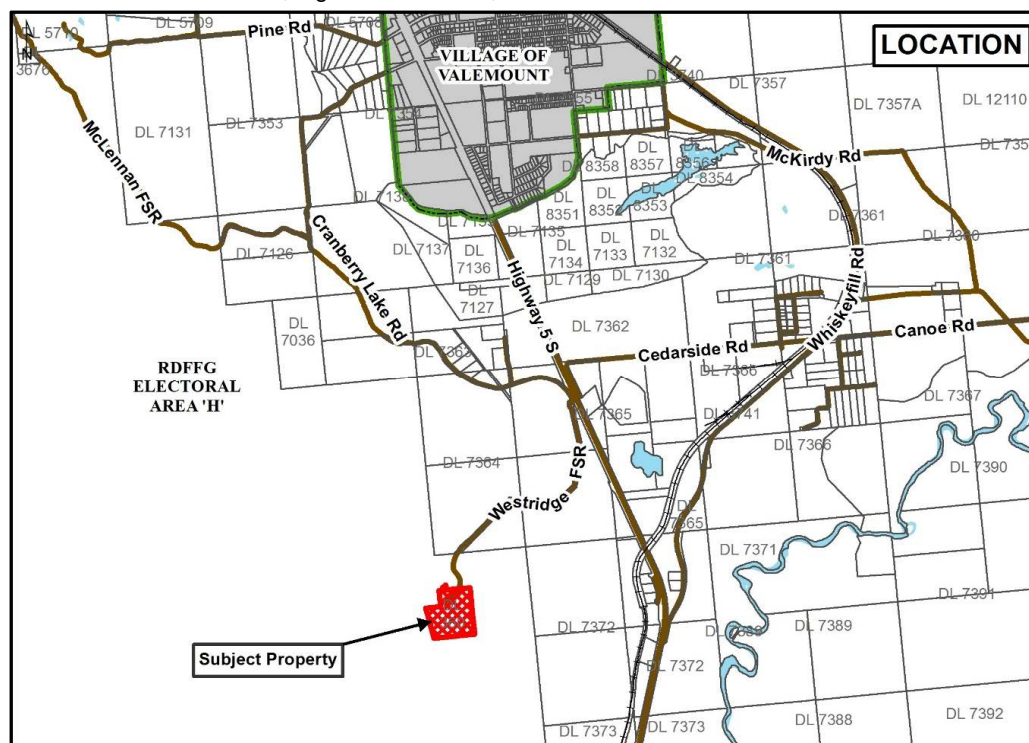
BACKGROUNDER

Concurrence Procedure: Innovation, Science, and Economic Development Canada (ISED), the regulating body for communication towers and antenna systems, requires consultation with the public and the local land use authority for proposed new or expanded communication sites. The local government must confirm that the proposal concurs with its land use regulations.

Location: Westridge FSR – Electoral Area 'H'

Legal Description: District Lot 360 Cariboo District – 14.7 ha (36.4 acres)

Proposal: The applicant proposes to install a 54.9 m (180ft) high self-supported lattice structure tower with one directional dish antenna. The tower site will be fenced and include a telecom shelter with electrical service, a generator shelter, and a satellite dish.



Agricultural Land Reserve: The land is not within the ALR.

Official Community Plan: The land is designated Agriculture/Resource in the Robson Valley-Canoe Upstream Official Community Plan. Utilities are a supported use.

Zoning: The land is not zoned. Where land is within the boundary of Zoning Bylaw No. 2892, unattended utility installations are generally permitted in all zones. The zoning bylaw also does not apply maximum height regulations or setbacks from lot lines for transmission structures.

SRE Hydro Canada Corp.



August 14, 2018

Development Services
Regional District of Fraser-Fort George
155 George Street
Prince George, BC
V2L 1P8

Attention: Development Services

Reference: SRE Hydro Canada Corp.
Construction of Microwave Communication System

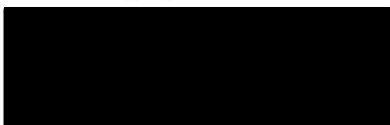
This letter is in reference to the information package mailed to your office on June 7, 2018 regarding the construction of a microwave communication system by SRE Hydro Canada Corp. ("SRE") and BC Hydro involving six new communications towers between Blue River, British Columbia and Valemount, British Columbia.

Four of the communications towers required a Federal consultation process through Innovation, Science and Economic Development Canada ("ISED"). SRE conducted this consultation process between June and August 2018 (see documentation attached). No public comments were received.

In order to conclude the ISED process, we require written land-use authority concurrence from the Regional District of Fraser-Fort George. SRE would like to request this concurrence from the Regional District of Fraser-Fort George.

Please contact myself directly at 604-685-7843 if you have any questions or require further information.

Thank you,



Rebecca Putters
Project Director, SRE Hydro Canada General Services

Enclosed: Copy of Rocky Mountain Goat and Valley Sentinel Newspaper Ads
Stakeholder Information Package

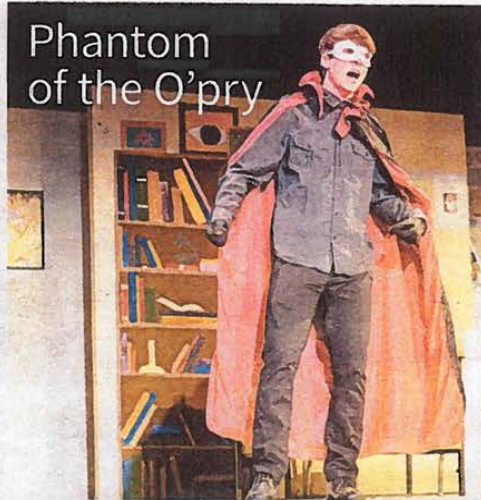
SRE Hydro Canada
Suite 603-535 Thurlow Street
Vancouver, B.C.
V6E 3L2

10 Thursday, June 7, 2018

therockymountaingoat.ca



Phantom of the O'pry



Under the direction of teacher Ingrid Stengler, the McBride Secondary Drama class brought us *Phantom of the O'pry* written by Tim Kelly. In this take on the well-known musical the lead female, Christine Swanson, (Athena Caputo) is the understudy of the esteemed opera singer, Carlos Barracuda (Carrie Marlow). After hearing Christine proclaim her love music, the Phantom (Scott Monroe, filled with his love for Christine, set out to make Christine the star of the show just once, that is, before making her his eternal companion in the dim tunnels of the Skunk Creek Opera House. Featuring a vaudeville-style variety show, and lots of running in the audience, *Phantom of the O'pry* was a hit. /SYDNEY PHILPOTT



NOTICE

New communications towers planned for Valemount area

SRE Hydro Canada Corp. and BC Hydro are planning to build new communications towers in the Valemount area. We are conducting public consultation required by Innovation, Science, and Economic Development (ISED) Canada and hosting a 30-day public comment period. Comments will be accepted until July 06, 2018. These new communications towers are needed to tie in SRE Hydro Canada Corp's new Clemina and Serpentine Independent Power Projects to BC Hydro's electricity grid. Communications towers allow substations to communicate with the rest of the electricity system using microwave signals which are small focused beams. BC Hydro's communications system is used to monitor and manage equipment, making sure that everything is working safely and reliably.

1. Valemount microwave repeater (VLR)

The tower will be located on BC Hydro-owned property about 400 metres northeast from the existing fenced Valemount substation on the Westridge Forest Service Road.
Tower location: LAT: 50° 40' 25.66" N LONG 120° 23' 1.55" W
Tower height: 54.9 metres

The tower will be a lattice structure with a single, one directional dish antenna (12 metres in diameter). Transport Canada is currently reviewing this tower for marking/lighting requirements and we expect to install lighting. The tower site will be fenced and include a telecom shelter with electrical service, a generator shelter, and a satellite dish.

2. Clemina Creek microwave repeater (CKR)

The tower will be located on Crown-owned property close to Highway 5 near BC Hydro's existing fenced Bone Creek substation.

Tower location: LAT: 52° 35' 34.89" N LONG 119° 05' 40.54" W
Tower height: 36.6 metres

The tower will be a lattice structure with two directional dish antennas (3.7 metres in diameter). Transport Canada is currently reviewing this tower for marking/lighting requirements and we expect to install lighting. The tower site will be fenced and include a telecom equipment building and a generator building.

3. Clemina Creek antenna repeater (CLC)

The tower will be on Crown-owned property close to Highway 5 Clemina Creek, near BC Hydro's right of Way for the transmission line between Valemount and Avola, and south of CKR.

Tower location: LAT: 52° 34' 29.5" N LONG: 119° 04' 43.5" W
Tower height: approximately 18 metres

The tower will be a monopole structure approximately 18 metres tall with two back-to-back antennas and a guide connection between the antennas. Transport Canada is currently reviewing this tower for marking/lighting requirements and we do not expect to paint or install lighting. The tower site may be fenced.

4. Bone Creek passive reflector (BEP)

The tower will be located on Crown-owned property near BC Hydro's existing fenced Bone Creek substation on Bone Creek Forest Service Road.

Tower location: LAT: 52° 16' 17.25" N LONG 119° 12' 08.25" W
Tower height: 36.6 metres

The tower will be a lattice structure with two directional dish antennas installed back-to-back on the tower. Transport Canada is currently reviewing this tower for marking/lighting requirements and we do not expect to paint or install lighting. The tower site will be unfenced.

If you want to know more or provide comments...

If you have questions regarding the towers or would like to provide comments, please provide them in writing within 30 days of receiving this notice. All written inquiries must be submitted no later than July 06, 2018.

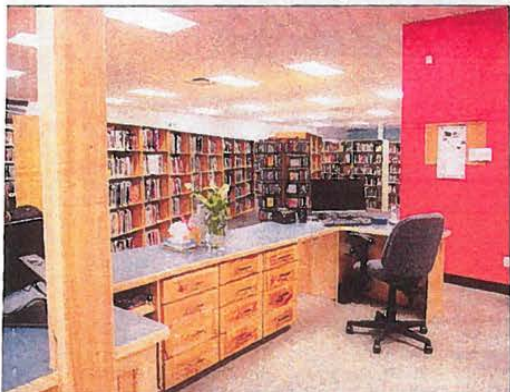
SRE Hydro Canada Corp.

Isabella Patters, Project Director ipatters@cammonhydro.ca
5th Hydro Canada Suite 603 - 535 Thulow St
Vancouver, BC, V6E 3L2 Phone: 604 655 7843



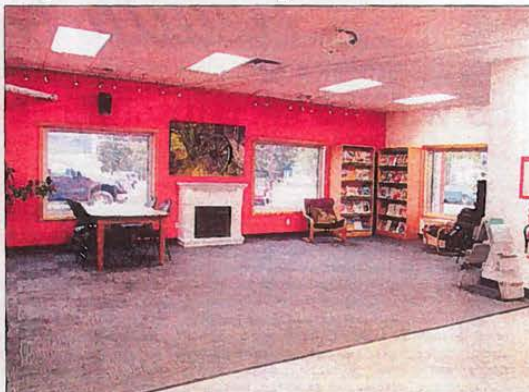
THURSDAY, JUNE 7, 2018 • The Valley Sentinel, ROBSON VALLEY REGION 13

New library facility open to the public



it and tidy yet warm and inviting, professional yet relaxing, and a whole lot more. It's the impression when you step into the renovated McBride & District Public Library.

took hours and hours of volunteer work to set up," says Library Director Naomi Bala-Boudreau. And it shows.



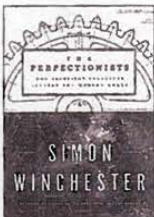
DIANNE ST. JEAN PHOTOS

Aside from rows and rows of books in the main area, the new facility also includes an open seating and reading area, room enough to host movie nights, a computer lab and hands-on area that is used for events such as Lego Robotics, as well as a Children's and Teens' Corner. It has also extended its lending beyond books to include everything from cameras to soup pots to snow shoes – just ask!



Valemount Public Library Feature Book of the Week

The revered New York Times bestselling author traces the development of technology from the Industrial Age to the Digital Age to explore the single component crucial to advancement—precision—in a superb history that is both an homage and a warning for our future.



Ancestry - "Genealogy, family trees and family history records" Start searching billions of records and discover your family's story. Accessible at your library!

ancestry

Library hours
Tues, Thurs: 10 am - 5 pm; Wed: 10 am - 9 pm; Sat: 11 am - 3 pm
Visit us on Facebook and on our website for more library news
<http://valemount.bc.ca/libraries>

New communications towers planned for Valemount area

SRE Hydro Canada Corp. and BC Hydro are planning to build new communications towers in the Valemount area. We are conducting public consultation required by Innovation, Science, and Economic Development (ISED) Canada and hosting a 30-day public comment period. Comments will be accepted until July 06, 2018.

These new communications towers are needed to tie in SRE Hydro Canada Corp's new Clemina and Serpentine Independent Power Projects to BC Hydro's electricity grid. Communications towers allow substations to communicate with the rest of the electricity system using microwave signals which are small focused beams. BC Hydro's communications system is used to monitor and manage equipment, making sure that everything is working safely and reliably.

- 1. Valemount microwave repeater (VLR)**
The tower will be located on BC Hydro-owned property about 400 metres northeast from the existing fenced Valemount substation on the Westridge Forest Service Road.
Tower location: LAT: 50° 40' 25.66" N LONG 120° 23' 1.55" W
Tower height: 54.9 metres
The tower will be a lattice structure with a single, one directional dish antenna (12 metres in diameter). Transport Canada is currently reviewing this tower for marking/lighting requirements and we expect to install lighting. The tower site will be fenced and include a telecom shelter with electrical service, a generator shelter, and a satellite dish.
- 2. Clemina Creek microwave repeater (CKR)**
The tower will be located on Crown-owned property close to Highway 5 near BC Hydro's existing fenced Bone Creek substation.
Tower location: LAT: 52° 35' 34.89" N LONG 118° 05' 40.54" W
Tower height: 36.6 metres
The tower will be a lattice structure with two directional dish antennas (3.7 metres in diameter). Transport Canada is currently reviewing this tower for marking/lighting requirements and we expect to install lighting. The tower site will be fenced and include a telecom equipment building and a generator building.
- 3. Clemina Creek antenna repeater (CLC)**
The tower will be on Crown-owned property close to Highway 5 Clemina Creek, near BC Hydro's right of Way for the transmission line between Valemount and Avola, and south of CKR.
Tower location: LAT: 52° 34' 29.5" N LONG: 118° 04' 43.5" W
Tower height: approximately 18 metres
The tower will be a monopole structure approximately 18 metres tall with two back-to-back antennas and a guide connection between the antennas. Transport Canada is currently reviewing this tower for marking/lighting requirements and we do not expect to paint or install lighting. The tower site may be fenced.
- 4. Bone Creek passive reflector (BEP)**
The tower will be located on Crown-owned property near BC Hydro's existing fenced Bone Creek substation on Bone Creek Forest Service Road.
Tower location: LAT: 52° 16' 17.25" N LONG 119° 12' 08.25" W
Tower height: 38.6 metres
The tower will be a lattice structure with two directional dish antennas installed back-to-back on the tower. Transport Canada is currently reviewing this tower for marking/lighting requirements and we do not expect to paint or install lighting. The tower site will be unfenced.

If you want to know more or provide comments ...
If you have questions regarding the towers or would like to provide comments, please provide them in writing within 30 days of receiving this notice. All written inquiries must be submitted no later than July 06, 2018.

SRE Hydro Canada Corp.
Rebecca Putters Project Director
rputters@sammonshydro.ca
Phone: 604.685.7843
Suite 603-535, Thurlow St.
Vancouver, British Columbia V6H 3L2

Valemount Learning Centre 250-566-4601 LOCAL JOB POSTINGS Updated June 7, 2018

- Bakery/Deli Assistant
- Bartender
- Bookkeeper and Campus/Executive Assistant
- Breakfast and Laundry Assistant
- Building & Grounds Maintenance/Janitorial
- Bus Persons
- Carpet & Upholstery Tech
- Cashiers
- Cook
- Dishwasher
- Executive Housekeeper
- Food Counter Attendants
- Forestry Assistant
- Front Desk Agents
- Gardener
- Heavy Duty/Commercial Transport Mechanic
- Housekeepers
- Housekeeping/Grounds Maintenance
- Journeyman Carpenter
- Junior Activity Leader
- Kitchen Manager
- Labourers
- Mystery Shopper-Valemount
- Office Assistant - Casual
- Paramedic/EMR
- PT Bookkeeper
- PT Executive Assistant
- Pizza Maker
- Production Worker/Labourer
- Restaurant Team Member
- Servers
- Supervisors
- Traffic Control Person

Please see www.valemountlearningcentre.org for a list of links to other jobs that may not be listed above.

We are here to help. Please call or drop in for more information on these jobs or other employment services we offer at the Learning Centre, 12015th Ave, Valemount, BC V0J 2P0. www.valemountlearningcentre.org

WorkBC
Canada
The Employment Program of British Columbia is funded by the Government of Canada and the Province of British Columbia.

June 7, 2018

New communications towers needed for the Clemina and Serpentine Independent Power Projects in the Valemount area

SRE Hydro Canada Corp. and BC Hydro are planning to build new communications towers in the Valemount area.



We've designed the towers and we're ready to begin the public consultation process required by Innovation, Science, and Economic Development (ISED) Canada, formerly Industry Canada.

Four new towers are subject to the public consultation process because they are over 15 metres in height:

- 1) Valemount microwave repeater (VLR)
- 2) Clemina Creek microwave repeater (CKR)
- 3) Clemina Creek antenna reflector (CLC)
- 4) Bone Creek passive reflector (BEP)

In addition, two new smaller towers will be built to support communications. One tower will be within the existing Bone Creek substation and the other will be adjacent to the existing Valemount substation. These towers are not subject to the public consultation process because they are less than 15 metres in height.

What is the consultation process?

We are providing project information for comment to ISED, the Regional District of Fraser-Fort George (RDFFG), and the Thompson-Nicola Regional District (TNRD). Neither the RDFFG nor the TNRD have protocols for the installation of communications towers. We're following the ISED process, *Radiocommunication and Broadcasting Antennas systems (CPC-2-0-03)*.

For each tower we will notify the local public located within the required notification area of a radius three times the tower height. We will also place a notice in area papers because three out of the four towers are over 30 metres in height. Any inquiries that are received during this notification will be responded to and submitted to ISED.

Information on the ISED Consultation process as well as general information on antenna systems is available on ISED's Spectrum Management and Telecommunications website at www.ic.gc.ca/towers.

Will they comply with Health Canada's Safety Code 6?

ISED requires that all communications towers operate in accordance with Health Canada's safety standards. We confirm that the communications towers described in this notification package will be installed and operated on an ongoing basis to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public, including any combined effects of nearby installations within the local radio environment.

Do they require any environmental reviews?

The project does not have any requirements under the Canadian Environmental Assessment Act. An environmental review that included wildlife, vegetation, aquatics, archaeology, and soils has been conducted for VLP and no major environmental concerns were identified. A similar review is anticipated for BEP, CKR, and CLC.

When would they be built?

This consultation process needs to be completed and all requirements for ISED and Transport Canada have to be met before we're able to begin construction. At this time, we are targeting a construction start in summer of 2018.

BC Hydro plans to build the Valemount substation tower and SRE Hydro Canada Corp. plans to build the BEP passive reflector tower, CKR active repeater tower and CCP passive tower. The installation of the communications towers will respect good engineering practices including structural adequacy and comply with all related Canadian Codes and Standards.

Why do we need these new communication towers?

These new communications towers are needed to tie in SRE Hydro Canada Corp.'s new Clemina and Serpentine Independent Power Producer (IPP) projects to BC Hydro's electricity grid. Communications towers allow substations to communicate with the rest of the electricity system using microwave signals which are small focused beams. BC Hydro's communications system is used to monitor and manage equipment, making sure that everything is working safely and reliably.

If you want to know more or provide comments ...

If you have questions regarding the tower or would like to provide comments, please provide them in writing within 30 days of receiving this notice. All written inquiries must be submitted no later than July 06, 2018.

Contact information is available below. SRE Hydro Canada Corp. is the primary contact for further information on the towers.

Contact Information:**SRE Hydro Canada Corp.**

Attention: Rebecca Putters
Email: rputters@sammonshydro.ca
Phone: 604-685-7843
Address: Suite 603-535 Thurlow St.
Vancouver, BC, V6H 2L5

Regional District of Fraser-Fort George

Attention: Development Services
Email: developmentservices@rdffg.bc.ca
Phone: 250-960-4400
Toll Free: 1-800-667-1959
Address: 155 George St.
Prince George, BC, V2L 1P8

Local Industry Canada Office

Attention: Mike Amyotte
Okanagan-Kootenay Office
Email: ic.spectrumkelowna-
kelownaspectre.ic@canada.ca
Phone: 250-470-5026
Toll Free: 1-800-667-3780
Fax: 250-470-5045
Website: www.ic.gc.ca/towers

Thompson Nicola Regional District

Attention: Planning Department
Email: planning@tnrd.ca
Phone: 250-377-8673
Toll Free: 1-877-377-8673
Address: 300-465 Victoria St.
Kamloops, BC, V2C 2A9

1. VALEMOUNT MICROWAVE REPEATER (VLR)

Where will the tower be located?

The tower will be built on BC Hydro-owned property about 400 metres northeast from the existing fenced Valemount substation near the Westridge Forest Service Road. A map of the tower site is attached. The location of the tower will be LAT: 52°47'8.15"N, 119°16'41.73"W.

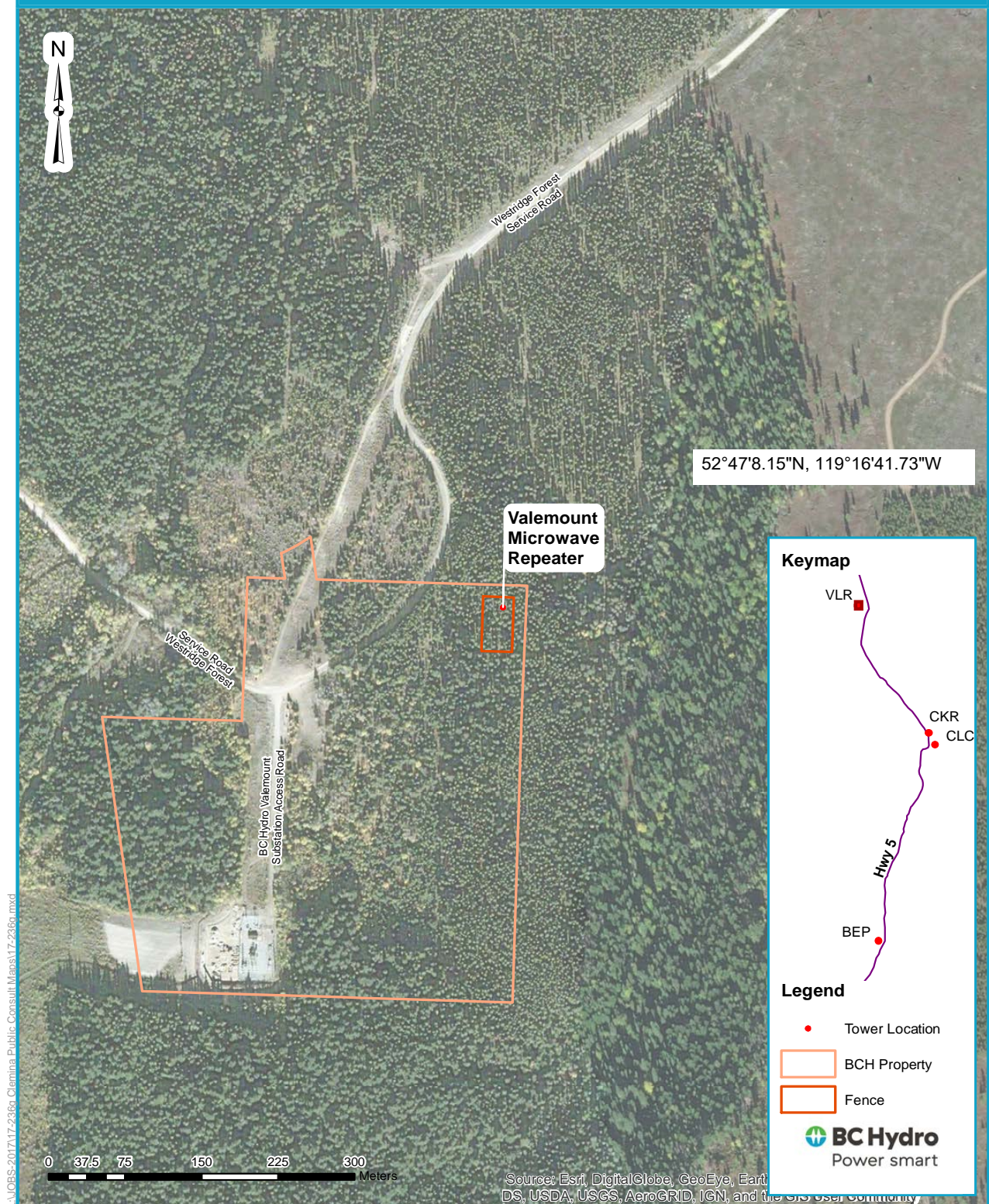
What will it look like?

The tower will be a lattice structure approximately 54.9 metres tall with a single one directional dish antenna (12 metres in diameter). Transport Canada is currently reviewing this tower for marking/lighting requirements and we expect to install lighting. The tower site will be fenced and also include a telecom shelter with electrical service, a generator shelter, and a satellite dish.



The new tower is expected to be similar to this 55-metre tall tower we recently built at the Parkland microwave repeater site (PLM) north of Dawson Creek although a four-legged design may be used instead of the three-legged design.

Valemount Microwave Repeater (VLR)



BC Hydro Survey Services - SMC - Rev 1 - 2018-04-13



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: DEV 4297/A/S½

FROM: Julie Thompson, Planner I

DATE: August 27, 2018

SUBJECT Item: Development Permit No. 1203
SUMMARY: Purpose: Consider Application
Location: Nadsilnich (West) Lake – Electoral Area 'C'
Owner: Williams

PREVIOUS
REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Development Permit No. 1203

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received.		
2. THAT Development Permit No. 1203 be issued to subdivide That Part of the Fractional South ½ of District Lot 4297 Cariboo District Lying to the West of the Production Southerly of the West Boundary of District Lot 4297F Cariboo District Except Plans 23847 and 31954 to be Known Hereafter as Parcel A (X40078) District Lot 4297 Cariboo District into five (5) lots.	All 1 Director/1 vote	Majority

ISSUE(S):

An application for a development permit has been made to subdivide the ±9.8 ha (24.2 acres) subject property into five lots varying between 1.7 ha and 2.4 ha in size.

Board is being asked to consider issuance of Development Permit No. 1203.

RELEVANT POLICIES:

1. Chilako River-Nechako Official Community Plan (OCP) Bylaw No. 2593:
 - **subdivision proposal is consistent with OCP policies**
 - the subject property is within the Lakeshore Settlement (LS) designation
 - LS supports 0.8 ha parcel sizes where the parcels are capable of supporting on-site sewage disposal systems and are consistent with the Lakeshore Guidelines
 - the subject property is within the Nadsilnich Lake Development Permit Area (DPA)
 - an OCP amendment is not required
 - a development permit for subdivision is required
2. Zoning Bylaw No. 2892:
 - **proposal is consistent with zoning**
 - the subject property is zoned Rural Residential 1 (RR1)
 - minimum parcel size in the RR1 zone is 1.6 ha
 - a zoning bylaw amendment is not required

3. Lakeshore Guidelines (2004):
 - **subdivision proposal is excluded from the Lakeshore Guidelines development capacity calculations**
 - purpose is to direct lakeshore development appropriately and to provide information intended to help protect lakes and lake resources from overuse
 - classifies Nadsilnich Lake as at development maximum; however, Guidelines specify that any subdivision greater than 50 m from the shoreline of a lake is excluded from calculations determining classification of a lake and determining future development levels
 - subject property is further than 50 m from the shoreline of Nadsilnich Lake
4. Subdivision Servicing Bylaw No. 2815:
 - requires that each parcel measuring 4 ha or less in size created by subdivision is to be supplied by water by either an individual ground water well, a community drinking water system, or surface water
 - requires that each parcel measuring 2 ha or less in size created by subdivision will require evidence that the lands can be serviced by either a Community Sewage Collection and Disposal System, or a Type 1 – Onsite Sewage Treatment and Disposal System
5. *Local Government Act (LGA)*:
 - outlines regulations for issuance of development permits
 - does not require public notification
 - section 510 of the *LGA* requires a developer to provide public park land, or money in lieu of park land, to the local government where a subdivision creates three additional lots (ie. three lots plus a remainder lot) and the smallest of the lots is 2 ha or less
6. Delegation Bylaw No. 3082:
 - delegates authority to the Manager of Development Services to issue development permits for the construction of a dwelling unit, recreation cabin, accessory building, or addition to buildings as permitted by zoning, construction of a building or structure permitted within the Public Development 1 zone, clearing of vegetation or alteration of land, or realignment of property boundaries where no additional parcels are being created
 - the development permit for the proposed subdivision cannot be delegated to the Manager of Development Services and therefore requires Board consideration

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations
 - Development Permit No. 1203 will be issued and the applicant may proceed with subdivision

Other Options:

- a. Postpone consideration pending the receipt of additional information
 - Development Permit No. 1203 will return for consideration at a future meeting
- b. Amend Development Permit No. 1203 prior to issuance:
 - Permit conditions may be added, removed or amended as the Board sees fit

COMMENTS:

The applicant has applied for a development permit (DP) to subdivide the ±9.8 ha subject property into five lots of approximately 2.4 ha, 2 ha, 1.9 ha, 1.8 ha, and 1.7 ha in size. The subject property is currently vacant and is forested.

The subject property is zoned RR1 in accordance with Zoning Bylaw No. 2892 and is within the LS designation under the Chilako River-Nechako OCP. The RR1 zone allows subdivision of lots as small as 1.6 ha, therefore a zoning bylaw amendment is not required. OCP policies in the LS designation support the proposed subdivision subject to compliance with the Lakeshore Guidelines and the ability of the proposed lots to handle onsite sewage disposal. Proof that any lots measuring 2.0 ha or less can support a Type 1 - Onsite Sewage Treatment and Disposal System is also a requirement of the Subdivision Servicing Bylaw.

As the property is located within the Nadsilnich (West) Lake Development Permit Area (DPA) pursuant to the Chilako River-Nechako OCP, issuance of a DP is required prior to subdivision. DPA policies specific to Nadsilnich Lake state that the Lakeshore Guidelines have identified the Nadsilnich Lake shoreline as being developed at its maximum. However, the subject property is not located along the shoreline and therefore will not create any additional lakeshore lots. Furthermore, the Lakeshore Guidelines specify that any subdivision greater than 50 m from the shoreline of a lake is excluded from the calculations determining classification of a lake, and determining future development. The subject property is further than 50 m from the shoreline of Nadsilnich Lake.

Proposed DP No. 1203 would allow subdivision of the subject property into a maximum of five parcels, each measuring not less than 1.6 ha in order to comply with the minimum parcel size under the zoning bylaw. A draft of DP No. 1203 is attached to the report for Board's consideration.

During the technical agency referral process the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MFLNRORD) – Landbase Stewardship division provided comments noting that hay bales and/or silt fencing are not effective erosion control measures. These erosion control measures were included in Section 5.b) of DP No. 1203 when it was referred for comments; however, specific erosion control measures have since been removed from the Permit and Administration is currently seeking information for examples of effective erosion control measures to be included in future development permits. Proposed DP No. 1203 still requires the applicant to ensure that any development does not increase the risk of erosion.

The Ministry of Transportation and Infrastructure (MOTI) also provided comments noting that the applicant has already made a subdivision application to their office and the file is currently under review. Once DP No. 1203 is issued, the applicant may continue the subdivision process through MOTI, at which time Regional District Subdivision Servicing Bylaw requirements and LGA requirements for provision of park land will have to be met. Board also has the authority to place the Permit on hold pending receipt of further information or amend the Permit as it sees fit.

Respectfully submitted,

Julie Thompson

Julie Thompson
Planner I

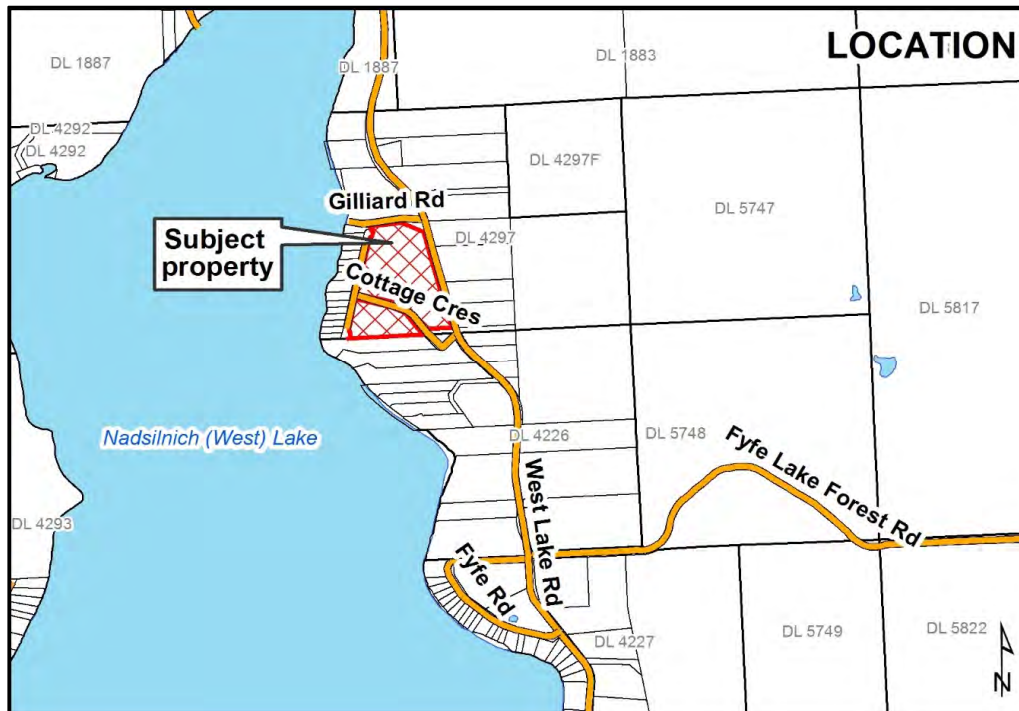
JT:

BACKGROUNDER

Owner: Linda Williams

Location: West Lake Rd./Cottage Cres. – Electoral Area 'C'

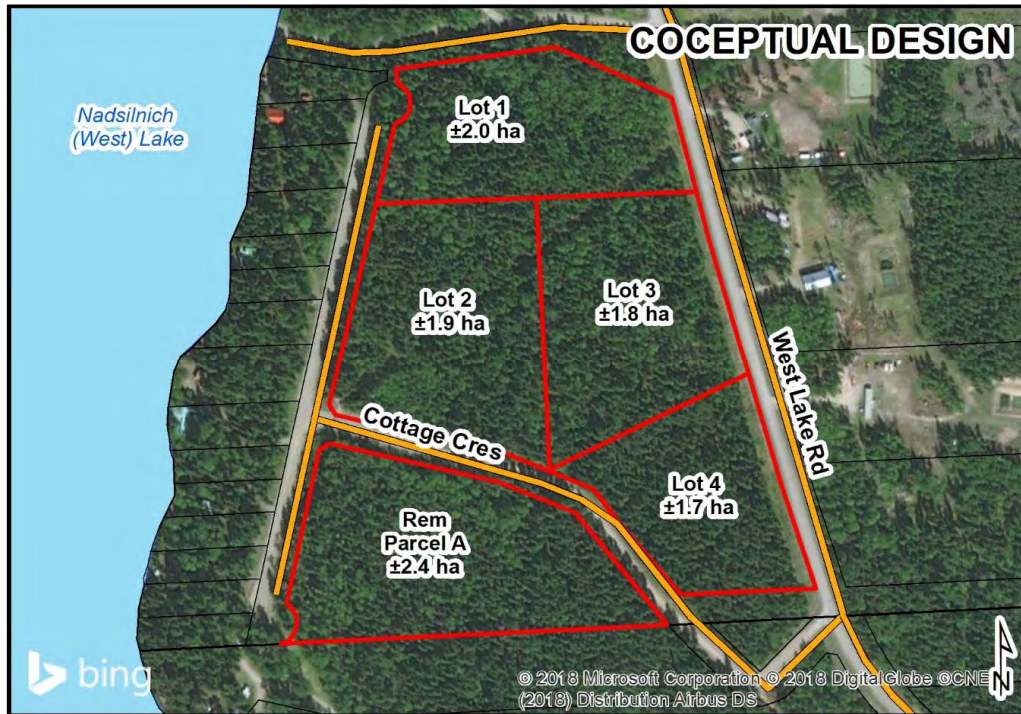
Legal Description: That Part of the Fractional South 1/2 of District Lot 4297 Cariboo District Lying to the West of the Production Southerly of the West Boundary of District Lot 4297F Cariboo District Except Plans 23847 and 31954 to be known hereafter as Parcel A (X40078) District Lot 4297 Cariboo District – approximately 9.8 ha (24.2 acres)



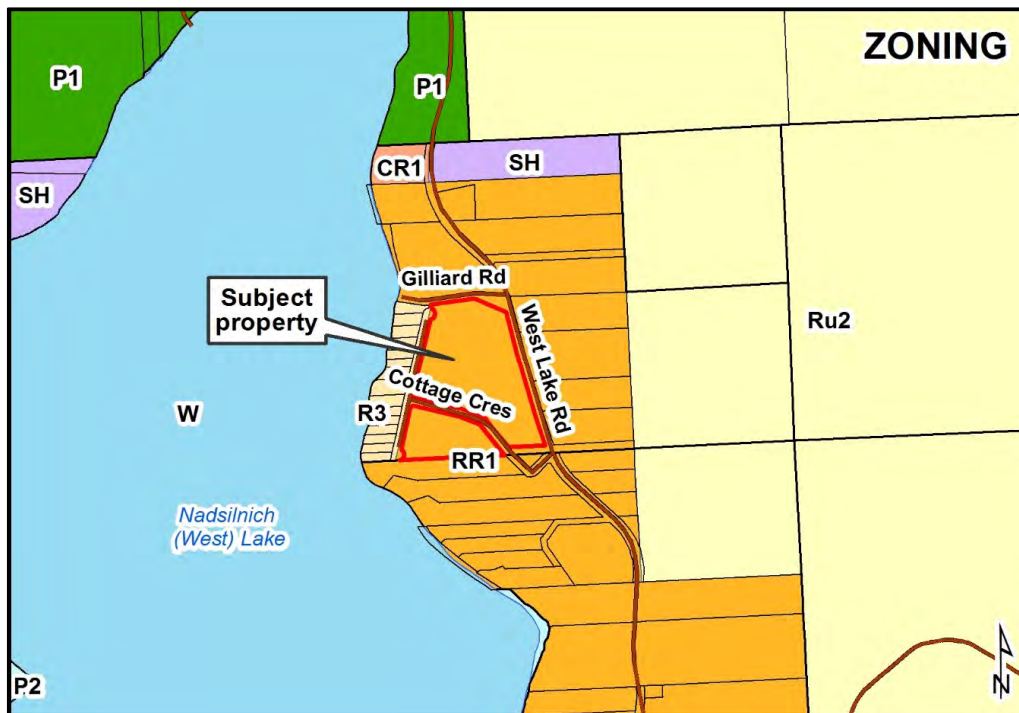
Proposal: The subject property is currently vacant and is forested.

North - Gilliard Cres./residential
 East - West Lake Rd./residential
 South - residential
 West - Cottage Cres./residential/Nadsilnich Lake

Proposal: A development permit application has been made to subdivide the approximately 9.8 ha subject property into five lots of approximately 2.4 ha, 1.7 ha, 1.8 ha, 1.9 ha and 2 ha in size for residential purposes.



Zoning: Pursuant to Zoning Bylaw No. 2892, the subject property is zoned Rural Residential 1 (RR1). The RR1 zone permits residential uses and has a minimum parcel size requirement of 1.6 ha for subdivision. A zoning bylaw amendment is not required.

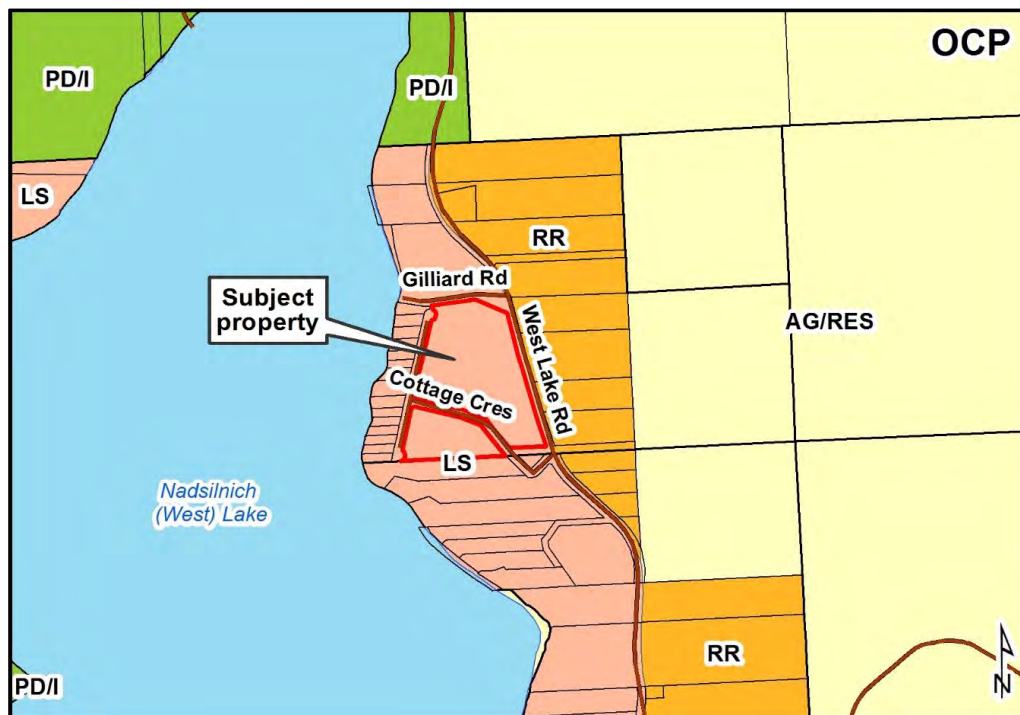


**Official
Community
Plan (OCP):**

Pursuant to the Chilako River-Nechako OCP, the subject property is with the Lakeshore (LS) land use designation. Within the LS designation, the maximum density for the creation of new parcels is based on a minimum parcel size of 0.8 ha (2 acres), subject to the "Lakeshore Guidelines", and the ability of the proposed lots to handle onsite sewage disposal.

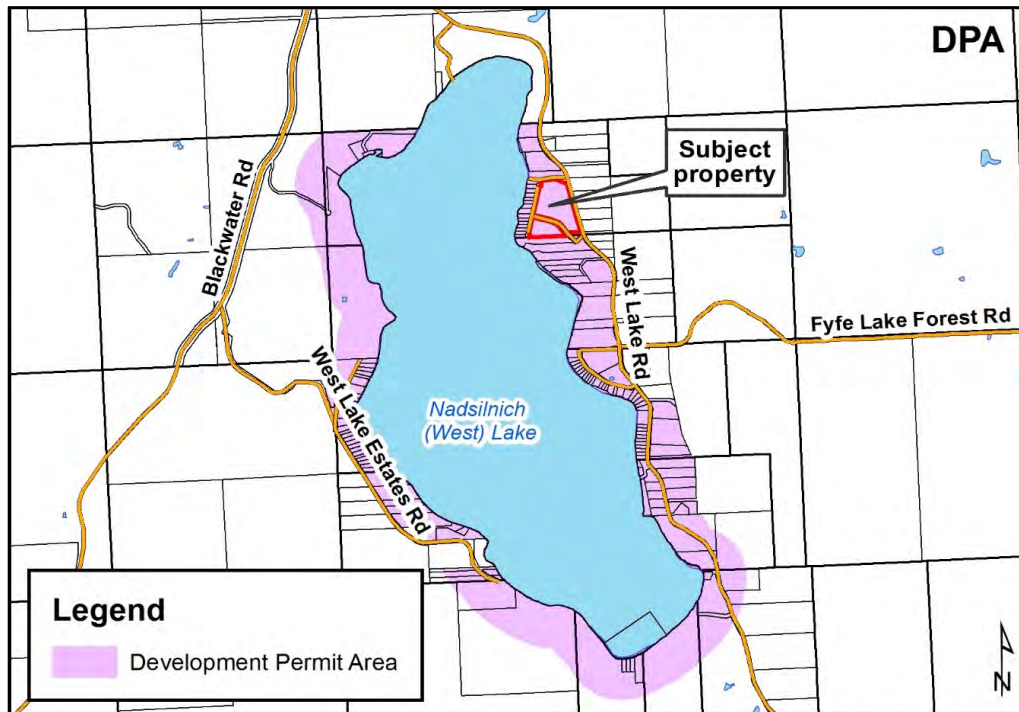
The subject property is also located within the Nadsilnich (West) Lake Development Permit Area (DPA) under the OCP and therefore requires issuance of a Development Permit by the Regional District Board prior to subdivision or development. The purpose of the DPA is to protect the natural environment and water quality of lake resources. DPA policies specific to Nadsilnich Lake state that the Lakeshore Guidelines have identified the Nadsilnich Lake shoreline as being developed at its maximum. The subject property is not located on Nadsilnich Lake's waterfront, and therefore will not create any additional lakeshore lots.

An OCP amendment is not required.



**Lakeshore
Guidelines:**

Any subdivision greater than 50 m from the shoreline of a lake is excluded from calculations determining classification of a lake, and determining future development levels. The subject property is further than 50 m from the shoreline of Nadsilnich Lake.



Subdivision
Servicing
Bylaw:

Regional District Subdivision Servicing Bylaw requires the following:

1. for newly created parcels measuring 4 ha or less, proof that the parcels can be supplied by an acceptable drinking water source, either by an individual ground water well, a community drinking water system, or surface water;
2. for newly created parcels measuring 2 ha or less, proof that the parcels can support a Type 1 onsite sewage disposal system; and

Due to the sizes of the proposed lots, the applicant will be required to provide evidence that all of the proposed lots may be serviced by a potable water source, and that any of the lots measuring 2 ha or less may support onsite sewage disposal.

Local
Government
Act (LGA)
section 510:

Section 510 of the *LGA: Requirement for provision of park land or payment for parks purposes*, requires a developer to provide public park land or money in lieu of park land for parks purposes to the local government. These requirements only apply if the developer has proposed more than three additional lots (ie. three lots plus a remainder lot) and the smallest of each of the lots is 2 ha or less. The amount of park land that may be required must not exceed 5% of the land being proposed for subdivision. If money is being provided in lieu of land, the value for the land may be agreed upon by the local government and the developer, or the average market value of the park land may be calculated. As the applicant has proposed more than 3 additional lots and the smallest is less than 2 ha, requirements for provision of park land under this section of the *LGA* will be required at the final subdivision stage when the application is being considered by the Ministry of Transportation and Infrastructure.

Water/Sewage

The subject property is not currently serviced by sewage disposal or a domestic water source.

Development
Permit:

The proposed development permit will allow the subject property to be subdivided into a maximum of 5 lots with a minimum parcel size of 1.6 ha.

Access:

The subject property is adjacent to Cottage Crescent, Gilliard Road, and West Lake Road.

Fire Protection:

The subject property is not within a fire protection zone.

I:\Report Working\2018\09 - September\Dev Serv\JT - DP 1203 - Williams.docx

Future Applications: No further applications to the Regional District will be required to allow the proposed subdivision.

Technical Agency Referral Comments: **Ministry of Transportation and Infrastructure:** "The Ministry of Transportation & Infrastructure (MoTI) has received the above noted application from Linda Williams (the Applicant) to the RDFFG for a Development Permit in order to allow a five-lot subdivision within the Nadsilnich (West) Lake Development Permit Area. The application has been reviewed, and MoTI has the following comments:

- MoTI has no objection to the proposed Development Permit;
- MoTI's policy is that a "Net 0" amount of drainage be directed towards the highway right of way from new developments; and
- The Applicant has made a subdivision application to our office and the file is currently under review."

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Landbase Stewardship:

"Having reviewed the information included in the development permit I would recommend that the proponent review the develop with care documents, that can be found at: <https://www2.gov.bc.ca/gov/content/environment/natural-resource-stewardship/natural-resource-standards-and-guidance/best-management-practices/develop-with-care>, this will highlight other provincial legal requirements for development and best management practices. This includes Section 34(a) of the Wildlife Act which protects all birds and their eggs; Section 34(c) protects their nests while they are occupied by a bird or egg Nesting periods can be identified by a qualified professional, and in the Omineca they are generally from April 30 through August 1, although some raptors may start nesting as early as February; Section 34(b) of the Wildlife Act protects the nests of eagles, peregrine falcons, gyrfalcons, ospreys, and herons year-round. This means that a tree or other structure containing such a nest must not be felled, even outside of the breeding season for these species.

Also in planning the removal of vegetation the proponent will need to avoid the removal of nests subject to sec 34(b) and buffer nest trees with surrounding forest Best Management Practices can be found at:

http://www.env.gov.bc.ca/wld/documents/bmp/raptor_conservation_guidelines_2013.pdf.

Clearing should not be undertaken between April 30th and August 1st to avoid contravention of Sec 34(a). Section 6 of the BC Wildlife Amendment Act, 2004, pertaining to species at risk and/or the Species at Risk Act may also be applicable to vegetation management activities.

I would recommend looking at the wording included in the permit section 5(b) as it does not require effective measures for erosion control, only hay bales (which tend not to be effective in most applications) or silt fences (which require effective construction and maintenance)."

Telus: "I have examined the attached file and determined that while TELUS has no objection to this proposal, we will require that the proponent grant TELUS a Statutory Right of Way, complementing the existing SRW registered in favour of B.C. Hydro. This will ensure our continued ability to deliver communications services to the newly proposed and existing lots in this area."

BC Hydro: "Thank you for your email of July 25, 2018. BC Hydro has no objection in principle to the proposed subdivision, as there appears to be no road dedication involved affecting BC Hydro's rights.

The following comments are for the property owner's information:

1. As you know, BC Hydro has a registered right of way on the property. Please be guided by the terms of the right of way agreement.
2. If the final version of this plan includes a road dedication, please submit a copy to our office. BC Hydro will reserve comments following a further review of the final subdivision plan when submitted. Review can take 4-6 weeks and has a fee of \$262.50 (\$250+tax). BC Hydro's signature is required before the plan can be registered.

3. Obtain separate written approval from this office for any intended use or development on the right of way before construction takes place. Submit applications to this office.
4. No building encroachment is permitted within the right of way.
5. Open space/parks must be assigned a lot number so that Hydro's rights are retained."

Northern Health Authority: "Thank you for contacting us. The current proposed lots are not service by sewage disposal. Northern Health has interest and would like to work with the applicant to review their proposed lot's ability to handle a Type 1 septic system. This includes going on site during the septic site assessment (reviewing the land layout, percolation tests and observation holes). Once completed, we would provide comments to the lands approving officer.

Please let the applicant know to start an application with Northern Health."



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: 250-960-4400 / Fax: 250-562-8676
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

DEVELOPMENT PERMIT No. 1203

ISSUED TO: Linda Williams

WITH RESPECT TO THE FOLLOWING LAND:

That Part of the Fractional South 1/2 of District Lot 4297 Cariboo District Lying to the West of the Production Southerly of the West Boundary of District Lot 4297F Cariboo District Except Plans 23847 and 31954 to be known hereafter as Parcel A (X40078) District Lot 4297 Cariboo District

PID: 005-696-658

1. This Development Permit is issued pursuant to the *Local Government Act*.
2. The general purpose of this Permit is to allow subdivision.
3. This Permit recognizes the location of the existing driveway natural native vegetation.
4. This Development Permit specifically permits the following development and alteration of land within the Nadsilnich (West) Lake Development Permit Area, as designated in the Chilako River – Nechako Official Community Plan Bylaw No. 1587, pursuant to the *Local Government Act*:
 - a) Subdivision of the above noted property into a maximum of five (5) parcels, each measuring not less than 1.6 ha.
5. All work is **subject to the following**:
 - a) The portion of the lands located within 100 m, measured horizontally, from the natural boundary of Nadsilnich Lake shall remain free of development, land alteration and vegetation removal activities except for what is allowed by this Permit.
 - b) Any works on the property, as identified in this Permit, will be performed in such a way that no fuel, hydrocarbons, soil, sediment or other harmful materials may enter Nadsilnich Lake. Before any works or activities are done close to Nadsilnich Lake, erosion control methods must be in place.
 - c) Land alteration activities are not to coincide with wet weather conditions. The removal of material must not lead to bank instability or increase the risk of erosion. Exposed soils should be seeded with restoration grass mix and/or actively planted with deep rooting vegetation, in a timely manner.
 - d) All development, including use, size and siting of buildings and structures, including sewage disposal systems, shall be in accordance with Zoning Bylaw No. 2892, as amended or replaced.
 - e) Accessory buildings must not be occupied as a dwelling unit or recreation cabin, in accordance with Zoning Bylaw No. 2892, as amended or replaced.

- f) No indoor plumbing is to be installed in any building, and no water borne sewage is to be generated, until such a time as the building is served by an approved water borne sewage disposal system on the property.
- 6. This Permit shall lapse if the holder of this Permit does not substantially commence any work with respect to which this Permit is issued within two years after the date it is issued.
- 7. This Permit does not relieve the owner or occupier from obtaining any other approvals required by the Regional District or any other jurisdiction, or from meeting any applicable regulations. Furthermore, this Permit is not a building or sewage disposal permit. The owner or occupier is responsible for verifying the location of all lot lines prior to development.
- 8. The land shall be developed strictly in accordance with this Permit.

[The zoning on the property at date of issuance of this Permit is Rural Residential 1 (RR1) pursuant to Zoning Bylaw No. 2892]

DEVELOPMENT PERMIT No. 1203 ISSUED BY RESOLUTION OF THE REGIONAL DISTRICT BOARD ON THE DAY OF , 2018.

General Manager of Legislative and Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: 5702/SW¼

FROM: Julie Thompson, Planner I

DATE: August 28, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018

SUMMARY: Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing

Location: Crooked Creek Rd. – Electoral Area 'H'

Owner: Sztogryn

PREVIOUS REPORTS: Item No. 5.1.2, Committee Meeting Report, June 2018 (see Agenda for link)

ATTACHMENT(S): 1. Backgrounder
2. Letter from the applicant dated July 14, 2018
2. Bylaw No. 3107, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report and letter from the applicant dated July 14, 2018 be received.	All 1 Director/1 vote	Majority
2. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018 be now introduced and read for the first time.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018 be given second reading.	All 1 Director/1 vote	Majority
4. THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018 be held with the chairing of the hearing delegated to Director Alan, or her Alternate, or any other Director as a delegate of the Board.	All 1 Director/1 vote	Majority
5. THAT the applicant be requested to provide to the satisfaction of Administration, a report from an authorized person pursuant to the Sewerage System Regulations that the subject property can accommodate an adequate on-site sewage disposal system that will meet the need and capacity of a 10 bedroom commercial lodge and a 5 bedroom dwelling.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for zoning bylaw amendment to allow Tourist Accommodation use on the ±9 ha subject property. The proposed use consists of a lodge with 10 bedrooms and a 5 bedroom attached dwelling.

Board is being asked to consider:

- first reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018;
- second reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018;
- authorization of a public hearing for Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018; and
- requesting additional information regarding the proposed development.

RELEVANT POLICIES:

1. Robson Valley-Canoe Upstream Official Community Plan (OCP) Bylaw No. 2290:
 - **proposal is consistent with OCP policies**
 - the subject property is designated Agriculture/Resource (AG/RES)
 - AG/RES supports Recreation Commercial (RC) uses including Tourist Accommodation to a maximum of 10 units either in a lodge or cabins
 - an OCP amendment is not required
2. Zoning Bylaw No. 2892:
 - **proposal does not meet zoning bylaw regulations**
 - the subject property is zoned Rural 2 (Ru2)
 - Tourist Accommodation is not permitted in Ru2
 - a zoning bylaw amendment is required
3. Agricultural Land Reserve (ALR) Use, Subdivision and Procedure Regulation:
 - requires approval from the Commission for subdivision and non-farm use proposals within the ALR
 - Board, acting in its delegated capacity, approved an ALR non-farm use application for the proposed Tourist Accommodation use subject to conditions in June 2018
4. *Local Government Act*:
 - outlines requirements for consideration of amendments to a zoning bylaw and public hearing procedure
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
5. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 m on the subject property
 - details requirements for a Notification of Application Sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfills the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

Board, acting in its delegated capacity, approved an ALR non-farm use application for the proposal in June 2018. The approval was subject to conditions described in the Backgrounder.

DECISION OPTIONS:

1. Approve recommendations:
 - Bylaw No. 3107 will be given first and second reading
 - applicant will be required to submit additional information
 - bylaw will proceed to public hearing

Other Options:

- a. Hold Bylaw No. 3107 at first reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - bylaw may be amended after first reading
 - Board authorization is required to hold a public hearing
- b. Defeat Bylaw No. 3107 at first reading
 - bylaw cannot be considered further and the proposed Tourist Accommodation use will not be permitted

COMMENTS:

An application has been made to rezone the ±9 ha subject property to allow Tourist Accommodation use on a site specific basis. The proposed use consists of a 10 bedroom lodge with an attached 5 bedroom dwelling.

The subject property is zoned Ru2 and is within the AG/RES designation under the Robson Valley-Canoe Upstream OCP. The Ru2 zone does not permit Tourist Accommodation use; however, the AG/RES designation supports RC uses, including lodges, with the limitation that the lodge does not exceed 10 units of accommodation. In accordance with the proposal, one bedroom in the lodge would equate to one unit of accommodation. The attached 5 bedroom dwelling is not part of the Tourist Accommodation use as it is permitted as a Residential-Single Family use in the Ru2 zone. Bylaw No. 3107 will rezone the subject property to allow Tourist Accommodation use on a site specific basis within the Ru2 zone. The bylaw also restricts the number of units of accommodation in a Tourist Accommodation use to a maximum of 10.

The subject property is partially located within the ALR and the Board approved a non-farm use application for the proposed use in June 2018 subject to the following conditions:

- the Tourist Accommodation use consists of a 10 bedroom lodge, with each bedroom equating to one unit of accommodation;
- the total area utilized for the Tourist Accommodation use, including all buildings and structures accessory to the use, on-site sewerage, parking areas, and all lands between is not to exceed 1.0 ha; and
- the non-farm use must be established within 10 years of the date of the approval resolution.

It is noted that the portion of the property lying outside of the ALR is within a high frequency hazard area (see Backgrounder for details). Should Bylaw No. 3107 be adopted, the site specific nature of the bylaw would allow the proposed lodge to be established anywhere on the property, including outside of the ALR and within the identified hazard area. If the applicant chooses to establish the lodge within the hazard area, further geotechnical assessment of the property may be required in order to ensure the site is safe for the intended use. As the hazard area is next to the McLennan River, the development would also have to meet any development permit area requirements where necessary, as well as mandatory setbacks from the river.

During the technical agency referral process, the Northern Health Authority noted that limiting all Tourist Accommodation development to a 1.0 ha area (as a condition of the ALR approval) would create concerns that the installation of the sewerage system and supplementary activities associated with the proposed use on a restricted space may increase the likelihood of a health hazard. As such, Bylaw No. 3107 does not restrict the site area to 1.0 ha. However, the site area would still be restricted to 1.0 ha through the ALR approval conditions. Should Bylaw No. 3107 be adopted and the applicant subsequently finds that a 1.0 ha area is not large enough to accommodate all the developments associated with the Tourist Accommodation use, a second rezoning application would not be required, but an additional ALR non-farm use application would be.

Regional District Building Inspection also provided comments with regards to sewage disposal stating that a building permit for the proposed lodge will be required and as such, the applicant will be required to submit proof that the lands located outside of the identified hazard area can support an on-site sewage disposal system for the occupant load of a 10 bedroom lodge and a 5 bedroom dwelling.

Should the zoning bylaw amendment proceed, additional information could be requested from the applicant prior to public hearing in order to address the Northern Health Authority's and Building Inspection's concerns with regards to sewage disposal. This would consist of a report from a professional engineer to confirm that the property can accommodate one or more sewage systems that will meet the need and capacity of up to 10 Tourist Accommodation units, a 5 bedroom dwelling, and the requirements of the Sewerage System Regulation. Once this information has been received to the satisfaction of Administration, the next step will be to hold a public hearing where the public will have an opportunity to comment. Notice of a public hearing is advertised in the newspaper, delivered to property owners within 200 m of the subject property, may be posted on a sign on the subject property, and posted on the Regional District website. Further consultation beyond the requirements of the Development Services Applications Procedures Bylaw requires a Board resolution.

Respectfully submitted,

Julie Thompson

Julie Thompson

Planner I

JT:lh

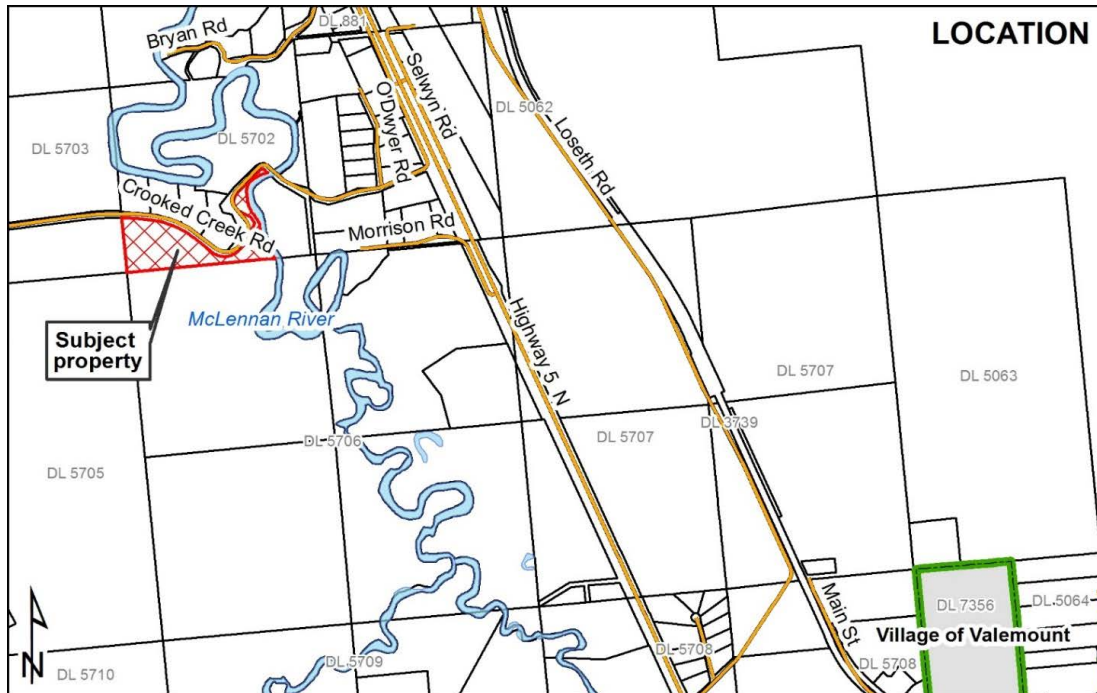
I:\Report Working\2018\09 - September\Dev Serv\Completed Word\JT-REZ 1st 2nd reading PH - Sztogryn.docx

BACKGROUNDER

Owner: Peter Sztogryn

Location: Crooked Creek Rd. – Electoral Area 'H'

Legal Description: The South West ¼ of District Lot 5702 Cariboo District Except Plans 33723, PGP35518, PGP37388, BCP31150 and EPP20904 – approximately 9 ha (22 acres)



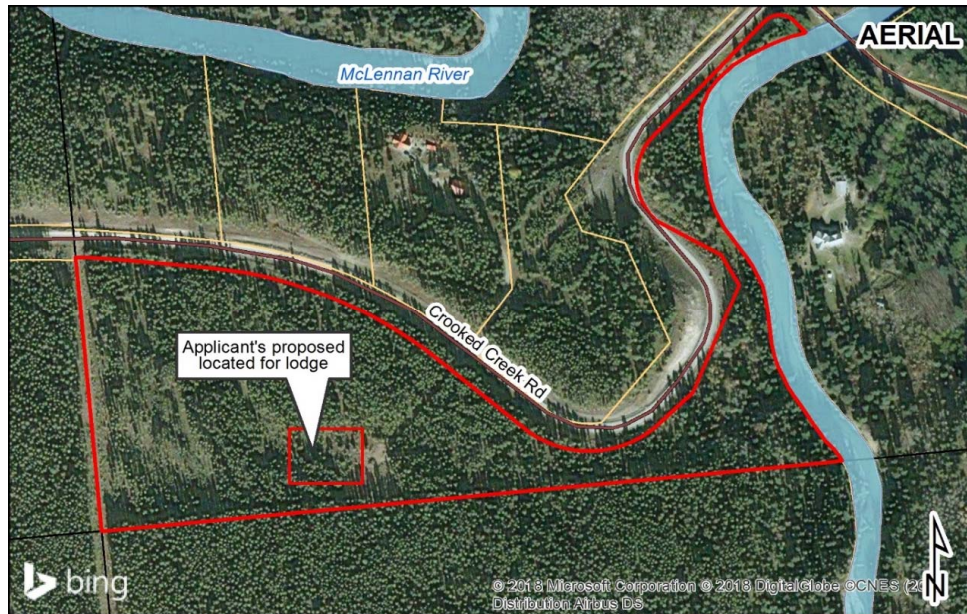
Existing and
Surrounding
Land Use:

The subject property is currently vacant with no established uses and is forested.

North	-	Crooked Creek Road/residential
East	-	McLennan River/residential
South	-	forested Crown land
West	-	forested Crown land

Proposal:

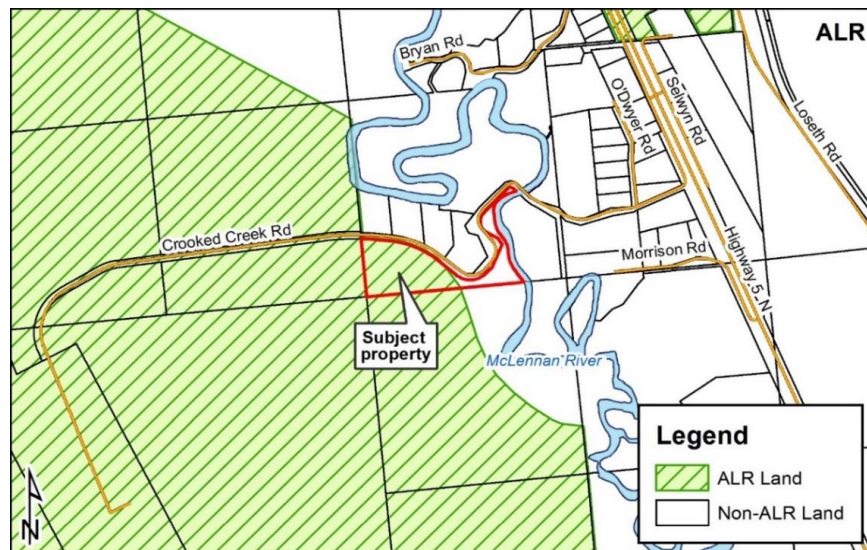
The applicant has applied to rezone the subject property to establish a 10 bedroom lodge for Tourist Accommodation use. See attached letter from the applicant for details.



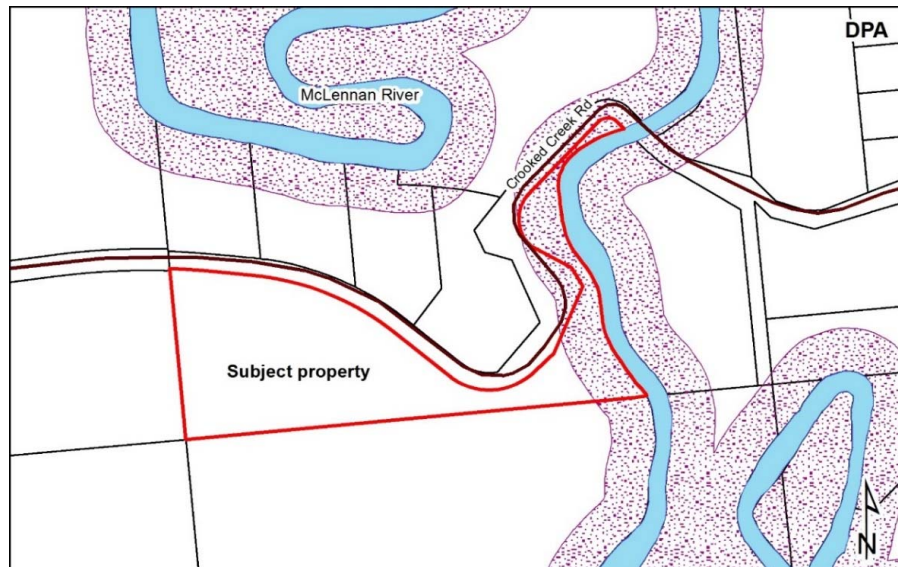
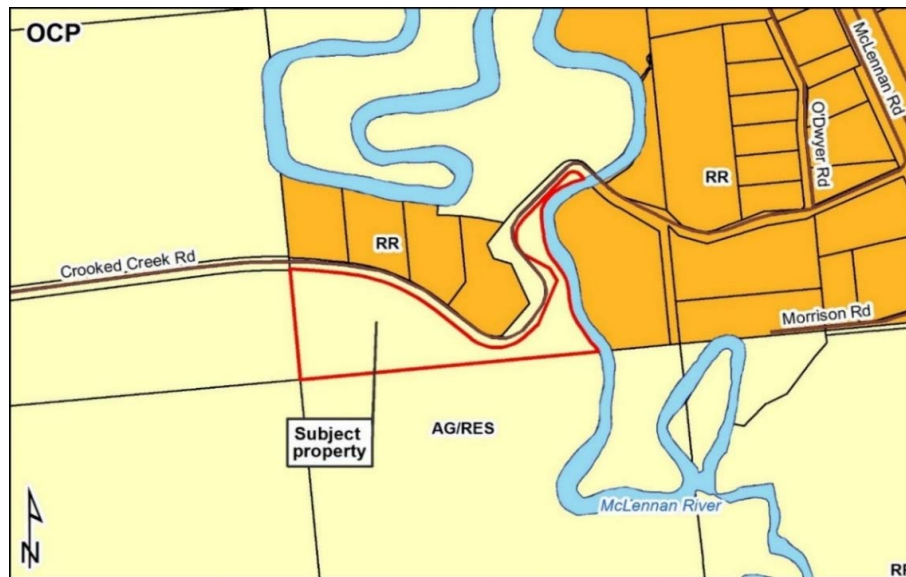
Agricultural
Land Reserve
(ALR):

Part of the subject property is located within the ALR. The applicant wishes to establish the lodge within the ALR portion. The Regional District Board, acting in its delegated capacity as the Agricultural Land Commission, approved a non-farm use application for the proposed lodge in June 2018 subject to the conditions outlined below:

1. The Tourist Accommodation use consists of a 10 bedroom lodge, with each bedroom equating to one unit of accommodation.
2. The total area utilized for the Tourist Accommodation use, including all buildings and structures accessory to the use, on-site sewerage, parking areas, and all lands between is not to exceed 1.0 ha.
3. The Non-Farm Use must be established within ten (10) years of the date of the approval resolution.



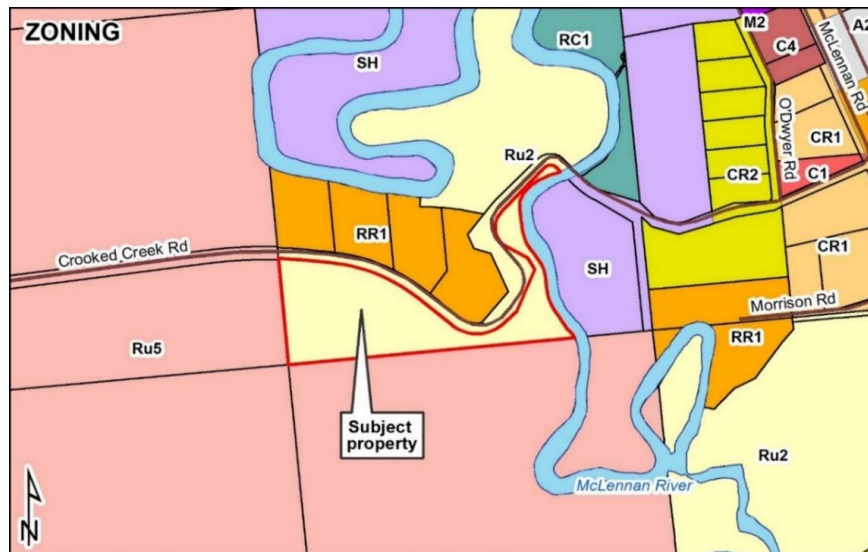
Official Community Plan (OCP):	The subject property is designated Agriculture/Resource (AG/RES) in the Robson Valley-Canoe Upstream OCP. The AG/RES designation supports lodges with a maximum of 10 units of accommodation. An OCP amendment is not required.
Development Permit Area:	A portion of the subject property is located within the Tete Jaune to Albreda Development Permit Area (DPA) in accordance with the OCP, to ensure the protection of the natural environment, its ecosystems, and biological diversity. A development permit is required for any development within in a DPA. If the applicant decides to develop the proposed use within the DPA, issuance of a development permit from the Regional District will be required.



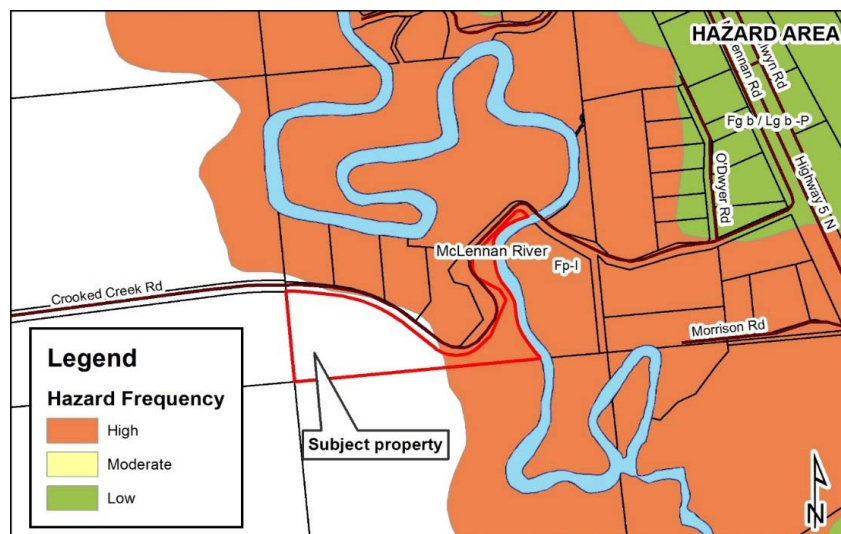
Zoning Bylaw: The subject property is zoned Rural 2 (Ru2) in accordance with Zoning Bylaw No. 2892. The Ru2 zone does not permit Tourist Accommodation, therefore a zoning bylaw amendment is required.

The proposed zoning bylaw amendment will allow the proposed Tourist Accommodation use on a site specific basis within the existing Ru2 zone. The bylaw amendment will also include the following restriction:

- the maximum total combined number of units of accommodation in a Tourist Accommodation use is 10.



Hazard Area: The subject property is partially contained within a high frequency hazard area, in accordance with the Robson Valley Land Hazard Study (Bruce Geotechnical Consultants, 1999), due to fluvial plain and irregularly sinuous river channel. However, the proposed development is outside of the known hazard area.



- Access:** The subject property is accessed from Crooked Creek Rd.
- Covenant:** A covenant was registered to the property title in 1991 requiring a 30.0 m horizontal building setback and a 3.0 m vertical building setback from the natural boundary of the McLennan River. The covenant states that the required 3.0 vertical setback may be achieved by structural elevation or by adequately compacted landfill.
- Fire Protection:** The subject parcel is within a fire protection area.
- Future Applications:** If this application is approved, no further land-use applications will be required to establish the proposed use. However, an additional ALR non-farm use application may be required if the proposed development cannot meet all of the existing ALR approval conditions. A building permit will be required for construction of the proposed lodge.

- Technical Agency Referral Comments:** **Ministry of Transportation and Infrastructure:** "The Ministry of Transportation & Infrastructure (MoTI) has received the above noted application from Peter Sztogryn (the Applicant) to the RDFFG for a zoning bylaw amendment to allow tourist accommodation use. The application has been reviewed, and MoTI has the following comments:
- MoTI has no objection to the proposed zoning amendment;
 - Should the zoning amendment be approved, the MoTI's approval of the zoning bylaw is required because this property is within an 800 meter radius of an intersection with a controlled access highway, as per section 52 of the Transportation Act; and
 - Should the applicant proceed with establishing a tourist accommodation business, they must apply to MoTI for a commercial access permit."

Regional District Building Inspection: "Building permits will be required for all structures over 10 square metres. Proof that the land outside of the identified hazard area can support a sewerage system for the occupant load of the 10 bedroom lodge and 5 bedroom dwelling will be required."

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Landbase Stewardship: "Having reviewed the Referral regarding Rezoning for Tourist Accommodation I have no comments to provide."

Telus: "I have examined the attached file and determined that TELUS has no objection to this proposal."

BC Hydro: "After reviewing our records regarding this application for the property located as noted above, BC Hydro has no objection to this proposal."

Northern Health Authority: "Northern Health's comments for this referral encompasses drinking water, recreational water, wastewater and sewerage."

Drinking Water

All water sources intended for drinking or domestic use by the public must be potable as stipulated in the Drinking Water Protection Act and Regulations. Application to Northern Health for a water system construction and operating permit will be required.

Recreational Water

A business enterprise that maintains more than 3 private rooms, or camping sites, for the accommodation of the public offering pool or hot tub use must be permitted as stipulated in the Pool Regulation. Application to Northern Health for a water system construction and operating permit will be required. Pools and hot tubs permitted under the Pool Regulation will require the use of an approved disinfectant.

Wastewater and Sewage

Any wastewater and sewage from the site must be disposed of in an adequate wastewater treatment system as described in the Sewerage System Regulation and its supporting documents

I:\Report Working\2018\09 - September\Dev Serv\Completed Word\JT-REZ 1st 2nd reading PH - Sztogryn.docx

(Standard Practice Manual). Upgrading or installation of a sewerage system will require the submission of a sewage filing and letter of certification completed by an authorized person (Registered Onsite Wastewater Practitioner or a professional).

Due restrictive conditions of the lot limiting all development to 1.0 hectare, there is concern that the installation of sewerage systems and the supplementary activities associated with tourist accommodations on a restricted space may increase the likelihood of a health hazard. Prior to proceeding with this zoning amendment, it is recommended that a Registered Onsite Wastewater Practitioner or a professional assess the site for feasibility of the lot to:

- hold an additional a sewerage system for a 10 bedroom lodge that would meet the requirements of the Sewerage System Regulation
- have designated space for a reserve field in the situation that any of the new septic system fails

All operations related to this proposal must comply with the Drinking Water Protection Act and Regulations as well as the Public Health Act and its associated regulations.”

“Just to further illustrate our conversation earlier today.

Northern Health subdivision guidelines

(https://www.northernhealth.ca/sites/northern_health/files/services/environmental-health/documents/subdivision-guidelines.pdf) assuming single home dwellings include recommended minimum lot sizes. See the excerpt below:

RECOMMENDED MINIMUM LOT SIZES

Local government is responsible for community planning, including determining lot sizes. However, in cases where there is no zoning, it is recommended the following minimum lot sizes be observed:

- For lots that will be serviced by a “water supply system”, as defined in the Drinking Water Protection Act and Drinking Water Protection Regulation, the recommended minimum lot size is 0.2 hectares (0.5 acres).
- For lots that will have individual water systems (wells), the recommended minimum lot size is 1.0 hectares (2.5 acres).
- For lots that will use a lagoon system for on-site sewage disposal, the recommended minimum lot size is 1.6 hectares (4.0 acres).

These numbers are relatively generous for a lot with a single home. However, I would have to extrapolate from this how it would apply in a tourist accommodation situation. Hence my concerns for space and setback distances.”

To Whom It May Concern:

Thank you kindly for taking the time to read about these details with regards to the conceptualization of this lodge. This proposal is to secure approval to build a 10-bedroom lodge, each with its own bathroom and shower, for a tourist accommodation on two floors: 5 bedrooms on the first floor and 5 bedrooms on the second floor. Included in the lodge will be an elegant indoor/outdoor hot tub, sauna, steam room and gym designed in a Spa like setting. The hot tub will have only natural salts and minerals treatment solutions for the water, with no chlorine or chemicals added whatsoever. A communal living room with a natural fireplace, along with a dining room and a kitchen specifically designed for the breakfast area, will also be part of the first and second floors of the lodge. The healthy organic breakfast I intend to serve to guests will include year-round fresh fruits and vegetables that will be grown in a greenhouse that will be built on the property. A third floor will be built as a completely separate living area designed to be my home: with its own kitchen, living room, dining room and 5 bedrooms.

I will be aiming to employ 2 or 3 full time employees, from the Valemount area. All vacationing visitors will be welcomed guests, as well as an establishment for family reunions, weddings, etc. There will be strict rules centered on two principles: Respect and Responsibility. Any guest(s) displaying disrespectful actions and/or behaving irresponsibly will not be permitted to stay at this lodge. My intention is to establish a luxury wilderness lodge to offer guests with comforting amenities and the opportunity to experience beautiful, unobstructed views of the three mountain ranges surrounding the property along with tranquil, landscaped settings.

The community of Valemount has actively pursued a changing course in its culture by adapting to the world's dynamic environment. It has embraced tourism as a growing opportunity to attract even more guests to the region and the local people have been almost unanimous in their support of this endeavour. The friendly locals of this small community are looking to attract even more visitors to experience this beautiful area. However, the Valemount area is far away from cities and must continue to have the accommodation infrastructure to shelter these tourists, who travel far distances to reach this destination.

From a land use perspective, this lodge will benefit the territory surrounding Valemount by providing more housing options for tourists, as there is already a shortage of accommodation in the busy summer and winter seasons. Regional and community planning objectives see this as a serious issue and this areas lack of supply is only going to get worse if more selection does not become available to visitors. Moreover, with the building of the year round Valemount Glacier Destination Resort, an even greater demand for lodging will put even more strain on the region to provide enough housing to meet the demand. This lodge will support the region in dealing with this accommodation shortage and potentially also benefit the tourism sector by attracting more visitors to the Valemount area.

Respectfully,

Peter Sztogryn





REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3107

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'A'-12.0(9) with the addition of the following:
 - (d) Tourist Accommodation use is permitted on the South West ¼ of District Lot 5702 Cariboo District Except Plans 33723, PGP35518, PGP37388, BCP31150 and EPP20904 except:
 - (i) the maximum total combined number of units of accommodation in a Tourist Accommodation use is 10.
2. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3107, 2018".

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

APPROVAL PURSUANT TO THE TRANSPORTATION ACT RECEIVED ON THE DAY OF ,2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Agricultural Land Use Standing Committee File No.: 5702/SW¼

FROM: Julie Thompson, Planner I

DATE: June 6, 2018

SUBJECT: Item: Application for Subdivision in the Agricultural Land Reserve – **Delegation No. 09/18**

SUMMARY: Purpose: Consider Application

Location: Crooked Creek Rd. – Electoral Area 'H'

Owner: Sztogryn

PREVIOUS REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Appendix 'A'
3. Agricultural Land Commission Application Submission

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report and Agricultural Land Commission Application Submission be received.	All 1 Director/1 vote	Majority
THAT the Committee recommend to the Board:		
2. THAT the application for Non-Farm Use in the Agricultural Land Reserve by Peter Sztogryn to permit Tourist Accommodation use on The South West ¼ of District Lot 5702 Cariboo District Except Plans 33723, PGP35518, PGP37388, BCP31150 and EPP20904 be approved subject to Appendix 'A', attached to the report.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for a non-farm use in the Agricultural Land Reserve (ALR) for a Tourist Accommodation use on the approximately 9 ha subject property. The proposed use consists of a lodge with 10 bedrooms and a 5 bedroom attached living space.

The Committee is being asked to consider making a recommendation to the Board that the application be approved.

RELEVANT POLICIES:

- Agricultural Land Commission Act:*
 - sets the legislative framework for the establishment and administration of the agricultural land preservation program
- Agricultural Land Commission Delegation Agreement with the Regional District of Fraser-Fort George:
 - the proposal meets the terms of the Official Community Plan (OCP); therefore, the Board is able to make the final decision**
 - delegation agreement allows the Board to make decisions concerning non-farm use and subdivision applications within the ALR when the proposal meets the terms of an approved OCP

3. Agricultural Land Reserve Application Procedure:

- procedure to provide a guide for the collection of information for ALR non-farm use or subdivision applications

4. Agricultural Land Reserve Use, Subdivision and Procedure Regulation:

- **proposal is inconsistent with ALR regulations**
- Tourist Accommodation is not a permitted non-farm use within the ALR
- approval from the ALC is required

5. Salmon River-Lakes Official Community Plan Bylaw No. 1587:

- **the proposal is consistent with the OCP**
- OCP designates the property as Agriculture/Resource (AG/RES)
- AG/RES supports Recreation Commercial (RC) uses including a lodge where the maximum number of units of accommodation is 10
- an OCP amendment is not required

6. Zoning Bylaw No. 2892:

- **proposal does not meet zoning bylaw regulations**
- the subject property is zoned Rural 2 (Ru2)
- the Ru2 zone does not permit Tourist Accommodation use
- a zoning bylaw amendment is required

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfills the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

The applicant currently has an open zoning bylaw and official community plan amendment application to facilitate subdivision of the subject property into two lots of approximately 6.7 ha and 2.3 ha in size along the ALR boundary. The lodge is proposed to be situated on the proposed 6.7 ha lot. Should the non-farm use application be approved, an additional zoning bylaw amendment will be required in order to establish the lodge.

DECISION OPTIONS:

1. Approve recommendations:

- a recommendation will be made to the Board that the application be approved subject to Appendix 'A'
- the Regional District will advise the ALC and the applicant of its decision

Other Options:

- Recommend to the Board that an alternative proposal be approved
 - the Regional District will advise the ALC and the applicant of its decision
- Recommend to the Board that a decision be deferred pending the collection of further information
 - recommendation could include requiring a report from a registered professional
- Recommend to the Board that the application be denied
 - the Regional District will advise the ALC and the applicant of its decision

COMMENTS:

An application has been made for a non-farm use in the ALR for a Tourist Accommodation use on the approximately 9 ha subject property. The proposed use consists of a 10 bedroom lodge with an attached 5 bedroom living space that is not proposed to be used in conjunction with the Tourist Accommodation use. The applicant has also proposed to construct a greenhouse for growing fruits and vegetables which will be used to cook for guests who are staying at the lodge. The applicant has not proposed a restaurant that will be open to the public, as meals are proposed to be served to guests only as part of their accommodation. It is noted that growing fruits and vegetables on the premises is a farm use that is permitted within the ALR.

The subject property is zoned Ru2 and is within the AG/RES designation under the Robson Valley-Canoe Upstream OCP. The Ru2 zone does not permit Tourist Accommodation use; however, the AG/RES designation supports Recreational Commercial uses, including lodges, with the limitation that the lodge does not exceed 10 units of accommodation. In accordance with the proposal, one bedroom in the lodge would equate to one unit of accommodation. The attached 5 bedroom living space is not part of the Tourist Accommodation use, is permitted as a Residential-Single Family use in the Ru2 zone, and is a permitted non-farm use in the ALR.

Through the technical agency referral process, the Ministry of Agriculture (MoA) has provided comments noting that if the non-farm use application is to be approved, impact to potential agriculture should be minimized through considerations including:

- allowing the non-farm use only within a specific area on the property; and
- siting the non-farm use on the least arable areas of the parcel.

Contrary to what is shown on the applicant's proposal sketch, the applicant has indicated that he would prefer the ability to construct the lodge and associated infrastructure (parking areas, etc.) anywhere on the ALR portion of the property. However, MoA notes in their comments that it is not in the best interest of agriculture to allow the entire ALR portion of the property to be available for a non-farm use. As such, Appendix 'A' indicates that the total area that may be utilized as part of the non-farm use not exceed 1 ha, including all buildings and structures accessory to the use, any sewerage system, and parking. If Board wishes to address MoA's comments regarding the siting of the non-farm use on the least arable areas of the parcel, further information may be required.

When acting in its delegated capacity, the Board may approve an application as proposed, consider alternatives, set conditions, or deny the application. Should the non-farm use be given a recommendation for approval, the Committee may wish to recommend approval subject to Appendix 'A', attached to the report.

Respectfully submitted,

Julie Thompson

Julie Thompson
Planner I

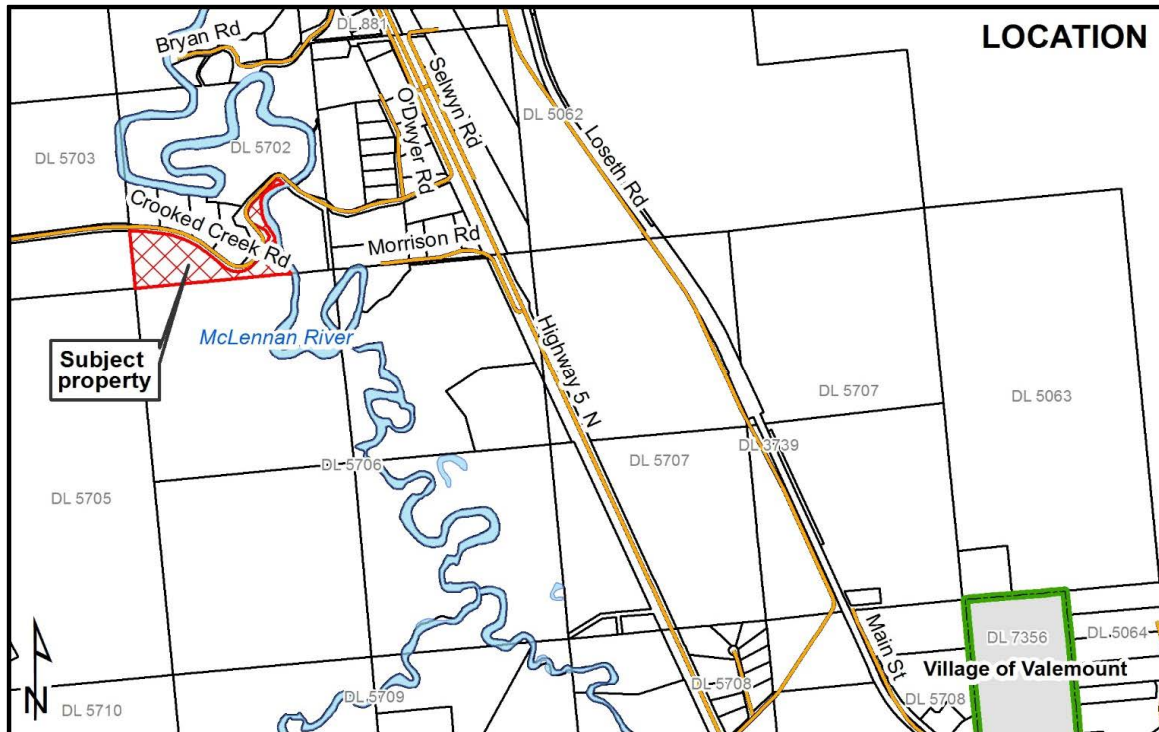
JT:sc

BACKGROUNDER

Owner: Peter Sztogryn

Location: Crooked Creek Rd. – Electoral Area 'H'

Legal Description: The South West ¼ of District Lot 5702 Cariboo District Except Plans 33723, PGP35518, PGP37388, BCP31150 and EPP20904 – 9 ha (22.2 acres)



Existing and Surrounding Land Use:

The subject property is currently vacant with no established uses and is forested.

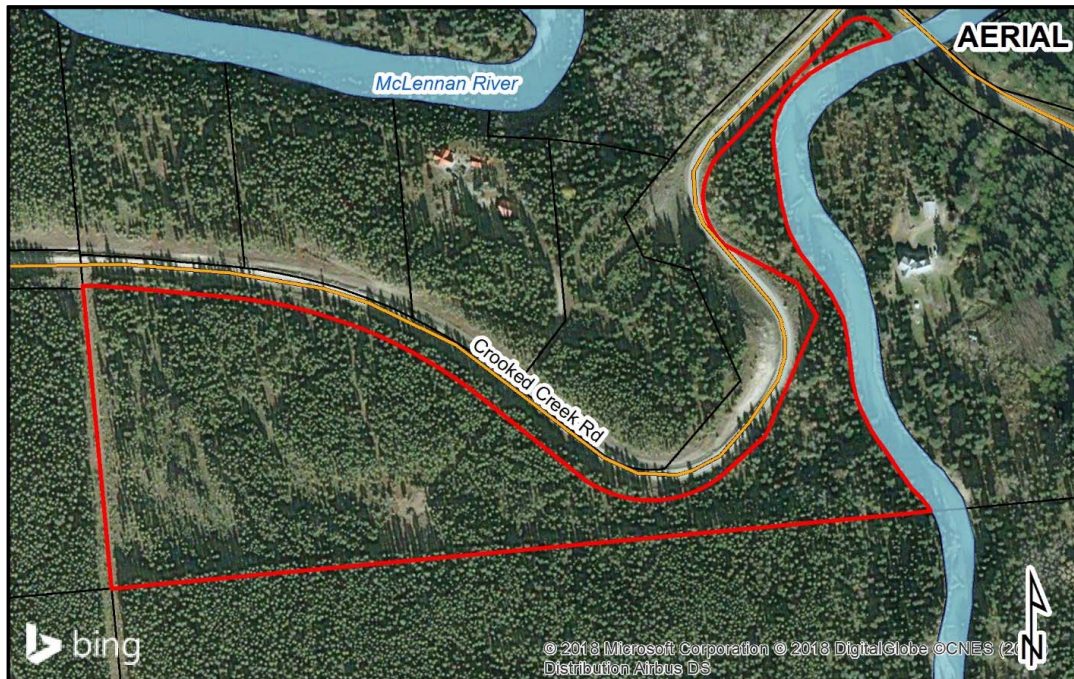
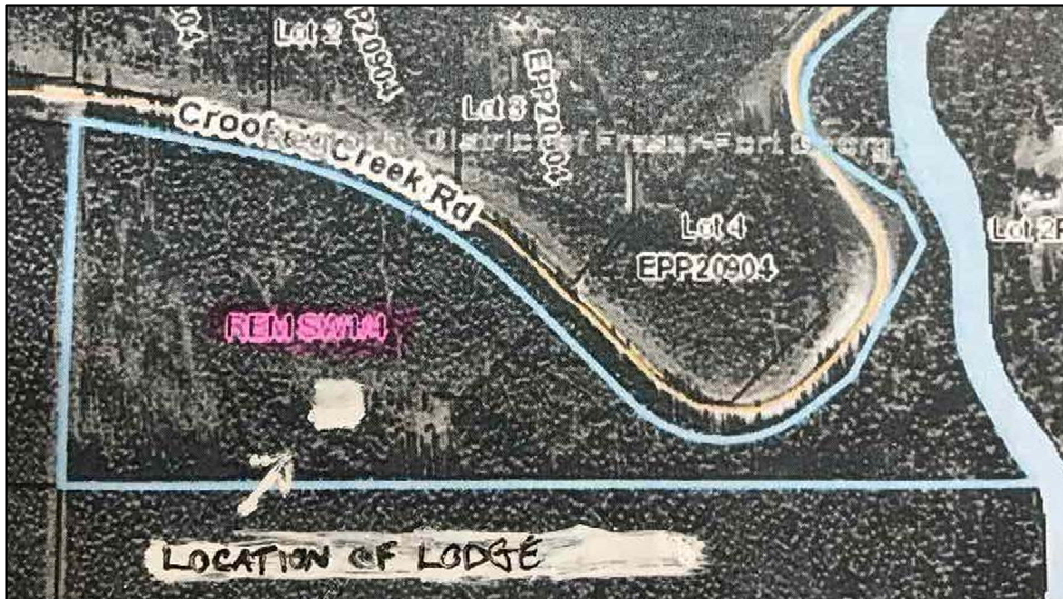
North - Crooked Creek Road/residential
 East - McLennan River/residential
 South - forested Crown land
 West - forested Crown land

Proposal:

The applicant has applied to the Agricultural Land Commission (ALC) to establish a 10 bedroom lodge for Tourist Accommodation purposes. The proposed structure also includes a 5 bedroom living quarter that will not be used as part of the Tourist Accommodation use. The applicant has also proposed to construct a greenhouse for growing fruits and vegetables which the applicant has stated will be used to cook for guests staying at the lodge. The proposal does not include a restaurant as part of the operation of the lodge; rather, the applicant has proposed that meals may be served to guests staying at the lodge only. See applicant submission for details.

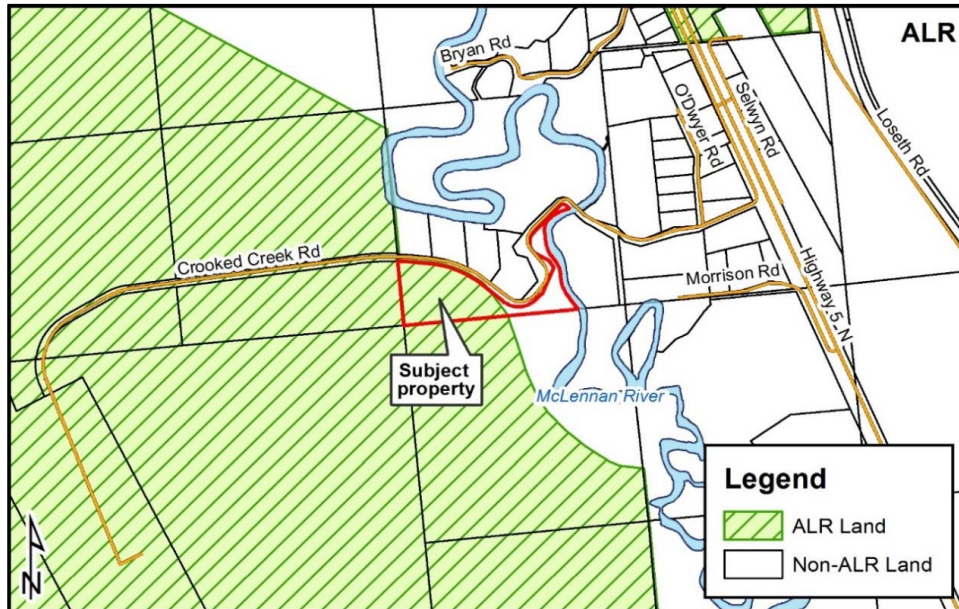
Contrary to the applicant's proposed location for the lodge (see below), he has indicated that he would prefer the ability to locate the lodge and associated infrastructure anywhere on the subject property.

Applicant's original proposal:



Agricultural
Land Reserve
(ALR):

Part of the subject property is located within the ALR. The applicant wishes to establish the lodge within the ALR portion. Approval from the ALC is required.

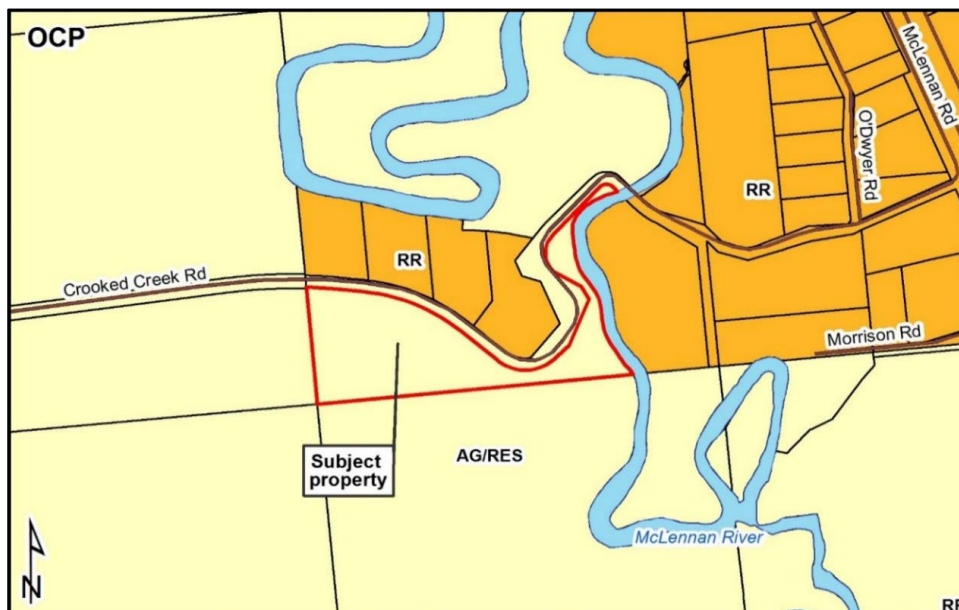


Delegated
Authority:

The Regional District Board has entered into an agreement with the ALC whereby the Board can act as the Land Commission for proposals that are consistent with the Official Community Plan (OCP) of the area. The proposal is consistent with the OCP, therefore the Board may act in its delegated capacity and make a final decision on this application.

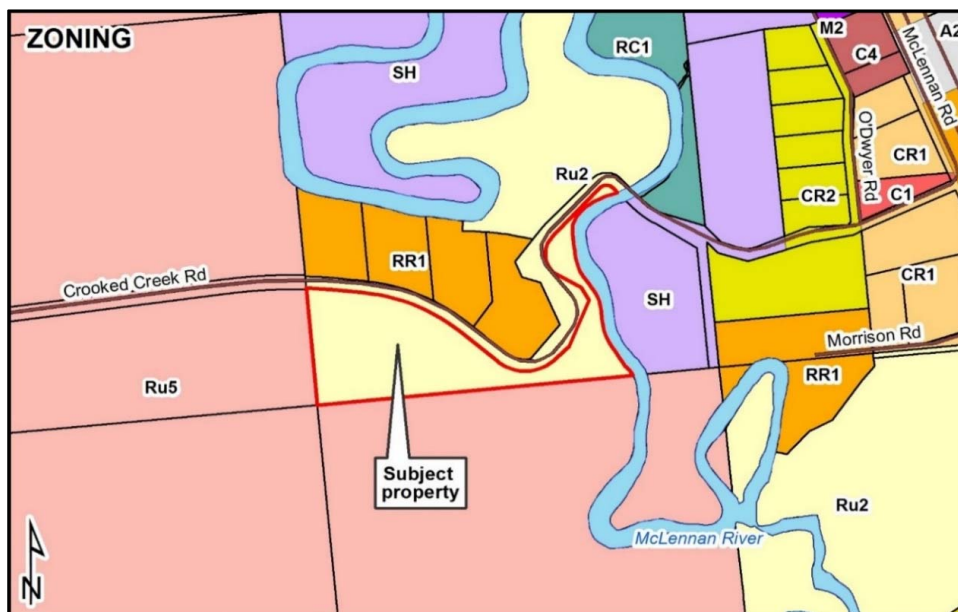
Official
Community
Plan (OCP):

The subject property is designated Agriculture/Resource (AG/RES) in the Robson Valley-Canoe Upstream OCP. The AG/RES designation supports lodges with the limitation of a maximum of 10 units of accommodation. An OCP amendment is not required.



I:\Report Working\2018\06 - June\Dev Serv\JT-ALR non-farm use - Sztogryn.docx

Zoning Bylaw: The subject property is zoned Rural 2 (Ru2) in accordance with Zoning Bylaw No. 2892. The Ru2 zone does not permit Tourist Accommodation. A zoning bylaw amendment is required.



Soils: According to the Canada Land Inventory, the unimproved soils classification for the subject property is designated as:

- 70% Class 5 with Subclass 'M' and 30% Class 4 with Subclass 'M'
- 50% Class 6 with Subclass 'W', 30% Class 5 with Subclass 'M' and 20% Class 7 with Subclass 'T'

The improved soil classification for the subject property is designated as:

- 70% Class 4 with Subclass 'M' and 30% Class 3 with Subclass 'C'
- 50% Class 6 with Subclass 'W', 30% Class 4 with Subclass 'M' and 20% Class 7 with Subclass 'T'

Class Definitions:

Class 3: Soils in Class 3 have more severe limitations than those in Class 2 and conservation practices are more difficult to apply and maintain. Under good management these soils are fair to moderately high in productivity for a fairly wide range of field crops adapted to the region.

Class 4: Soils in this class have limitations that restrict the range of crops or require special conservation practices, or both. The limitations may seriously affect one or more of the following practices: timing and ease of tillage, planting and harvesting, choice of crops, and methods of conservation. The soils are low to fair in productivity for a fair range of crops but may have high productivity for a specially adapted crop.

Class 5: Soils in this class are generally limited to the production of perennial crops or other specially adapted crops. Productivity of these suited crops may be high. Class 5 lands can be cultivated and some may be used for cultivated field crops provided unusually intensive management is employed and/or the crop is particularly adapted to the conditions peculiar to these lands. Cultivated field crops may be grown on some Class 5 land where adverse climate is the main limitation, but crop failure can be expected under average conditions. In areas which are climatically suitable for growing tree fruits and grapes the limitations of stoniness and/or topography on some Class 5 lands are not significant limitations to these crops.

Class 6: Land in Class 6 provides sustained natural grazing for domestic livestock and is not arable in its present condition. Land is placed in this class because of severe climate, or the terrain is

I:\Report Working\2018\06 - June\Dev Serv\JT-ALR non-farm use - Sztogryn.docx

unsuitable for cultivation or use of farm machinery, or the soils do not respond to intensive improvement practices. Some unimproved Class 6 lands can be improved by draining and/or diking.

Class 7: All classified areas not included in Classes 1 to 6 inclusive are placed in this class. Class 7 land may have limitations equivalent to Class 6 land but they do not provide natural sustained grazing by domestic livestock due to climate and resulting unsuitable natural vegetation. Also included are rockland, other nonsoil areas, and small water-bodies not shown on maps. Some unimproved Class 7 land can be improved by draining or diking.

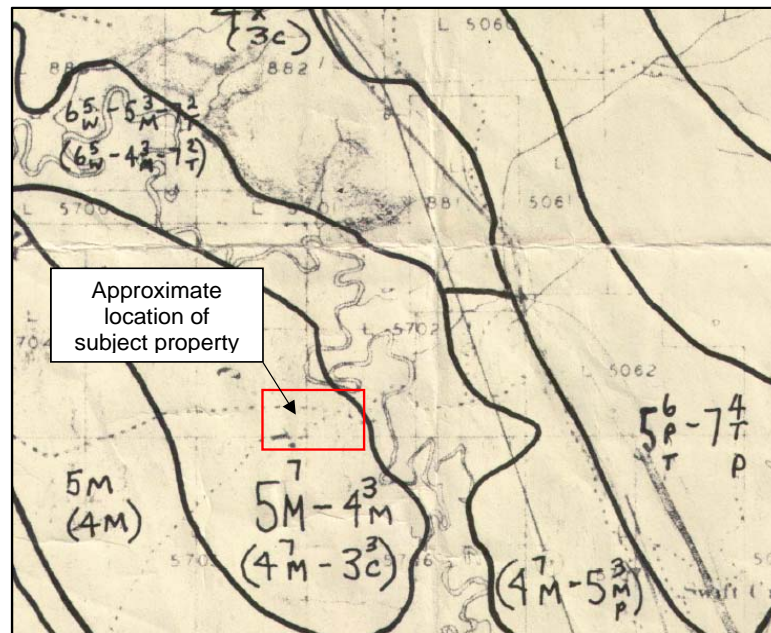
Subclass Definitions:

'M': Moisture limitation. This subclass consists of soils where crops are adversely affected by drouthiness owing to inherent soil characteristics. They are usually soils with low water-holding capacity.

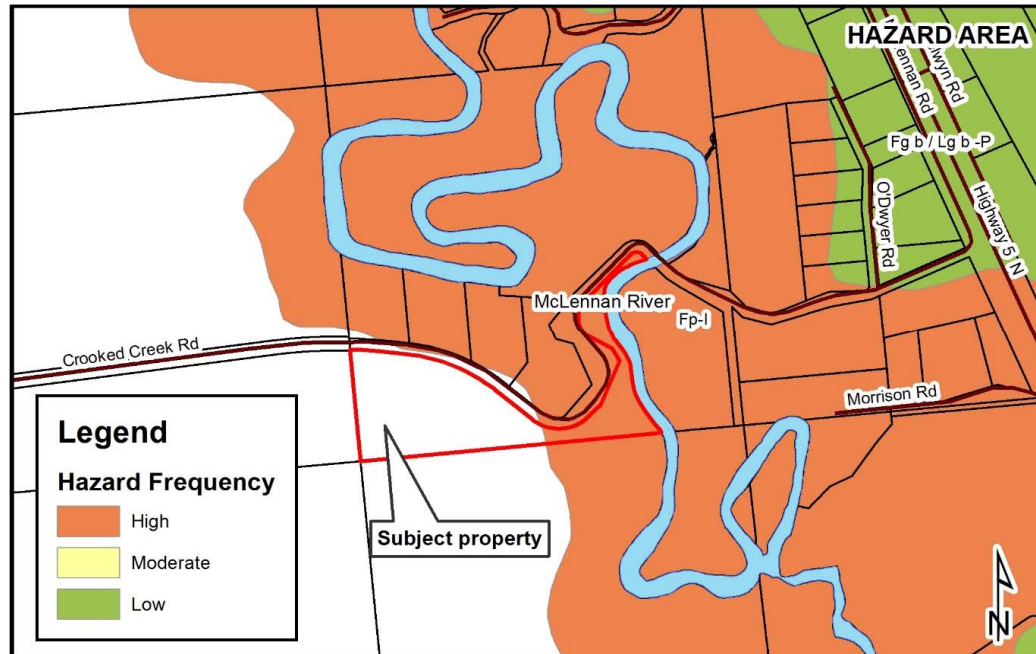
'W': Excess Water. Subclass 'W' is made up of soils where excess water other than that brought about by inundation is a limitation to their use for agriculture. Excess water may result from inadequate soil drainage, a high water table, seepage or runoff from surrounding areas.

'T': Topography. This subclass is made up of soils where topography is a limitation. Both the percent of slope and the pattern or frequency of slopes in different directions are important factors in increasing the cost of farming over that of smooth land, in decreasing the uniformity of growth and maturity of crops, and in increasing the hazard of water erosion.

'C': Adverse Climate. This subclass denotes a significant adverse climate for crop production as compared to the "median" climate which is defined as one with sufficiently high growing season temperatures to bring field crops to maturity, and with sufficient precipitation to permit crops to be grown each year on the same land without a serious risk of partial or total crop failures.



Hazard Area: The subject property is partially contained within a high frequency hazard area, in accordance with the Robson Valley Land Hazard Study (Bruce Geotechnical Consultants, 1999), due to fluvial plain and irregularly sinuous river channel. However, the proposed development is outside of the known hazard area.



Application History: In 2017, the applicant applied to the ALC to subdivide the subject property into four lots, three of which fell within the ALR. The application was denied. The applicant currently has an open zoning bylaw amendment application to subdivide the property into two lots as divided by the ALR boundary.

Access: The subject property is accessed from Crooked Creek Rd.

Fire Protection: The subject parcel is within the Valemount Volunteer Fire Protection area.

Future Applications: If this application for non-farm use is approved, a zoning bylaw amendment will be required.

Technical Agency Referral Comments: **Regional District Building Inspection:** "Building permits will be required for all structures over 10 square metres. Proof that the land outside of the identified hazard area can support a sewerage system for the occupant load of the 10 bedroom lodge and 5 bedroom dwelling will be required."

MFLNRORD – Landbase Stewardship: "Having reviewed the Referral regarding non-farm use in the ALR I have no comments to provide."

Telus: "I have reviewed the attached documentation and determined that TELUS has no objection to this proposal."

MFLNRORD – Water Stewardship: "The only interest would be to ensure that any permanent dwellings are properly set-back from any stream."

MoA: "Per my earlier email indicating a post May 23rd response, please see the attached response in relation to the referral listed below; the previous response in relation to the parcel (subdivision) is also included as reference." (*See attached.*)



File: ALR 5702/SW1/4

May 24, 2018

Julie Thompson
Regional District of Fraser-Fort George
155 George St.
Prince George, BC
V2L 1P8
Via email: jthompson@rdffg.bc.ca

RE: Application for Non-farm Use in the ALR – Electoral Area 'H'

Dear Julie,

Thank you for providing BC Ministry of Agriculture staff the opportunity to comment on the application for Non-farm Use (NFU) in the Agricultural Land Reserve (ALR). I have reviewed the documents you have provided as well as other reference materials relating to the application. From an agricultural perspective I can provide the following comments for your consideration:

- A letter in response to an agency referral on an application for Subdivision in the Agricultural Land Reserve was sent September 25, 2017 and provided agriculture related comments; it is attached to this response for reference.
- The parcel is located within the ALR, a provincial zone in which agriculture is recognized as the priority use and where farming is encouraged and non-agricultural uses are restricted.
- Page 4 of the referral provides overview of the agriculture capability classes of the parcel; it is important to note that the portion of the parcel with the highest capability (Classes 4 and 5 Unimproved and Classes 3 and 4 Improved) are located in the within the ALR. The portions with the lower capability (Classes 5, 6, and 7 Unimproved and Classes 4, 5, and 7 Improved) are located outside of the ALR.
- The portion of the parcel in the ALR is considered to be arable with the potential to produce a number of crops with appropriate management.
- NFU is best suited to lands outside of the ALR.
- It is noted that the portion of the parcel outside of the ALR approximately corresponds with the area of high frequency hazard; without specific information it is assumed that applicant wishes to avoid construction in this area. It is also noted that on the north side of McLennan Rd/Crooked Creek Rd structures have been constructed in the high frequency hazard area; the specifics of this situation are unknown.
- The applicant questionnaire (submission) indicates that 5.7 ha is required for NFU; the proposed use (as described) does not require this amount of area and it is unclear why NFU of what is assumed to the entire portion of the parcel in the ALR is being requested; this is not in the interest of agriculture. If any NFU occurs on a parcel in the ALR it should be planned and executed to minimize

Ministry of Agriculture

Sector Development Branch
2000 S. Ospika Blvd
Prince George, BC
V2N 4W5

Web Address: <http://www.gov.bc.ca/agri/>

the impact to agriculture and agriculture potential of the site. The question must be raised, why is NFU not being sought only for the actual area required for proposed lodge/parking?

- The applicant questionnaire (submission) indicates that the proposal cannot be accommodated on lands outside the ALR; it should be noted that simply owning land or choosing to procure land in the ALR (BC Assessment data indicates that parcel has a sales history of being purchased in June 2016) and not outside of the ALR is not sufficient rationale to reduce long term agriculture potential. Land outside the ALR can be procured for non-agricultural enterprises such as commercial accommodation; agricultural enterprises, particularly soil based operations, are significantly more limited in their potential locations and this is one of the reasons why lands are maintained for current and future food production/security.
- It should be noted that the Agricultural Land Commission has generated two policy statements related to permitted NFU (commercial accommodation) in the ALR, Policy L-05 Agri-tourism accommodation in the ALR https://www.alc.gov.bc.ca/assets/alc/assets/legislation-and-regulation/policies/alc_-_policy_l-05_-_agritourism_accommodation.pdf and Policy L-06 Bed and breakfast use in the ALR https://www.alc.gov.bc.ca/assets/alc/assets/legislation-and-regulation/policies/alc_-_policy_l-06_-_bed_and_breakfast_use.pdf. It is however noted that because the proposed accommodation is not “ancillary to the primary use of the land for agriculture” the proposed accommodation cannot be grouped as agri-tourism accommodation; Policy L-06 should be reviewed for permitted NFU.
- Having non-agricultural commercial/industrial enterprises on farm land can raise the price of farm land beyond what most farmers can afford to pay and cause speculative pressure on surrounding parcels, this is not interest of agriculture.
- When non-agricultural uses such as commercial/industrial occur in the ALR, the potential for conflict between land uses and users can increase as practices from each land use may not be compatible.
- If any NFU is approved for the parcel the applicants and their guests must be aware that the parcel is located in an agricultural area and that many activities associated with the business of farming and ranching that may generate noise, dust, odours, or other disturbances. The Farm Practices Protection (Right to Farm) Act protects farmers right to farm provided they use normal farm practices and conform to any other pertinent acts and regulations.
- If NFU is approved, impact to agriculture potential should be minimized through considerations including but not limited to: only allowing for NFU on the portion of the parcel directly involved in NFU e.g. actual (and reasonable) footprint of lodge/parking/related infrastructure, siting the NFU on the parcel to maintain the greatest potential for future agricultural use e.g. on least arable areas (e.g. outside ALR portion of parcel or immediately adjacent to), and following the guidelines for siting, lot coverage, setbacks and other aspects of development as outlined in the Guide for Bylaw Development in Farming Areas https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/strengthening-farming/local-government-bylaw-standards/840000-1_guide_for_bylaw_development_in_farming_areas.pdf to maintain the largest contiguous areas for future agricultural use.
- If NFU is approved it should be noted that the parcel will continue to be in the ALR and subject to all related regulations.

If you have any questions or would like to discuss this proposal further, please do not hesitate to contact me at: Lavona.Liggins@gov.bc.ca or 250-614-7438.

Regards,



Lavona Liggins
Regional Agrologist

pc: Kyle McStravick, Land Use Planner, Strengthening Farming Program
Marli Bodhi, Land Use Planner, Agricultural Land Commission



File: ALR 5702/SW1/4

September 25, 2017

Julie Thompson
Development Services
Regional District of Fraser-Fort George
155 George St.
Prince George, BC
V2L 1P8

Via email: jthompson@rdffg.bc.ca

RE: Application for Subdivision in the Agricultural Land Reserve (ALR)

Dear Julie,

Thank you for providing BC Ministry of Agriculture staff the opportunity to comment on the Subdivision in the Agricultural Land Reserve (ALR) application from Tammy VandeNobelen on behalf of Peter Sztogryn. I have reviewed the documents you have provided as well as other reference materials relating to the application. From an agricultural perspective I can provide the following comments for your consideration:

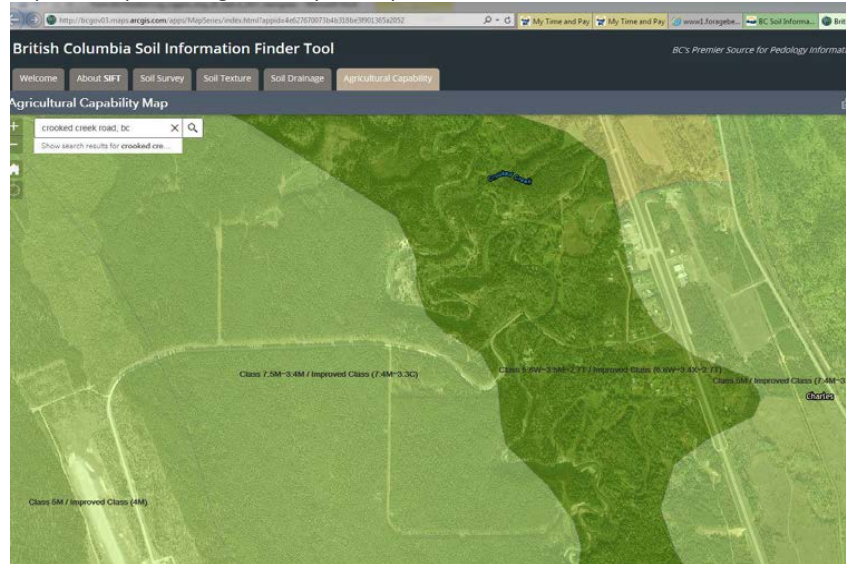
- The parcel is located within the Agricultural Land Reserve (ALR), a provincial zone in which agriculture is recognized as the priority use and where farming is encouraged and non-agricultural uses are restricted. The stated purpose of “help meet the demand in the Valemount real estate market for small residential acreages in close proximity to the Valemount Glacier Destination Resort” is not an agricultural use.
- The Agricultural Capability map on page 5 of the referral shows an approximate location of the parcel; a more specific location and associated capability polygons was located with the British Columbia Soil Information Finder Tool, which can be launched from the following website: <http://www2.gov.bc.ca/gov/content/environment/air-land-water/land/soil-information-finder> . A screen capture of the specific parcel and surrounding area is included below. As can be seen in the map, the agricultural capability of the parcel is a mix between an area with base line capability of 70% Class 5 requiring special management for moisture and 30% Class 4 with the same management recommendation; this same area has an improved classification, denoted on the map in brackets, of 70% Class 4 (same management recommendation) and 30% Class 3 with climate limitation. This first area encompasses Proposed Lots 1-3 and a small portion of Proposed Lot 4 and is roughly in line with the ALR boundary as mapped on page 2 of referral. A portion of the area labeled Proposed Lot 4 is in an area with mixed capability of 50% Class 6W, 30% Class 5M, and 20% Class 7T; the improved classification is 50% Class 6W, 30% Class 4X, and 20% Class 7T. These areas of predominantly Class 6 and 7 are not located in the ALR based on the map on page 2 of the referral. The area within the

Ministry of Agriculture

Sector Development Branch
2000 S. Ospika Blvd
Prince George, BC
V2N 4W5

Web Address: <http://www.gov.bc.ca/agri/>

ALR (Class 4 and 5) is considered to be arable land and the improved Classes 3-4 are considered capable of producing a variety of crops.



- The applicant indicates that the parcel is not suitable for farming however the application does not include any technical information (beyond basic site photos) such as a soil analysis or a report by a Qualified Professional (QP) on which this opinion is based. The application does not indicate that the applicant has any specific background in soils or agriculture.
- It is important to understand what Agricultural Capability Classes 1-7 indicate, Classes 1-4 are considered capable of sustained use for cultivated field crops and those in Classes 5 and 6 are considered suitable for perennial forage crops (Class 5 for some grains); it is only Class 7 that is considered non-arable or suitable for either type of production. The application statement in applicant's letter appended to the referral: "The poor soil quality is undoubtedly substantiated by the fact the soil is a Class 4 and 5 throughout, even Class 6 on the East side of the parcel based on the Class Range 1 through 7." is not substantiated by the classification description.
- The improved capability of Class 3 and 4 indicate that the area is capable for use in a variety of crops.
- It is also important to note that with the Agricultural Capability system, subclasses do not preclude agricultural production but provide insight into management considerations. These considerations are often related to the management of agricultural soils which is an important component of sustainable, productive agricultural operations.
- The application refers to sandy soils being unsuitable for agriculture due moisture and nutrient limitations. The western portion of the parcel (roughly corresponding to Proposed Lot 1-3) is in an area of Valemount soils, a sandy and loamy sand soil type. Like many other soil types, sandy and loamy sand soils can be used for agriculture with appropriate management practices. For sandy and loamy sand soils this may include irrigation and nutrient management; it is important to note that all sustainable agriculture requires some form of nutrient and soil management and a variety of approaches exist.
- Well drained soils, with appropriate management, can be well suited to the production a variety of crops.

- It is also important to note that not all agriculture is soil based and the ALR is an appropriate location for other types of non-soil based production systems to be established and operated.
- The ALR is an area where agricultural activities (both soil based and non-soil based) can be focused, protected under the Farm Practices Protection (Right to Farm) Act, and not conflict with other land uses that may be negatively impacted by the odors, dust, and noise that can result from normal farm practices.
- The proposal is contrary to optimal agriculture land use planning practices. It has generally been found that subdivision in agricultural areas can: erode long term agricultural and economic potential of the parcels, increase land cost per acre which limits farm business opportunities, and increase conflict between adjacent land uses; as such, subdivision in the ALR is not in the interest of agriculture.
- The application makes reference the parcels on the north side of Crooked Creek Road and that subdivision occurred and the proposed subdivision would be consistent with the setting; it is very important to note that the parcels referred to are not located within the ALR and based on the ALR History listed on page 6 of the referral were not previously in the ALR and therefore do not represent an analogous situation.
- The application makes note that the presence of trees makes the parcel unsuitable for agriculture; land clearing is often a precursor to agricultural production considered a farm practice. It is important to recognize that maintaining land capable of future agricultural production is important from a long term food security and economic opportunity perspective. If parcels are developed for non-agricultural uses it can be extremely difficult to restore parcels to a condition suitable for agricultural use.
- Policy P-01, ALR Subdivision Approval by Approving Officers, indicates that under the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (BC Regulation 171/2002), Sections 9, 10, and 11 subdivisions which establish a legal boundary along the boundary of an agricultural land reserve are addressed in item 10 (1) (d)

Subdivision approval

10(1) *Despite Section 18 (b) of the Act, an approving officer under the [Land Title Act](#), the [Local Government Act](#), or the [Strata Property Act](#) or a person who exercises the powers of an approving officer under any other Act may authorize or approve a plan of subdivision without the approval of the commission if the proposed plan achieves one or more of the following:*

- (a) consolidates 2 or more parcels into a single parcel by elimination of common lot lines;*
- (b) resolves a building encroachment on a property line and creates no additional parcels;*
- (c) involves not more than 4 parcels, each of which is a minimum of 1 ha, and results in all of the following:*
 - (i) no increase in the number of parcels;*
 - (ii) boundary adjustments that, in the opinion of the approving officer, will allow for the enhancement of the owner's overall farm or for the better utilization of farm buildings for farm purposes;*
 - (iii) no parcel in the reserve of less than 1 ha;*
- (d) establishes a legal boundary along the boundary of an agricultural land reserve.*

- It should be noted that if subdivision occurred without exclusion, the resulting parcels would remain within or partially in the ALR and areas within the ALR would continue to be subject to all pertinent regulations and policies.
- If subdivision were to be approved, any access points and structures that were to be established should be sited to minimize impact on most arable/productive areas and/or areas required for

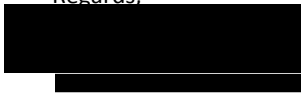
farming operations. Applicants/owners are advised to consult the “Guide for Bylaw Development in Farming Areas” for information on siting, size, and setback information, at:

www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/strengthening-farming/local-government-bylaw-standards/840000-1_guide_for_bylaw_development_in_farming_areas.pdf

- If subdivision were to take place on the border of the ALR it is highly recommended that appropriate, lawful fences are established for all resulting parcels. This is an important step in agricultural areas and can be critical in protecting both parcels and any owners/future owners from legal issues such as livestock being at large and reduces the potential for complaints and conflict. For more information on fencing requirements in rural areas please refer to Section 3 of the Trespass Act www.bclaws.ca/civix/document/id/complete/statreg/96462_01.
- This proposal, as presented, does not demonstrate any benefit to agriculture and would negatively impact the future agricultural potential of the parcel.

If you have any questions, please do not hesitate to contact me at: Lavona.Liggins@gov.bc.ca or 250-614-7438.

Regards,



Lavona Liggins
Regional Agrologist

APPENDIX 'A'**Appendix 'A' to Application for Non-Farm Use in the Agricultural Land Reserve– Delegation No. 09/18**

The application for Non-Farm Use in the Agricultural Land Reserve by Peter Sztogryn to establish a Tourist Accommodation use on the South West ¼ of District Lot 5702 Cariboo District Except Plans 33723, PGP35518, PGP37388, BCP31150 and EPP20904 is approved subject to the following:

1. The Tourist Accommodation use consists of a 10 bedroom lodge, with each bedroom equating to one unit of accommodation.
2. The total area utilized for the Tourist Accommodation use, including all buildings and structures accessory to the use, on-site sewerage, parking areas, and all lands between is not to exceed 1.0 ha.
3. The Non-Farm Use must be established within ten (10) years of the date of the approval resolution.



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 57545

Application Status: Under LG Review

Applicant: Peter Sztogryn

Local Government: Fraser Fort George Regional District

Local Government Date of Receipt: 04/09/2018

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Non-Farm Use

Proposal: The purpose of this proposal is to receive permission to build a 10 bedroom Lodge, each with its own bathroom and shower, for a tourist accommodation on two floors; 5 bedrooms on the first level and 5 bedrooms on the second level. A third level will be a completely separate living area designed to be my home, with its own kitchen, living room, dining room and 5 bedrooms. The healthy organic breakfast I will be serving to my guests will include fresh fruits and vegetables that will be grown from my garden on the land.

Mailing Address:

[REDACTED]
[REDACTED]
[REDACTED]

Canada

Primary Phone: [REDACTED]

Email: [REDACTED]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 013-778-501

Legal Description: SW 1/4 OF DL 5702 CARIBOO EXC PLS 33723 PGP35518 PGP37388
BCP31150 & EPP20904

Parcel Area: 8.2 ha

Civic Address: N/A

Date of Purchase: 06/23/2016

Farm Classification: No

Owners

1. **Name:** Peter Sztogryn

Address:

[REDACTED]
[REDACTED]
[REDACTED]

Canada

Phone: [REDACTED]

Email: [REDACTED]

Applicant: Peter Sztogryn

Current Use of Parcels Under Application**1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).***No Agriculture***2. Quantify and describe in detail all agricultural improvements made to the parcel(s).***No Agricultural Improvements***3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).***No non-agricultural activity***Adjacent Land Uses****North****Land Use Type:** Residential**Specify Activity:** Single family dwelling small acreages**East****Land Use Type:** Residential**Specify Activity:** Single family dwelling small acreages**South****Land Use Type:** Unused**Specify Activity:** Densely forested crown land**West****Land Use Type:** Unused**Specify Activity:** Densely forested crown land**Proposal****1. How many hectares are proposed for non-farm use?***5.7 ha***2. What is the purpose of the proposal?***The purpose of this proposal is to receive permission to build a 10 bedroom Lodge, each with its own bathroom and shower, for a tourist accommodation on two floors; 5 bedrooms on the first level and 5 bedrooms on the second level. A third level will be a completely separate living area designed to be my home, with its own kitchen, living room, dining room and 5 bedrooms. The healthy organic breakfast I will be serving to my guests will include fresh fruits and vegetables that will be grown from my garden on the land.***3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.***No this proposal is for this property, that resides in the ALR. I am applying for non-farm use because the proposed Lodge will be on ALR land.***4. Does the proposal support agriculture in the short or long term? Please explain.***This proposal supports agriculture both in the short and long term by working the land in which it was***Applicant:** Peter Sztogryn

intended to be utilized. By providing guests with a fresh choice of organic food for breakfast every day, I am promoting continuous agricultural production.

5. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

The proposal will greatly benefit the region around Valemount by providing more accommodation units for tourists, as there is already a shortage of accommodation in the summer and winter seasons. Moreover, with the building of the year round Valemount Glacier Destination Resort, an even greater demand for accommodation units will put even more strain on the region to provide enough accommodation supply to meet the demand. This proposal will benefit the region in dealing with this shortage and benefit the tourism sector.

6. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

The community of Valemount has actively pursued a changing course in its culture by adapting to the worlds changing environment. It has embraced Tourism as a growing opportunity to attract visitors to the region and as a group, the local people have been almost unanimous in their support to attract more tourists. However, Valemount is far away from cities, and has to have the accommodation infrastructure to shelter these tourists.

7. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

Very similar to my statement about Valemount's cultural values, the people of this region are looking to attract visitors to their beautiful area. However, as a social group, they have openly voiced their concern about the current housing shortage. Furthermore, they have voiced their concern about how existing hotels are already fully booked in peak seasons, so when Valemount Glacier Destinations Resort is up and running, the question needs a serious answer: how will we accommodate all these visitors?

8. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

As stated clearly in my previous answers, there needs to be solutions to the accommodation shortage that already exists in Valemount. Regional and community planning objectives see this as a serious issue and my proposal serves to help solve a current problem in this region that is going to get worse if not enough accommodation units are going to become available to the visitors.

Applicant Attachments

- Proposal Sketch - 57545
- Certificate of Title - 013-778-501

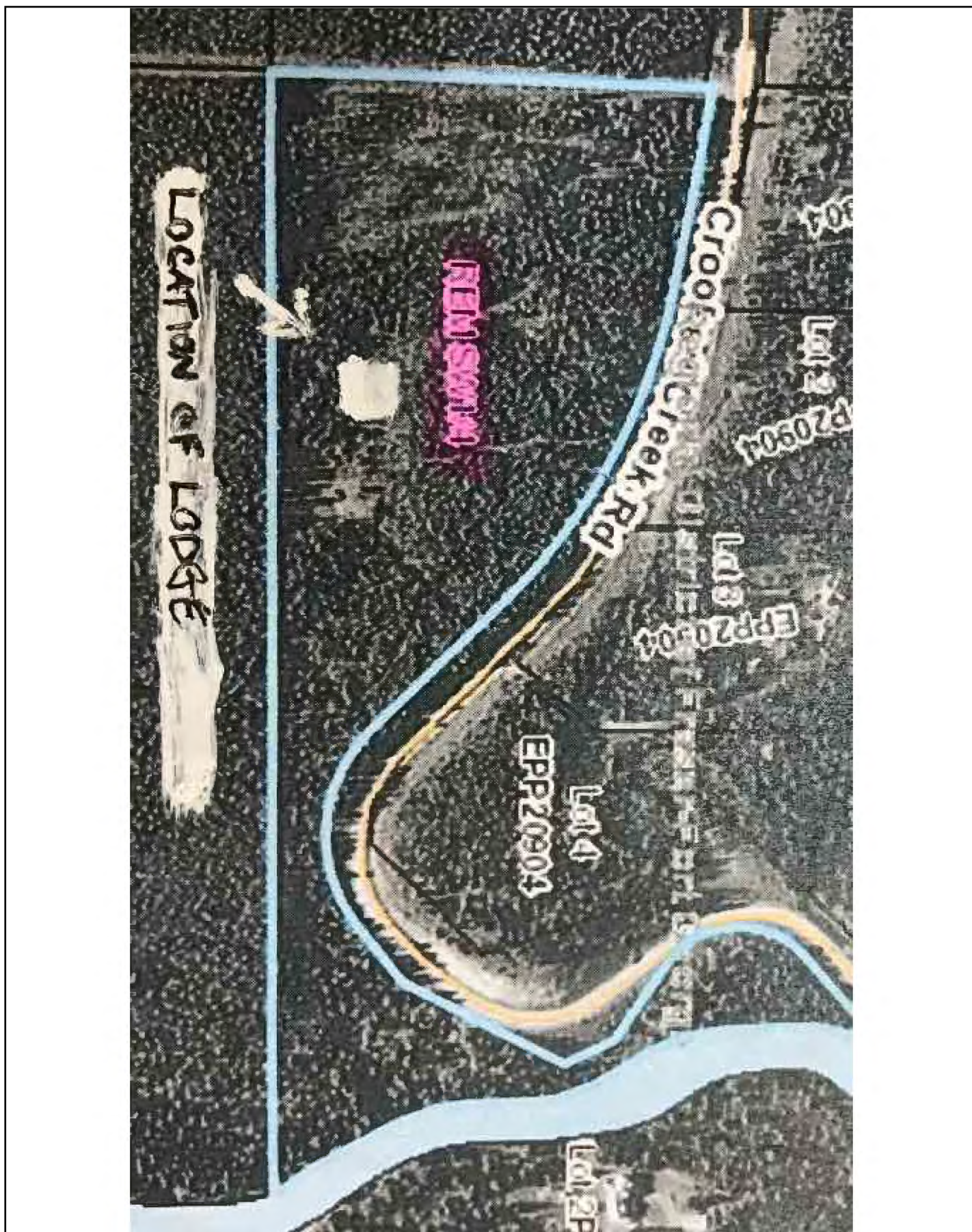
ALC Attachments

None.

Decisions

None.

Applicant: Peter Sztogryn





REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: REZ 5676/24508/3&4

FROM: Kenna Jonkman, MCIP, RPP, Manager of Development Services

DATE: August 31, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018

SUMMARY: Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing

Location: Swiftcurrent Creek – Electoral Area 'H'

Owner: Norlander/ Ottawa

PREVIOUS REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC dated February 17, 2017
3. Bylaw No. 3108, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report and DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC dated February 17, 2017 be received.	All 1 Director/1 vote	Majority
2. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018 be now introduced and read for the first time.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018 be given second reading.	All 1 Director/1 vote	Majority
4. THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018 be held with the chairing of the hearing delegated to Director Alan, or her Alternate, or any other Director as a delegate of the Board.	All 1 Director/1 vote	Majority
5. THAT the applicant be requested to provide to the satisfaction of Administration, a report from a qualified professional to confirm that Lot 3 and Lot 4 may be used safely for the intended use without undue risk.	All 1 Director/1 vote	Majority
6. THAT the applicant be requested to provide to the satisfaction of Administration, a report from an authorized person pursuant to the Sewerage System Regulations that Lot 4 can accommodate an adequate on-site sewage disposal system for the proposed development.	All 1 Director/1 vote	Majority

ISSUE(S):

The applicants have applied for a Zoning Bylaw amendment to:

1. Zone Lot 3 and Lot 4 to Controlled Recreation Commercial 2 (CRC2);
2. Allow up to two Residential-Single Family uses on Lot 3 and Lot 4;
3. Allow up to two Tourist Accommodation uses within two entire Residential-Single Family uses on Lot 3 and Lot 4;
4. Waive the maximum floor area of a Tourist Accommodation use on Lot 3 and Lot 4; and
5. Prohibit the establishment of Secondary Suites on Lot 3 and Lot 4.

Board is being asked to consider:

- first reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018;
- second reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018;
- authorization of a public hearing for Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018; and
- request additional information regarding the proposed development prior to holding a public hearing.

RELEVANT POLICIES:

1. Robson Valley-Canoe Upstream Official Community Plan Bylaw No. 2290:
 - **The proposal is consistent with the Official Community Plan**
 - properties are designated Rural Residential (RR) and supports the establishment of recreation commercial uses to provide mostly outdoor recreational opportunities; including campground, recreational lodge or resort, to a maximum number of units of accommodation to 10, subject to a zoning bylaw amendment process
 - community development guidelines for the Mount Robson area is to preserve the scenic nature of the approach and the area round Park Headquarters by not supporting any further subdivision or development east of the Terry Fox Rest Area on Highway 16
 - subject parcels are east of the Terry Fox Rest Area
 - subject parcels are within the Robson Valley Corridor Development Permit Area
2. Zoning Bylaw No. 2892
 - **the proposal is not consistent with zoning**
 - lot 3 is zoned Rural Residential 1 (RR1) with a site specific approval to allow up to two Residential-Single family uses
 - lot 4 is zoned Rural Residential 1 (RR1) and is only permitted one Residential-Single Family use
 - RR1 zone does not permit a Tourist Accommodation use to be established on the subject parcels
 - zoning amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of amendments to a zoning bylaw and public hearing procedure
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
4. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 m on the subject property
 - details requirements for a notification of application sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 3108 will be given first and second reading and will proceed to public hearing

Other Options:

- a. hold Bylaw No. 3108 at first reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - bylaw may be amended after first reading
 - Board authorization is required to hold a public hearing
- b. defeat Bylaw No. 3108 at first reading
 - bylaw cannot be considered further
 - second Residential-Single Family use will not be permitted on Lot 4
 - proposed Tourist Accommodation uses can continue under conditions of Temporary Use Permit's

COMMENTS:

An application has been made to allow a second Residential-Single Family use to be built on Lot 4 and to establish a Tourist Accommodation use on each of the subject parcels (Lot 3 and Lot 4) permanently. The applicants currently have Temporary Use Permits that allow a Tourist Accommodation use to be established on Lot 3 (within two existing Residential-Single Family uses) and Lot 4 (within the one existing Residential Single-Family use).

Through recent applications made by the applicants, Development Variance Permit No. 1021 and Temporary Use Permit 198, the Regional District received a report from DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC dated February 17, 2017. This report speaks to the previous applications, the existing development (two residences on lot 3 and one residence on lot 4) and their use for Tourist Accommodation on the subject parcels. This hydrotechnical summary report is attached to the report.

In addition, through these land use processes a restrictive covenant was placed on both subject parcels. Information regarding the content of those covenants can be found in the Backgrounder of the report.

Concerns from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Water Stewardship continue to centre around the risk of development on an alluvial fan and a known flood hazard site. The proposal would see an increase in development in a known hazard area and allow for the establishment of commercial use permanently within a residential area.

Should this bylaw amendment proceed, Board may consider requesting further information from the applicant prior to holding a public hearing and further considering the proposal. The additional information would include report(s) from a qualified professional(s) to confirm the following:

1. the location of the proposed development (a second residence on Lot 4 to be utilized as a Residential-Single Family use and Tourist Accommodation use) and that this proposed development can be used safely for the intended use without undue risk;
2. the proposed development (a second residence on Lot 4 to be utilized as a Residential-Single Family use and Tourist Accommodation use) can meet provincial Flood Hazard Area Land Use Management Guidelines and Regional District watercourse setback requirements;
3. the existing Residential-Single Family uses on Lot 3 and Lot 4 can be used safely for the intended use (Residential-Single Family use and Tourist Accommodation use) without undue risk on a permanent basis; and
4. that Lot 4 can support the additional sewerage system requirements of the proposed development.

In addition, the applicants have volunteered to place a second restrictive covenant on the subject parcels (Lot 3 and Lot 4) through the Zoning Bylaw amendment process with the main objectives of the covenants being:

1. Lands to be used in accordance with the conditions and requirements and in a manner determined by the new report(s);
2. Agree to not construct, erect, place or alter any structure or building or otherwise develop any buildings or structures on any part of the lands if the Regional District requires a further report from a qualified professional, certified by a qualified professional that the lands may be used safely for the purpose intended and in a manner that will protect any development on the lands from flooding, debris flow or similar hazards;
3. An acknowledgement that the owner(s) may be ineligible for compensation under the *Compensation and Disaster Financial Assistance Regulation*;

4. Agree to hold harmless the Regional District against any claims for loss or damage to the structure(s) resulting from debris flow, flooding or any similar causes; and
5. Attached new report(s) to the title of the parcel.

Should additional information be requested and subsequently received, the next step would be to hold a public hearing where the public will have an opportunity to comment. Notice of a public hearing is advertised in the newspaper, delivered to property owners within 200 m of the subject property and posted on the Regional District website and notice board. In addition, Administration will evaluate the establishment of a notification sign, alternative form of notification or waiving of the sign requirements. Further notification beyond the requirements of the Development Services Applications Procedures Bylaw requires a Board resolution.

Respectfully submitted,

Kenna Jonkman

Kenna Jonkman, MCIP, RPP
Manager of Development Services

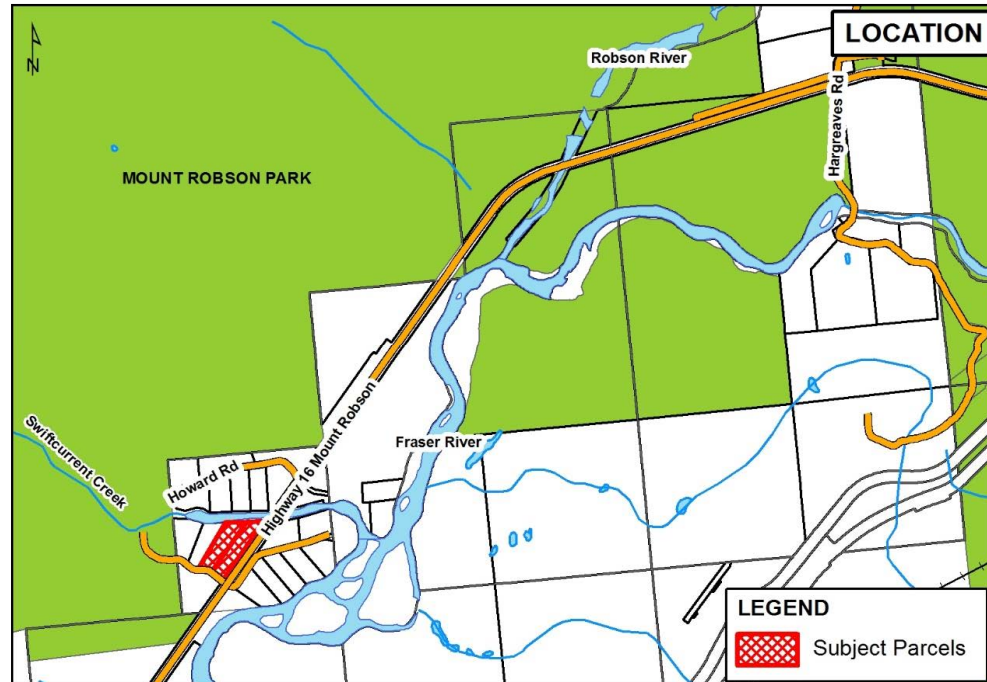
KJ:lh

BACKGROUNDER

Applicants: Glen Norlander and Carmen Ottaway

Location: 14010 Swift Current Creek Road (Lot 3) – Swiftcurrent Creek – Area 'H'
14020 Swift Current Creek Road (Lot 4) – Swiftcurrent Creek – Area 'H'

Legal Description: Lot 3 District Lot 5676 Cariboo District Plan 24508 – 2.22 ha (5.5 acres)
Lot 4 District Lot 5676 Cariboo District Plan 24508 – 2.46 ha (6.1 acres)

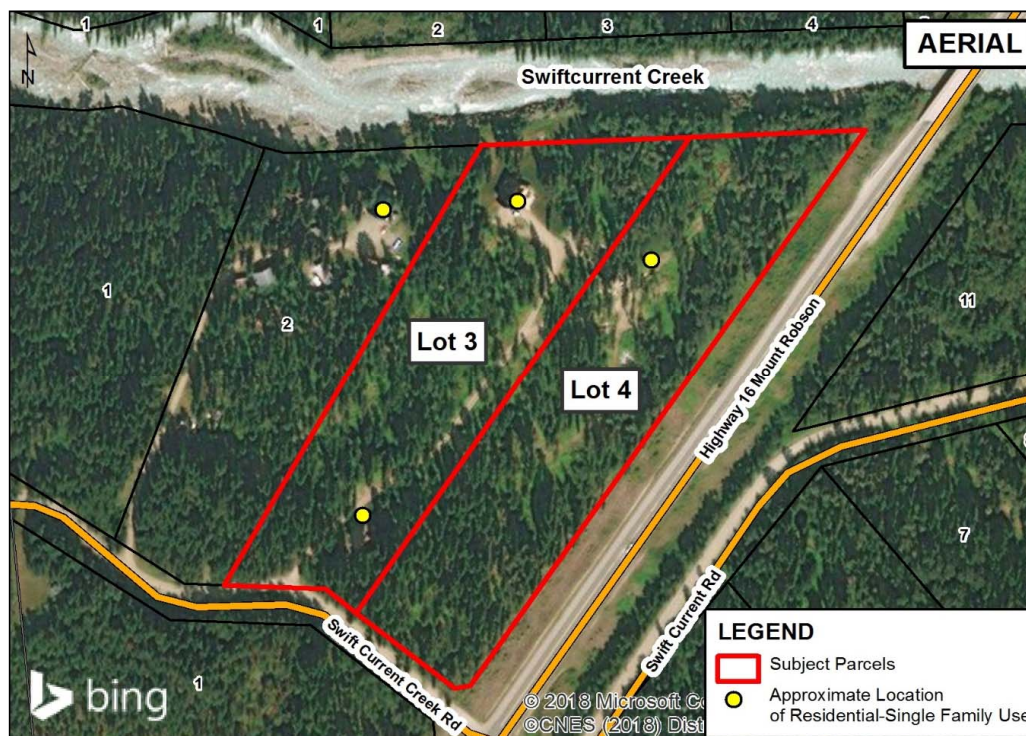


Existing and
Surrounding
Land
Use

Subject Properties:

Lot 3: Currently there are two (2) Residential-Single Family uses established.
Lot 4: Currently there is one (1) Residential-Single Family use established.

North - Swiftcurrent Creek/ residential lots
East - Highway 16
South- Swift Current Creek Road/ residential lots
West - Residential lots/ Mount Robson Park



Proposal: The applicants have applied for a Zoning Bylaw amendment to:

1. Zone Lot 3 and Lot 4 to Controlled Recreation Commercial 2 (CRC2);
2. Allow up to two Residential-Single Family uses on Lot 3 and Lot 4;
3. Allow up to two Tourist Accommodation uses within two entire Residential-Single Family uses on Lot 3 and Lot 4;
4. Waive the maximum floor area of a Tourist Accommodation use on Lot 3 and Lot 4; and
5. Prohibit the establishment of Secondary Suites on Lot 3 and Lot 4.

ALR: The subject parcel is not within the Agricultural Land Reserve (ALR).

OCP: The Robson Valley-Canoe Upstream Official Community Plan (OCP) designates the properties Rural Residential (RR). The RR designation supports the establishment of recreation commercial uses to provide mostly outdoor recreational opportunities including, but not limited to, campground, recreational lodge or resort, golf course and ski-hill subject to a zoning amendment process. The RR designation restricts the number of units of accommodation to 10. An OCP amendment is not required to establish the proposed uses.

The OCP also has community development guidelines for the Mount Robson and approach corridor that states the policy of the Regional Board is to preserve the scenic nature of the approach and the area around Park Headquarters by not supporting any further subdivision or development east of the Terry Fox Rest Area on Highway 16. The subject parcels are east of the Terry Fox Rest Area.

The subject parcels are within the Robson Valley Corridor Development Permit Area. Should the applicants wish to develop the subject parcels further, a Development Permit from the Regional District is required. The objectives of the Mount Robson Corridor Development Permit Area are:

- i) protect areas which may be subject to natural hazards including avalanche, rockfall, debris flows and torrents, flooding, unstable slopes, and high rates of erosion;
- ii) protect the natural environment, its ecosystems, and biological diversity; and

I:\Report Working\2018\09 - September\Dev Serv\KJ - REZ 1st 2nd reading PH - Norlander and Ottawa.docx

- iii) ensure future commercial development is of high visual quality as the area has high scenic values.

The guidelines for issuance of Development Permits include that:

- i) the siting of buildings or the location of lots proposed by subdivision will be evaluated and varied, if necessary, to remove development from known natural hazards as far as possible.
- ii) riparian flora and fauna and their associated habitats will be protected from potential impacts of development through the retention of vegetation along watercourses.
- iii) commercial development should be screened from Highway No. 16 by retention of natural vegetation, or replanting of vegetation, where possible.
- iv) the character of commercial development shall generally be such that it does not detract from the high scenic value by virtue of unsightliness.
- v) the palette of colours used on commercial building exteriors should be subtle and natural or earth toned.



Zoning and
Temporary
Use Permits:

Lot 3

Zoning Bylaw No. 2892: Lot 3 is currently zoned Rural Residential (RR1) with a site specific zoning to allow two residential-single family uses. In 2007, the Regional District approved a Zoning Bylaw amendment application submitted by the applicants to allow two Residential-Single Family uses to be established on the subject parcel. The RR1 zone does not permit a Tourist Accommodation use to be established on the subject parcel.

Temporary Use Permits: Temporary Use Permit No. 208 is the second permit issued to the Lot 3 to allow a Tourist Accommodation use to be established in each of the two existing Residential-Single Family uses on the subject parcel. TUP No. 208 expires August 17, 2020. Previous Temporary Use Permit No. 176, that permitted Tourist Accommodation use on Lot 3, expired in August 2017.

Lot 4

Zoning Bylaw No. 2892: Lot 4 is currently zoned Rural Residential 1 (RR1). The RR1 zone does not permit a Tourist Accommodation use to be established on the subject parcel.

Temporary Use Permit: Temporary Use Permit No. 198 allows a Tourist Accommodation use to be established in the existing Residential-Single Family use on Lot 4. TUP No. 198 expires October 26, 2020.

Proposed Zoning Bylaw Amendment:

The Zoning Bylaw amendment proposal is to:

1. Zone Lot 3 and Lot 4 to Controlled Recreation Commercial 2 (CRC2);
2. Allow up to two Residential-Single Family uses on Lot 3 and Lot 4;
3. Allow up to two Tourist Accommodation uses within two entire Residential-Single Family uses on Lot 3 and Lot 4;
4. Waive the maximum floor area of a Tourist Accommodation use on Lot 3 and Lot 4; and
5. Prohibit the establishment of Secondary Suites on Lot 3 and Lot 4.

The proposal will allow for the existing two (2) Residential-Single Family uses on Lot 3 and one (1) Residential-Single Family use on Lot 4 to continue to be operated as a Tourist Accommodation use. In addition, the proposal would also allow for a second Residential-Single Family use to be established and used as Tourist Accommodation use on Lot 4.

The proposal would limit the number of Tourist Accommodation uses to two (2) on each lot and to be contained within two entire Residential-Single Family uses. The proposal would also remove the opportunity for the property owner to establish a Secondary Suite on either lot.

CRC2 has a 100.0 m² maximum floor area for a unit of accommodation in a Tourist Accommodation use. The maximum floor area for each of the three (3) existing Residential-Single Family uses used for Tourist Accommodation are over this maximum; therefore, it is also proposed to waive the maximum floor area for a unit of accommodation in a Tourist Accommodation use on Lot 3 and Lot 4.

The proposed Zoning Bylaw amendment would allow for the proposed four (4) Residential-Single Family uses to all be used as Tourist Accommodation uses, all to be used as Residential-Single Family uses or a combination of the two uses.

Permitted uses for Controlled Recreation Commercial 2 (CRC2)

The following uses of land, buildings and structures are permitted uses:

- (a) Agriculture;
- (b) Open Space Recreation;
- (c) Residential-Single Family;
- (d) Tourist Accommodation;
- (e) General Permitted Use; and
- (f) Buildings and structures accessory to the permitted uses.

Where a Residential-Single Family use is established, the following secondary uses of land, buildings or structures are permitted:

- (a) Home Occupation;
- (b) Homecraft; and
- (c) Secondary Suite.

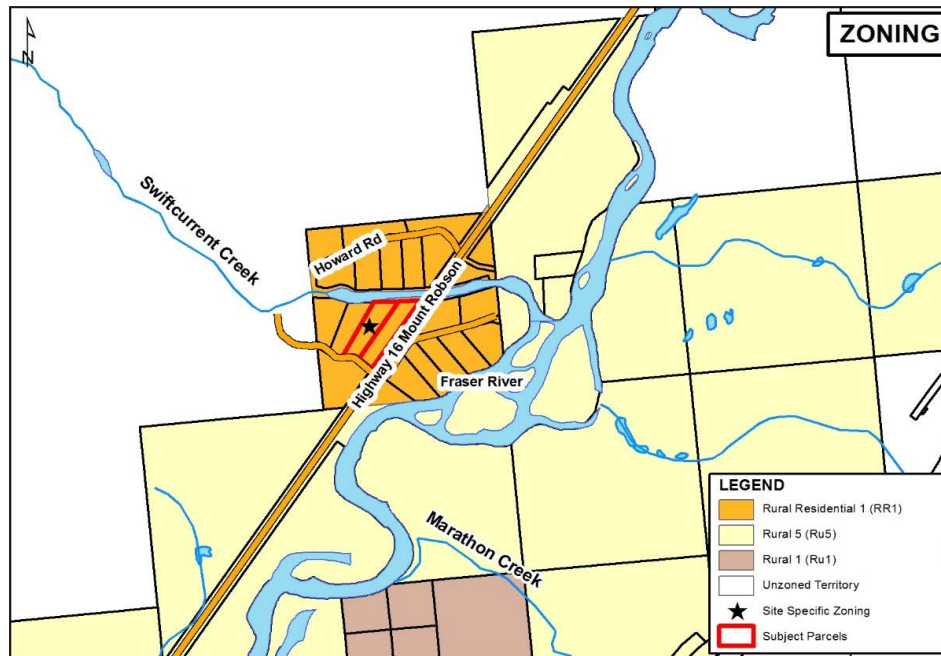
Residential-Single Family means residential use within one dwelling unit.

Tourist Accommodation means a commercial use providing facilities for the temporary accommodation of the travelling public and tourists, excluding Hotel.

I:\Report Working\2018\09 - September\Dev Serv\KJ - REZ 1st 2nd reading PH - Norlander and Ottawa.docx

Secondary Suite means a dwelling unit:

- (a) having a total floor area of not more than 90.0 m²;
- (b) having a floor area less than 40% of the habitable floor space of the Residential-Single Family Use in which the secondary suite is contained;
- (c) located within a Residential-Single Family Use; and
- (d) located in and part of a building which is a single real estate entity.



Fire
Protection:

The subject properties are not within a fire protection area.

Natural
Hazards and
Reports:

In 1999, a high level geotechnical study was done by the Regional District and identifies the subject parcel as having a high risk associated with alluvial, colluvial fans and debris flow.

In 2000, a follow up study specifically for Swiftcurrent Creek was done and indicates that the subject parcel is within an area that has a high hazard frequency of being impacted by a channel shift at the fan apex or along Swiftcurrent Creek. The report indicates that new buildings should be approved with siting requirements to avoid hazards or with requirements for protective works. Both requirements should be obtained from a geotechnical inspection of the site and the surrounding areas by a qualified geotechnical engineer or geoscientist and/or hydro-technical engineer.

In 2017, the Regional District of Fraser-Fort George received a report from DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC that indicates that the “buildings are considered safe for the uses intended which are Residential and Tourist Accommodation uses.” (Cheung, E., pg. 15). This hydrotechnical summary report is attached to the report.

Existing Land
Use
Covenants:

Lot 3

Covenant N41986: A Restrictive Covenant was placed on the title of the subject parcel in 1978. Through a subdivision process with the Ministry of Transportation and Infrastructure a covenant was registered that requires buildings on Lot 3 not be located closer than 30 metres horizontally or 1.5 metres vertically from the natural boundary of Swiftcurrent Creek.

Covenant LB559720: A Restrictive Covenant was placed on the title of the subject parcel in September 2017. Through a Development Variance Permit process with the Regional District a Section 219 (*Land Title Act*) covenant was placed on the subject parcel that generally includes:

- Lands to be used in accordance with the conditions and requirements and in a manner determined and certified by the Engineer in the DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC;
- Agree to not construct, erect, place or alter any structure or building or otherwise develop any buildings or structures on any part of the lands if the Regional District requires a further Engineer's Report, certified by an Engineer that the lands may be used safely for the purpose intended and in a manner that will protect any development on the lands from flooding, debris flow or similar hazards;
- An acknowledgement that the owner(s) may be ineligible for compensation under the *Compensation and Disaster Financial Assistance Regulation*; and
- Agree to hold harmless the Regional District against any claims for loss or damage to the structure(s) resulting from debris flow, flooding or any similar causes.

Lot 4

Covenant N41985: A Restrictive Covenant was placed on the subject parcel in 1978. Through a subdivision process with the Ministry of Transportation and Infrastructure a covenant was registered that requires that buildings on Lot 4 not be located closer than 50 metres to Highway 16.

Covenant N41986: A Restrictive Covenant was placed on the title of the subject parcel in 1978. Through a subdivision process with the Ministry of Transportation and Infrastructure a covenant was registered that requires buildings on Lot 4 not be located closer than 30 metres horizontally or 1.5 metres vertically from the natural boundary of Swiftcurrent Creek.

Covenant BB1504362A: A Restrictive Covenant was placed on the title of the subject parcel in May, 2013. Through a Building Permit process with the Regional District a Section 219 (*Land Title Act*) covenant was placed on the subject parcel that generally includes:

- Lands shall be used only in a manner determined and certified by a qualified professional as enabling the safe use of the land for a building site, as set out in the report prepared by Highland Timberworks Inc. – Archie McLean, P.Eng and reviewed by Len Ginnever, P.Eng.

Covenant LB559721: A Restrictive Covenant was placed on the title of the subject parcel in September 2017. Through a Temporary Use Permit process with the Regional District a Section 219 (*Land Title Act*) covenant was placed on the subject parcel that generally includes:

- Lands to be used in accordance with the conditions and requirements and in a manner determined and certified by the Engineer in the DWB Consulting Services Ltd. – Hydrotechnical Summary Report Swift Current Creek Reviewed/Revised by Emily Cheung, MASc, PEng, FEC;
- Agree to not construct, erect, place or alter any structure or building or otherwise develop any buildings or structures on any part of the lands if the Regional District requires a further Engineer's Report, certified by an Engineer that the lands may be used safely for the purpose intended and in a manner that will protect any development on the lands from flooding, debris flow or similar hazards;
- An acknowledgement that the owner(s) may be ineligible for compensation under the *Compensation and Disaster Financial Assistance Regulation*; and
- Agree to hold harmless the Regional District against any claims for loss or damage to the structure(s) resulting from debris flow, flooding or any similar causes.

Proposed
Land use
Covenants:

The applicants have volunteered to place a second Restrictive Covenant on the subject parcels (Lot 3 and Lot 4) through the Zoning Bylaw amendment process with the main objectives of the covenants being:

1. Lands to be used in accordance with the conditions and requirements and in a manner determined by the new report(s);
2. Agree to not construct, erect, place or alter any structure or building or otherwise develop any buildings or structures on any part of the lands if the Regional District requires a further report from a qualified professional, certified by a qualified professional that the lands may be used safely for the purpose intended and in a manner that will protect any development on the lands from flooding, debris flow or similar hazards;
3. An acknowledgement that the owner(s) may be ineligible for compensation under the *Compensation and Disaster Financial Assistance Regulation*;
4. Agree to hold harmless the Regional District against any claims for loss or damage to the structure(s) resulting from debris flow, flooding or any similar causes; and
5. Attached new report(s) to the title of the parcel.

Development Permits: Previously, the applicants have received Development Permits for proposed works on the subject parcels.

Lot 3

Development Permit No. 517: Was issued in September, 2001 and details the development of the dwelling unit and sewage system that is currently established along Swift Current Creek Road.

Development Permit 786: Was issued in August 2009 and details the development of the dwelling unit and sewage system that is currently established adjacent to Swiftcurrent Creek (Resplendent Lodge).

Development Variance Permit No. 1021: Was issued in October 2017, and reduces the minimum vertical setback of a Residential-Single Family use, referred to as Resplendent Lodge, from the natural boundary of Swiftcurrent Creek from 3.0 meters to 2.04 meters.

Lot 4

Development Permit with Variance No. 895: Was issued in March, 2012 and details the development of a storage accessory building and to increase the maximum floor area of the storage accessory building from 50m² to 77m² and to reduce the side lot line setback of the storage accessory building from 5m to 4m.

Development Permit No. 945: Was issued in March, 2013 and details the conversion of the existing storage accessory building into a Residential-Single Family use.

Development Permit No. 954: Was issued in May, 2013 and details the development of a sewage system.

Development Permit No. 1060: Was issued in September, 2015 and details the development of balcony additions to the existing Residential-Single Family use, an accessory building and gravel driveway.

Access: Access to the subject parcels is from Swift Current Creek Road.

Future Applications: If this application is approved no further land use applications would be required for the establishment of the proposed uses on Lot 3 and Lot 4.

Technical Agency Comments: **Regional District Building Inspections:** Building permits would be required for any new structures. For any proposed new buildings within the identified hazard area a geotechnical report is required to confirm that the land may be used safely for the intended use without undue risk. The Report shall be prepared by a Qualified Professional registered in British Columbia with qualifications and experience in the fields of engineering or geoscience with experience and training in geotechnical engineering and geohazard assessment. The report shall provide siting location and conditions for new structures.

I:\Report Working\2018\09 - September\Dev Serv\KJ - REZ 1st 2nd reading PH -Norlander and Ottawa.docx

The applicant would be required to prove that the existing sewerage system can accommodate an additional dwelling unit on lot 4.

BC Hydro: After reviewing our records regarding this application for the property located as noted above, BC Hydro has no objection to this proposal.

Telus: I have examined the attached document and determined that TELUS has no objection to this proposal.

Ministry of Forests, Lands and Natural Resource Operations and Rural Development – Water Stewardship: I would have to default on our previous comments for this site as it relates to this proposed “zoning bylaw amendment application”, with previous comments made by our office (Lyle Larsen) as to this development on an alluvial fan and known flood hazard site.

Although the DWB (Emily Cheung) report indicates “buildings are considered safe for the uses intended which”, our position has not changed and the new covenants (LB559720/LB559721) are a step in the right direction. The only other comment to make for this application is their water use for these two properties needs to reflect their intended purpose and that is COMMERCIAL use!

I would request that you refer back to those emails between you and Lyle, I have cut and pasted some of that here;

1. Comments made by your office with regards to an application for a Development Variance Permit, to reduce the vertical setback of Resplendent Lodge from 3.0m to 1.2m on Lot 4 District Lot 5676 Cariboo District Plan 24508.

August 19, 2014: Ministry of Forests, Lands and Natural Resource Operations – Water Stewardship: “Historically our Ministry have not reduced elevation requirements and therefore do not support the development variance. Just because a watercourse, in this case Swift Current Creek, hasn’t flooded overland for some time doesn’t mean it’s safe to build habitable space at ground level. It is puzzling that the consultant can state that a dwelling can be safe on an alluvial fan without carrying out 200 year flood level calculations.

Note that in Section 3.3.2 of the Flood Hazard Area Land Use Management Guidelines clearly state that even if the hazard is low, buildings should be elevated a minimum of 1.0 metres above the surrounding ground.

One thing most people, including consultants, sometimes don’t consider is the changing climate and how it affects the hydrological cycle. In recent years we’ve noticed snowpack’s melting off quicker resulting in “flasher” runoffs. This would make development, especially on alluvial fans, even more vulnerable.

The consultant indicates that the creek is 30 metres wide upstream and downstream of the property and there is no likelihood of debris blocking the channel. That may be true because of the fairly steep gradient there. However it should be noted that upstream, the creek takes a fairly sharp bend to the east at the apex of the alluvial fan. It is at this point where a minor blockage could occur and cause a channel avulsion and subject most of the alluvial fan area to flooding.

I note that the consultant does not give elevations of the natural Boundary (although they do indicate elevations at the property pins).

Given the building(s) are not compliant with standard flood proofing requirements, the owners may not be eligible for disaster financial assistance should a damaging flood occur.”

2. Comments made by your office with regards to an application for a Temporary Use Permit to allow tourist accommodation in the existing dwelling unit Lot 3 District Lot 5676 Cariboo District Plan 24508.

I:\Report Working\2018\09 - September\Dev Serv\KJ - REZ 1st 2nd reading PH -Norlander and Ottawa.docx

Ministry of Forests, Lands and Natural Resource Operations – Water Stewardship Division: “I have reviewed the application and engineers report. The Highland Timberworks report does not address a number of issues such as:

- Climate change and the effects on creek flows,
- The sediment deposit upstream of the fan apex,
- The flood risk at the bend of the creek at the alluvial fan apex.

The Highland Timberworks states the following: *“In the opinion of the writer, it is very unlikely that the area of the accessory building on lot 4 would be affected by flooding from Swiftcurrent Creek.”* The above Highland Timberworks statement contradicts what is indicated in the AGRA report as follows:

“Based on the level of work within this study, the flooding hazard is considered to be high within the area interpreted as being subject to avulsion. Flooding may also trigger a shift in the creek channel at the apex.”

I strongly recommend that if a decision is made by the RDFFG to develop the alluvial fan for public use purposes (including TUP's):

- A proper hydrologic/hydraulic study be carried out by a qualified engineering consultant, that would include an assessment of flooding (peak flows), address the sediment deposit upstream of the fan apex, contour mapping, and construction of protective works. Public safety must be assured.
- A properly designed flood/debris flow protection dike should be considered at the upper part of the alluvial fan (fan apex) to protect the existing properties. The RDFFG would need to become a diking authority as the dike would be protecting more than one property.

Ministry of Forests, Lands and Natural Resource Operations and Rural Development – Landbased Stewardship: I have reviewed the information provided in the zoning amendment for Swiftcurrent Creek and will not be providing comments.

Ministry of Transportation and Infrastructure: The Ministry of Transportation & Infrastructure (MoTI) has received the above noted application from Glen Norlander and Carmen Ottaway (the Applicants) to the RDFFG for a zoning bylaw amendment. The application has been reviewed, and MoTI has the following comments:

- MoTI has no objection to the proposal provided that the Applicants continues to abide by the conditions of the land use covenants registered on title;
- Should the zoning amendment be approved, the MoTI's approval of the zoning bylaw would be required because this property is within an 800 meter radius of an intersection with a controlled access highway, as per section 52 of the Transportation Act; and
- If the zoning amendment is approved, the applicant must apply to MoTI for a commercial access permit.



DWB Consulting Services Ltd.

HYDROTECHNICAL SUMMARY REPORT

SWIFT CURRENT CREEK



Engineering | Environmental | Forestry

Prepared for: Ms. Carmen Ottaway and Mr. Glen Norlander

PO Box 991

Valemount, BC V0E 2Z0

Prepared by: DWB Consulting Services Ltd.

Prince George Division

1579 – 9th Avenue Prince George BC V2L 3R8

250.562.5541 | www.dwbconsulting.ca

Date: February 17, 2017 | DWB file: 16130-385 | Revision: Final Rev C



OQM

Organizational Quality
Management Program

Signature Page

DWB Consulting Services Ltd. is pleased to submit this report for your review. This report has been prepared using sound technical and professional judgement, based on our knowledge and experience, applicable regulatory framework, industry best management practices, and current understanding of project conditions, design, and project setting.

REPORT TITLE: Hydrotechnical Summary Report – Swift Current Creek

PREPARED FOR: Ms. Carmen Ottaway and Mr. Glen Norlander

REVISION: Final C

WRITTEN BY:

Sam Xie, BASc, EIT

REVIEWED/REVISED BY:


Emily Cheung, MAsC, PEng, FEC

REVISION HISTORY			
DATE	VERSION	REVIEW TYPE ¹	REVIEWED BY (NAME, COMPANY)
Nov 21, 2016	DRAFT	PROFESSIONAL	DWB CONSULTING SERVICES LTD.
JAN 3, 2017	DRAFT	EDITORIAL	DWB CONSULTING SERVICES LTD.
JAN 5, 2017	DRAFT	OWNER	OTTAWAY
FEB 6, 2017	FINAL	REGULATORY	RDFFG
FEB 17, 2017	FINAL	REGULATORY	RDFFG

¹ Editorial Review: Reviewed for formatting, grammar, spelling, etc.

Professional Review: Reviewed for content and professional signoff

Owner Review: Reviewed by owner

Regulatory Review: Reviewed by regulatory agency (i.e. DFO) if necessary

Peer Review: Reviewed for content and errors by peer

TABLE OF CONTENTS

1.0	INTRODUCTION	1
2.0	LOCATION	1
3.0	SITE VISIT INFORMATION.....	2
3.1	AERIAL SURVEY.....	2
3.2	SITE RECONNAISSANCE	2
4.0	HYDROLOGY.....	6
5.0	FLOOD HAZARD	7
5.1	PREVIOUS REPORTS ON FLOOD HAZARDS	7
5.2	HYDRAULICS AND FLOODPLAIN MAPPING	8
5.3	CHANNEL AVULSIONS	9
5.4	BANK EROSION	11
5.5	SEDIMENT DEPOSITION.....	13
5.6	OUTBURST FLOODS BY BREACHING OF ICE JAMS, LOG JAMS, BEAVER DAMS	14
6.0	CONCLUSION	15
7.0	REFERENCES	16

APPENDICES

APPENDIX A	SITE PLAN AND INUNDATION MAPPING
APPENDIX B	DESIGN CRITERIA SHEET FOR CLIMATE CHANGE RESILIENCE
APPENDIX C	DISTRICT LOT LOCATION MAP

1.0 INTRODUCTION

DWB Consulting Services Ltd (DWB) was retained by Carmen Ottaway and Glen Norlander (the owners) to complete a hydrotechnical assessment on their property (Lot 3 and 4, DL 5676, Cariboo District Plan 24508, Mount Robson, BC) next to Swift Current Creek. The owners currently hold Temporary Use Permits (TUP) for both buildings on Lot 3 to allow Tourist Accommodation use on existing dwellings but still require a variance for the building closer to the Creek. The Regional District of Fraser Fort-George (RDFFG) does not permit the dwellings in Lot 4 to be used as a tourist accommodation without information from an Engineer detailing that the dwelling is safe from hazards identified in a geotechnical report completed for the RDFFG. The purpose of this hydrotechnical summary report is to provide information on the potential hazards that may affect the owners' property. RDFFG's Report for Consideration (File No TUP 5676/24508/4, July 5, 2016) provides comments from Water Stewardship Division of Ministry of Forests, Lands and Natural Resources Operations (MFLNRO) that recommend the hydrotechnical report to include information on the following issues:

- Risk of flooding from creek flows and effects of climate change on creek flows
- Sediment deposition in the creek near the property
- Flooding risk at the bend of the creek at the alluvial fan apex
- Consideration of a flood/debris flow protection dike at the fan apex
- Safety for the intended tourist accommodation use

The scope of the proposed works for DWB includes:

- Site visit including collection of topographic elevation data for modelling
- Hydrology study to determine design flows
- Contour mapping
- Hydraulic modelling and floodplain mapping
- Hydrotechnical summary report

2.0 LOCATION

The property is located at coordinates 53° 0'59.0"N, 119°16'53.6"W. Swift Current Creek, a tributary of the Fraser River, flows from west to east parallel to the property's north property line (Photo 1). Alluvial fans are present from downstream near the creek's confluence to the Fraser River and extend upstream past the banks of the properties further for another 400m past the properties. The Creek takes a sharp turn at the apex of the alluvial fan. Highway 16 travels over the Creek on a bridge at approximately 200m downstream from the properties. Swift Current Creek flows into the Fraser River approximately 650m downstream of the highway crossing. The study includes Lots 3 and 4, CL 5676, Plan 24508, Cariboo District. A District lot map is included in Appendix C for reference.



Photo 1 Satellite imagery of the property location and Swift Current Creek.

3.0 SITE VISIT INFORMATION

DWB conducted a site visit on November 2, 2016. The visit consisted of an aerial survey, a site reconnaissance on the ground from the highway bridge upstream, and an interview with owners on site.

3.1 AERIAL SURVEY

DWB completed a UAV (unmanned aerial vehicle) survey to develop the ground topography for the area. The data collected included from the highway up to the apex of the fan resulting in a digital elevation model for the creek from the apex to the bridge along with the left bank floodplain (south) within the Lot 3 and 4 property and the north bank floodplain to Howard Road.

3.2 SITE RECONNAISSANCE

A site reconnaissance was carried out by walking along the Creek from the highway bridge upstream past the apex of the alluvial fan. Field notes and photos were taken during the visit. Clinometer and tape measure was used to estimate stream gradient, width, and depth to supplement the detailed digital elevation model from the UAV survey. Based on stream conditions observed in the field, Swift Current Creek was divided into two zones at the apex, as shown in Photo 1.

In zone 1, the Creek gradient was relatively low (2 to 7%). Gravel bars were found, with one splitting flow at approximately 50m upstream of the property. At the time of the site reconnaissance, all water flowed through the north (left bank) channel. The flow depth was measured to range between 0.5-0.7m.

The flow velocity was estimated to be 1.5-2m/s at the time of the visit at this upstream location. No flow was present in the south (right bank) channel upstream of the properties. The bedload material in the creek consisted of well graded gravels, cobbles, and boulders. Large woody debris was found in the stream. Vegetation was found on the south bank, while little or no vegetation was present on the north bank. An old, dry overflow channel was evident on the north bank. Riprap protecting the highway bridge was present on both banks and extended from the bridge and beyond Lot 3. The extent of the riprap on the right bank is visible in Photo 2.



Photo 2 Looking upstream from Lot 3.

Bedload material gradations were estimated in the region just upstream of Lots 3 and 4 resulting in the following breakdown:

10% > 300mm
30% > 200mm
50% > 25mm

A sample plot of the bedload material is shown in photo 3 below.



Photo 3 Sample bedload.



Photo 4 Upstream of the Lots looking upstream towards apex.

Minor bank erosion was evident at the south bank just upstream of Lot 3, where riprap was absent, bedload material had been bermed along the eroded bank slope (Photo 5).



Photo 5 Upstream of Lot 3 and 4 along right bank.

Upstream of the apex has been designated as zone 2. Within this zone, the creek flows through a confined steep channel until the apex where the majority of bedload including boulders and woody debris are deposited. The Creek then takes a sharp turn and continues downstream along the straighter reach of the channel. Bedrock was found at the apex corner and just upstream. No evidence of channel avulsion was found at the apex. Gradient in zone 2 exceeds 15%. Boulders greater than 3m in diameter were observed in this zone and deposited above and at the apex (refer to Photo 6).



Photo 6 Large boulders upstream of apex with bedrock evident on right bank.

4.0 HYDROLOGY

The drainage area was determined to be approximately 184.3 km². A regional hydrology analysis was completed including streams in the Water Survey of Canada (WSC) region 08KA including 5 stations with drainages from 132km² (Swift Creek 08KA012) to 1260 km² (Morkill River 08KA013). An analysis of the stations was completed to estimate return period design discharges for Swift Current Creek at the property location. The design parameters for this crossing included the 1 in 200 year, 1 in 100 year, 1 in 50 year, and 1 in 5 year return period floods for the purpose of modelling with results provided for the 1:200 year return period flood.

Using several statistical relations including Pearson Type 3, Log Pearson Type 3, Three Parameter Lognormal, Lognormal and Gumbel, the WSC station streamflow data were used to determine the design discharges. A log-log regression relation was generated using the existing data to determine a power equation relation for the flow per unit area for this region.

Climate change and extreme weather are increasingly considered in design to account for predicted changes, adaptation, and to ensure longevity of infrastructure. The BC MoTI Design Criteria Sheet recommends a minimum of 10% increase for climate change resilience. For the McBride area, consideration was given to other regional factors resulting in a recommended 20% increase in flows for the purpose of design.

The resulting design flows for the purpose of this study include:

DISCHARGE SUMMARY FOR SWIFT CURRENT CREEK	
DESIGN PARAMETER	DESIGN DISCHARGE
200 year return period design flood, Q_{200}	115.8 m ³ /s
100 year return period design flood, Q_{100}	107.1 m ³ /s
50 year return period design flood, Q_{50}	99.6 m ³ /s
5 year return period design flood, Q_2	66.2 m ³ /s

5.0 FLOOD HAZARD

5.1 PREVIOUS REPORTS ON FLOOD HAZARDS

RDFFD Zoning Bylaw No. 2892 requires buildings to be located a minimum of 30 meters horizontal and 3 meters vertical from the natural boundary of Swift Current Creek. The Ministry of Forests, Lands and Natural Resource Operations also recommends that a building should be a minimum of 1 meter above ground on a concrete foundation and protected from scour. The report written by Highland Timberworks identified that the existing dwelling in Lot 4 could safely be reduced to a 0.2m vertical above the surrounding ground (Highland Timberworks Inc., 2012).

RDFFD completed a high level geotechnical study in 1999 that identified the property as having a high risk for alluvial fans, colluvial fans and debris flow. In 2000, a follow up geotechnical hazard assessment for Swift Current Creek was done. The following summarizes findings from the report (ARGA Earth & Environmental Limited, 2000).

- AGRA report finds the likelihood of debris from a debris flow reaching the creek fan is very low. The hazard frequency for debris flow is judged to be very low (less than 1:10,000 years), because debris flow from the upper reach of the creek would likely be deposited in the large flat fluvial floodplain at about 3km upstream of the property. The channel downstream from the large fluvial floodplain likely does not have sufficient energy to trigger debris flow.
- The probability of large landslide and/or snow avalanche blocking the creek channel and triggering a catastrophic outburst flood is judged to be low (frequency less than 1:10000 years).
- Some erosion was evident in the creek upstream of the Highway 16 bridge crossing, but no abandoned channels were identified. Overflow channels are present on the left (north) bank/floodplain upstream of the bridge. Lateral migration of the channel over the past 50 years has been minimal.
- Based on the preliminary assessment within the study, flooding hazard due to high flow events is considered to be high as being subject to avulsion. Flooding may also trigger a shift in the creek channel at the apex. A detailed study may be required to address this hazard.

The Development Variance Permit No. 1021 issued by RDFS on August 11, 2014, Ministry of Forests, Lands and Natural Resource Operations –Water Stewardship (MFLNRO) mentioned that a minor blockage could occur and cause a channel avulsion at the sharp bend to the east at the apex of the alluvial fan (Regional District of Fraser-Fort George, 2014).

5.2 HYDRAULICS AND FLOODPLAIN MAPPING

The aerial survey model data collected on site was extracted from Civil 3D and was used in the hydraulic model developed in USACE HecRas for the study reach. Information from the site visit including bedload gradation and bank characteristics were considered in developing the model. Flows as determined from the hydrology study were modelled resulting in a floodplain extent or inundation map for the purposes of this study. The resulting site plan and model results developed are provided in Appendix A as drawings 16130-385-01 through 03 Rev. A.

The buildings on Lots 3 and 4 are plotted on the sections with the extent of the 200 year flood and the natural boundary shown (refer to drawing 16130-385-02). The Gatehouse is outside the extents of the floodplain as well. Extension of the floodwaters extend beyond the right (north) banks into the existing overflow historical channels. These north side channels on the other side of the main channel are within the 200 year floodplain. The buildings on Lot 3 and the Lot 4 building are set back from the 200 year flood level and the natural boundary (high water mark) with setbacks calculated as follows to the basement slab elevations:

Building	Q200 Vertical Setback	Q200 Horizontal Setback	Natural Boundary Vertical Setback	Natural Boundary Horizontal Setback
Resplendent Lodge Lot 3	0.98m	34.50m	2.04m	35.63m
Lot 4 building	3.66m	80.94m	4.24m	83.02m
Gatehouse Lot 3	2.49m	149.10m	4.06m	152.13m

Note that the Resplendent Lodge elevations are indicated to the basement slab with the main floor elevation an additional 3.0m above.

The drone and ground survey (RTK) conducted is based on an independent benchmark (georeferenced control) established along Highway 16 corrected with NRCAN PPP (precise point positioning) system and is not tied to the previous legal surveys conducted on the properties. The benchmark is a new control point established by MOTI BC that incorporates more recent control methods. Therefore, elevations provided in the site drawings will not match the old legal surveys. The process of modelling provides a quality report including the resolution sampling distance that provides a variation in accuracy and the report indicates our variance is 0.018m or 18mm. Thus, the survey, data, and modelling are considered highly accurate in our opinion and suitable for these calculations required for setbacks.

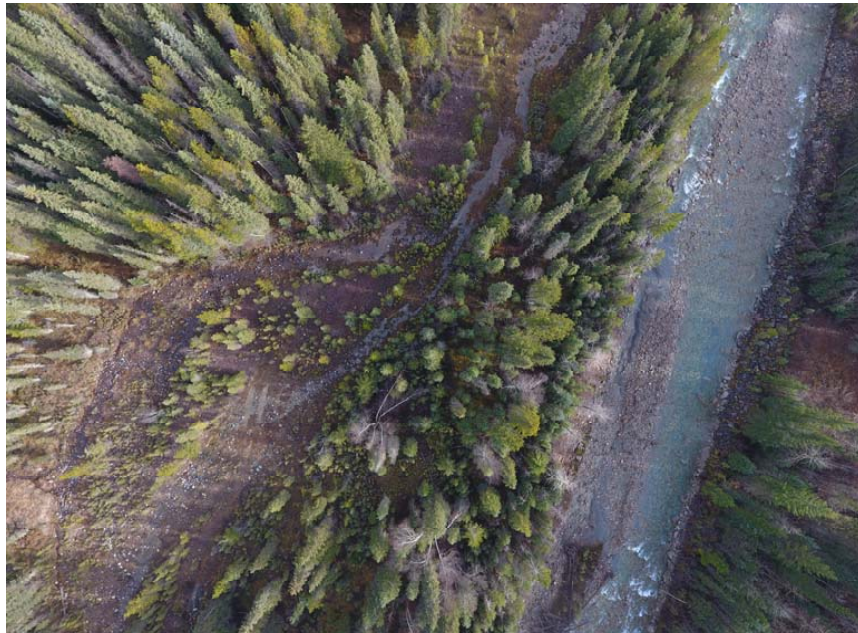


Photo 7 UAV view of the overflow channels on the north (left) bank.

The site visit revealed a noticeable pattern in vegetation at the Swift Current Creek fan surrounding the property. Most of the trees on the alluvial fan were of very similar age. Since no evidence of channel avulsion was found near this section of the Creek, the pattern of vegetation may be a result of old wildfires as suggested. The Mount Robson Provincial Park Ecology Management Plan indicated that during the time of 1910-1920, a large portion of the trees along the transportation corridor near highway 16 were consumed by wildfire(s) that were accidentally or purposely started for railway construction (Ministry of Environment, Lands and Parks, 2001). The landowners indicated that this included tree cover beyond the apex of the creek.

The results of the upstream reach of the modelling indicates that the maximum water depth with the 200 year design discharge in the steep reach (zone 2) is expected to be in the range of 1.5m and in the lower but wider downstream section (zone 1) of the modelling, the flow depths are 2.1m with a total elevation loss of nearly 14m.

5.3 CHANNEL AVULSIONS

Based on interpretation of air photos dated from 1949 to 2015, the old channel on the north bank was flooded in 1955. Overall the Creek was found to have minimal lateral shifting on the south bank near the properties. This finding was consistent with the AGRA report. An historical morphology plot based on the aerial photographs available has been included in Appendix A as drawing 16130-385-03.

MFLNRO raised concern on the risk of flooding at the bend of the creek at the alluvial apex in RDEFG's Report for Consideration. We observed that the bank and bedload at this location consisted of large boulders and bedrock materials (Photos 8 and 9). Above the large rocks on the banks, the ground was well covered with mature vegetation. No evidence of avulsion, significant erosion, or other historical channels were found. The aerial photo interpretation also showed no avulsion or channel shifting at the apex. Flooding at the apex was modelled and determined that there is freeboard at this location with maximum projected water depths of 1.5m. The flood waters remain confined in the channel but debris may create additional risk at this location. The banks are stable although higher velocities resulted in this reach due to the more confined channel and higher gradients throughout.



Photo 8 Looking upstream at the apex corner (south bank).

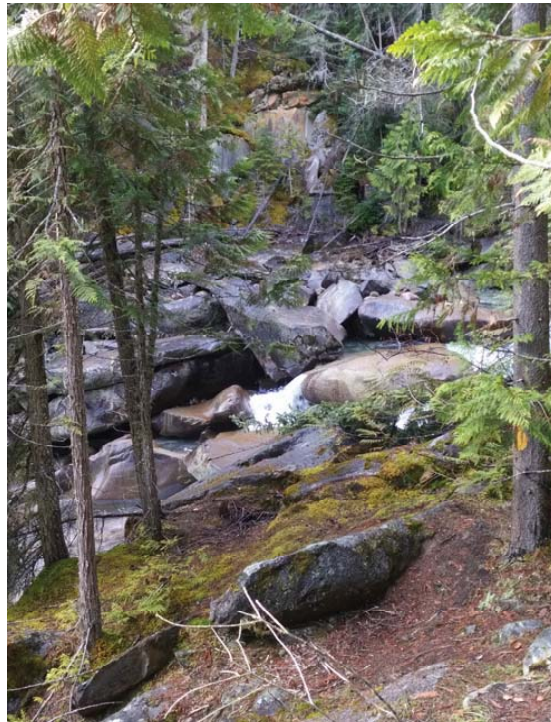


Photo 9 Channel upstream of apex.

A sensitivity analysis was performed to determine the extent of flooding for more extreme events other than the design floods. The design flood was nearly doubled to 200 m³/sec (> 1:10,000 year return period) and the increase in flood levels was at maximum 370mm. Thus the risk of flooding is considered low along the channel adjacent to Lots 3 and 4. Based on the above information, the avulsion risk at the bend was considered to be low (beyond the 1:10,000 year return period).

5.4 BANK EROSION

No indication of significant erosion was found on the property's bank, as the riprap protected the bank from the highway bridge to banks near Lot 3. However, erosion was evident on an approximately 50m long section of the south bank just upstream of Lot 3 as previously described. The existing riprap protection placed during the highway bridge construction is providing protection to the banks on both the right and left banks upstream of the bridge past Lots 3 and 4. There is a small section of the rock works that currently has a small void (Photo 10) and protection works should be considered to be placed at this location in the near future to ensure full coverage and integrity of the protection works. This rock void is consistent with the long term berm configuration indicating that it may have been this configuration when originally placed. This location is at the downstream side of the clearing of Lot 3 which is currently used as an access point to the creek. The banks are considered stable along Lots 3 and 4 and provide long term protection and therefore considered low risk and should be completed as a long term risk reduction measure only. Classification of risk as low is relative to the flood risk evaluation table

as provided in Figure F-5 of the Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC by APEGBC (2012). Low risk is described as tolerable, monitor where resources allow.



Photo 10 Minor void in the existing protection works along Lot 3.

Upstream of the Lots near the apex, both banks were found to be well established and stable with no evidence of recent movement or removal of large bedload material that was historically deposited. The high water mark is evident on both banks with mature trees well established on both banks above the boulders. The channel is well confined at this location and upstream through the steep reaches. As discussed previously, no lateral movement was detected from the aerial interpretation dating back to 1949.



Photo 11 Upstream at apex showing confined banks.

5.5 SEDIMENT DEPOSITION

Sediment deposition in the creek channel may cause blockage of the water, leading to increased flooding risks that may result from channel meandering, channel avulsions and channel migration. During site reconnaissance, observations indicated sediment deposition as the channel gradient gradually reduced from the bend at the apex and downstream towards the highway bridge. The ARGAs report, indicated that the hazard of debris flow was very low because sediment from the debris sources would be deposited in reaches way upstream of the alluvial fan apex (photo 6). In addition, based on satellite imagery interpretation, only minor evidence of any instabilities or sources of debris in the Creek were identified between the apex and the nearest upstream deposition zone (photo 6). Sediment transport in the lower system continues to be transported through past the bridge where it regularly deposits near the confluence with the Fraser River for the final 300m prior to this confluence well below the bridge. The risk associated with flooding on Lots 3 and 4 as a result of sediment deposition is very low (risk is broadly acceptable and no further review or risk reduction required, APEGBC) and not expected to result in any loss.



Photo 12 Overall catchment showing upstream reaches.

5.6 OUTBURST FLOODS BY BREACHING OF ICE JAMS, LOG JAMS, BEAVER DAMS

An outburst flood is triggered when the creek is blocked by large jams or dams followed by a breach. Likely locations of ice jams were limited to the upper reaches 9km upstream of the alluvial fan apex, where elevations were high enough for glaciers to develop/recede and the slopes were steep enough to trigger major avalanches or movements of ice to block the creek. The AGRA report had similar findings based on air photos, and added that any major avalanche may not block the creek valley because of the broad fluvial flood plains observed in some reaches of the creek.

No beaver dams were found at the creek from the bridge upstream past the apex. The risk of an outburst flood caused by breaching a beaver dam below the apex was found to be low (APEGBC 2012) as the risk is tolerable due to high gradient, high velocity, and the large size of the Creek.

Large woody debris was found throughout the creek during site reconnaissance in both zone 1 and zone 2. In zone 2, logs may be caught between the boulders and pile up to form a log jam; however, should log jams form, steep stream gradient and high velocity of flow in this zone would prevent development of major log jams minimizing the threat of outburst flood to the property of concern. Downstream in zone 1, logs would deposit as the stream gradient decreases, but the Creek width also increases to a maximum of approximately 60m wide in this zone. There was also no evidence in channel shift at the apex above the Lots. This channel has been well established, confined, and stable with no indication of recent outflow or overtopping along the reach. An aerial view of the channel adjacent to Lots 3 and 4 is shown in Photo 13. The circle overlay indicates the location of minor rock void in the existing rock works.



Photo 13 Resplendent Lodge along Swift Current Creek showing location of minor void in rock

Based on the above information, no evidence was found of ice jams, log jams, beaver dams, or indications of large jam development in the reach of concern. MFLNRO suggested consideration of a flood/debris protection dyke be designed at the fan apex. Based on literature review, site reconnaissance, air photo interpretations, and modelling, the risk of flooding and debris flows is relatively low (tolerable – APEGBC 2012) in this reach and not expected to result in any loss. Therefore, a protection dyke at the apex was not designed as part of this report.

6.0 CONCLUSION

All buildings currently placed on Lots 3 and 4 are above the 200 year floodplain as determined by the modelling as presented in this report. This includes the both buildings on Lot 3 and the building on Lot 4. The buildings are considered safe for the uses intended which are Residential and Tourist Accommodation uses. It is recommended that the small void in the rock protection works along the streambanks at the downstream end of Lot 3 be improved with the placement of some rock at this location to close the gap. The addition of rock at this location is considered an improvement and does not preclude that the buildings are safe for occupancy.

The contents of this report were prepared by a qualified professional that is qualified to undertake the works prescribed for the use of Carmen Ottaway and Mr. Norlander as required for permitting purposes with government agencies. The report may be relied upon by the Regional District of Fraser Fort George, planning staff and building inspectors, when making decisions on applications for the development of land at this location.

7.0 REFERENCE

AGRA Earth & Environmental Limited (2000). *Geotechnical Hazard Assessment - Swiftcurrent Creek Fan, Mount Robson, British Columbia*.

Association of Professional Engineers and Geoscientist of BC (2012)- *Professional Practice Guidelines - Legislated Flood Assessments in a Changing Climate in BC*.

Highland Timberworks Inc. (2012). *Engineering Assessments of Accessory Building Location Lot 4, District Lot 5676 Plan 24508, Cariboo Land District, Swift Current Creek Road, Mount Robson, BC*.

Ministry of Environment, Lands and Parks. (2001). *Mount Robson Provincial Park Ecosystem Management Plan - Occasional Paper No. 6*. Parks Department. Victoria, BC: BC Parks, Ministry of Environment, Lands and Parks. Retrieved December 7, 2016, from http://www.env.gov.bc.ca/bcparks/conserv/occ_paper/number_6_mt_robson_ecosystem_mgmt_plan/occ_paper6_mt_robson_ecosystem_mgmt_plan.pdf?v=1481152066670

Regional District of Fraser-Fort George. (2014). *Report for Consideration - Development Variance Permit No. 1021*. Prince George.

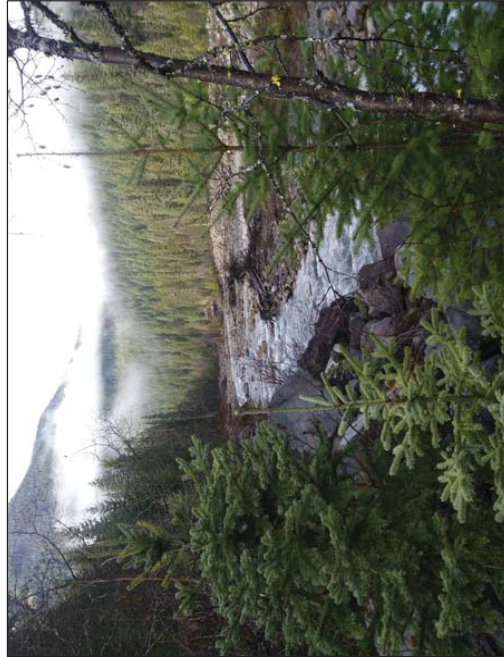
Appendix A

Swift Current Creek Inundation Mapping

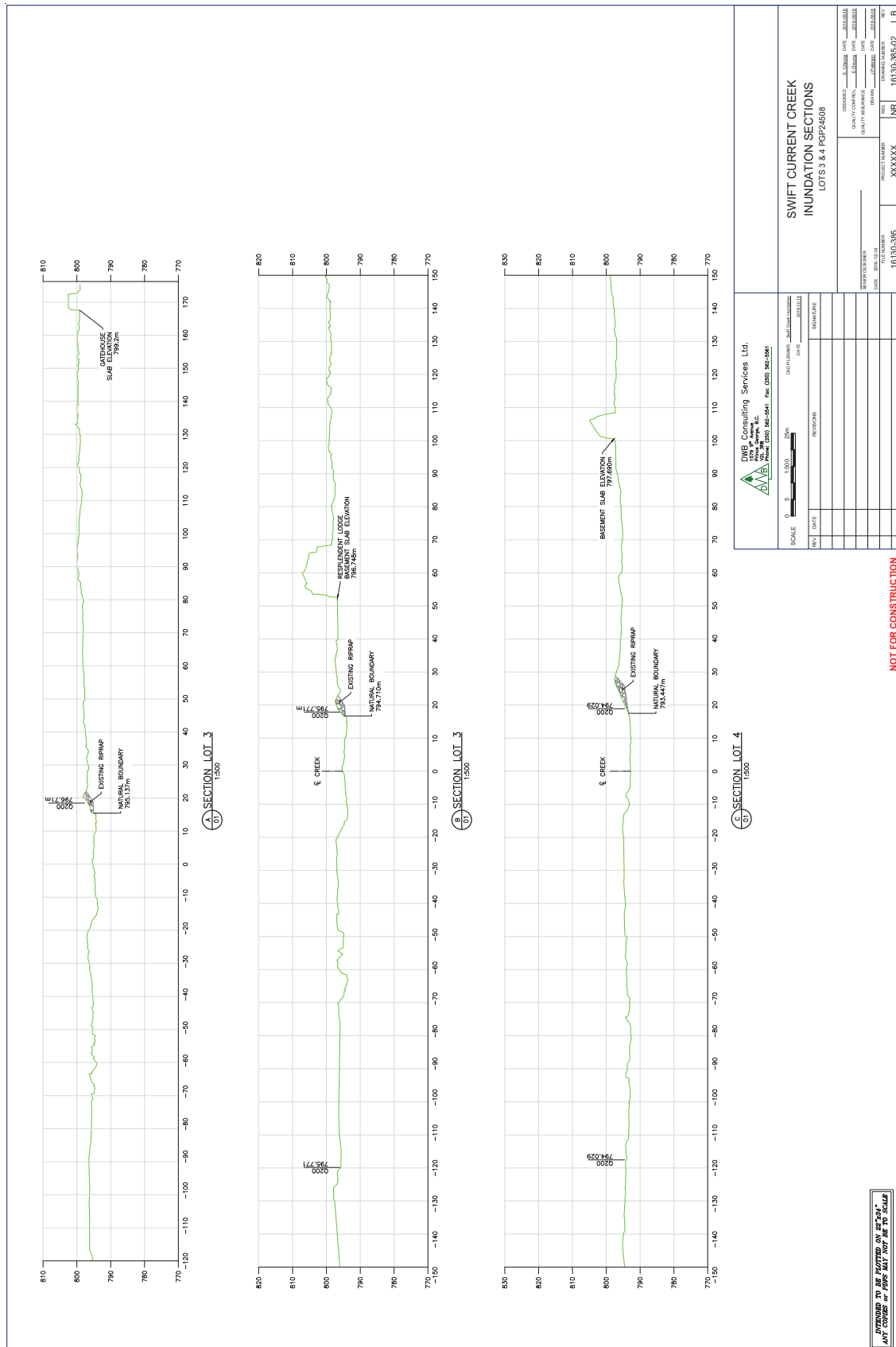


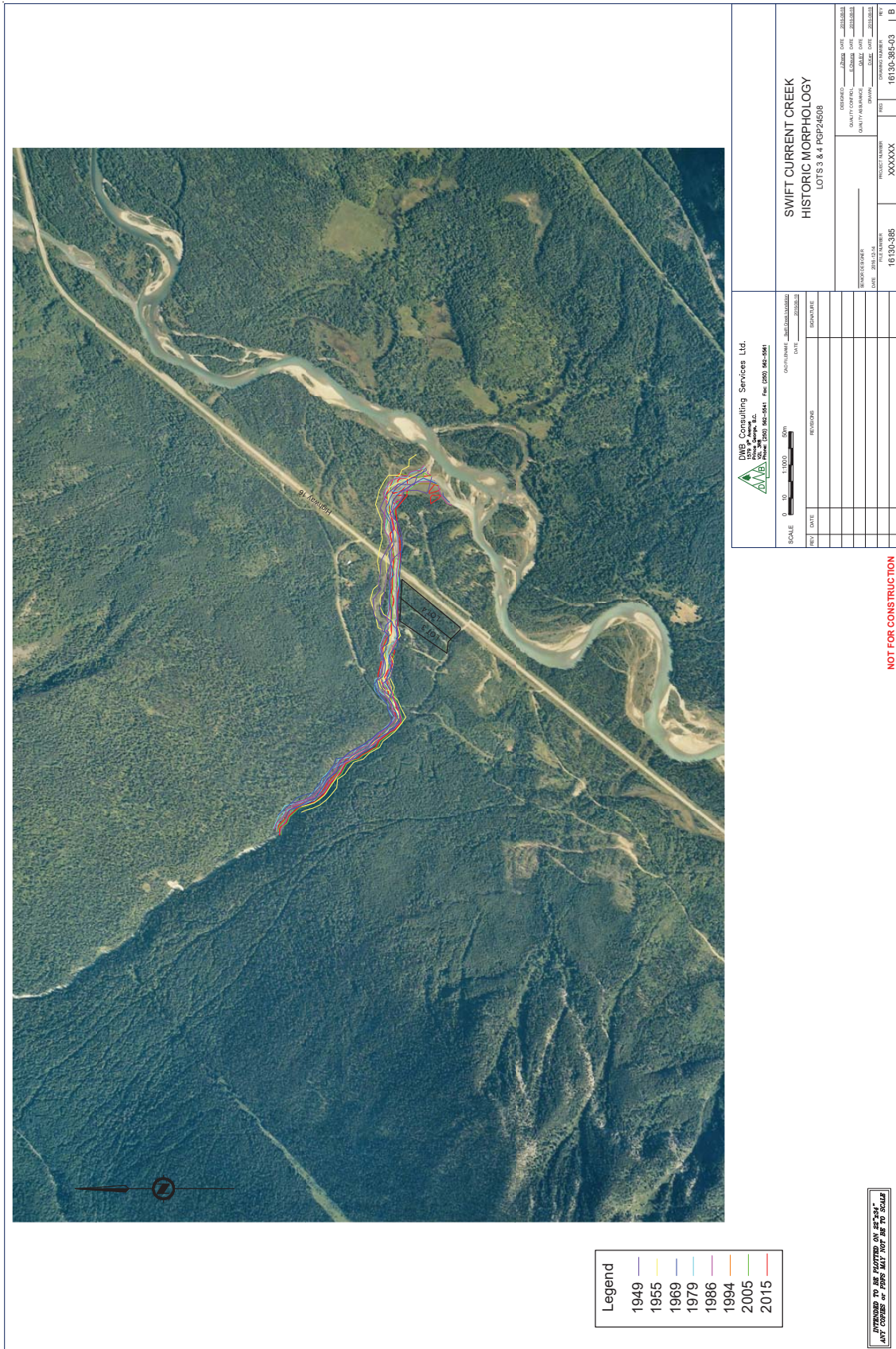
SWIFT CURRENT CREEK INUNDATION MAP

LOTS 3 & 4, DL 5676, PGP24508









Appendix B

Design Criteria Sheet for Climate Change Resilience



11/7/2016

Pacific Climate Impacts Consortium Plan2Adapt BETA



PLAN2ADAPT

[PCIC Home](#) | [Contact Us](#)

Summary

Region & Time

Temperature

Precipitation

Snowfall

Growing DD

Heating DD

Frost-Free Days

Impacts

Notes

References

Summary of Climate Change for Fraser-Fort George in the 2080s

Climate Variable	Season	Projected Change from 1961-1990 Baseline	
		Ensemble Median	Range (10th to 90th percentile)
Mean Temperature (°C)	Annual	+2.6 °C	+1.7 °C to +4.3 °C
Precipitation (%)	Annual	+10%	+2% to +20%
	Summer	-2%	-13% to +9%
	Winter	+16%	+6% to +27%
Snowfall* (%)	Winter	-5%	-15% to +5%
	Spring	-71%	-90% to -13%
Growing Degree Days* (degree days)	Annual	+421 degree days	+226 to +704 degree days
Heating Degree Days* (degree days)	Annual	-933 degree days	-1539 to -605 degree days
Frost-Free Days* (days)	Annual	+31 days	+17 to +52 days

The table above shows projected changes in average (mean) temperature, precipitation and several derived climate variables from the baseline historical period (1961-1990) to the 2080s for the Fraser-Fort George region. The ensemble median is a mid-point value, chosen from a PCIC standard set of Global Climate Model (GCM) projections (see the 'Notes' tab for more information). The range values represent the lowest and highest results within the set. Please note that this summary table does not reflect the 'Season' choice made under the 'Region & Time' tab. However, this setting does affect results obtained under each variable tab.

* These values are derived from temperature and precipitation. Please select the appropriate variable tab for more information.

© 2012 Pacific Climate Impacts Consortium

<http://www.plan2adapt.ca/tools/planners?pr=12&is=9&toy=16>

1/1

Appendix C

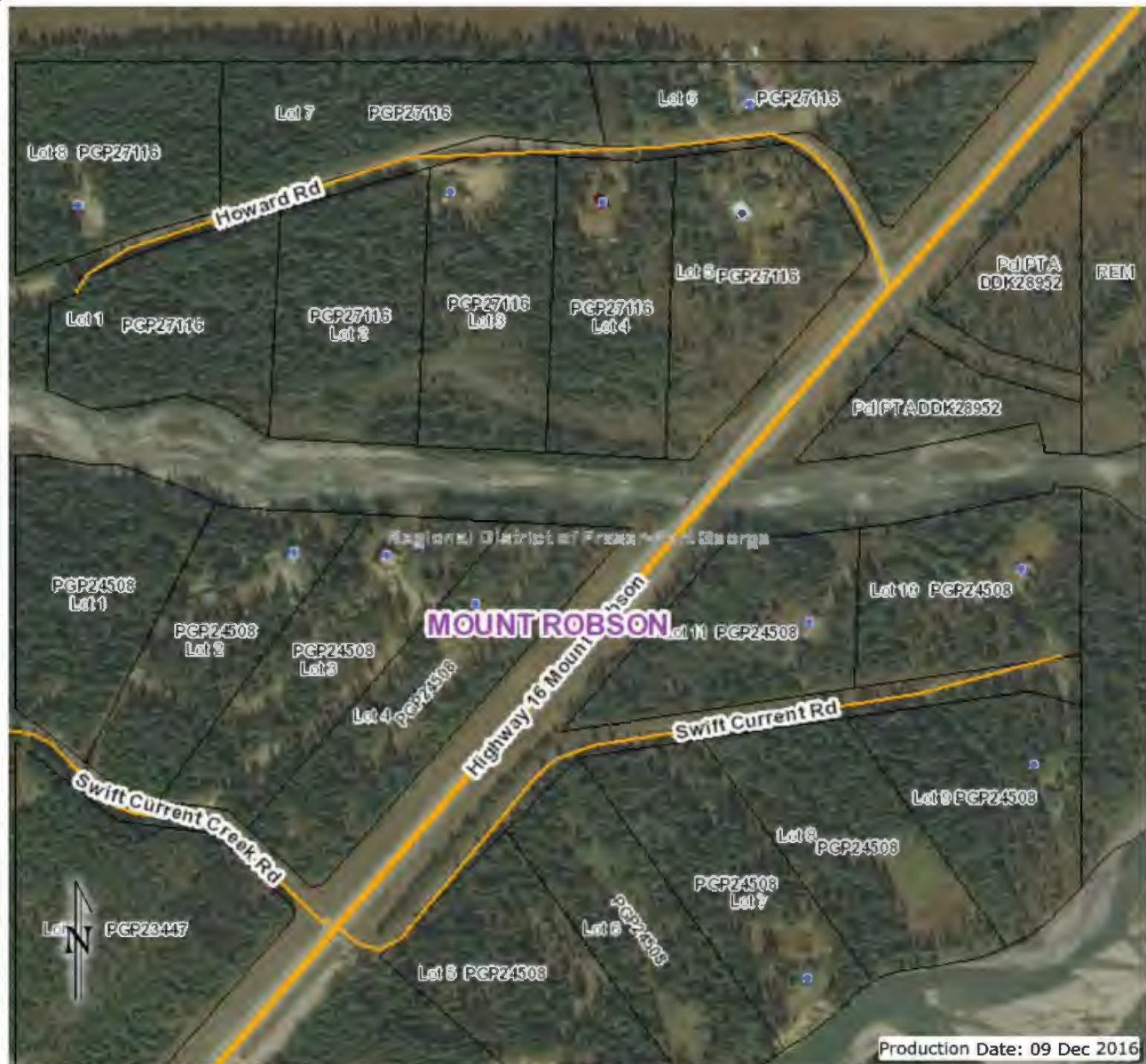
District Lot Plan





REGIONAL DISTRICT
of Fraser-Fort George

RD Geo Map



Warning: This map is a composite of data from many sources. While all reasonable efforts are made to ensure the accuracy and currency of this map, the Regional District makes no warranties regarding its suitability for a particular purpose nor for the validity of the base data from which it was compiled. Reliance on this information without verification from original records is done at the user's own risk.



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3108

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892, 2014

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, having due regard to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B' – Map 213 by rezoning Lot 3 District Lot 5676 Cariboo District Plan 24508 and Lot 4 District Lot 5676 Cariboo District Plan 24508 from Rural Residential 1 (RR1) to Controlled Recreation Commercial 2 (CRC2).
2. Zoning Bylaw No. 2892 is further amended at Schedule 'A' – 58.1(9) with the addition of the following:
 - (b) On Lot 3 District Lot 5676 Cariboo District Plan 24508:
 - (i) Tourist Accommodation use is only permitted within an entire Residential-Single Family use;
 - (ii) Notwithstanding ss. 58.1(5), the maximum total combined number of Residential-Single Family or Tourist Accommodation uses is two;
 - (iii) Notwithstanding ss. 58.1(3)(c), Secondary Suite use is prohibited; and
 - (iv) ss. 58.1(7)(b) does not apply.
3. Zoning Bylaw No. 2892 is further amended at Schedule 'A' – 58.1(9) with the addition of the following:
 - (c) On Lot 4 District Lot 5676 Cariboo District Plan 24508:
 - (i) Tourist Accommodation use is only permitted within an entire Residential-Single Family use;
 - (ii) Notwithstanding ss. 58.1(5), the maximum total combined number of Residential-Single Family or Tourist Accommodation uses is two;
 - (iii) Notwithstanding ss. 58.1(3)(c), Secondary Suite use is prohibited; and
 - (iv) ss. 58.1(7)(b) does not apply.
4. Zoning Bylaw No. 2892 is further amended at Schedule 'A' with the deletion of 18.0(9)(a) and renumbering the ss. accordingly.

BYLAW NO. 3108, 2018**PAGE 2**

5. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3108, 2018."

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING IN RESPECT OF THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

APPROVAL PURSUANT TO THE *TRANSPORTATION ACT* RECEIVED ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ5480/SW1/4ofSE1/4

FROM: Daniel Burke, Planner I

DATE: August 30, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018
SUMMARY: Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing
Location: Broderick Road – Electoral Area 'H'
Owner: Russel Cockwill and Warren Bochon
Agent: Jane Martin

PREVIOUS
REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Bylaw No. 3109

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018 be now introduced and read for the first time.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018 be given second reading.	All 1 Director/1 vote	Majority
4. THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018 be held with the chairing of the hearing delegated to Director Alan, or her Alternate, or any other Director as a delegate of the Board.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for a zoning amendment to allow for two (2) Recreation Cabin uses on the subject property. The property is located at the end of Broderick Road. The watercourse, Dome Creek cuts through the subject parcel. The applicants propose to bring into compliance the existing two dwelling units and one residence accessory building by seeking zoning amendment to allow for two (2) Recreation Cabins.

Board is being asked to consider:

- first reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018;
- second reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018; and
- authorization of a public hearing for Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018.

RELEVANT POLICIES:

1. Robson Valley-Canoe Downstream Official Community Plan (OCP) Bylaw No. 1948:
 - **proposal is consistent with OCP policies**
 - the subject property is designated Agriculture/Resource (AG/RES)
 - the AG/RES designation does not distinguish between fulltime and seasonal residential use
 - OCP's Housing policy states on lands within the ALR, one additional residence may be permitted on parcels 4 ha (10 acres) or larger subject to approval from the ALC, and evaluation through rezoning.
 - an OCP amendment is not required
2. Zoning Bylaw No. 2892:
 - **proposal does not meet zoning bylaw regulations**
 - the subject property is zoned Rural 5 (Ru5)
 - zone does not permit Recreation Cabin use
 - watercourse setback of 30.0 m horizontally and 3.0 m vertically from Dome Creek
 - a zoning bylaw amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of amendments to a zoning bylaw and public hearing procedure
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
4. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 m on the subject property
 - details requirements for a Notification of Application Sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 3109, 2018 will be given first and second reading
 - Bylaw No. 3109, 2018 will proceed to public hearing

Other Options:

- a. hold Bylaw No. 3109, 2018 at first reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - bylaw may be amended after first reading
 - Board authorization is required to hold a public hearing
- b. defeat Bylaw No. 3109, 2018 at first reading
 - bylaw cannot be considered further
 - the proposed Recreation Cabin use will not be permitted and the matter will be closed

\\rdffg-file\agenda\Report Working\2018\09 - September\Dev Serv\DB - REZ 1st reading - Cockwill.docx

COMMENTS:

A zoning bylaw amendment application has been made to allow Recreation Cabin use on the 16.187 ha subject property. The subject property currently contains three structures; two seasonal dwelling units (Recreation Cabins) and one residence accessory building located within a square of cleared forest with the remainder of the parcel being forested. The property is located at the end of Broderick Road. The watercourse, Dome Creek cuts through the subject parcel. The applicant proposes to bring into compliance the existing two dwelling units and one residence accessory building by seeking zoning amendment to allow for two (2) Recreation Cabins.

The property is within the Agricultural Land Reserve. ALR Non-Farm Use approval has been obtained to allow for two dwelling units and associated accessory buildings on the property within a residential footprint of 2.0 hectares on the subject parcel.

The subject property is within the AG/RES designation under the Robson Valley-Canoe Downstream OCP. AG/RES does not distinguish between fulltime and seasonal residential use. Furthermore, the OCP's Housing policy states on lands within the ALR, one additional residence may be permitted on parcels 4 ha (10 acres) or larger subject to approval from the ALC, and evaluation through rezoning. An OCP amendment is not required.

The subject property is zoned Ru5. The zone does not permit Recreation Cabin use. Bylaw No. 3109 proposes to allow Recreation Cabin use as a permitted use on a site specific basis in Ru5 zone. The amendment would allow for Recreation Cabin use on the subject parcel; and the combined total number of Recreation Cabin or Residential-Single Family uses to be two.

The Ministry of Forestry, Land, Natural Resource Operations and Rural Development - Water Stewardships and Landbase Stewardship both raised concerns about setbacks from Dome Creek due to issues of overland flooding due to "Ice Jamming" that can and does happen on the subject property; reducing access to the property and causing damage to structures. Building Inspection highlighted that a survey may be required to show that the required setbacks would be met. The setback requirements for Dome Creek in Zoning Bylaw No. 2892, Watercourse Setbacks section is 30.0 meters horizontal and 3.0 meters vertical from the natural boundary of the watercourse. No other concerns were received from Technical Agency referrals by agenda deadline regarding the proposal.

Should the Board wish to proceed with this application, the next step will be a public hearing where the public will have an opportunity to comment. Notice of a public hearing will be advertised in the newspaper, delivered to owners of land within 200 m of the subject property, and posted to the Regional District website and notice board. In addition, Administration will evaluate the establishment of a notification sign, alternative form of notification or waiving of the sign requirements. Further notification beyond these requirements of the Development Services Applications Procedures Bylaw requires a Board resolution.

Respectfully submitted,

Daniel Burke

Daniel Burke
Planner I

DB:lh

BACKGROUNDER

Owner: Russel Cockwill and Warren Bochon

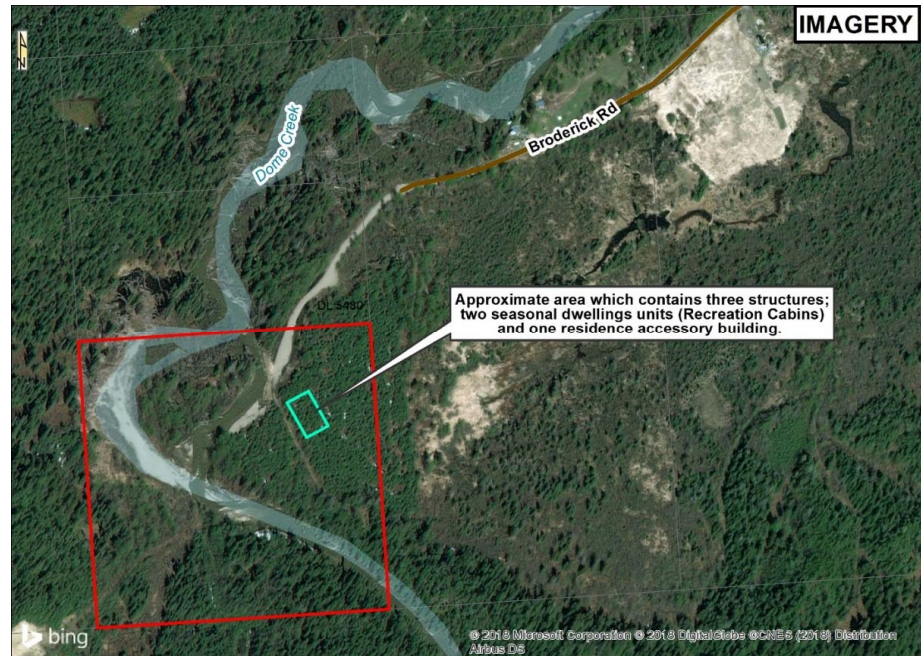
Agent: Jane Martin

Location: Broderick Road – Electoral Area 'H'

Legal Description: The South West ¼ Of The South East ¼ Of District Lot 5480 Cariboo District – 16.187 hectares (40.0 acres)



Proposal: An application has been made for a zoning amendment to allow for two (2) Recreation Cabin uses on the subject property. The subject property currently contains three structures; two seasonal dwelling units (Recreation Cabins) and one residence accessory building located within a square of cleared forest with the remainder of the parcel being forested. The property is located at the end of Broderick Road. The watercourse, Dome Creek cuts through the subject parcel. The applicant proposes to bring into compliance the existing two dwelling units and one residence accessory building by seeking zoning amendment to allow for two (2) Recreation Cabins.



Agricultural
Land
Reserve:

The property is within the Agricultural Land Reserve. ALR Non-Farm Use approval has been obtained to allow for two dwelling units and associated accessory buildings on the property within a residential footprint of 2.0 hectares on the subject parcel (Figure 1).



Official
Community
Plan (OCP):

The subject property is designated Agriculture/Resource (AG/RES) in the Robson Valley-Canoe Downstream OCP. OCP housing policies support the addition of a second residence use in the ALR on parcels larger than 4 ha. **An OCP amendment is not required.**



Zoning:

The subject property is zoned Rural 5 (Ru5) pursuant to Zoning Bylaw No. 2892. The Ru5 zone permits not more than two Residential-Single Family (Dwelling Unit) uses and one Secondary Suite use on lots larger than 8 ha. Recreation Cabin use is not permitted within the Ru5 zone.

Setbacks from Dome Creek on the subject property are pursuant to Zoning Bylaw No. 2892 and are as follows:

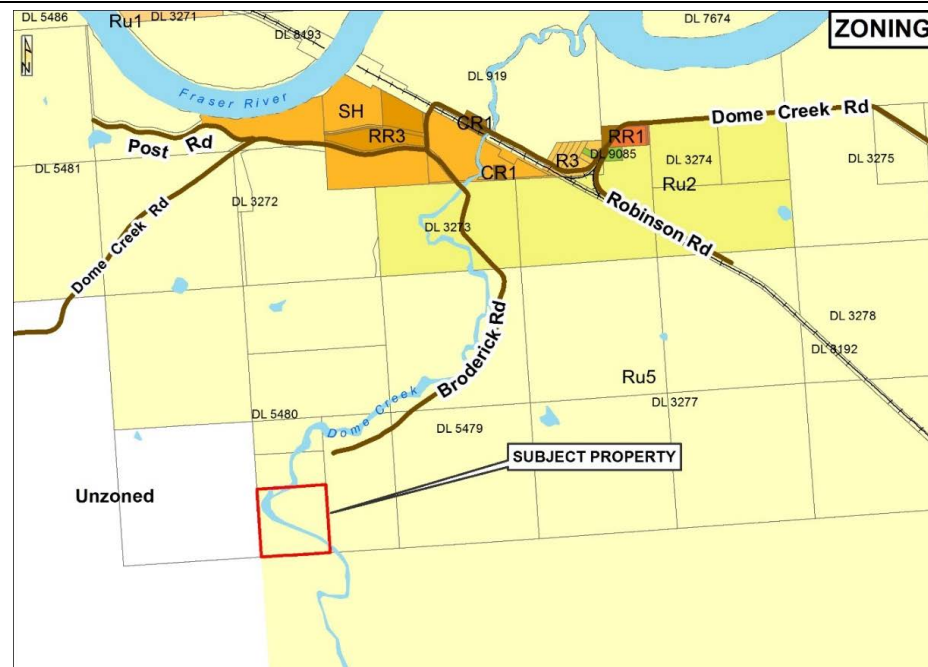
- Vertical setback: 3.0 m
- Horizontal setback: 30.0m

The proposed zoning bylaw amendment would allow for a combined total number of Residential-Single Family or Recreation Cabin uses is two (2) on the subject parcel. **A zoning bylaw amendment is required to allow the two (2) Recreation Cabin uses.**

The Zoning Bylaw No. 2892 defines Dwelling Unit and Recreation Cabin as:

Dwelling Unit means all or part of a building or structure operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons, and usually containing cooking, eating, living, sleeping and sanitary facilities, and that is serviced by either a domestic sewage treatment and disposal system that complies with the requirements of the Public Health Act and Sewerage System Regulation, or by a wastewater facility that is approved under the Municipal Wastewater Regulation.

Recreation Cabin use means a building or structure operated as a housekeeping unit, and used or intended to be used as a domicile by one or more persons for recreation use on a temporary or seasonal basis, but not as a dwelling.



Hazard Area: The subject property is not within the provincial floodplain mapping and is not within a known hazard area.

Access: The subject property is accessed from Broderick Road.

Fire Protection: The subject parcel is not within a volunteer fire protection area.

Future Applications: If this application for zoning amendment is approved, building permits will be required from the Regional District for the existing structures.

Technical Agency Comments:
Telus:
 TELUS has no objection to this proposal.

Ministry of Forestry, Lands, Natural Resources Operations and Rural Development – Water Stewardship:

This proposed zoning amendment for two recreational cabins must conform to the appropriate Provincial building setbacks. The other complication is that Broderick Road is subject to over land flooding due to "Ice Jamming" which has reduced access to those properties past the bridge crossing.

Ministry of Forestry, Lands, Natural Resources Operations and Rural Development – Landbase Stewardship:

The reach of Dome Creek that the property overlaps has a dynamic channel. The existing structures may be within the 30m setback; will they be brought into compliance with the setbacks? If the desire to change the zoning is to allow for the continued use of waste facilities that are not compliant with the Public Health Act and Sewerage System Regulation, or by a wastewater facility that is approved under the Municipal Wastewater Regulation I would recommend looking at the occupancy period to determine if it is appropriate.

Ministry of Transportation and Infrastructure:

• MoTI's approval of the zoning bylaw is not required because this property is not within an 800 meter radius of an intersection with a controlled access highway, as per section 52 of the Transportation Act; and

\\rdffg-file\agenda\Report Working\2018\09 - September\Dev Serv\DB - REZ 1st reading - Cockwill.docx

- *Should the Applicant wish to subdivide this parcel in the future, they should be aware that this parcel may not have legal access as defined by 75 of the Land Title Act, and that a legal means of access must be established prior to subdivision approval.*

BC Hydro:

After reviewing our records regarding this application for the property located as noted above, BC Hydro has no objection to this proposal.

Building Inspection:

The three building will require building permits. A survey may be required to show required setbacks will be met.

Northern Health – Health Protection and Disease Prevention:

Northern Health's comments for this referral encompasses wastewater and sewerage. Wastewater and Sewage: Any wastewater and sewage from the site must be disposed of in an adequate wastewater treatment system as described in the Sewerage System Regulation and its supporting documents (Standard Practice Manual). Upgrading or installation of a sewerage system will require the submission of a sewage filing and letter of certification completed by an authorized person (Registered Onsite Wastewater Practitioner or a professional). All operations related to this proposal must comply with the Drinking Water Protection Act and Regulations as well as the Public Health Act and its associated regulations.



REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3109

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'A'-15.0(9) with the addition of the following:
 - (d) Recreation Cabin use is a permitted use on the South West ¼ of the South East ¼ of District Lot 5480 Cariboo District; and
 - (i) the maximum total combined number of Recreation Cabin or Residential-Single Family uses is two.
2. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3109, 2018".

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF ,2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 3819/SE ¼

FROM: Heather Meier, Planner II

DATE: September 5, 2018

SUBJECT: Item: Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012; Zoning Bylaw No. 2892, Amendment Bylaw No. 2733, 2012
SUMMARY: Purpose: Consider Lapse of Application
Location: 24935 Hart Highway – Electoral Area 'A'
Owner: Sindia

PREVIOUS REPORTS: Item 5.14, April 2013 (see Agenda for link)

ATTACHMENT(S): 1. Email dated August 13, 2018 from the Ministry of Transportation and Infrastructure
2. Bylaw No. 2732
2. Bylaw No. 2733

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report and email from Ministry of Transportation and Infrastructure be received.	All 1 Director/1 vote	Majority
2. THAT Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 212 be adopted.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 2733, 2012 be adopted.	All 1 Director/1 vote	Majority

ISSUE(S):

An application was made for amendments to the Official Community Plan and zoning bylaws to allow industrial heavy equipment storage and repair on a 4 hectare portion of the subject parcel. Bylaw No. 2732 and Bylaw No. 2733 received third reading in December 2014. Zoning amendment Bylaw No. 2733 requires statutory approval of the Ministry of Transportation and Infrastructure (MoTI) due to proximity to Hart Highway. MoTI has indicated it will not approve Bylaw No. 2733 as their requirements are not met and no additional information has been received to date. The assigned bylaws must be considered and defeated for this lapsed application to be closed.

Board is being asked to consider defeating adoption of

- Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012; and
- Zoning Bylaw No. 2892, Amendment Bylaw No. 2733, 2012

RELEVANT POLICIES:

1. Salmon River-Lakes Official Community Plan Bylaw No. 1587:
 - **proposal is not consistent with OCP policies**
 - current Agriculture/Resource designation does not support the proposed industrial use
 - an Official Community Plan amendment is required
2. Zoning Bylaw No. 2892:
 - **proposal is not consistent with zoning**
 - current Rural 3 zone does not permit the proposed industrial use
 - a zoning amendment is required

3. *Agricultural Land Commission Act:*

- the parcel is within the Agricultural Land Reserve
- the proposed heavy equipment repair and storage was given approval as a non-farm use, subject to conditions, by Agricultural Land Commission Resolution #393/2011

4. *Transportation Act:*

- proposed zoning bylaw amendments affecting land within 800 metres of a controlled access highway require approval of the Ministry of Transportation and Infrastructure

5. Development Services Applications Procedures Bylaw No. 2776:

- in the event that the bylaw for which an application is made pursuant to the bylaw is not, as applicable, issued or adopted within a period of twenty-four (24) months the application shall lapse
- in order for an application that has lapsed to proceed, a new application, including fee, must be submitted by the applicant

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.

- Bylaw No. 2732 and Bylaw No. 2733 will be defeated and the application will be closed

Other Options:

- hold bylaws at third reading pending receipt of further information
 - bylaws will return for consideration when information is available
 - another public hearing may be required

COMMENTS:

An application was made in 2012 for amendments to the Official Community Plan and zoning bylaw to allow industrial heavy equipment storage and repair on a 4 hectare portion of the subject parcel. Following public consultation, public hearing, and registration of a covenant for screening, the bylaws received third reading in December 2014. As detailed in the email attached to the report, MoTI has indicated its requirements are not met for providing statutory approval of zoning amendment Bylaw No. 2733.

The applicant was given notice that without approval from MoTI, the application would be considered lapsed. In order for the application to be closed the assigned bylaws must be considered and defeated. An unlawful industrial use is established on the subject property. Should the bylaws be defeated, the Regional District will continue with Bylaw Enforcement action.

Respectfully submitted,

“Heather Meier”

Heather Meier
Planner II

HM:lh

Kenna Jonkman

From: Boudreau, Michelle TRAN:EX <Michelle.Boudreau@gov.bc.ca>
Sent: Monday, August 13, 2018 8:24 AM
To: Kenna Jonkman
Cc: Johnson, Kristen TRAN:EX; Elliot, Jennifer TRAN:EX
Subject: RE: RDFFG Zoning Amendment Bylaw No. 2733

Kenna, that is correct. The Ministry has not had any correspondence from the applicant regarding the required TIS and the file has been put on hold.

Should the applicant want to pursue the required TIS please contact a Development Technician at the Fort George District office at (250)565-4410.

Regards,
 Michelle

Michelle Boudreau
 Provincial Approving Officer
 Fort George - Bulkley Stikine - Skeena Districts Ministry of Transportation and Infrastructure
 360 - 1011 Fourth Avenue
 Prince George BC V2L 3H9
 Ph (250)565-4486 Fax (250)565-6820

-----Original Message-----

From: Kenna Jonkman [mailto:kjonkman@rdffg.bc.ca]
 Sent: Wednesday, August 8, 2018 2:35 PM
 To: Boudreau, Michelle TRAN:EX; Johnson, Kristen TRAN:EX
 Subject: RDFFG Zoning Amendment Bylaw No. 2733

Hi Michelle,

Attached is a letter from you dated June 9, 2014 from the Ministry of Transportation and Infrastructure indicating it was unable to sign off the proposed bylaw due to ministry requirements not being met.

The Regional District is looking for confirmation from your office that you are still unable to sign the bylaw pursuant to the Transportation Act.

If you have any questions, please feel free to contact me.

Thank you,

Kenna Jonkman, MCIP, RPP
 Manager of Development Services
 Regional District of Fraser-Fort George
 Phone: 250.960.4400
 Toll Free: 1.800.667.1959
 Email: kjonkman@rdffg.bc.ca



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 2732

A BYLAW TO AMEND SALMON RIVER-LAKES OFFICIAL COMMUNITY PLAN BYLAW NO. 1587

WHEREAS pursuant to the *Local Government Act*, the Regional Board of the Regional District of Fraser-Fort George has, by Bylaw No. 1587, dated October 16, 1997, adopted the Salmon River-Lakes Official Community Plan;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 1587 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Salmon River-Lakes Official Community Plan Bylaw No. 1587 is hereby amended as shown on Appendix 'A' attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as "Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012."

READ A FIRST TIME ON THE 21ST DAY OF JUNE, 2012

PUBLIC CONSULTATION IN RESPECT OF THIS BYLAW WAS STARTED ON THE 22ND DAY OF JUNE, 2012

READ A SECOND TIME ON THE 20TH DAY OF SEPTEMBER, 2012

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE 21ST DAY OF MARCH, 2013

READ A THIRD TIME ON THE 18TH DAY OF APRIL, 2013

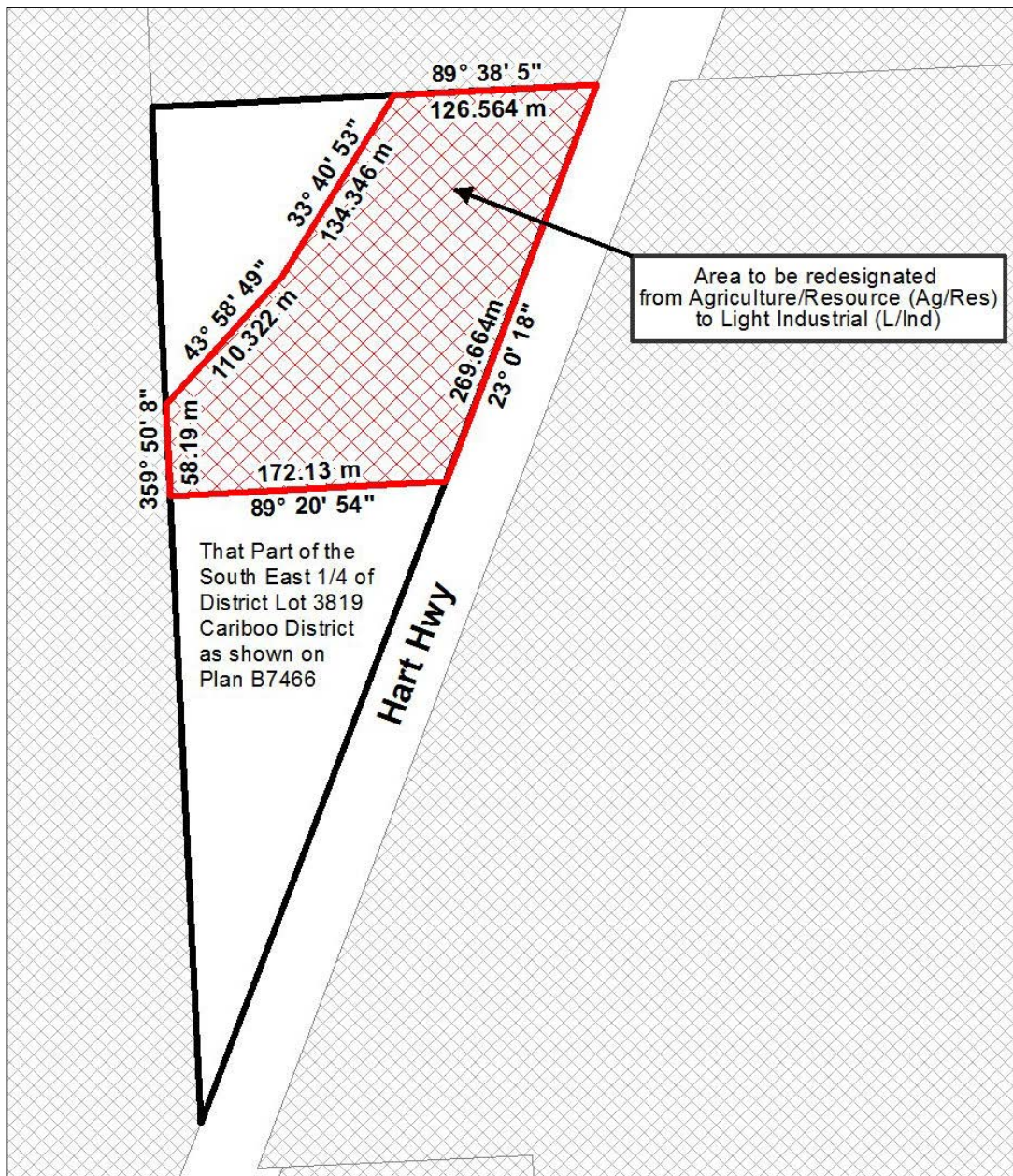
RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2013

Chair

Corporate Officer

APPENDIX 'A'

1. Schedule 'B' – Salmon River-Lakes Official Community Plan Bylaw No. 1587 is hereby amended at Map 7 – Salmon Valley by amending the designation on a portion of That Part of the South East ¼ of District Lot 3819 Cariboo District as shown on Plan B7466 from Agriculture/Resource (Ag/Res) to Light Industrial (L/Ind) as shown below:





**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 2733

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892, 2014.

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has, by bylaw, adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, having due regard to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B' – Map 61 by rezoning a portion of That Part of the South East ¼ of District Lot 3819 Cariboo District as shown on Plan B7466 from Rural 3 (Ru3) to Industrial 1 (M1) as shown on Appendix 'A' attached to and forming part of this bylaw.
2. Zoning Bylaw No. 2892 is further amended at Schedule 'A' – Section 60.0 (9) with the addition of the following:
 - (b) The maximum combined floor area for all industrial buildings is 1000 m² on That Part of The South East ¼ of District Lot 3819 Cariboo District As Shown On Plan B7466 “.

BYLAW NO. 2733, 2012**PAGE 2**

3. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 2733, 2012."

READ A FIRST TIME ON THE 21ST DAY OF JUNE, 2012

PUBLIC CONSULTATION IN RESPECT OF THIS BYLAW WAS STARTED ON THE 22ND DAY OF JUNE, 2012

READ A SECOND TIME ON THE 20TH DAY OF SEPTEMBER, 2012

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE 21ST DAY OF MARCH, 2013

READ A THIRD TIME ON THE 18TH DAY OF APRIL, 2013

THIRD READING RESCINDED ON THE 18TH DAY OF DECEMBER, 2014

READ A THIRD TIME, AS AMENDED, ON THE 18TH DAY OF DECEMBER, 2014

APPROVAL PURSUANT TO THE *TRANSPORTATION ACT* RECEIVED ON THE DAY OF , 201

ADOPTED THIS DAY OF , 201

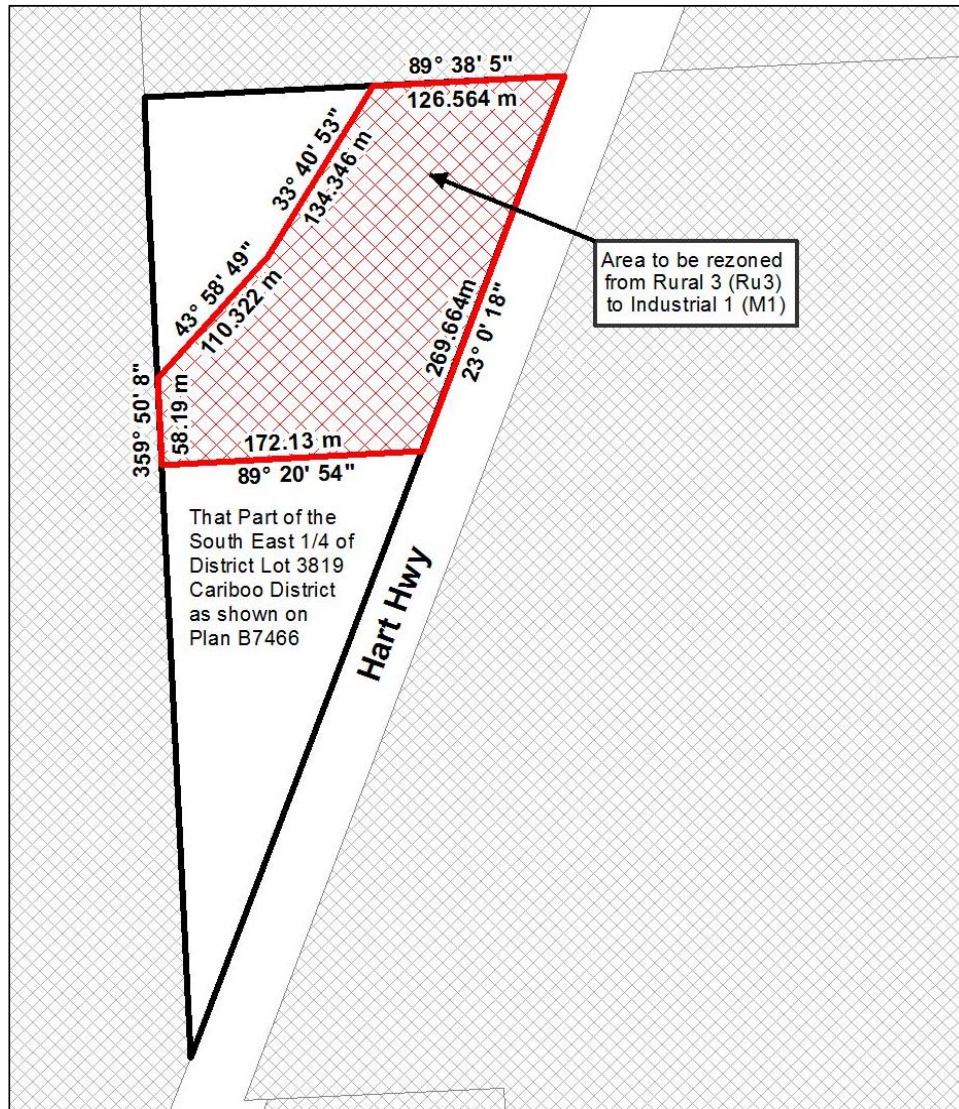
Chair


General Manager of Legislative and
Corporate Services

BYLAW NO. 2733, 2012

PAGE 3

APPENDIX 'A'



 REGIONAL DISTRICT
of Fraser-Fort George

Certified as Appendix "A" to Bylaw No.
2733, 2012

GM of Legislative and Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

ITEM NO.

5.14

GM: "MS for TM^{cr}"

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: REZ 3819/SE ¼

FROM: Heather Meier, Planner II

DATE: April 8, 2013

SUBJECT SUMMARY: Item: Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012; Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012
Purpose: Consider Third Reading
Location: 24935 Hart Highway (Area 'A')
Applicant: Sindia

PREVIOUS REPORTS: 1. Item 6.10 August 2012 (see Agenda for link)
2. Item 7.9 September 2012 (see Agenda for link)

ATTACHMENT(S): 1. Backgrounder
2. Minutes of the Public Hearing held March 21, 2013
3. Bylaw No. 2732
4. Bylaw No. 2733

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT the minutes of the public hearing held March 21, 2013 regarding Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012 and Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012 be received. Declaration by the public hearing Chair of the minutes of the public hearing held on March 21, 2013 regarding Bylaw No. 2732 and Bylaw No. 2733.	All 1 Director/1 vote	Majority
3. THAT Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012 be given third reading.	All 1 Director/1 vote	Majority
4. THAT Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012 be given third reading.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made to amend the Official Community Plan and Zoning bylaws to allow industrial heavy equipment storage and repair on a 4 hectare portion of the subject parcel. The minutes of the public hearing held March 21, 2013 are attached for consideration.

Board is being asked to consider:

- third reading of Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732
- third reading of Zoning Bylaw No. 833, Amendment Bylaw No. 2733

RELEVANT POLICIES:

1. Salmon River-Lakes Official Community Plan Bylaw No. 1587:
 - current Agriculture/Resource designation does not support the proposed industrial use
 - an Official Community Plan amendment is required

2. Zoning Bylaw No. 833:
 - current Rural 3 zone does not permit the proposed industrial use
 - a zoning amendment is required
3. *Agricultural Land Commission Act*:
 - the parcel is within the Agricultural Land Reserve
 - the proposed heavy equipment repair and storage was given approval as a non-farm use, subject to conditions, by Agricultural Land Commission Resolution #393/2011
4. *Local Government Act*:
 - sets out requirements for consideration of bylaw amendments
5. *Transportation Act*:
 - land use changes, including zoning bylaw amendments, within 800 meters of a controlled access highway require approval from the Ministry of Transportation and Infrastructure to ensure that development does not adversely impact the present or future integrity of the highway
 - controlled access highways in the Regional District include Highway 16, 97, and 5

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 26 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

At their September 2012 meeting, the Regional Board approved a resolution that the amendment bylaws not be considered for adoption until and unless a Section 219 covenant is registered on the title of the property. The covenant is to be in a form and content prescribed by the Regional District's Administration, that requires effective screening of industrial storage and activity consisting of an earthen berm and appropriate vegetation to be constructed and planted within one year of the adoption of the bylaws.

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 2732 and Bylaw No. 2733 will be given third reading
 - zoning amendment Bylaw No. 2733 will proceed to the Ministry of Transportation and Infrastructure
 - bylaws may return for consideration of adoption upon registration of a screening covenant and Ministry of Transportation and Infrastructure approval

Other Options:

- a. hold the bylaws at third reading if it is considered that additional information is required
 - additional information or requirements, such as a covenant to restrict operations, may require authorization for a second public hearing to allow the public to comment on the information
- b. defeat the bylaws at third reading
 - bylaws may not be considered further
 - the proposed industrial equipment storage and repair will not be permitted

COMMENTS:

An application has been made to amend the Official Community Plan and Zoning bylaws to allow light industrial equipment storage and servicing on a 4 hectare portion of the subject parcel, located north of Salmon Valley on the Hart Highway. The 9 hectare parcel is presently used for storage of logging and trucking equipment; however, industrial use is not permitted by zoning.

The applicants and fifteen people attended the public hearing at the Pilot Mountain Firehall. The minutes of the public hearing, including eight letters, are attached. The issues raised during the public hearing are unchanged from those raised through public consultation. Concerns relating to the introduction of an industrial use into a residential and agricultural community include: visual unsightliness, precedent for further industrial uses, potential environmental pollution, traffic safety, fire and emergency response, noise, and compliance monitoring. The applicants described their proposal and expressed willingness to address concerns by working within all required environmental regulations, establishing screening, sharing information with the Salmon Valley Volunteer Fire Department, and reducing noise where possible.

Board has already addressed the visual impacts with a restrictive covenant for effective screening with a berm and vegetation. Should the bylaw receive third reading, a covenant with specific screening provisions to the satisfaction of Development Services Administration will be drafted and registered on the title of the property prior to the bylaws returning for consideration of adoption.

The property is accessed from Highway 97 on a relatively straight stretch with some change in elevation. As highway 97 is a controlled access highway, the zoning amendment bylaw may not be considered for adoption until it has been approved by the Ministry of Transportation and Infrastructure (MoTI). In addition, the applicant must also obtain an industrial access permit from the Ministry. Access, egress and other highway safety considerations, including the requirement for additional studies and improvements, are all evaluated by MoTI.

Environmental pollution concerns, particularly contamination of surface and ground water, were a major concern at the public hearing. Monitoring and enforcement of environmental regulations, including hazardous waste and spill reporting regulations, are the mandate of the Ministry of Environment. The applicant expressed an awareness of these environmental regulations.

Concerns were raised that a precedent may be set for further industrialization of the subject property and area. The proposed Official Community Plan amendment will introduce a light industrial designation into an otherwise residential and agricultural area. The nearest industrial Official Community Plan designation is at the Hart North industrial area six kilometres to the north on Salmon Valley Forest Road. Establishing additional industrial uses will require Agricultural Land Reserve approval, as well as zoning and Official Community Plan amendments.

The trucking operation would be limited by the size of the approval area (4 hectares), the limitation on industrial building floor area (1000m²), the restrictive screening covenant (berm and vegetation), and the fence required by Agricultural Land Commission (1.6m chain link). No restrictions presently exist to regulate noise or hours of operation.

Residents are concerned about noise during construction and general operations. The Regional District does not have a noise bylaw, nor can noise be regulated with a zoning amendment bylaw. Operational restrictions designed to limit noise, such as limited hours of operation, may be achieved through restrictive covenant, similar to Board's resolution for a screening covenant. Should the Board wish to hold consideration of the amendment bylaws subject to registration of a restrictive covenant on the property to limit hours of operation, or other provisions designed to reduce noise, a second public hearing must be held to allow the public to comment on this new information.

Should the Board approve third reading of the Official Community Plan Amendment Bylaw No. 2732 and Zoning Amendment Bylaw No. 2733, the bylaws will not return for final consideration until a screening covenant and Ministry of Transportation and Infrastructure approvals are in place.

Respectfully submitted,

"Heather Meier"

Heather Meier
Planner II

BACKGROUNDER

Application: June 2012
 History: Board approved first reading and the form of public consultation into the Official Community Plan and zoning amendment bylaws

June/July 2012

Public consultation consisted of a mailed out request for comment to land owners within 3.5 kilometres of the subject property. Six letters were received. Issues raised included visual impacts of the industrial use, particularly from the adjacent highway, impact on neighbouring residential and agricultural uses, pollution of ground, water and air, traffic safety, and noise.

August 2012

Board received the public consultation submissions. Taking into account the historical and ongoing unlawful use of the property for storage of heavy equipment, further consideration of the bylaws was postponed pending receipt of a report from Development Services Administration with options the Board could consider.

September 2012

Board received the options report, amended the zoning amendment bylaw to limit the maximum floor area of industrial buildings to 1000m², gave second reading to both bylaws, and authorized a public hearing. The floor space amendment limits the scale of industrial operations to those supported by the proposed Light Industrial designation of the Official Community Plan.

Board also approved a resolution that should the amendment bylaws reach final consideration, they not be considered for adoption until and unless a Section 219 Covenant is registered on the title of the property, in a form and content prescribed by the Regional District's Administration, that requires effective screening of industrial storage and activity consisting of an earthen berm and appropriate vegetation to be constructed and planted within one year of the adoption of the bylaws.

Public Hearing: A public hearing took place on March 21, 2013 at the Pilot Mountain Firehall. Notice of the public hearing was mailed to land owners within a minimum 200 metres of the subject property, and hand delivered to adjacent properties, as required by the *Local Government Act* and Development Applications Procedures Bylaw No. 2776. Two notices were also placed in consecutive issues of the local newspaper.

The public hearing was attended by the applicants and fifteen other members of the public. Eight letters were received. The minutes of the public hearing, including the letters, are attached for consideration.

Issues raised at the public hearing were unchanged from the public consultation.

Visual impact: Concerns were raised regarding the visual impact of the industrial use.

Comments at the public hearing reflected concerns that the past and present heavy equipment storage on the property is an eyesore for both people living in the area and the travelling public on the highway. The Board has directed that the amendment bylaws will not be considered for adoption until a restrictive covenant requiring effective screening of industrial storage and activity is registered on the title of the property. At the public hearing, the applicant expressed a willingness to construct whatever berm or screening is necessary. The applicant also described possible methods of berm design, having previously constructed them.

Should the bylaws be given third reading, a screening covenant will be drafted with specific design provisions to the satisfaction of Development Services Administration. It is considered that retention of the remaining vegetation in the southern portion of the property should be required as part of the appropriate screening vegetation.

Environmental impacts: Concerns were raised regarding the potential pollution of air, water and soil, and impacts to sensitive habitats, wildlife, and traditional use areas.

Surface and ground water contamination through spills and runoff was raised as a concern by a number of letters and people at the public hearing. The applicant indicated that the operation is not proposed to discharge into the watershed, large quantities of oil would not be stored on site, and used oil would be disposed of appropriately. Environmental concerns including ground, water, and air pollution are regulated and monitored under the jurisdiction of the Ministry of Environment. Examples of their relevant regulations include the *Environmental Management Act*, Hazardous Waste Regulation, and Spill Reporting Regulation. The applicant expressed recognition of these regulations during the public hearing.

The subject parcel is over 2.5 kilometres from the Salmon River and Fraser Rivers. As the 4 hectare proposal area has been entirely disturbed by logging and equipment storage, it is unlikely that the property represents significant wildlife habitat for sensitive species. There are no known archaeological sites on the property; however, any unrecorded sites are still protected under the *Heritage Conservation Act*.

Introduction of industrial land use: Concerns were raised regarding the impacts of industrial use on the existing residential and agricultural community, including property values, further industrialization, and noise.

The subject land is presently designated for residential and agricultural use by the Official Community Plan and zoning bylaw. A rural industrial equipment storage and repair use could be supported by the Official Community Plan if it were operated in a smaller building in conjunction with a residence; however, due to the scale of this proposal, an amendment to a Light Industrial designation is required. The Light Industrial designation allows a maximum floor area of 1000m² for industrial use and the proposed zoning amendment bylaw reflects this restriction.

The proposed Industrial 1 zone permits additional rural industrial uses beyond the proposed logging/trucking equipment repair and servicing use. These uses include equipment/livestock auction yard, farm equipment dealership and millsite (small scale sawmill). Future development of any of these non-farm uses will require additional ALR approvals. There is no statutory requirement for public input into such an ALR application; however, in accordance with the Board's ALR Application procedure, either a mail out notice or public meeting would occur. In addition, the Board may hold a public meeting for any application as it sees fit.

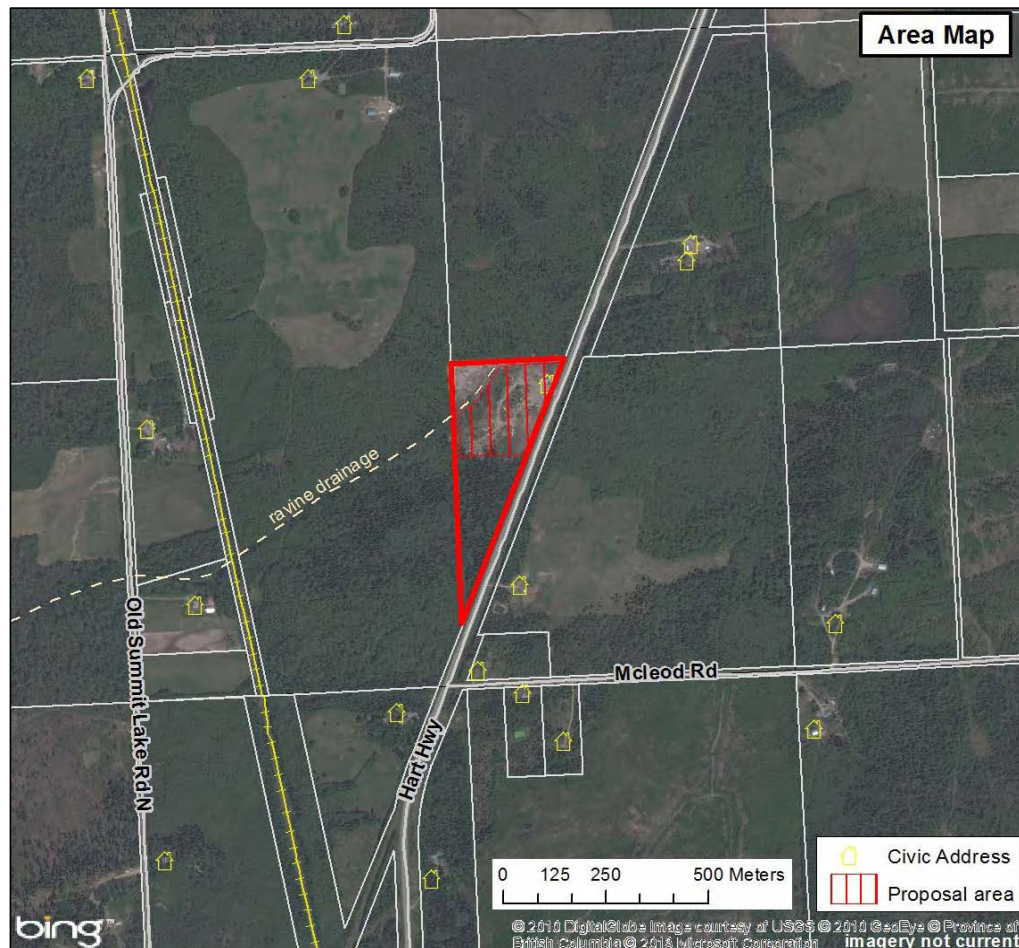
Concerns were raised regarding noise emanating from the industrial use during construction of the building and general operations. The closest residences to the proposal area are two houses located approximately 450 metres, across forested land, to the north east and south. There are also a number of additional residential address points within a kilometre of the subject area.

As the Regional District does not have a noise bylaw, there are no regulations in place to limit noise. Noise cannot be regulated through a zoning amendment bylaw; however, operational restrictions designed to limit noise, such as limited hours of operation, may be achieved through restrictive covenant, similar to Board's resolution for a screening berm covenant. Should the Board wish to hold consideration of the amendment bylaws until and unless a restrictive covenant is registered on the title of the property to limit hours of operation, or other provisions designed to reduce noise, a second public hearing must be held to allow the public to comment on this new information.

Safety: Concerns were raised regarding traffic, fire, and hazardous materials.

As the subject land is within 800 metres of a controlled access highway, the bylaws must be approved by the Ministry of Transportation and Infrastructure. An industrial access permit is also required. The Ministry evaluates access, egress and other traffic safety considerations as part of these approvals. Applicants can be required to undertake additional studies and improvements when deemed necessary. If the bylaws aren't approved by the Ministry, they can not be considered for adoption by the Regional District.

The subject property is within a fire protection area. The proposal was referred to the Salmon Valley Volunteer Fire Department. The fire department did not provide a formal response to the application; however, at the public hearing the applicant expressed willingness to provide the fire department with information relating to storage of flammable or hazardous materials on the site. The applicant also indicated that there is no intention to store large quantities of oil on the property. The Regional District does not regulate for hazardous waste management plans or emergency response plans. These may be addressed through Ministry of Environment or WorkSafeBC.



Building Permit: A building permit is required from the Regional District for the proposed industrial building. Under the *Agricultural Land Commission Act*, a local government may not permit a non-farm use of agricultural land, or permit a non-farm building to be erected on the land, unless permitted by the Act or the terms imposed in an order of the Agricultural Land Commission.

The Commission's non-farm approval for the industrial use included a condition that a 1.8 metre high chain link fence be erected on three sides of the proposal area (not the highway side). Plans showing the detail of the position and design of the fence must be approved by the Commission and proof provided that it has been erected. The conditions of the Commission's non-farm use approval will need to be met before a building permit may be issued by the Regional District for the industrial building.

Site Visit: Development Services Administration met with Dan Sindia at the property on March 5, 2013 to discuss screening. Mr. Sindia explained that equipment is presently being stored outside of the proposed area to be rezoned to allow site preparation and construction if the application is approved. Mr. Sindia also expressed that the "junk" equipment on the property will be sold to fund construction of the new industrial building.

The snow banks at the entrance of the property provided an idea of how a berm might screen the use from the highway, however, the snow banks are located closer to the highway than a berm would be due to the 4.5m Ministry of Transportation setback.



Photo taken from driveway access, facing north looking. North property line is at tree line. (March 5, 2013)



Photo taken facing subject property near driveway (on right side) from opposite side of highway. (March 5, 2013).



Photo taken from highway near the south end of approval area, facing north back towards driveway. (March 5, 2013)

G:\SERVCTR\Board Reports\Agenda Reports for Finalizing\Planning Reports Only\HM-Sindia - REZ OCP - 3rd Board report.docx



Google Map Image dated May 2012 – View facing south of subject property from highway at northern lot line



Google Map Image dated May 2012 – View of access driveway from highway



Google Map Image Date May 2012 – View from southern end facing north back towards site.



REGIONAL DISTRICT of Fraser-Fort George

Minutes of the public hearing regarding Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012 and Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012 held Thursday, March 21, 2013 at the Pilot Mountain Firehall.

Those Present: Director Warren Wilson, Electoral Area 'A' Director, Chair
Terry McEachen, RDFFG
Heather Meier, RDFFG
Marisa Nightingale, RDFFG (Recording Secretary)
Judy Sindia, Applicant
Dan Sindia, Applicant

and 15 other members of the public

Open the Public Meeting: Director Wilson opened the public hearing meeting at 7:00 p.m

Introductions: Director Wilson introduced himself and Terry McEachen, Heather Meier and Marisa Nightingale from Development Services of the Regional District. Director Wilson read out the Chair's statement

Terry McEachen:

- we received a number of concerns about why the public hearing is being held here, at the Pilot Mountain Firehall tonight and not the Salmon Valley Firehall
- we were concerned about compromising the operations of the Salmon Valley Firehall so the next closest place is the Pilot Mountain Hall
- this hall has a meeting room that doesn't interfere with the fire department
- in the future we will work with the Salmon Valley Firehall and make accommodations

Jeanne Hagreen
23700 Hart Highway:

- concerned that people are away for spring break and Pilot Mountain Hall is farther to travel after work

Terry McEachen:

- it is not uncommon for us to have a public hearing that conflicts with something
- we have to pick a date that works with our advertising requirements and we are bound by legislative constraints
- I'm sorry there may be people away

Jeanne Hagreen:

- propose another public hearing be held in Salmon Valley because this is a very small representation

Mark Vejvoda
9115 Salmon Valley
Road:

- should have consulted with the people affected
- the firefighters are leaving our zone

Director Wilson:

- as Terry McEachen has said, we don't have the same kind of facility

Presentation from Development Services:

- Heather Meier explained that a public consultation phase for the application took place in June of 2012
- a mailout was sent to surrounding properties within a 3.5 km radius of the subject parcel and the results were received by the Board
- Board amended the zoning bylaw at second reading in August 2012 to restrict industrial floor space, passed a resolution regarding a visual screening covenant, and authorized a public hearing.
- the Agricultural Land Commission approved storage and repair of heavy equipment on the 4 hectare portion as a Non-Farm Use in the Agricultural Land Reserve (ALR)

- the Agricultural Land Commission included, as a condition of approval, that a 1.8m high chain link fence be erected to their satisfaction.
 - the purpose of the Official Community Plan (OCP) Amendment is to re-designate the subject area from Agriculture/Resource to Light Industrial (L/Ind)
 - the purpose of the zoning amendment is to rezone the parcel from Rural 3 (Ru3) to Industrial 1 (M1) with a maximum floor area of 1000m² for all industrial buildings on the parcel
 - six letters were received by the Board through the public consultation process
 - Heather summarized the concerns raised through public consultation including visual impacts, industrial land use, impacts to existing residences and agriculture, impacts to property values and health, environmental impacts, potential pollution, impacts to sensitive habitats and species at risk, safety concerns, placement/removal of fill, noise, traffic, pollution during construction.
 - the Regional Board will require registration of a Section 219 covenant, in a form and content approved by the Regional Board, to construct an earthen berm within 1 year of approval, before they will consider adoption of the proposed bylaws.
- Terry McEachen:
- to clarify, the Board will not consider final adoption until this covenant is registered on the title of the land. We also have 8 letters to read.
- Director Wilson:
- I forgot to mention in the introductions that the proponents are here, Mr and Mrs. Sindia
 - I would also like to point out that we did a mailout within a 3.5 km radius for the public consultation phase and the public hearing mailout was mailed to properties within a 200m radius
- Heather Meier:
- the property is accessed off Highway 97 N and is within a fire protection area
 - read out comments received from technical agencies including Ministry of Environment-Environmental Quality section, Ministry of Transportation and Infrastructure (MoTI), Northern Health, Telus, Regional District Building Inspection, and BC Hydro
 - Ministry of Transportation confirmed that the berm will have to be placed 4.5 m from the highway right of way like any other structure
 - I spoke with the Ministry of Environment, Environmental Protection Branch and they confirmed that regulations such as the Hazardous Waste Regulation are applicable to the property
 - hazardous waste includes waste oil, waste oil filters, and waste antifreeze
 - hazardous materials are subject to regulations for generation, storage, treatment, recycling and disposal
 - if an operation is not in compliance with the hazardous waste regulation it can be subject to investigation, progressive enforcement and registration requirements
 - spillage is addressed under the *Environmental Management Act*
 - there is a Spill Reporting Regulation and an anonymous spill reporting hotline
- Terry McEachen:
- the minutes and letters from tonight will be forwarded to the Regional Board
 - Ministry of Transportation and Infrastructure is also required to approve these bylaws because they front the highway
- Letters:
- Eight letters were read into the public hearing. These letters are attached to and form part of these minutes.
- Jeanne Hagreen:
- in the mailout we received there was no information about the berm requirement
- Terry McEachen:
- there are a lot of questions in the letters, it is not our intent to answer all the questions in the letters tonight
 - the letters will be attached to the Board Report and available on the Board agenda on the internet before the Board meeting
- Maurice de Dreu
8130 Beale Road:
- were there some letters disqualified?

Terry McEachen:

- we don't accept letters that are not signed
- we don't accept an email unless there is an attachment that is signed
- we have to have verification

Comments from the
Applicant
Dan Sindia:

- Judy and I are the applicants
- had a sales yard and the equipment is leftover
- the plan is to dispose of the used equipment and eyesore that is there, some to sell and some to the scrap yard, and use the money to upgrade the property with gravel and a new building
- will build a berm, there will be trees and whatever the people and Board want we will do
- propose a berm similar to the one at the casino, we have done several in Terrace and Dawson Creek with 1m wide at the top and a 3:1 slope to the highway side and a 2:1 slope to the backside
- there is a shortage of dirt onsite for the berm but if it takes 3m high for the buffer then that's what we'll do
- once the snow melts we will get measurements from the highway to construct
- when it dries in the spring we will remove the junk that is an eyesore
- we'd like to start our building as soon as possible once we get the approvals
- the berm will probably be approximately 275m long and 3m high
- as for environmental, we do site development and residential development and we have environmental policies and safety programs in place that we have to abide by
- we have worked in a lot of different places
- some of the people here are concerned about runoff water
- we are not here to contaminate anybody's water, we install oil water separator units
- we'll gladly install one at the lower end of the property, basically already drains into the ravine anyways
- we can install ourselves if there is any issue at all
- we hope that the berm will reduce the noise
- we plan to gravel the entire property so there is no dust

Comments from the
Public:

Sue Perron
4865 Salmon Valley
Road:

- how does oil separator work with runoff?

Dan Sindia:

- you run all water toward it, through the holding tank, and the heavier materials like dirty oil and antifreeze stay at the bottom

Sue Perron:

- what if all the runoff is going in different directions?

Dan Sindia:

- we can funnel runoff to drain in the natural ravine

Sue Perron:

- so you will be modifying the property?

Dan Sindia:

- we wouldn't have to modify much, it's already designed that way with the ravine in the back
- our activities will stay away from the ravine

Sue Perron:

- so will there be any distribution of hydrocarbons from the runoff on the way down, if you are assuming it will all end up in the tank?

Dan Sindia:

- I'm not assuming, I have recently done one on a 40 acre parcel
- their separator cost \$180,000 and they guarantee that you can drink the water that comes out of the end

Sue Perron:

- it has to go through the land so I'm asking if the residue oil will stay on the rocks, trees, and grass?

- Director Wilson: - oil would only run into the ravine and oil separator if there was an oil spill
- Terry McEachen: - what type of oil spill could you expect?
- Dan Sindia: - we don't have a large quantity of oil on site because we don't deal with large quantities of oil
- maximum 20L pails of oil are used to drain and replace oil in machines, then used oil is put back in the pail then they go to used oil facilities in town and that will eliminate a lot of issues
- Jack Peterson
26460 Hart Highway: - I have 180 acres across the highway
- I don't want to see a scrap yard across the highway, it devalues my property if I ever want to subdivide it
- I don't want a scrap yard across from me, the tearing apart of the equipment affects my livestock with the noise pollution
- Monique Sellwood
23700 Hart Highway: - regarding the noise pollution, what about those who are on the south side that is not protected by the berm?
- Dan Sindia: - if there is a real problem with noise and there is proof then bring it to us and we will make a berm around all 4 sides
- I fail to see how there can be that much noise right now, maybe during construction
- we are working up on the airport expansion and there are concerns as well
- with construction comes concerns, we will try and keep the noise to a minimum
- Mark Vejvoda: - to the Regional District, there is a lot of discussion about what will be required
- we can talk about what could happen but what happens when it goes through
- I would like to see documented what will be required to be done
- what is the outcome from these discussions, groundwater, noise, what will be required not just what is a good idea
- I'm not trying to be rude, first time I knew about this happening I don't think there would be so much opposition if we didn't have a history of junk on the property
- if people feel like they are not being addressed today how can they believe they will be addressed in the future
- Terry McEachen: - what's being required is what has been said so far including the restricted site area, fencing and berm covenant
- the Regional District does not have a mandate for the environmental concerns
- the legislation that Heather was referring to will cover certain aspects
- if there is a spill it can be reported to the Ministry of Environment and they will investigate and provide enforcement if necessary
- there are environmental regulations already in place
- we are not experts on these regulations as they are not our mandate
- we can manage land use
- Director Wilson: - the Board is asking for a berm with trees
- changes have been included based on the previous comments we heard
- Terry McEachen: - if the Board decides to make significant changes to the bylaws, then that will require another public consultation process
- Linda Todoruk
24705 Hart Highway: - hazardous waste goes right by our property on the highway
- there was a log/chip truck spill on our property a few years ago and it was never properly cleaned up
- Terry McEachen: - was that a highway accident?

- Linda Todoruk:
- yes, there is already a lot of traffic
 - I worried about traffic and the school buses when my children caught the bus 25 years ago
 - if this is approved, who looks after compliance, the neighbours?
 - do we have to go in and hire a lawyer?
 - how is the Section 219 covenant enforced?
- Terry McEachen:
- the covenant will be registered in the owner's name, the Regional District's name and can be enforced by the Regional District through courts
- Linda Todoruk:
- so we just go and see you if there is a problem?
- Terry McEachen:
- yes
- Linda Todoruk:
- so the Agricultural Land Commission has approved the land to be excluded from the Agricultural Land Reserve?
- Director Wilson:
- the ALC has approved a non-farm use with the Agricultural Land Reserve
- Linda Todoruk:
- the proposed zone allows other uses like livestock yard and millsite
 - what happens if they decide to change the use, for example if they want to run a farm yard auction instead?
- Terry McEachen:
- that would require an application to the Agricultural Land Commission
 - there is no requirement to hold a public hearing for an ALR application but the board can choose to have a public meeting on any issue it wishes
- Linda Todoruk:
- so based on the livestock and the millsite, can they have it on the property now?
 - would it get slipped through or would you do something about it
 - we wouldn't want that next to us
- Terry McEachen:
- I have never seen the Board slip anything through
- Linda Todoruk:
- I am concerned about the contamination of ground water
 - this property is higher than ours and there is a ravine but where our lot lies there could be lots of water and runoff as it doesn't follow the ravine so where does it go down?
- Donna Pengilley
24440 Hart Highway:
- our property is right across from his
 - we have the same concerns such as traffic, accidents
 - we have horses and pigs
- Jeanne Hagreen:
- there was no response from the Salmon Valley Volunteer Fire Department
 - we need to get a response from the fire department, that is imperative
- Terry McEachen:
- we send a lot of referrals to a lot of agencies but we can't make people respond
- Director Wilson:
- we received six responses, at least three from that area including the Reid Lake Farmers Institute
- Jeanne Hagreen:
- I did not respond to the first mailout
- Maurice de Dreu
8130 Beale Road:
- last time I did not get a mailout
- Heather Meier:
- your name and address was on the mailing list for the public consultation mailout
- Terry McEachen:
- we use the BC Assessment Roll
- Maurice de Dreu:
- I've been there 45 years and I didn't get one before

- Director Wilson: - for the public consultation there was a 3.5 km mailout and for the public hearing there was a 200 m mailout
- Susan Lizotte
2110 Old Summit
Lake Road: - I think there is a problem with our post system
- it is not uncommon for us to receive other peoples mail and for us to not receive our mail at all
- in the future, a registered letter might be the way to go, just a suggestion
- Monique Sellwood: - there seems to be a rather high incidence of people who didn't receive their mailout
- the residents down in Salmon Valley weren't included and didn't get the first one
- Terry McEachen: - its disheartening to hear that you are not receiving our notices
- we go through a lot of effort to make sure they get out
- we also advertise twice in the local newspaper
- Maurice de Dreux: - at times we don't even get the newspaper
- Terry McEachen: - we are legally required to advertise in the newspaper
- Director Wilson: - we are required to advertise in the newspaper
- the Board asked to extend the area of interest for the public consultation mailout
- the mailouts are going out but what is happening to them I don't know
- Jeanne Hagreen: - I highly recommend you put the notice in the Salmon Valley newsletter
- Shelley Archer
4760 Meadowview
Road: - group email notification is possible but the newsletter person needs to have your email address
- Director Wilson: - we cannot tell you what to put in your newsletter
- we send the notice to the recreation commission and put a link on our website
- you can put a link to the Regional District website from the Salmon Valley website
- Chris Archer
4760 Meadowview
Road: - there was a list at the beginning about highway requirements and other hoops, have they done that?
- Terry McEachen: - they still have to meet requirements set out by the Ministry of Transportation and Infrastructure
- Don Hagreen
23700 Hart Highway: - we are kitty corner to the property
- has anybody brought up the fact that there could be a precedent being set here?
- as I drive around my agricultural community, it feels and looks like an agricultural community
- this will change the nature of the community
- it will become an island of industrial activity and an eyesore, it is an eyesore now
- it will be changing the landscape primarily for the benefit of the people from Prince George
- we don't want the Salmon Valley and Summit Lake areas to develop gradually and inevitably into an industrial zone for Prince George
- we want it to stay as it is
- Jeanne Hagreen: - is this going to be like a maintenance facility for big equipment for other companies?
- Judy Sindia: - it will be for our own equipment
- Shelley Archer: - so it will be just for your own equipment, not like a garage?
- will the Salmon Valley Fire Department get a list of what is being stored there like dangerous goods, maximum amounts of oil, grease, coolant, if something happens and we get called?

- Dan Sindia: - we will do everything we can to work with you and keep you informed
- Shelley Archer: - who is responsible for making sure they are staying within the environmental guidelines?
- Director Wilson: - there are various agencies involved
- Shelley Archer: - is it up to us to report if we see something wrong?
- Terry McEachen: - yes
- Shelley Archer: - is the Ministry of Environment going to do spot checks?
- Terry McEachen: - spot checks are unlikely
- we operate on a complaint basis
- the Ministry of Environment probably doesn't have the people to do random checks on operations
- Dan Sindia: - there are already regulations in place and practices that need to be followed
- for example, spill reporting requirements
- yes the Ministry of Environment monitors us closely
- Terry McEachen: - what do they monitor?
- Dan Sindia: - there are reporting requirements, so if something happens you call them and they come
- there are big penalties if you don't report
- Shelley Archer: - will there be a maximum amount of equipment on the property?
- Dan Sindia: - no, what amount do you expect?
- Shelley Archer: - a few trucks, not 50 trucks
- Terry McEachen: - the subject area is a 10 acre site
- Linda Todoruk: - what happens next on a going forward basis?
- Director Wilson: - the minutes and letters from tonight will be compiled and put in a report that goes to Regional Board who will then make a decision
- Linda Todoruk: - so the politicians will vote?
- Terry McEachen: - our Regional Board is made up of 14 directors, 4 from the City of Prince George, 7 from the electoral areas, and the mayors of Valemount, Mackenzie and McBride
- each director has 1 vote on any issue
- the City of Prince George directors have additional votes on some financial issues but not land use issues
- Director Wilson: - those financial issues are considered weighted votes
- Terry McEachen: - a weighted vote is based on population, 4000 is the benchmark
- Mark Vejvoda: - we heard that the proposed zoning will allow a sawmill, auction yard and other uses, if the approval goes through will all the other uses be allowed as well or will they need an ALR application?
- Terry McEachen: - the applicant can only operate within the conditions received by the Agricultural Land Commission Non-Farm Use approval

- Mark Vejvoda: - so the concern today is, will there be a mill on the property at some point in the future?
- Terry McEachen: - they can only do what the Agricultural Land Commission has given them approval to do
- Monique Sellwood: - what types of vehicles, including weights and contents are we talking about?
- Dan Sindia: - heavy equipment, cats, scrapers, trucks, trucks that haul equipment
- Director Wilson: - like the equipment that is parked there now
- Donna Pengilley: - right now the application is for 4 hectares, what if they want more?
- Terry McEachen: - the applicants will go through the same process
- they apply to the Agricultural Land Commission, then us for zoning and OCP amendments
- Linda Todoruk: - we are hoping to put our property up for sale
- how will this affect the value of our property?
- it's already an eyesore, it could be worse with more highway traffic
- Director Wilson: - we can't tell you what your property value will be
- Jeanne Hagreen: - I realize that you own this property, there is an industrial area north that has access to the highway
- it was developed not that long ago
- there is nothing up there
- why was that area not chosen instead of this area?
- Judy Sindia: - we have owned this property for 15 years
- Terry McEachen: - I believe you are referring to what we call the Hart North on the Salmon Valley Forest Service Road designated for future industrial use
- the land has all the assets any individual or company could want including highway access, rail access, pipeline, it's all there
- there are not many people living around there and nothing very close to it
- we have had interest in the area but nothing has happened yet
- it is Crown Land, so you'd have to apply for the land from them
- Don Hagreen: - regarding highway access, you didn't mention earlier that it's on a straight stretch
- it's close to a crest where the upgrade becomes a downgrade
- from the north the visibility may not be very good
- Director Wilson: - the Ministry of Transportation and Infrastructure will evaluate the access
- this is the first step before they can apply for approval from them
- Don Hagreen: - traffic is a concern in this presentation and it should be our concern
- Terry McEachen: - the Ministry of Transportation and Infrastructure will need to sign off on the proposed amendment bylaw before the Regional Board can approve it
- Jeanne Hagreen: - people speed there a lot
- we are on the next straight stretch
- it's unbelievable to listen to the speeders, it's a frightening highway
- Director Wilson: - that is out of our control

- Susan Lizotte:
- my concerns are noise
 - there is a berm planned for the front but we haven't discussed noise for people to the back
 - noise has been discounted by the applicants
 - I don't want an answer now, but what regulations are put in place for hours of operation that noise is allowed to be emitted?
 - the city has hours I don't know what your hours are?
 - we live in a rural area and enjoy our peace and quiet
- Director Wilson:
- a berm all the way around is not practical but we can address hours
- Terry McEachen:
- what would your hours of operation be?
- Dan Sindia:
- 7:00 a.m. – 6:00 p.m. but we also work in all areas and under all conditions
 - sometimes we have to work different times or weekends
 - we will work within whatever the rules are
- Terry McEachen:
- we have restricted hours of industrial operations in the past
- Director Wilson:
- it may have to be addressed through covenant
- Shelley Archer:
- perhaps hours could be restricted to start later on the weekend, for example 10:00 a.m. to 5:00 p.m.
- Close the Hearing: There being no further comment, Director Wilson closed the hearing at 8:30 p.m.

 CHAIR

 SECRETARY

Page 1 of 2

Regional District of Fraser Fort George
 Development Services
 155 George St.
 Prince George, BC
 V2L 1P8
 ATTENTION Kenna Jonkman



Re. Notice of Public Hearing
 Salmon River-Lakes Official Community Plan
 Bylaw No. 1587, Amendment Bylaw No. 2732, 2012
 Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012

March 18, 2013

Ms. Jonkman,

I would like to voice my opposition to these proposed bylaw amendments. This piece of land within the ALR is approved for nonfarm use (Agr/Res) with certain conditions. The owners have already degraded the land and seem not to be concerned with any environmental or even cosmetic issues.

These are some of my concerns:

- Water, soil, air and noise pollution which would negatively impact humans as well as wildlife.
- Water pollution affecting connected water systems such as the Salmon River.
- The pollution, noise, traffic and fill replacement and/or removal practices which would occur during construction.
- The devaluation of area properties.
- What is planned to prevent hazardous wastes from spills, leaks and discharges from impacting the environment, and how and by whom will adherence to safety measures be monitored over time?
- What is the plan for wastewater disposal?
- What will be done to protect neighbours from the increased air emissions? Will air quality and its' impacts be monitored on an ongoing basis?

Page 2 of 2

- Is the Ministry of Transportation deeming this place to have safe access and egress? I personally question the highway safety considerations of this site.
- Would Salmon Valley Volunteer Fire Department be able to cope with a spill, fire, or other emergency occurring at this type of business?
- Would the owners be required to show a detailed emergency response plan?
- Would there be a limit to the number of vehicles on the site at any given time? What about their type, weight, and contents? And what of the length of time each vehicle may remain on the site? Will this become a storage yard or a dumping ground?
- How will you ensure the business does not extend gradually south of the four hectares proposed in this application?

This type of business has no place within the ALR. The damage that has been done on this property since receiving Ag/Res designation is bad enough; do not allow the problems to worsen. Please do not grant these amendments.

In addition, I would like to state my dismay at the choice of dates and venue for the Public Hearing on March 21, 2013. Holding it in the middle of Spring Break and outside of our own community is highly inappropriate.

As well, I would question your statement on page 4, Backgrounder, stating that notice of the proposed bylaw amendments were mailed to landowners within 3.5 km. of the subject property, as shown on the public consultation mailout area map. I am aware of quite a few landowners within this parameter who received neither the initial notice nor the current notice of public hearing.

Sincerely,

Monique Sellwood

Prince George, BC
V2K 5X2

Page 1 of 2

Jeanne Hagreen

Prince George, BC
V2K 2X2

Regional District of Fraser-Fort George
Development Services
155 George St.
Prince George, BC
V2L 1P8

ATTENTION Kenna Jonkman
March 18, 2013

Re. Salmon River-Lakes Official Community Plan
Bylaw No. 1587, Amendment Bylaw No. 2732, 2012
Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012



Ms. Jonkman,

As the issue in question regards Salmon Valley, it is more appropriate to use the Salmon Valley Fire Hall as the venue for a public meeting. We hold meetings when convenient for most of our citizens and definitely not during Spring Break, when many people go on vacation. Should there be only a few people at this meeting, I propose scheduling a second public hearing date in the Salmon Valley Fire Hall.

I read the staff report with background information and bylaws and feel there are numerous items that should be addressed before the Bylaw and Zoning Amendments proceed further in rezoning the property at 24935 Hart Highway from Agriculture/Resource (Ag/Res) to Light Industrial (L/Ind). Some of these items are addressed in the staff report and many others are addressed in letters received previously and attached to the staff report.

- I add my concerns to my neighbours in our community, located in the Agricultural Land Reserve and agree with the responses previously received.
- I wonder if further information has been received from the applicant?
- No current requirements exist for screening of the property. Visual buffers removed from the land created a major eyesore. There is a strong need for a restrictive covenant for screening of this site from passersby. Currently, it looks like a junkyard for industrial equipment. It takes a long time for sheltering trees to grow. Fences often do not block the view and a berm would be much more effective.
- If this proceeded, the proposed zoning bylaw must reflect Light Industrial designated maximum floor area of 1000 m² as well as a restrictive covenant limiting hours of operation, number of employees, etc.

Page 2 of 2

- It is important to get information about discharges from the property including sewage disposal and potential impact on soil, surface and ground water. As well as personal wells, there are several ravines located on or adjacent to this property which could be negatively impacted. In this case, the Department of Fisheries and Oceans could assess.
- Development already done throughout the property may indicate the applicant's insensitivity to local habitats or numerous animal species at risk.
- It is important to have ongoing environmental monitoring. If this is not done by the Regional District, how can we ensure it is done at all?
- This property is on a major highway and Ministry of Transportation and Infrastructure need to approve bylaws as well as agree to industrial access. This highway is abundantly used by fully loaded logging trucks and transport trucks, creating major safety concerns when equipment is moved on or off the site. It is very important for the Ministry to evaluate access, egress and other traffic considerations, keeping in mind it takes time for large vehicles to slow down if driving at speed limit of 100 km/hr.
- It is extremely important to have hazardous waste disposal and emergency responses set up and clarified on the site. It is also important to ensure the Salmon Valley Fire Department is able to respond as needed. Both of these must be in place before moving this forward.
- "Appropriate agency" names need to be clarified and specified. When concerns are noticed, it is important for community members to know where to go for help.
- As this site was previously a gas station, has the site been examined for potential contamination from gasoline tanks?
- If the vehicles currently on the site are not intended to return to active use, do they need to have fluids such as gasoline or diesel and lubricants drained?
- Perhaps the Regional District needs to look at establishing a noise bylaw.

Sincerely,

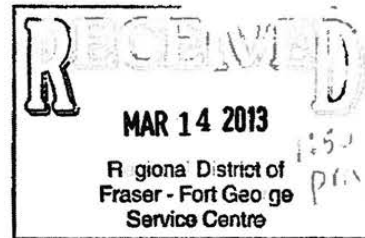
 U

Jeanne Hagreen, Salmon Valley, BC

FROM : J ARROW RANCH

PHONE NO. : _____

MAR. 14 2013 02:05PM P1



Dear Sir;

We own property that we use
for farming directly across the highway from
the .24935 location owned by Jody India.
We are against the rezoning.

Sincerely,

Jack and Sandra Peterson

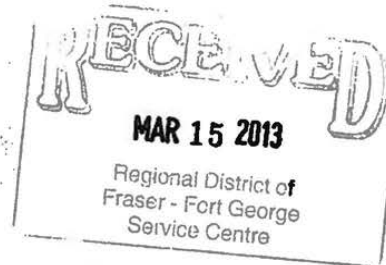
Prince George, B.C.
12K 5X2

15 Mar 13 10:39a

Dirk & Traute Schuirmann

(250) 971-2278

p.1

Dirk and Traute Schuirmann**Prince George, BC V2K 5X2****Phone:****Regional District of Fraser-Fort George
Development Services, Kenna Jonkman
155 George Str.
Prince George, BC V2L 1P8****March 15, 2013****By fax: (250) 562-8676 (page 1 of 1)****Re.: Salmon River-Lakes Official Community Plan Bylaw No. 1587
Public hearing on March 21, 2013 – written submission****To whom it may concern:****Due to a long time planned trip out of town, we are not able to attend the above hearing.****Firstly we wonder why this public meeting in regards to a Salmon Valley property does not take place in Salmon Valley. Can you explain why you choose Pilot Mountain Firehall?****Secondly we like to emphasize our concerns regarding the rezoning pointed out in our letter dated July 19, 2012.****As a direct neighbor to the subject property we are very concerned about the environmental impacts the proposed activities might cause, e.g. air and water pollution, equipment noise at odd hours and weekends.****We used to see a lot of wildlife on our property, but it seems the activities on the subject property already had a negative impact on different species.****Thank you for your consideration.**

A handwritten signature, possibly 'n', is written above a horizontal line. Below this line is another horizontal line, and further down, there are some faint, illegible handwritten marks.

Susan Lizotte

Prince George BC V2K 5X2

March 20, 2013



Regional District of Fraser Fort George
Development Services
155 George Street
Prince George BC V2L 1P8

Attention: Kenna Jonkman, Development Services

Re: Salmon River -Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012, Zoning Bylaw No 833, Amendment Bylaw No. 2733, 2012.

I am opposed to the proposed rezoning of this property from Agricultural/Resource to Light Industrial, and from Rural 3 to Industrial 1(M1). An industrial use within this area does not fit with the surrounding residential/farming neighbourhood, and is not the highest and best use of this property, it should remain as currently designated in the Official Community Plan.

My property and residence is on the Old Summit Lake Road North, located directly west of the subject property. I have concerns with contamination of groundwater as it flows towards my property from the subject property, anything that would enter the groundwater from an industrial use on the subject property such as, oil, hydraulic fluids, fuel, chemicals, could affect the groundwater and well water for drinking as well as livestock drinking water sources.

Another concern is noise, already within the last year there has been a noticeable rise in the level of noise coming from the subject property, from heavy equipment, machinery, banging metal, and all types of noise from ongoing repair of equipment and machinery, at all hours and days.

An industrial use should be placed in an area that is already zoned for such a use, and not allowed alongside residences in the vicinity due to the noise that this type of an operation incurs, the unsightly eye-sore that such a use brings, the contamination risk to groundwater and wells that could occur from equipment stored onsite from leaks and spills.

Priority should be given to the residents in the area, a lot of property owners would be negatively impacted for one persons gain.

Sincerely


Susan Lizotte

Board of Regional District of Fraser Fort George
George St, Prince George

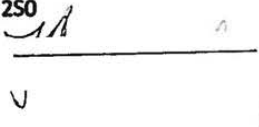
Re: Salmon River – Lakes OCP Bylaw # 1587 Amendment Bylaw 2732 and Zoning Bylaw #833
Amendment Bylaw 2733

Board of Directors,

We wish to raise our concerns regarding the above proposed bylaw amendments. We have noticed that the heavy equipment has been moved further back on the property but since the trees have been removed, they are still easily visible from the highway. We don't believe that any land should be removed from the ALR as agricultural land is so important to the well-being of communities. This soil could easily be contaminated by grease and oil leaking out of the heavy equipment. Where will these contaminants seep during spring run-off? The creeks from this area drain into the Salmon River, which of course is still a salmon spawning river. Habitat for resident moose, deer and other game will inevitably be further compromised by any increase in industrial equipment on this site as well as by pollutants in the run-off. We often see moose and deer in this area.

Our property is not directly affected by this proposal but we all need to protect our environment and Salmon Valley is our neighbouring community. We drive through the Valley on a weekly basis as we commute to Prince George. Visitors from Europe have registered their surprise that so many vehicles and construction equipment are allowed to be stored alongside a major tourist route. Changing the zoning to industrial would also create a dangerous precedent.

Hilary & Floyd Crowley
Box 27, Summit Lake, BC
V0J 2S0



03/17/2013 15:40 2589712217

PAGE 02/02

Mount ~~Winnipeg~~
 Prince George B.C V2K 5X4

March 15 2013

Att Kenna Jonkman
 RDFFG Development Services



I, Maurice de Dreu am strongly opposed the the proposal OCP and Zoning Amendments #2732,2012 &2733,2012 to change zoning from Agricultural Resources to Light Industrial on that portion of SE 1/4 of D.L. 3819 (Sindia)

I believe ALR land is to be used for Agricultural purpose.
 So therefore I consider this an unacceptable use of ALR land.
 Also the risk of pollution of land and ravine and eventually the Salmon River. is unacceptable

Thank you

Maurice de Dreu
~~ELK FARMER NOT BY CHOICE~~

As per our conversation re:why I did not get a mail-out notice this year as last year , and you told me that I was outside that area , I suggest you look at your own map on page 4

According to people I contacted in Reid Lake, Nukko Lake and the Pilot Mountain Area it is a mystery to them „why the Pilot Mountain Firehall was chosen for the hearing of March 21, '2013' as it only affects Salmon Valley area.

Mr Wilson attended the meeting at Salmon Valley firehall on March 14 2013 and therefore missed a meeting of the Reid Lake farmers institute.
 Due to some clever E-mail mix up many of us did not attend the meeting in Salmon Valley Firehall on March 14 2013

Prince George, BC V2X 5K2

March 19, 2013

by email - developmentsservices@rdffg.bc.ca
Regional District of Fraser Fort George
155 George Street
Prince George, BC V2L 1P8

Dear Sirs:

RE: Notice of Public Hearing
Salmon River-Lakes Official Community Plan ByLaw No. 1587,
Amendment ByLaw 2732,2012

I received the Notice of Public Hearing with respect to the above, and have several comments / concerns, namely:

1. The Public Hearing is being held at the Pilot Mountain Firehall (12.6 km) rather than the Salmon Valley Firehall (6.7 km). Why would the Public Hearing be held in a different community? The Pilot Mountain community will likely not be affected by the ByLaw changes. so why should the meeting be held in that community?
2. I attach a copy of our letter of July 11, 2012, and my daughter's letter of July 18, 2012. Have the concerns set out in the letters been addressed?

Yours truly,


Linda Todoruk

Prince George, BC V2K 5X2

July 11, 2012

Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Fax 250-562-8676

Attention: Kenna Latimer, Development Services

Dear Sirs:

RE: Notice of Public Consultation
Salmon River-Lakes Official Community Plan Bylaw No. 1587,
Amendment Bylaw No. 2732, 2012 &
Zoning Bylaw No. 833, Amendment Bylaw 2733, 2012
That Part of the SE 1/4 of DL 3819 Cariboo District
as shown on Pan B7466 (the "Property")

We received the Notice of Public Consultation with respect to the above.

We own property south of the Property and we are concerned with the proposed change of zoning.

We have lived in our home for over 30 years and we have improved our house and property significantly. We do not want the resale value of our home to be reduced as a result of the rezoning of the Property to that of an Industrial M1 Zone. We understand that the current owner of the Property wishes to rezone the Property to allow industrial equipment storage, repair and servicing, or other uses. We further understand that the further uses may include Equipment or Livestock Auction Yard, Farm Equipment Dealership and Sales, Millsite. We are concerned that these uses may cause excess noise, smell, environmental issues, light, etc. and may very well be an "eyesore", and as such may very well reduce the value of our property and may affect our health.

We note that Northern Health has expressed concerns with respect to the water quality, wastewater disposal and air quality, and we are most interested in the answers to those questions.

Please keep us informed as to the hearing date(s) with respect to this rezoning application.

Thank you for your attention herein.

Yours truly,

Original Signed

Linda Todoruk

Original Signed
Larry Todoruk

COPY

7/18/2012

Tiona Todoruk PhD

3

Regional District of Fraser-Fort George
Development Services
155 George Street
Prince George, BC V2L 1P8

RE: Proposed Rezoning at 24935 Hart Highway

To Whom it may Concern:

I am writing this letter on behalf of my parents, who currently reside at 24075 Hart Highway in Prince George, BC. Their property (24075 Hart Highway) is south of the subject property, located at 24935 Hart Highway in Prince George, BC (the "Site").

Background

The Site is currently designated as Agricultural/Resource (Ag/Res) within the Salmon River-Lakes Official Community Plan (OCP) and is located within the Agricultural Land Reserve (ALR). The current zoning of the Site allows limited Rural and Service Industrial uses including logging/trucking contractors and automobile/equipment repair; however, the extent of these activities on a property are limited to 500 m² (5,382 ft²). An application was made to the Agricultural Land Commission (ALC) to amend allowable use on four (4) hectares of the property. The ALC approved non-farm use on this area of the Site provided it was restricted to the area east of the ravine and north of the sewage lagoon, and that the area was enclosed by a 1.8 m high chain link fence along the northern, western and southern boundaries of the Site. Subsequent to receiving ALC approval, the applicant has submitted a request to amend zoning of the Site from Ag/Res to Light Industrial (L/IND). The L/IND designation similarly supports the proposed land use of the site, but increases allowable floor space of proposed activities to 1,000 m² (10,764 ft²).

Comments on the Proposal for Rezoning

In principle, the request by the applicant is reasonable. However, upon detailed review of the application, I have identified several potential concerns with the current proposal as follows:

- Is the proposed project small enough that it is not subject to a review by the Environmental Assessment Office? Is there documentation to confirm this?
- Were federal regulators consulted on the project for their input? If not, why not? Potential regulators with concerns may include Health Canada, Transport Canada, Fisheries and Oceans Canada.
- What type of cargo will the trucks stored at the Site be hauling? Will cargo be stored on the Site during operations or will it simply be empty trucks?
- How much heavy equipment will be stored on Site and at what frequency? Will sales also occur at the Site? Will only the owner be storing equipment on the facility or is it a public access facility where anyone with equipment can pay to store equipment or have maintenance completed? The number of machines and frequency at which machines are serviced greatly impacts the probability

of a leak/spill/discharge at the Site. If only the owner is storing equipment at the facility, how will this be monitored?

- Potential spills, leaks or hazardous materials discharge may affect groundwater quality in the area. Residents of the surrounding area rely on water supply wells as there is currently no municipal water service in the area. Spills, leaks and hazardous materials discharge may negatively impact groundwater quality. Although overlying materials are lower permeability (e.g. clays, fine-grained materials), fractures in these materials may promote preferential migration of contamination into groundwater. Additionally, the substantial change in topography between the area of proposed rezoning and adjacent municipal residents suggests groundwater flow will be in the direction of several residences located within a 200 m radius of the parcel. This suggests that potential for groundwater contamination is higher than if the Site was topographically flat. If the proposal for rezoning is approved, the following should be implemented at the Site to confirm residential groundwater is protected:
 - An annual groundwater testing program surrounding the active work area. Of particular importance is testing upgradient of existing water supply wells.
 - Permanent containment/lining around storage areas to minimize potential discharge to groundwater in event of a leak/spill.
 - Collection of a security may also be warranted under the Environmental Management Act if the risk of groundwater contamination is deemed high.
- Potential spills or leaks may also enter the ravines located on the Site and adjacent to Site towards the south. Ephemeral streams are observed during spring months, which discharge into the Salmon River drainage basin. Mitigation described above should be implemented for similar protection of surface water resources.
- A waste management plan should be developed for the subject Site use that involves a detailed description of waste management protocols to be completed at the Site. This should include a description of hazardous materials contractors that will be used to remove spent oil, solvents and other hazardous or potentially hazardous waste, protocols and procedures for storage on the Site and a detailed emergency response plan (including emergency contacts) in the event of a spill/leak/discharge. This will limit potential for soil, surface water and groundwater contamination and ensure proper management of wastes on the Site. It is critical that the proponent understand discharge to sewer (e.g. a septic field) is inappropriate for any chemicals at this Site given the hydraulic connection to groundwater and the reliance by local residents on groundwater in the area.
- Use of heavy equipment on the Site is likely to affect air quality by increasing particulate matter, polycyclic aromatic hydrocarbon, combustion byproducts (e.g. benzene), greenhouse gas and metals emissions from diesel combustion engines, particularly when idling during winter months. An appeal to residents in the area is the limited impacts to air quality. How are air quality impacts going to be monitored and addressed? Prevailing winds are likely from the north during winter months. How will residents that reside down-wind of the facility be protected from increased air emissions proximal to their home.
- What type of particulate matter emissions are expected during the construction phase of the project? Is the 10 acre area subject to re-grading? If so, what type of dust mitigation measures will be implemented? How will air quality be monitored during this phase of the project and by whom?
- During construction, how will increased traffic and noise be addressed? How will materials be brought to the Site, staged and managed? What type of waste management protocols will be followed to prevent distribution of refuse by winds around the area?
- During construction, will fill be brought to the Site or will soils be removed from the Site? If fill is being imported, what is the source of the fill and what permits will be obtained prior to import. Will fill materials be tested for quality (e.g. absence of contamination)? If soils are removed, where will they be taken?

- How is property devaluation going to be addressed if it affects adjacent properties? Rezoning of an agricultural/residential land use area to industrial (despite limited use) generally has an associated stigma that limits the number of buyers willing to purchase a property. Is the proponent willing to offset devaluation of adjacent lands or is there some assurance that devaluation will not occur?
- What type of monitoring will be completed by the Regional District to confirm that activities on the Site do not extend south of the four hectare area proposed in the application, particularly since this acts as a buffer zone to adjacent residents to the south of Site?
- What is the purpose of the lagoon? Does it constitute a surface water feature under the Fisheries Act or is it simply for sewage discharge? If the former, what steps will be taken to protect aquatic habitat?
- If a proposal is made under the Agricultural Land Commission Act to expand land use in future, will another community consultation (publicized similar to this hearing) be completed or will it be limited to this consultation only?
- What are the safety risks associated with increased truck access and egress to this part of the highway? Is this road still travelled by school buses? Is there potential for restriction of access/egress to limit potential for collision or potential for installation of proper turn lane to minimize possibility of collisions?
- Is the Salmon Valley Volunteer Fire Department equipped to respond to an emergency if a spill/fire/other emergency was to occur? Please explain what measures will be taken to limit spread of fire into adjacent forests in the event of an emergency. What type of on-Site emergency preparation and systems will be available? What emergency response will be called in if a spill/fire/other emergency occurred to prevent destruction of adjacent properties?
- Are there Traditional Land Use or sensitive habitat areas proximal to the Site? How will this be addressed?
- Is any portion of the proposed project Site undisturbed? If so, are there areas of high importance (e.g. listed species or habitat of listed species) that have been identified? Has a review been completed to confirm the absence of these species (several listed species are commonly and have historically been observed proximal to the proposed project Site which suggests the area may include areas of ecological importance).
- How will heavy equipment moved on and off the Site? Is there a plan to limit interference with traffic while still respecting noise bylaws?
- Will it be necessary to provide adjacent residents with contact information in case of emergency or disturbance?

Prior to approving the application, I believe that these concerns need to be adequately addressed to protect the interests of the surrounding residents. I look forward to receiving your response to these matters. If you would like to discuss my concerns further, or require clarification on any of the points raised here, please call me directly at 714-486-6159.

Sincerely,

 U U
 Tiona Todoruk, PhD
 Environmental Chemist



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 2732

A BYLAW TO AMEND SALMON RIVER-LAKES OFFICIAL COMMUNITY PLAN BYLAW NO. 1587

WHEREAS pursuant to the *Local Government Act*, the Regional Board of the Regional District of Fraser-Fort George has, by Bylaw No. 1587, dated October 16, 1997, adopted the Salmon River-Lakes Official Community Plan;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 1587 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Salmon River-Lakes Official Community Plan Bylaw No. 1587 is hereby amended as shown on Appendix 'A' attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as "Salmon River-Lakes Official Community Plan Bylaw No. 1587, Amendment Bylaw No. 2732, 2012."

READ A FIRST TIME ON THE 21ST DAY OF JUNE, 2012

PUBLIC CONSULTATION IN RESPECT OF THIS BYLAW WAS STARTED ON THE 22ND DAY OF JUNE, 2012

READ A SECOND TIME ON THE 20TH DAY OF SEPTEMBER, 2012

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE 21ST DAY OF MARCH, 2013

READ A THIRD TIME ON THE DAY OF , 2013

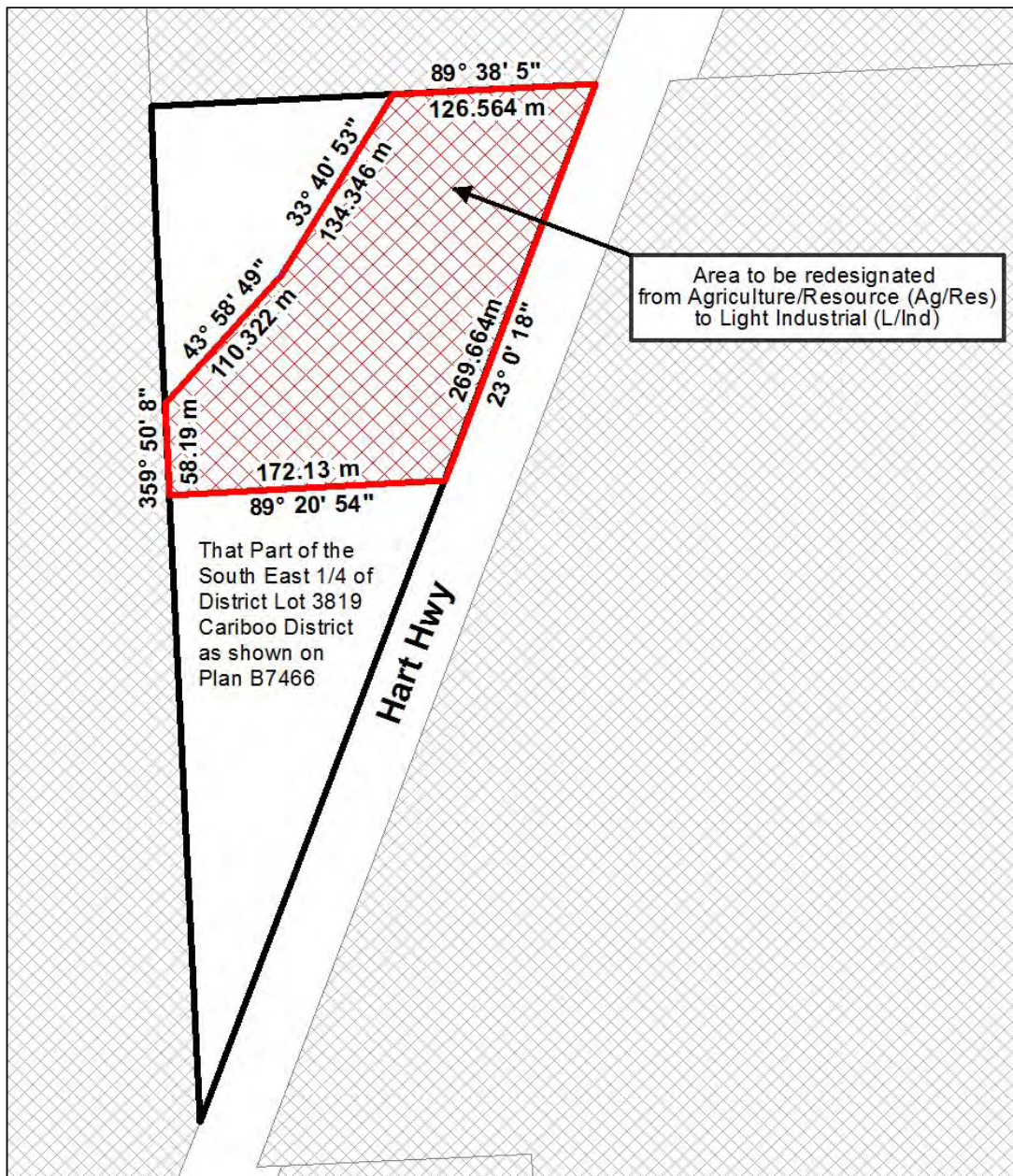
RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2013

Chair

Corporate Officer

APPENDIX 'A'

1. Schedule 'B' – Salmon River-Lakes Official Community Plan Bylaw No. 1587 is hereby amended at Map 7 – Salmon Valley by amending the designation on a portion of That Part of the South East ¼ of District Lot 3819 Cariboo District as shown on Plan B7466 from Agriculture/Resource (Ag/Res) to Light Industrial (L/Ind) as shown below:





**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 2733

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 833, 1986.

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has, by bylaw, adopted Regional District of Fraser-Fort George Zoning Bylaw No. 833;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 833 by passage of this bylaw, having due regard to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 833 is hereby amended at Schedule 'B' – Zoning Map 93J.017.2 by rezoning a portion of That Part of the South East $\frac{1}{4}$ of District Lot 3819 Cariboo District as shown on Plan B7466 from Rural 3 (Ru3) to Industrial 1 (M1) as shown on Appendix 'A' attached to and forming part of this bylaw.
2. Zoning Bylaw No. 833 is further amended at Schedule 'A' – Section 35.0 with the addition of the following:

"35.8 Site Specific:

 - a) the maximum combined FLOOR AREA for all industrial buildings shall be 1000 m² on THAT Part Of The South East $\frac{1}{4}$ of District Lot 3819 Cariboo District As Shown On Plan B7466"

BYLAW NO. 2733, 2012**PAGE 2**

3. This bylaw may be cited for all purposes as "Zoning Bylaw No. 833, Amendment Bylaw No. 2733, 2012."

READ A FIRST TIME ON THE 21ST DAY OF JUNE, 2012

PUBLIC CONSULTATION IN RESPECT OF THIS BYLAW WAS STARTED ON THE 22ND DAY OF JUNE, 2012

READ A SECOND TIME ON THE 20TH DAY OF SEPTEMBER, 2012

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE 21ST DAY OF MARCH, 2013

READ A THIRD TIME ON THE DAY OF , 2013

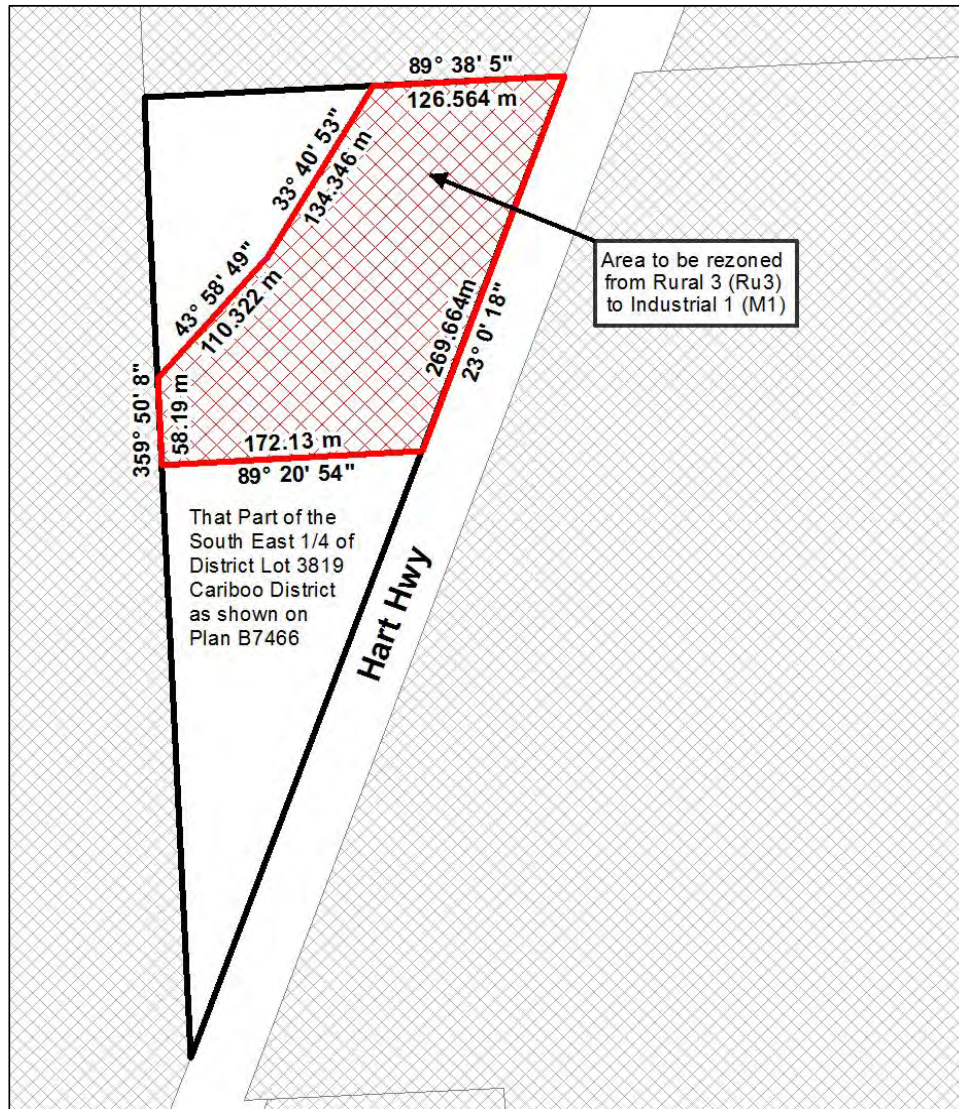
APPROVAL PURSUANT TO THE *TRANSPORTATION ACT* RECEIVED ON THE DAY OF , 2013

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2013

Chair

Corporate Officer

APPENDIX 'A'





REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Director File No.: REZ 7937/22196 & 7938/21789

FROM: Kenna Jonkman, MCIP, RPP, Manager of Development Services

DATE: September 6, 2018

SUBJECT Item: Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment
 SUMMARY: Bylaw No. 3095, 2018; Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018
 Purpose: Consider Second Reading and a Public Hearing
 Location: Giscome South Road and Churchill Road Area - Area 'F'
 Owner: Province of British Columbia and Graymont Western Canada Inc., Inc. No. 368680

PREVIOUS
 REPORTS: Item No. 5.4, July 2018 (see Agenda for link)

ATTACHMENT(S): 1. Backgrounder
 2. Minutes of the Public Consultation Meeting held August 30, 2018
 3. Bylaw No. 3095, 2018
 4. Bylaw No. 3096, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received. Declaration by the Public Consultation Meeting Chair of the minutes of the Public Consultation Meeting held on August 30, 2018 regarding Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018.		
2. THAT the minutes of the Public Consultation Meeting held on August 30, 2018 regarding Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be received.	All 1 Director/1 vote	Majority
3. THAT pursuant to Section 477(3)(a)(i) and 477(3)(a)(ii) of the <i>Local Government Act</i> , Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 has been considered in conjunction with the current Financial Plan and the current Solid Waste Management Plan.	All 1 Director/1 vote	Majority
4. THAT Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 be given second reading.	All 1 Director/1 vote	Majority
5. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be given second reading.	All 1 Director/1 vote	Majority
6. THAT a public hearing on Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be held with the chairing of the hearing delegated to Director Dunphy, or his Alternate, or any other Director as a delegate of the Board.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for official community plan and zoning bylaw amendments to allow the establishment of a limestone quarry, conveyor system and lime plant in the Giscome area.

Board is being asked to consider:

- Second reading of Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018
- second reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018; and
- authorization of a public hearing on Bylaw No. 3095 and Bylaw No. 3096

RELEVANT POLICIES:

1. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589:
 - **proposal is not consistent with the Official Community Plan**
 - subject parcels are designated Agriculture/Resource (Ag/Res)
 - gravel extraction and preliminary processing is supported, however; Heavy Industrial (H/Ind) designation supports mining
 - lime plant is not permitted
 - an amendment to the Plan is required
2. Zoning Bylaw No. 2892:
 - **proposal is not consistent with Zoning**
 - subject parcels and area are zoned Rural 3 (Ru3)
 - Ru3 does not permit preliminary resource processing or mineral resource processing
 - a zoning amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of amendments to an official community plan and zoning bylaw
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
 - pursuant to sections 477(3)(a)(i) and 477(3)(a)(ii) a local government is to consider any proposed official community plan or amendment in conjunction with its financial plan and any waste management plan
4. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 m on the subject property
 - details requirements for a Notification of Application Sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services
5. Financial Plan
 - Financial Plan for the period of 2018 to 2022
 - http://www.rdffg.bc.ca/uploads/1733/2018_Approved_Budget.pdf
6. Solid Waste Management Plan
 - Regional Solid Waste Management Plan for the period of 2015 to 2025
 - <http://www.rdffg.bc.ca/uploads/1459/RSWMP2015.pdf>

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

A Public Consultation Meeting was held August 30, 2018 regarding Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018. The minutes of this meeting are attached to the report for Board's consideration.

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaws No. 3095 and 3096 will be given second reading
 - Public hearing will be held

Other Options:

- a. hold Bylaws No. 3095 and 3096 at second reading pending receipt of further information
 - bylaws will return for consideration when information is available
 - bylaw may be amended after prior to second reading
- b. defeat Bylaws No. 3095 and 3096 at second reading
 - bylaws cannot be considered further
 - the proposed development will not be permitted and the matter will be closed

COMMENTS:

An application has been made for official community plan and zoning bylaw amendments to allow the establishment of a limestone quarry, conveyor system and lime plant in the Giscome area. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 is proposed to change the designation of the subject parcels and area from Agriculture/Resource (Ag/Res) to Heavy Industrial (H/Ind). Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 is proposed to rezone the subject parcels and area from Rural 3 (Ru3) to Industrial 7 (M7).

At their July meeting, the Regional District Board authorized a Public Consultation Meeting on the proposed bylaws. This meeting was held August 30, 2018 at the East Line Activity Centre. The minutes of this meeting are attached for Board's consideration. Generally, comments made at the meeting included but were not limited to: environmental concerns of the proposal, road access concerns, and concerns regarding the Regional District's notification process.

Graymont has provided the Regional District with additional information that pertains to comments raised at the public consultation meeting. This information can be found in the Background of the report. In addition, Graymont has provided the Regional District with copies of their Environmental Assessment Certificate and related operational permits issued by the provincial government. Links to these documents can be found in the previous report to Board (Environmental Assessment Certificate), the Background of this report (specific ministry operational permits) and on the side table.

In addition, Environmental Services and Financial Services were requested to consider the proposal in conjunction with the 2018-2022 Financial Plan and the 2015-2025 Solid Waste Management Plan. No concerns were received.

Should the Board wish to proceed with this application; the next step will be a public hearing where the public will have a second opportunity to comment. As per *Local Government Act* and Development Services Applications Procedures Bylaw notice of a public hearing will be advertised in the newspaper, delivered to owners of land within 200 m of the subject property and posted to the Regional District website and notice board. In addition, Administration will evaluate the establishment of a notification sign, alternative form of notification or waiving of the sign requirements.

Further notification beyond the requirements of the Development Services Applications Procedures Bylaw requires a Board resolution. To address the concerns raised at the public consultation meeting regarding the Regional District's notification process it may be reasonable that the Board extend the proposed mail out area by way of a resolution. The previous mail out area was 5 km around the subject parcels and area. The background to the report contains a map detailing the area that would be covered should a 10 km mail out be considered.

Respectfully submitted,

Kenna Jonkman

Kenna Jonkman, MCIP, RPP
Manager of Development Services

KJ:lh

I:\Report Working\2018\09 - September\Dev Serv\Completed Word\KJ- REZ and OCP-2nd and PH - Graymont.docx

BACKGROUNDER

Additional Technical Agency Comments: Additional Technical Agency Comments that have been received by the Regional District.

CN Rail: Thank you for circulating CN on the attached proposed bylaw amendment. My apologies for the lateness of this reply. CN Rail does not have any objections to the project. We would ask to be circulated on the site development plans when they are available so we can confirm that the operations will not have a negative impact on our rail line. This would include a review of the SWM, grading and site layout.

Additional Graymont Comments: Following the Public Consultation Meeting, Administration requested additional information from Graymont Western Canada Inc.

Clarification on how many bridges are owned by Graymont and access.

Graymont Response: *Graymont owns, as you have noted the wooden bailey bridge on the Bateman Forest Service Road (near the Giscome South Road/Churchill Road) and the Ministry of Transportation and Infrastructure owns the concrete bridge that is located on the Giscome South Road/Churchill Road and adjacent to the proposed lime plant site.*

Graymont holds the Road Use Permit along the Bateman Forest Services Road from the Giscome South Road/Churchill Road to the where the Beaver Forest Service Road connects to the Bateman Services Road (from 0.0 km to 4.8 km mark). This stretch of road runs through land owned by Graymont and other owners. Our intention is to continue to allow public access to this section of the Bateman Forest Services Road.

The Ministry of Transportation and Infrastructure currently maintains the Giscome South Road/Churchill Road (which is a gazette road) that runs adjacent the proposed lime plant site. Our intention is to continue to allow public access to this section of road although we may restrict access in future once construction and operations begin.

Clarification on how Eaglet Lake was considered through the Environmental Assessment Certificate process.

Graymont Response: *Eaglet Lake was considered during both the Environmental Assessment Certificate and Mines Act/Environmental Management Act permitting processes. Graymont's 2014 Valued Components for Environmental Assessment document, which incorporated feedback from the Lheidli T'enneh First Nation, local and provincial regulators, community groups, other members of the public, and guidance from the Environmental Assessment Office, identified Aquatic Resources including Eaglet Lake as a Valued Component, which was to be assessed as part of the Environmental Assessment. Assessment of aquatic resources included surface and groundwater quantity and quality as well as fish and fish habitat. A variety of studies were completed in support of the assessment including a baseline assessment of the Limnology of Eaglet Lake.*

An Aquatic Effects Monitoring Plan, including monitoring locations within Eaglet Lake was also developed to satisfy the requirements of a British Columbia Mines Act permit application.

Clarification on the process and potential timeline Graymont would have for using natural gas rather than coal for fuel.

Graymont Response: *We evaluated a number of fuel sources for combustion in the kilns. After extensive studies as to the potential effects, we received an Environmental Assessment Certificate and our environmental permits for the combustion of thermal coal, wood and/or natural gas. Natural gas remains our preferred kiln fuel. We will continue to pursue natural gas as the preferred fuel option. The timeline for the possible development of a gas pipeline from Shelley to Giscome is dependent on the overall project timeline.*

Regional District Comments: Pursuant to sections 477(3)(a)(i) and 477(3)(a)(ii) of the *Local Government Act* a local government is to consider any proposed official community plan or amendment in conjunction with its financial plan and any waste management plan. The following comments were received from Financial Services and Environmental Services of the Regional District.

Financial Services: The Finance Department does not have any concerns or objections with this proposal and its relationship to the Financial Plan.

Environmental Services: There are no comments or concerns from Environmental Services perspective.

Additional Graymont Permits: Graymont Western Canada Inc. has provided the Regional District with additional provincial permitting documents.

Ministry of Environment and Climate Change Strategy

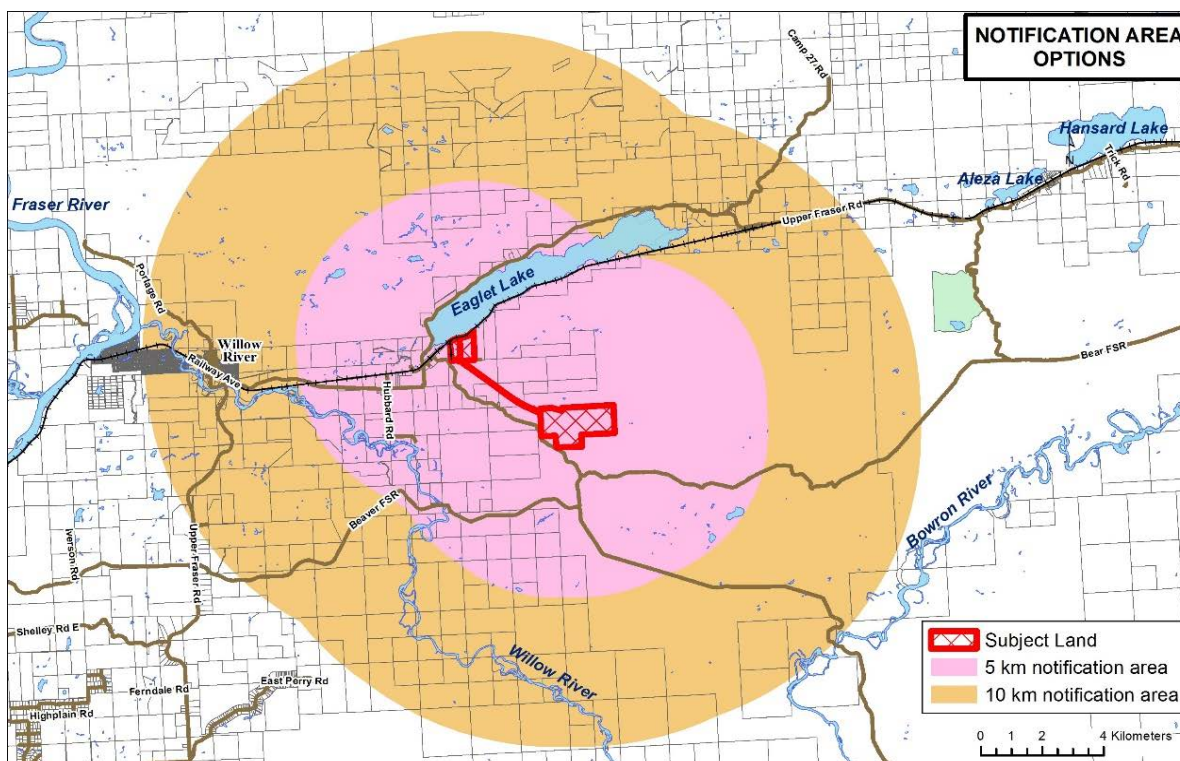
Permit 108588 (permit type: effluent) issued June 13, 2018 under the provisions of the *Environmental Management Act*: <https://j200.gov.bc.ca/pub/ams/download.aspx?PosseObjectId=104319595>

Permit 108587 (permit type: air) issued June 20, 2018 under the provisions of the *Environmental Management Act*: <https://j200.gov.bc.ca/pub/ams/download.aspx?PosseObjectId=102015344>

Ministry of Energy, Mines and Petroleum Resources

Permit Q-11-033 approving the mine plan and reclamation program issued August 1, 2018 under the provisions of the *Mines Act*. **Currently not available online, a copy of this permit is available on the side table for Board's consideration.**

Mail Out Area: A mail out was sent to property owners within 5 km of the subject parcels and area notifying them of the public consultation meeting. Should the Regional District Board consider moving the application forward to a public hearing and would like to increase the notification area, a visual representation of what a 10 km mail out area is shown below.



I:\Report Working\2018\09 - September\Dev Serv\Completed Word\KJ- REZ and OCP-2nd and PH - Graymont.docx



REGIONAL DISTRICT of Fraser-Fort George

Minutes of the public consultation meeting regarding Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 held August 30, 2018 at the East Line Activity Centre

- Those Present: Art Kaehn, Electoral Area 'E' Director (Chair)
Kenna Jonkman, RDFFG
Daniel Burke, RDFFG (Recording Secretary)
Kevin Dunphy, Electoral Area 'F' Director
- Maggie Koka, Rob Beleutz and David Chamberlin, Applicants
and 28 members of the public
- Open the Public Meeting: Director Kaehn opened the public hearing meeting at 7:04 p.m.
- Introductions: Director Kaehn introduced himself and Kenna Jonkman and Daniel Burke from Development Services of the Regional District and Director Dunphy sitting in audience.
- Public Hearing Opening Statement: Director Kaehn read the Public Hearing Chairperson Opening Statement
- Presentation from Development Services: Ms. Jonkman gave a presentation regarding proposed Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 and Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 including technical agency comments.
- Ms. Jonkman explained that following the public consultation meeting the application would be forwarded to the Regional District Board for further consideration on September 20, 2018.
- Letters: One letters was received before the meeting and is attached to and forms part of the minutes.
- Comments from the Applicant, Maggie Koka:
- From Aplin and Martin
 - Provide a quick summary of the proposal.
 - Poster boards up around the room shows the regulatory change of OCP and Zoning changes
 - Quarry is on Crown land
 - Conveyor and plant are to be located on private land owned by Graymont
 - Have gained regulatory approval that include:
 - o Environmental Assessment Certificate
 - o Mines Act permit
 - o ALC Non-Farm Use approval
 - o ALC Exclusion approval
 - o Environmental Permits to operate Quarry and Lime Plant
- Poster boards are attached to and form part of these minutes.
- Comments from the Public:
- Paul Hodsun:
- you can hear conversation on the lake, the area is a natural amphitheatre
 - Baseline testing for properties around the lake cost \$12,000, who paying?
 - noise pollution from the plant and conveyer will be high
 - What happens when pollution control system fail?
 - my small farm supports 12 families with pork, chicken and eggs
 - in the process of getting my organic certification and the pollution from the plant will hamper that
 - burning of coal by a school shouldn't happen
 - noise, dust harmful chemicals not good for school and activity centre
 - feel the environment pollution will be an issue for the lake and the whole community

- the existing parks by the lake will be damaged by the pollution generated
- the parks are visited daily
- Regional District (RD) needs to deny this application
- American White Pelican nest here April till end of October
- only other lake that has pelicans nest on it is closed to the public
- environmental assessment didn't consider the lake
- American White Pelican that use the lake and are white listed species. eighteen birds have been counted as of Aug 15/18
- this proposal conflicts with current OCP greenhouse gases section and causes a net loss of agricultural land

Submitted a letter that is attached to and forms part of the minutes.

- Walter Carlson:
- What is being referred to when speaking of highway?
 - Will we have access to the back country by Churchill Road?
- Kenna Jonkman:
- unsure of access beyond Churchill Road because it's private lands
- Rob Beleutz, Applicant:
- the access will continue
- Kenna Jonkman:
- Clarify Ministry of Transportation comments, the board doesn't require approval from Ministry of Transportation and Infrastructure (MoTI) prior to final consideration of the bylaws.
 - Graymont can answer the questions about access to the back country
- Rob Beleutz, Applicant:
- No blockage on Churchill Road.
 - Graymont has taken over the permit for Bateman Forest Service Road from Canfor
 - the bridge was bought by Graymont
 - the Bateman Creek access will stay open
 - We were originally looking at different access before we had the opportunity to purchase Bateman Creek Bridge.
 - MoTI used to say the would close it
- David Chamberlin, Applicant:
- Yes
- Unidentified Member of the Public:
- How can you sell a bridge?
- Rob Beleutz, Applicant:
- Our understanding is that MoTI has provided warnings about the removal of the road because it was a temporary access.
- Ian McLean:
- Is the active gravel pit being rezoned?
 - Where the kiln was going?
- Rob Beleutz, Applicant:
- The property use to be a rail spur and was not rezoned
 - Property was purchased from CN
- Kenna Jonkman:
- CN/CN lands fall under federal regulations
 - Proposed zoning is Industrial 7 (M7) to allow for mineral resource processing
 - RD cannot regulate gravel extraction
 - RD can regulate processing as in screening, crushing, etc.
- Joe Rositauo:
- It's unclear if the bridge will be removed.
 - It's the only alternative access except Bowren F.S.R.
 - Will there be public access on the Bateman F.S.R.
 - It provides access in an emergency
- Rob Beleutz, Applicant:
- We own both bridges and public access will continue.
 - The backup plan if we could not use the Bateman Creek Bridge was to build another access

G:\DEV\SERVER\Public Hearing Minutes\OCP Bylaw 3096 - PH Minutes - Graymont.docx

- The conveyor will limit trucks using the roads
- A service road will follow the conveyor but will not be used for hauling

- Larry Feist:
 - there are new agricultural lands that have been taken over by Graymont
 - Will they be used to get the use away from the school?
 - Will Industrial activity will still happen by the school?

- Rob Beleutz, Applicant:
 - Graymont took over the land for the conveyor
 - the conveyor will be covered
 - A lot of changes have been happening since the idea of the project was first floated
 - Graymont has operations established right in cities

- Larry Fiest:
 - Could you move the use further away?
 - How many tons of coal will be used a day?
 - Isn't coal burning by an elementary school a concern?
 - Doesn't that bother you?
 - Can Graymont move the industrial activity further away?

- Rob Beleutz, Applicant:
 - No (doesn't bother me)
 - do not know how much coal will be used to the run the plant
 - coal is not our preference
 - it is our preference to have natural gas
 - Graymont went through the environmental assessment process for these purposes
 - we modelled for all fuel types

- Larry Fiest:
 - we had 72 Days of air quality warnings
 - air shed can't handle your operation

- Roselyne Lambert:
 - wanted to follow up on road access
 - Will an alternative access be put in?
 - Is the alterative access dependent on the good will of Graymont or guaranteed by the RD?

- Rob Beleutz, Applicant:
 - the current access will stay public

- Maggie Koka, Applicant:
 - not part of the application and is a private road

- Rob Beleutz, Applicant:
 - the road will be kept open
 - Tiani's own a small portion of the road

- Kenna Jonkman:
 - road access is not in the RD preview
 - access is not addressed through zoning

- Roselyne Lambert:
 - Is the environmental assessment available online?
 - Was the lake (Eaglet Lake) in the assessment?

- Director Kaehn:
 - yes, the environmental assessment is available online

- Rob Beleutz; Applicant:
 - yes, The lake is in the assessment process

- Paul Hodsun:
 - Appendix 'A' of Graymont's paperwork says it was excluded

- Rob Beleutz, Applicant:
 - Graymont has obtained environment assessment certificate, mines permit, and emissions permits for the project

- Director Kaehn:
 - can Graymont provide some clarity
 - Was Eaglet Lake considered in environmental assessment process?

- Rob Beleutz, Applicant: - yes
- Terry B.: - the bridge was put in by the RD
- the bridge is unsafe for school busses to cross and should be taken out and replaced with a new bridge
- Janet Alonso - Who checks on the environmental monitors once the project is up and running?
- Rob Beleutz, Applicant: - BC Government, Environment Canada, community group, internal monitors all do check up
- there was an inspection by the Environmental Assessment Office a couple weeks ago
- Graymont will establish a community group to share information and get feedback from the community
- Janet Alonso: - How is the plan for natural gas going?
- What is the estimated time frame for it to come in?
- David Chamberlin, Applicant: - it is project dependant and may take years of work
- we were in talks with Fortis BC and they were difficult and ended
- now in talks with Pacific Gas are going better with a proposed pipe in discussions
- not ready and must gain further permits and follow regulations
- Janet Alonso: - worried for the plants, animals and the environment due to the pollution from the coal
- What about the loons and pelicans that are in the lake?
- Are you concerned?
- Does Graymont care about the environment?
- we want to be reassured that Graymont cares
- David Chamberlin, Applicant: - we want to be good corporate citizen and we care about the environment
- we have 20 plants that we oversee
- Janet Alonso: - What if an issue come up with pelicans?
- David Chamberlin, Applicant: - I can't answer that specific questions
- BC Government monitors
- We have lots of processes we have to follow
- Janet Alonso: - Who responds to an environmental issue if it comes up?
- Who can the neighbourhood address it to?
- Rob Beleutz, Applicant: - I will oversee the managers that work at the plant and if there is an issue it is the responsible of the plant manager
- community group will be able to speak to the plant manager
- Janet Alonso: - Can I call you when I have concern?
- You have an environmental background?
- Rob Beleutz, Applicant: - yes you can talk to me
- yes I have an environmental background
- Luc De Beir: - recently moved here full time for retirement
- RD public consultation notice didn't reach me
- I didn't receive an email or call about the proposal
- the RD should have notified everyone around the lake and district about the proposal
- Kenna Jonkman: - overview the public consultation process for the application
- went over public consultation to date and future planned public consultation.
- increased minimum area to send mail outs from 200 meters to 5 km for the application
- your concerns about notification will be sent to board through the minutes of the public meeting and they can consider increasing the notification area should another meeting take place

- Janet Alonso: - I will second the need for further notification of the area
- Ron Tiani: - In the past and currently, logging trucks run up and down with engine brakes.
- noise was generated by former mill
- the lake is getting worst, you use to be able to fish in Bateman Creek
- prior concerns haven't been dealt with about the lake and the creek
- I'm supportive of the proposal
- I love Giscome
- don't feel Graymont is causing the issue
- Why isn't the lake being take care of better?
- Walter Carlson: - I lived her for 75 years
- I have seen development on the lake increase
- Eaglet Lake Enhancement Society will be up and running again to clean up the lake and bring its health back
- Churchill Road is used for access by homesteaders
- already access has been limited to the west side of the Lake due to the CNR property
- can't cross railroad tracks
- Will this road be kept open?
- Rob Beleutz, Applicant: - yes, there will be continued access on Churchill road
- Larry Fiest: - it is public access at Graymont's mercy
- Paul Hudson: - Graymont bought the farm
- Why doesn't Graymont building a rail spur to the farm lands away from lake and school?
- move 800 meters back, away from school and lake
- Ray Brown: - I believe Graymont
- lime is very important from cement to breakfast cereals
- basic element that is very needed; especially, with climate change concerns increasing
- can't close down everything due to the environment
- I talked to another town with a Graymont plant and only heard positive reviews
- no concerns about the environment or town were raised
- Walter Carlson: - How will the company giving back to Eaglet Lake?
- sawmill gave back to the community
- cleared 200 acres and built a dairy farm
- sure Graymont can put back into agriculture in the community
- What will happen to the remainder of the agricultural land that was purchased by the school?
- Rob Beleutz, Applicant: - Graymont will be a part of the community, we are located in small communities
- company will reach out to support the community
- have made donations to the school and Willow River playground already
- we are open to listening to the community on what they may need
- the farm land is leased out for hay production
- our product is part of the environmental solution
- Paul Hudson: - concerned about burning of coal
- Luc De Beir: - Was the mail out notice sent out in a 15 mile radius?
- Kenna Jonkman: - it was a 5 km radius mail out
- Luc De Beir: - What is happening with development around the lakes? Purden, Tabor, Willow
- all residents of these areas should be involved
- these proposals affect whole district and area for 10-15 years
- need to go further than 5 km
- Janet Alonso: - Is the target industries for your products the oil sands?

- What about the other questions?
- Is the coal is from Alberta or British Columbia?
- Rob Beleutz, Applicant:
 - the product mined will be high quality lime for industry in Fort McMurray, the pulp mill and used in other mining projects
- David Chamberlin, Applicant:
 - looking at getting coal from Lyodminister
- Rob Beleutz, Applicant:
 - natural gas is our focus
- Erin Dunphy Bamber:
 - Are you working hard on sourcing natural gas?
- Rob Beleutz, Applicant:
 - yes
- Paula Soares:
 - What are the hours of operation?
- Rob Beleutz, Applicant:
 - plant will run 24/7 and quarry will operate during daylight hours
- Paula Soares:
 - I live close to the plant and I am concerned about noise and air pollution
 - the operation is dangerous for kids
 - road access is a concern and allowing access can be changed
- Rob Beleutz, Applicant:
 - the road can't be used for hauling
- Director Kaehn:
 - Any more comments?
 - Any more written comments to submit?
- Public Hearing Closing Statement:
 - Director Kaehn read the Public Hearing Chairperson Closing Statement
- Close the Hearing:
 - There being no further comment, Director Kaehn closed the meeting at 8:12 pm

 CHAIR

 SECRETARY

Dear Regional District Directors and Community Members,

My name is Candice Pepin and I am writing this letter in support of the bylaw changes being amended for the property zoning as requested for Greymont Limestone Quarry located in Giscome BC. I have been a resident for 10 years on the East Line and live in Sinclair Mills BC. I believe that Greymont is a welcomed addition to our community and will bring jobs, families and revenue into the area.

I am confident that Greymont will be on track for environmental issues, community involvement as well as local job being available. My family is excited about the opportunity to have this employer in the area. Greymont is also a great addition to our community as they invest in the area in which they do business. I would encourage you all to consider allowing this process to go through. I look forward to new opportunities in our area and hope that you see the benefit it will have on the East Line.

Sincerely,

Candice Pepin



Canada Post Employee
Willow River Recreation Association Vice President
ELAC Booking subcommittee member
Giscome PAC Treasurer
Deputy Chief WRVFD

We run a small farm currently providing 10+ families with naturally raised, pesticide free pork, lamb, chicken eggs & vegetables. We are currently working toward our organic certification. The proposed application for rezoning puts that at risk & potentially harmful chemical contamination getting into our product.

There is a new elementary school & community center adjacent the proposed property. Noise, dust & harmful chemicals are not conducive to the health, well being & learning ability of our children & public accessing the community center.

The immediate are supports 2 Regional Parks, Harold Mann Park & Eagle Lake itself. The strip perimeter park was created by landowners gifting the waterfront to the Regional District for a public park. This park is accessed daily from spring to fall & weekends in winter by anglers, boaters, campers, hikers, swimmers, picnickers, snowmobilers & ice fishers. These parks are at risk if heavy industry is allowed on the lake.

For personal reasons, my spouse & I both work in stressful careers of aviation & emergency health care. We chose to live away from the city in a rural/agricultural environment to escape the noise & stress of our careers. This peace & quiet allows us to reboot & continue in our careers.

Hilroy

The Regional District needs to deny the application most importantly due to the documented proof the American White Pelican a Red Listed Endangered Species protected under the Wildlife Act nests on Eagle Lake from late April to end of October. 18 were documented on Aug 25 2018. The only other known nesting lake is closed to human access from Apr to Aug 31 due to the sensitivity of the habitat.

∴ For the above reasons plus the fact the application for use heavy industry is in direct conflict of the current official community plan Bylaw 1589 Schedule A

Sec 2-1-24 Greenhouse Gas Reduction of 33% by 2020 (Applicant will burn coal & grind limestone)

No net loss of farmland
 △ agricultural land to heavy industry
 Lake protection -
 Wildlife protection

The Regional District ~~is~~ should deny the application.

Tracy & Paul Hodgson

[Redacted signature]

Hilroy

WELCOME

Thank you for joining us to discuss the proposed
Graymont Limestone Quarry and Processing Plant in Giscome, BC
within the Regional District of Fraser-Fort George.

We are here to discuss a proposed **Rezoning** and **Official Community
Plan (OCP) amendment** required to permit the proposed development.



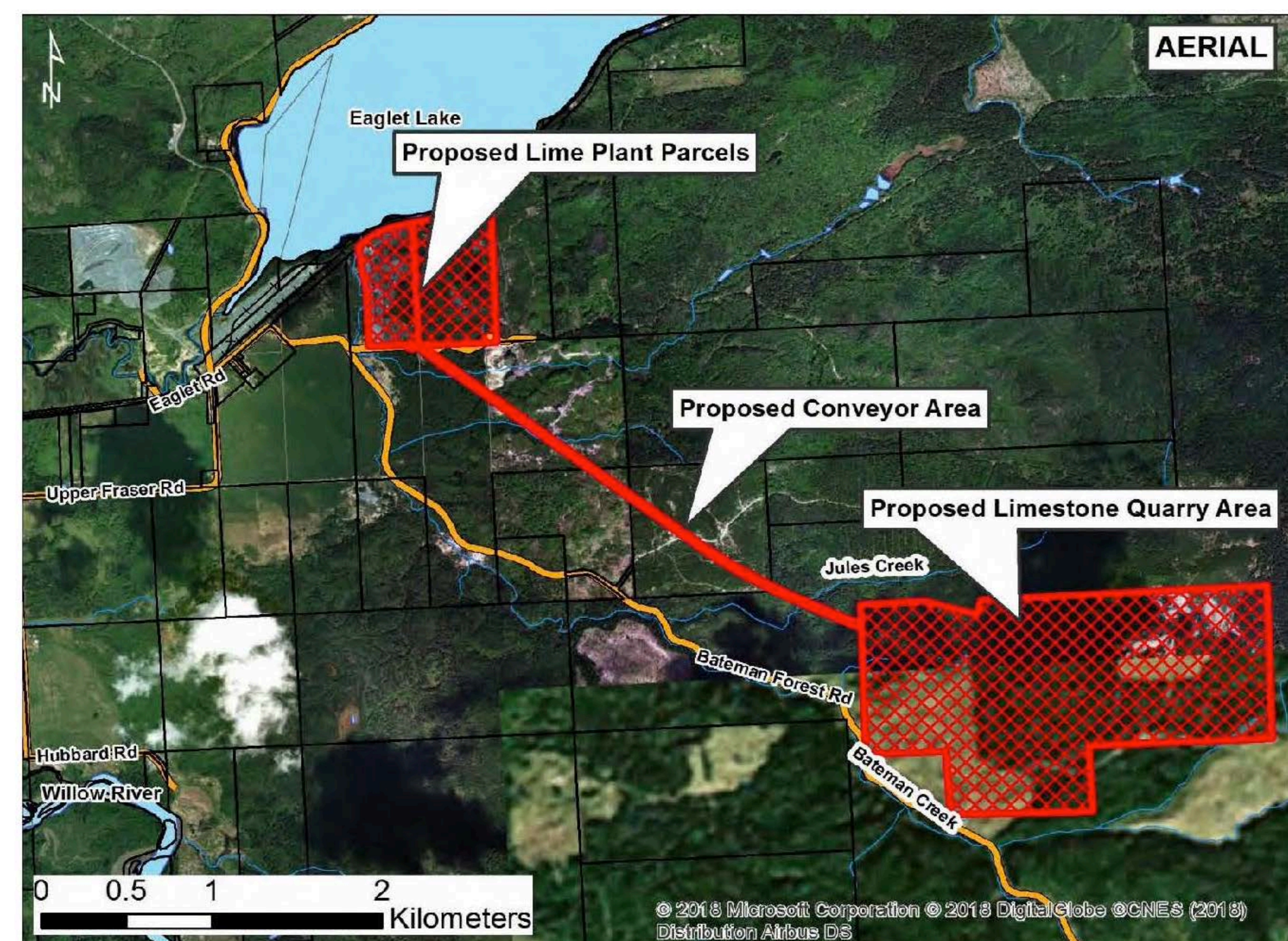
GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT



PROJECT OVERVIEW

Since 2007, Graymont has been working to develop a limestone quarry and processing plant in Giscome, BC.

- The proposed limestone processing plant is to be located on the old CN siding near Eaglet Lake. It will include lime kilns, storage, loading/shipping facilities, rail spurs, and ancillary structures.
- The **quarry** is to be located on Crown land approximately 6 km to the southeast.
- To date, the following certificates and permits have been obtained:
 - Environmental Assessment Certificate
 - Mines Act Permit
 - ALC non-farm use approval
 - ALC approval for the removal and inclusion of ALR lands
 - Environmental permits to operate the quarry and processing plant



GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT



LAND USE REGULATION



Land-use on sites of the proposed **limestone quarry, conveyor, and processing plant** is regulated by:

- The Regional District of Fraser-Fort George Official Community Plan (OCP) (Electoral Area F - Willow River – Upper Fraser).
- Regional District of Fraser-Fort George Zoning Bylaw No. 2892.

An OCP amendment and rezoning are required to these documents to allow for the proposed land-uses.



It is recognized that the project is also located in the traditional territory of the **Lheidli T'enneh First Nation**



The site of the proposed **limestone quarry** is on **Crown land**, and therefore also regulated by:

- The Prince George Land and Resource Management Plan (LRMP)
- The Prince George Area Crown Land Plan

No changes are required to these plans.

GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT

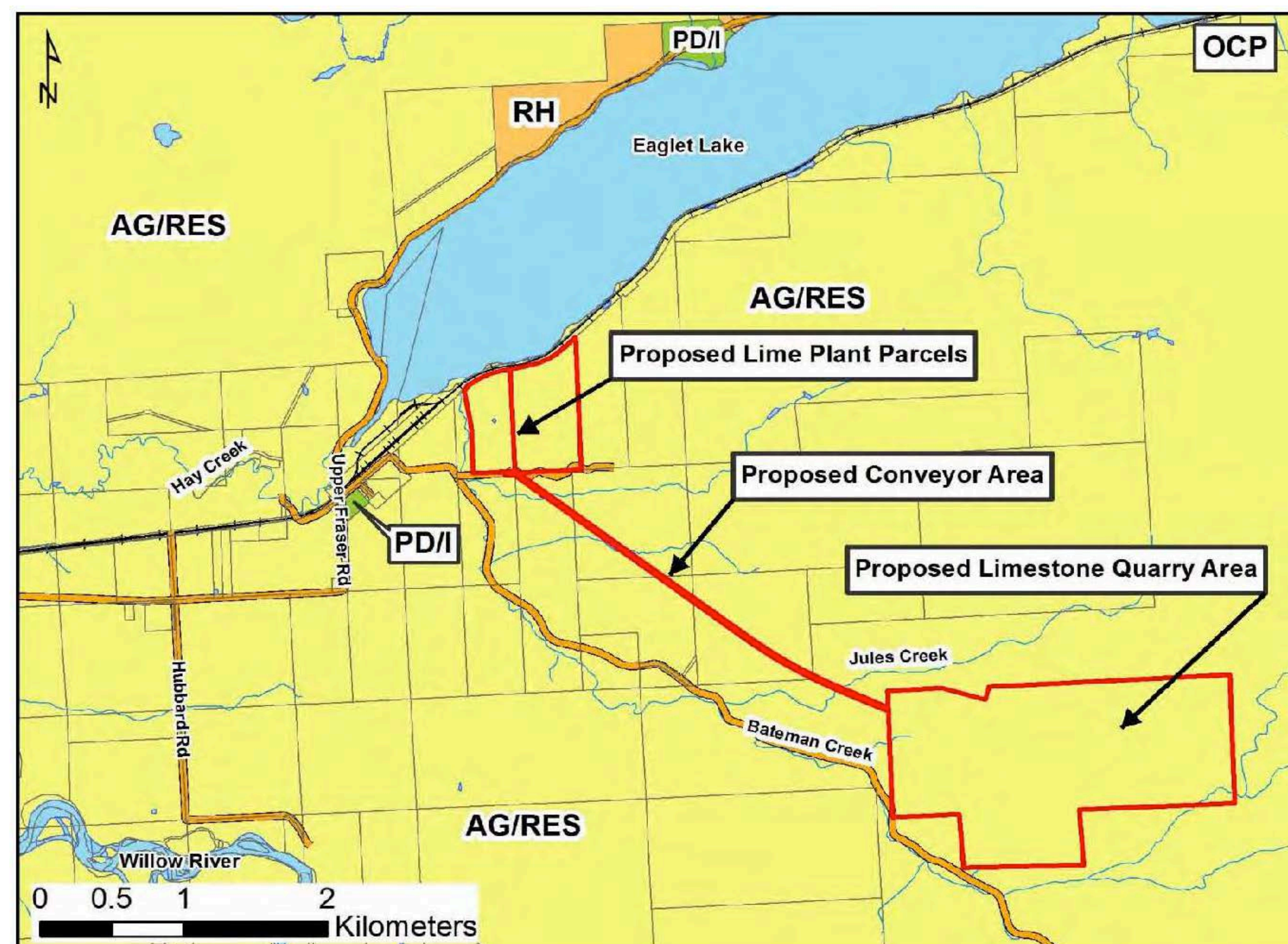


OFFICIAL COMMUNITY PLAN (OCP)

EXISTING OCP DESIGNATION

The sites of the proposed limestone quarry, conveyor, and processing plant are currently designated **'Agriculture/Resource'** as per the Regional District of Fraser-Fort George OCP (Area F Willow River Upper Fraser)

This designation applies to the majority of the lands (both private and crown) within the plan area used for primary resource extraction, and agriculture, as well as undeveloped or remote areas.



Official Community Plan Designation Map

GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT

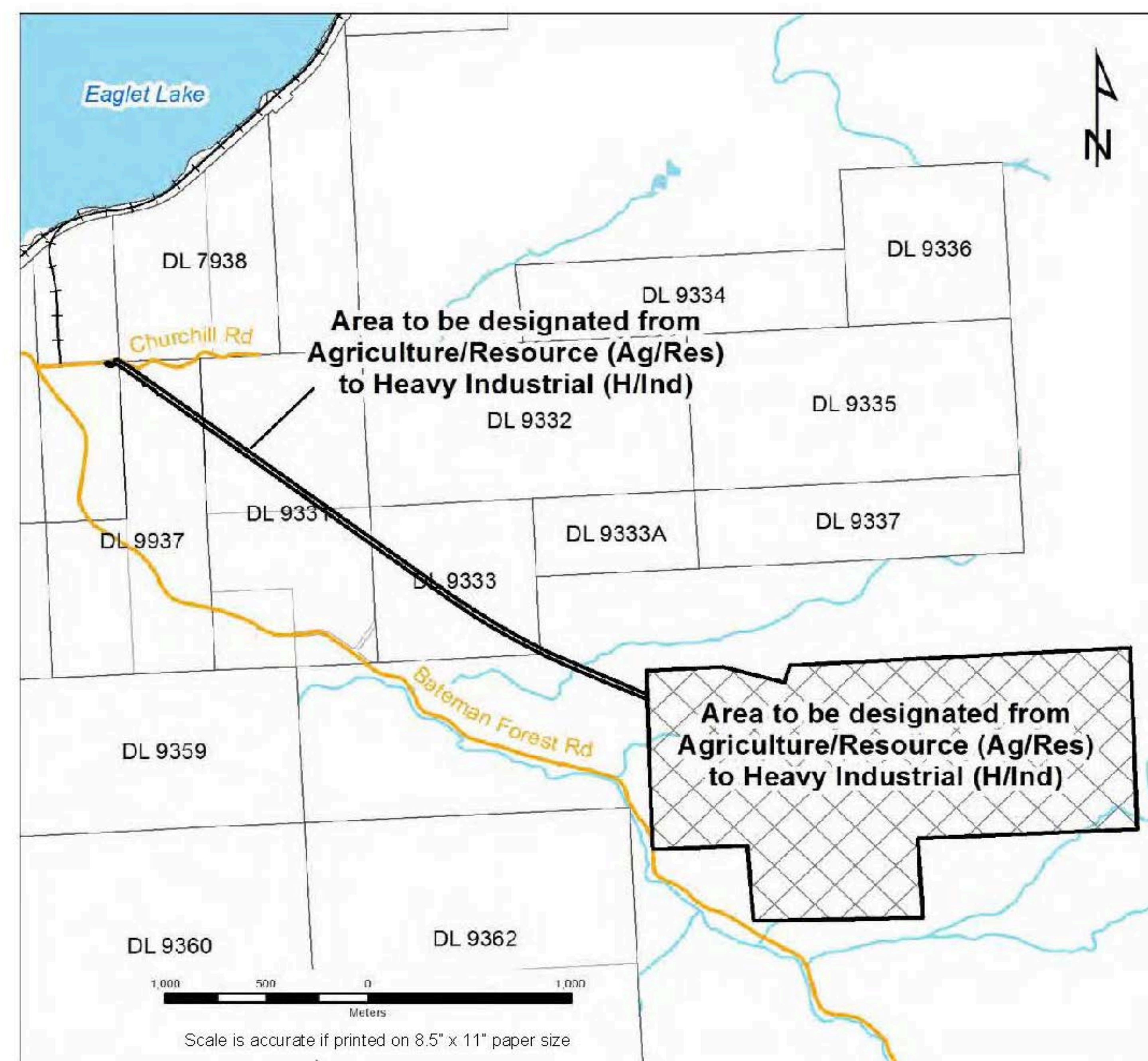


OCP AMMENDMENT

PROPOSED OCP DESIGNATION

Graymont has applied to the Regional District of Fraser-Fort George for an Official Community Plan (OCP) amendment to redesignate the lands proposed for the limestone quarry, processing plant, and conveyor to **Heavy Industrial**.

The proposed designation allows for mining, minerals processing and related industry.



Proposed OCP Amendment Map

GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT



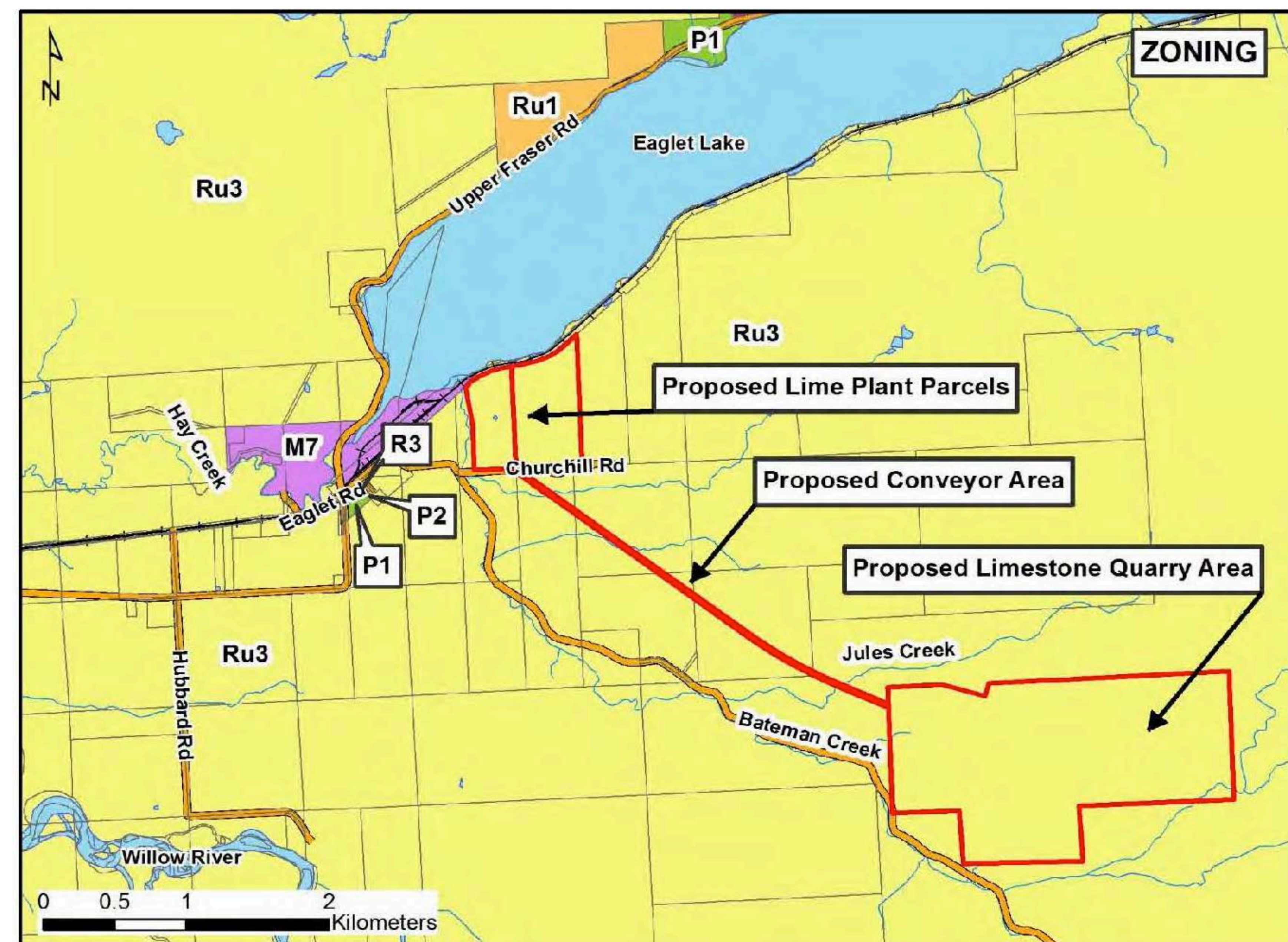
ZONING

EXISTING ZONING

The proposed sites of the limestone quarry, conveyor, and processing plant are currently zoned **Ru3 'Rural'** as per the Regional District of Fraser-Fort George Zoning Bylaw No. 2892

The following uses are permitted in the Ru3 Zone:

- (a) Agriculture;
- (b) Forestry;
- (c) Intensive Agriculture;
- (d) Kennel;
- (e) Medical Marihuana;
- (f) Nursery;
- (g) Open Space Recreation
- (h) Residential-Single Family;
- (i) Riding Stable;
- (j) Veterinary Clinic;
- (k) General Permitted Uses
- (l) Buildings and structures accessory to the permitted uses.



Zoning Bylaw No. 2892 Map

GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT



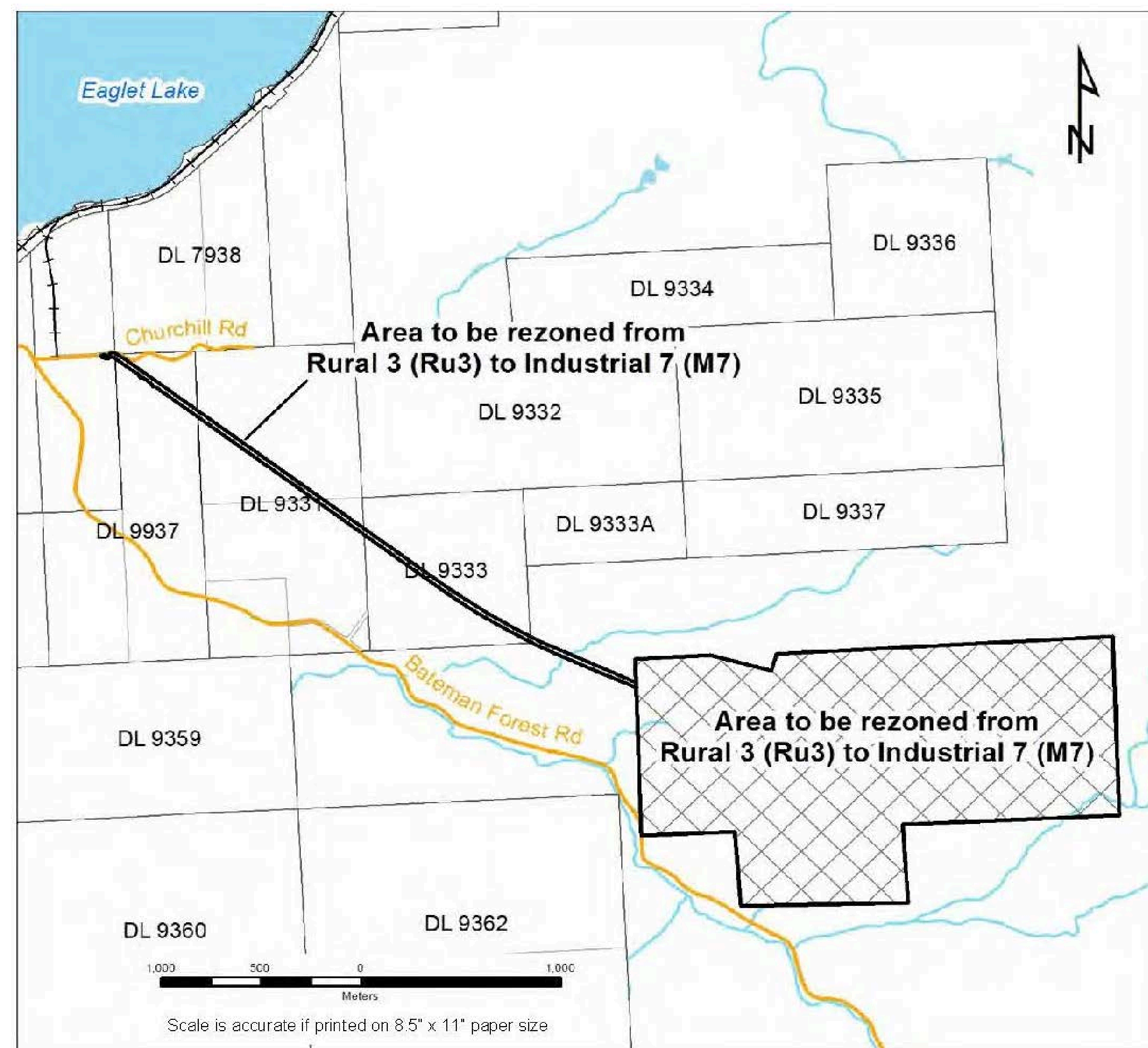
REZONING

PROPOSED ZONING

Graymont has applied to the Regional District of Fraser-Fort George for rezoning of the lands proposed for the limestone quarry, conveyor, and processing plant to **M7 'Industrial 7'**.

The following uses are permitted in the M7 Zone:

- (a) Agriculture;
- (b) Logging/Truck Contractor;
- (c) Mineral Resource Processing;
- (d) Preliminary Resource Processing;
- (e) Residential-Single Family;
- (f) General Permitted Uses;
- (g) Buildings and structures accessory to the permitted uses



Proposed Zoning Bylaw Amendment Map

GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT



CONTACT



Rob Beleutz, AScT, EP(CEA)
Manager, HSE (CAN) and Chief
Auditor
Graymont
200 – 10991 Shellbridge Way
Richmond, BC V6X 3C6
T: 604-249-1911
E: rbeleutz@graymont.com



Maggie Koka, Manager of Planning
Aplin & Martin Consultants Ltd.
1680 – 13450 102 Avenue
Surrey, BC V3T 5X3
T: 604-639-3458
E: mkoka@aplinmartin.com

GRAYMONT LIMESTONE QUARRY & PROCESSING PLANT





**REGIONAL DISTRICT
of Fraser-Fort George
BYLAW NO. 3095**

A BYLAW TO AMEND WILLOW RIVER-UPPER FRASER VALLEY OFFICIAL COMMUNITY PLAN BYLAW NO. 1589

WHEREAS pursuant to the *Local Government Act*, the Regional Board of the Regional District of Fraser-Fort George has, by Bylaw No. 1589, dated October 19, 2000, adopted Willow River-Upper Fraser Valley Official Community Plan;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 1589 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is hereby amended as shown on Appendix 'A' attached to and forming part of this bylaw.
2. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is further amended as shown on Appendix 'B' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as "Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018."

READ A FIRST TIME ON THE 19TH DAY OF JULY, 2018

A PUBLIC CONSULTATION MEETING IN RESPECT OF THIS BYLAW WAS HELD ON THE 30TH DAY OF AUGUST, 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

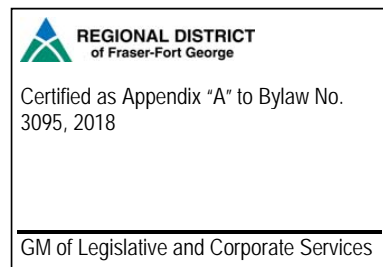
Chair

General Manager of Legislative and
Corporate Services

BYLAW NO. 3095, 2018**PAGE 2**

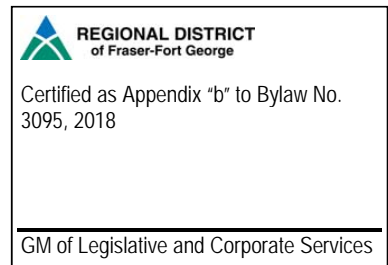
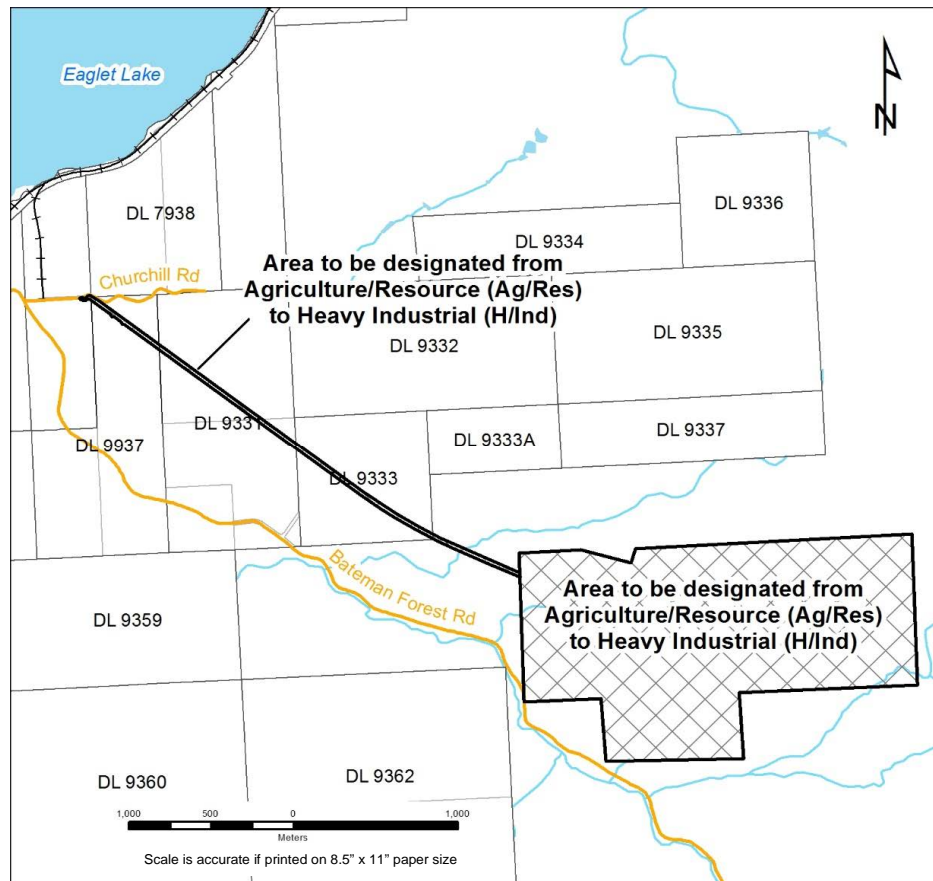
APPENDIX 'A'

Schedule 'B' – Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is hereby amended at Map 5 Giscome/Eaglet Lake by amending the designation on That Part of District Lot 7937 Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 and That Part of District Lot 7938 Cariboo District As Shown on Plan 21789 Except: Part Statutory Right of Way Plan BCP31334 from Agriculture/Resource (Ag/Res) to Heavy Industrial (H/Ind).



APPENDIX 'B'

Schedule 'B' – Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is hereby amended at General Index Map, Map 5 Giscome/Eaglet Lake and Map 6 Newlands/Eaglet Lake by amending the designation of a portion of Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037, Block A District Lot 9331 Cariboo District, District Lot 9333 Cariboo District and Unsurveyed Crown Land from Agriculture/Resource (Ag/Res) to Heavy Industrial (H/Ind) as shown below:





REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3096

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B' – Map 79 by rezoning That Part of District Lot 7937 Cariboo District as Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 and That Part of District Lot 7938 Cariboo District as Shown on Plan 21789 Except: Part Statutory Right of Way Plan BCP31334 from Rural 3 (Ru3) to Industrial 7 (M7).
2. Zoning Bylaw No. 2892 is further amended at Schedule 'B' – Map 79 and Map 80 by rezoning a portion of Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037, Block A District Lot 9331 Cariboo District, District Lot 9333 Cariboo District and Unsurveyed Crown Land from Rural 3 (Ru3) to Industrial 7 (M7) as shown on Appendix 'A' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3095, 2018".

READ A FIRST TIME ON THE 19TH DAY OF JULY, 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

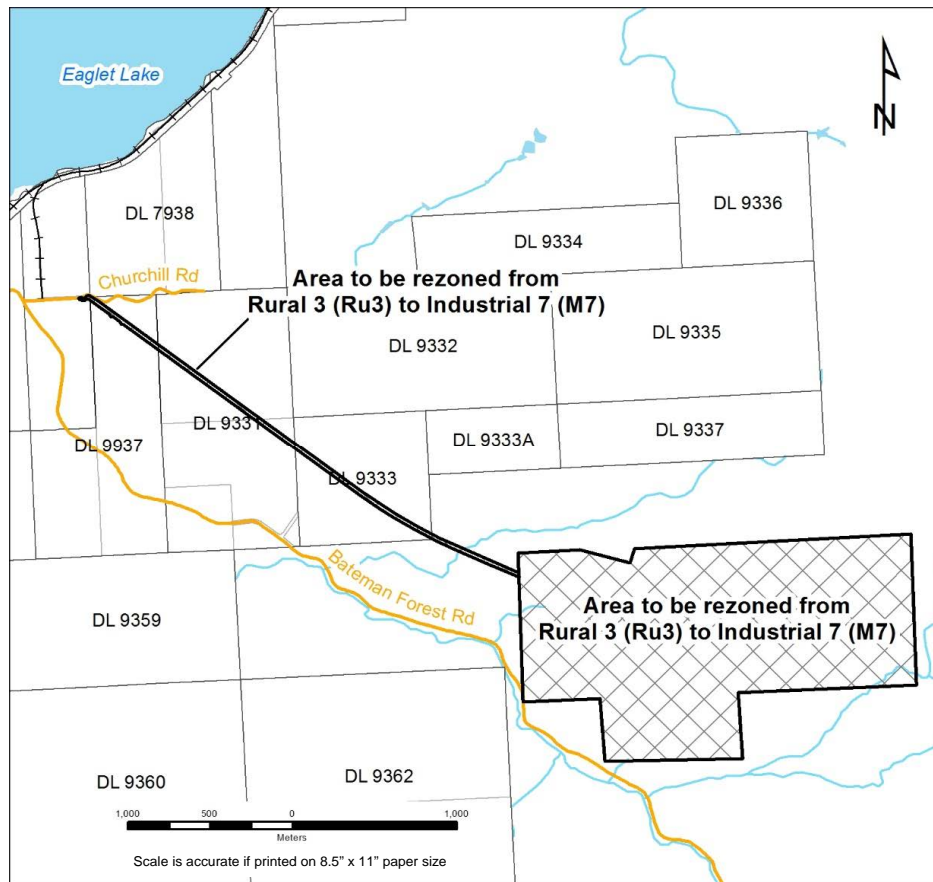
Chair

General Manager of Legislative and
Corporate Services

BYLAW NO. 3096, 2018

PAGE 2

APPENDIX 'A'



REGIONAL DISTRICT
of Fraser-Fort George

Certified as Appendix "A" to Bylaw No.
3096, 2018

GM of Legislative and Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Director File No.: REZ 7937/22196 & 7938/21789

FROM: Kenna Jonkman, MCIP, RPP, Manager of Development Services

DATE: July 5, 2018

SUBJECT: Item: Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment
SUMMARY: Bylaw No. 3095, 2018; Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018
Purpose: Consider First Reading and Public Consultation
Location: Giscome South Road and Churchill Road Area - Area 'F'
Owner: Province of British Columbia and Graymont Western Canada Inc., Inc. No. 368680

PREVIOUS REPORTS: None

ATTACHMENT(S): 1. Appendix 'A'
2. Backgrounder
3. Bylaw No. 3095, 2018
4. Bylaw No. 3096, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018 be now introduced and read a first time.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018 be now introduced and read a first time.	All 1 Director/1 vote	Majority
4. THAT the consultation opportunity for Bylaw No. 3095, 2018 be carried out as outlined in Appendix 'A' attached to the report.	All 1 Director/1 vote	Majority

ISSUE(S):

In 2014, an application was made to amend the Official Community Plan and Zoning Bylaw to allow a limestone quarry and lime plant in the Giscome area. The Regional District Board at their June 2014 meeting, following a public consultation meeting, postponed second reading of Bylaws No. 2887 and 2888 and requested further information from Graymont Western Canada Inc. regarding their Environmental Assessment Certificate application. Graymont Western Canada Inc. has now obtained an Environmental Assessment Certificate issued by the Province of British Columbia.

As there has been a significant lapse in time since the proposed development has been considered by the Board and there has been adjustments to the operational aspects of the proposal, Administration is bringing forward new bylaws with renewed consultation for consideration.

Board is being asked to consider:

- first reading of Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018
- first reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3096, 2018; and
- authorization of the consultation opportunity for Bylaw No. 3095

RELEVANT POLICIES:

1. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589:
 - **proposal is not consistent with the Official Community Plan**
 - subject parcels are designated Agriculture/Resource (Ag/Res)
 - gravel extraction and preliminary processing is supported, however; Heavy Industrial (H/Ind) designation supports mining
 - lime plant is not permitted
 - an amendment to the Plan is required
2. Zoning Bylaw No. 2892:
 - **proposal is not consistent with Zoning**
 - subject parcels and area are zoned Rural 3 (Ru3)
 - Ru3 does not permit preliminary resource processing or mineral resource processing
 - a zoning amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of amendments to an official community plan and zoning bylaw
 - local government must consider whether the opportunities for official community plan consultation with one or more of the specified persons, organizations and authorities should be early and ongoing
4. Development Services Applications Procedures Bylaw No. 2776:
 - Board may direct that a public consultation opportunity be provided in advance of a public hearing

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

Links to Graymont Western Canada Inc. Environmental Assessment Office documents can be found in the Backgrounder of the report.

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaws No. 3095 and 3096 will be given first reading and consultation will proceed

Other Options:

- a. hold Bylaws No. 3095 and 3096 at first reading pending receipt of further information
 - bylaws will return for consideration when information is available
 - bylaw may be amended after first reading
- b. defeat Bylaws No. 3095 and 3096 at first reading
 - bylaws cannot be considered further
 - the proposed development will not be permitted and the matter will be closed

COMMENTS:

In 2014, the Regional District Board postponed consideration of the application and requested further information from Graymont Western Canada Inc. Since 2014, a number of developments have occurred. They include:

- Graymont has obtained an Environmental Assessment Certificate from the Province of British Columbia for the proposed development.
- Graymont has finalized the exclusion process with the Agricultural Land Commission for one of the subject parcels that is proposed to be the site of the lime plant
- Graymont adjusted operational aspects of their proposal to include a conveyor system between the limestone quarry and lime plant site. Graymont has obtained non-farm use approval from the Agricultural Land Commission for the portions of the conveyor system that is proposed to run across Agricultural Land Reserve lands.

As it has been several years since the Regional District Board considered the application and there has been changes to the proposed development, Administration has forwarded two new bylaws showing the current proposal for consideration. Through this process the Regional District is able to obtain updated comments from technical agencies and hold a public consultation meeting prior to considering the matter further.

Should the Board wish to proceed with this application, the next step suggested is public consultation, as detailed in Appendix 'A' attached to the report. If additional information or amendments are desired, the bylaws may be held at first reading. Should the bylaws be defeated, the proposed development will not be permitted and the matter will be closed.

Respectfully submitted,

Kenna Jonkman

Kenna Jonkman, MCIP, RPP
Manager of Development Services

KJ:lh

APPENDIX 'A'

The consultation plan below identifies the form of consultation opportunity to fulfill the requirements of the *Local Government Act* with regards to Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018.

R = consultation started through referral requesting written comment.

C = consultation through referral requesting written comment will occur should Bylaw No. 3095 receive first reading

R RDFFG Building Inspection
R BC Hydro
R Telus
R Northern Health Authority
R Ministry of Forests, Lands Natural Resource Operations and Rural Development (MFLNRORD) – Crown Operations
R Ministry of Transportation and Infrastructure
C RDFFG Environmental Services
C RDFFG Financial Services
R RDFFG Community Services

First Nations:

R Lheidli T'enneh First Nation

☐ McLeod Lake Indian Band

☐ Simpcw First Nation

☐ Other (specify): _____

School District Boards, greater boards and Improvement District Boards

R School District No. 57
☐ Pineview Improvement District
☐ Buckhorn Improvement District
☐ Bear Lake Community Commission

Other agencies

R FortisBC

☐ Pipeline Utility (specify): _____

R Willow River Volunteer Fire Department

R Eaglet Lake Farmers' Institute

R Prince George Cattlemen's Association

☐ Other (specify): _____

Provincial and Federal Governments and their agencies

R Ministry of Agriculture
R Agricultural Land Commission
R Ministry of Energy and Mines
R MFLNRORD – Landbased Stewardship
R MFLNRORD – Water Stewardship
R MFLNRORD – Forest Service Roads
R MFLNRORD – PG Forest District
R Ministry of Environment
R Department of Fisheries and Oceans
R Canadian National Railway
R Environmental Assessment Office
☐ Other (specify): _____

Adjacent Regional Districts and Municipalities

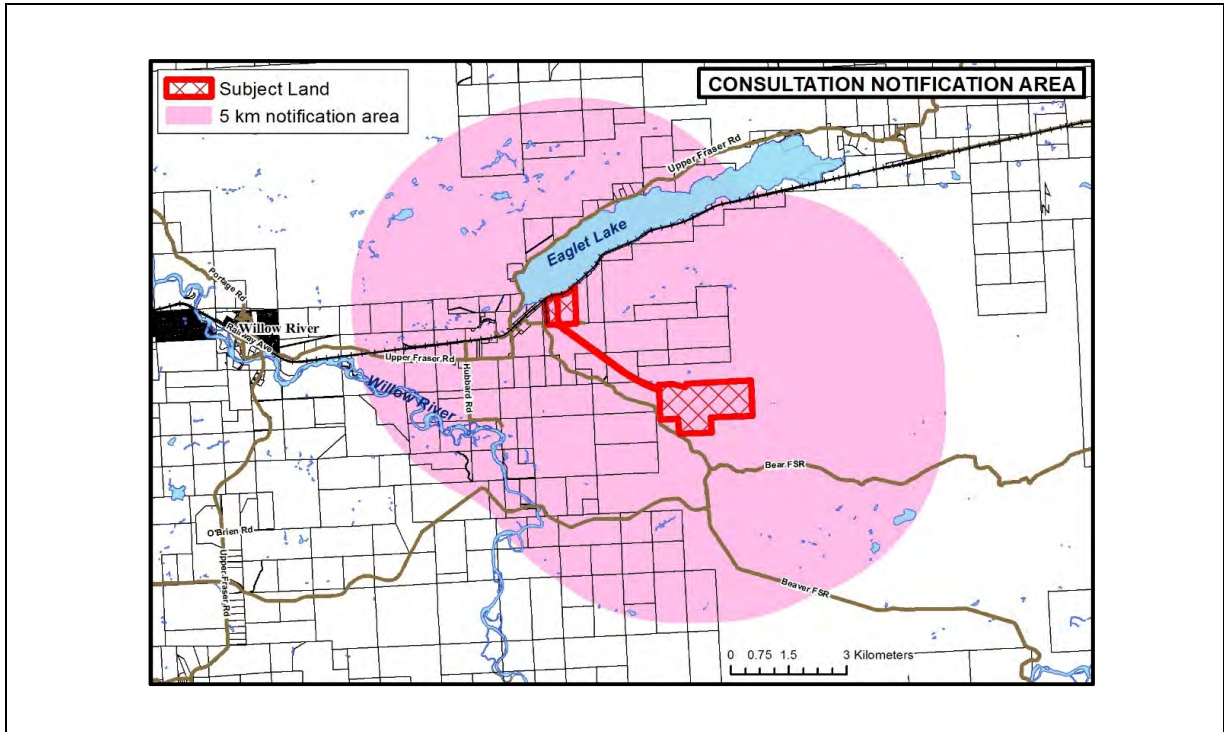
☐ City of Prince George
☐ Village of McBride
☐ Village of Valemount
☐ District of Mackenzie
☐ Bulkley-Nechako Regional District
☐ Thompson-Nicola Regional District
☐ Cariboo Regional District
☐ Peace River Regional District
☐ Other (specify): _____

Proposed Public Consultation Opportunity

☒ **Public Consultation Meeting:** Public Consultation Meeting be held, with the chairing of the meeting delegated to Director Dunphy, or his Alternate, or any other Director as a delegate of the Board. That a notice be mailed to all owners of land within the community as shown on the map below.

☒ **Notification of Application Sign** – Notification of Application sign to be placed on one of the subject parcels 14 days prior to the public consultation meeting.

☒ **Post notice to RDFFG website and bulletin board:** Notice of public consultation meeting will be posted to the website and bulletin board



BACKGROUNDER

Owner: Graymont Western Canada Inc., Inc. No. 368680

Agent: PGL Environmental Consultants

Location: Giscome South Road and Churchill Road Area – (Area 'F')

Legal Descriptions: **Proposed Lime Plant Parcels:**

That Part of District Lot 7937 Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 – approx. 21ha (52 acres)

That Part of District Lot 7938 Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 – approx. 38ha (94 acres)

Proposed Conveyor Area:

Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037 – approx. 168ha (415 acres)

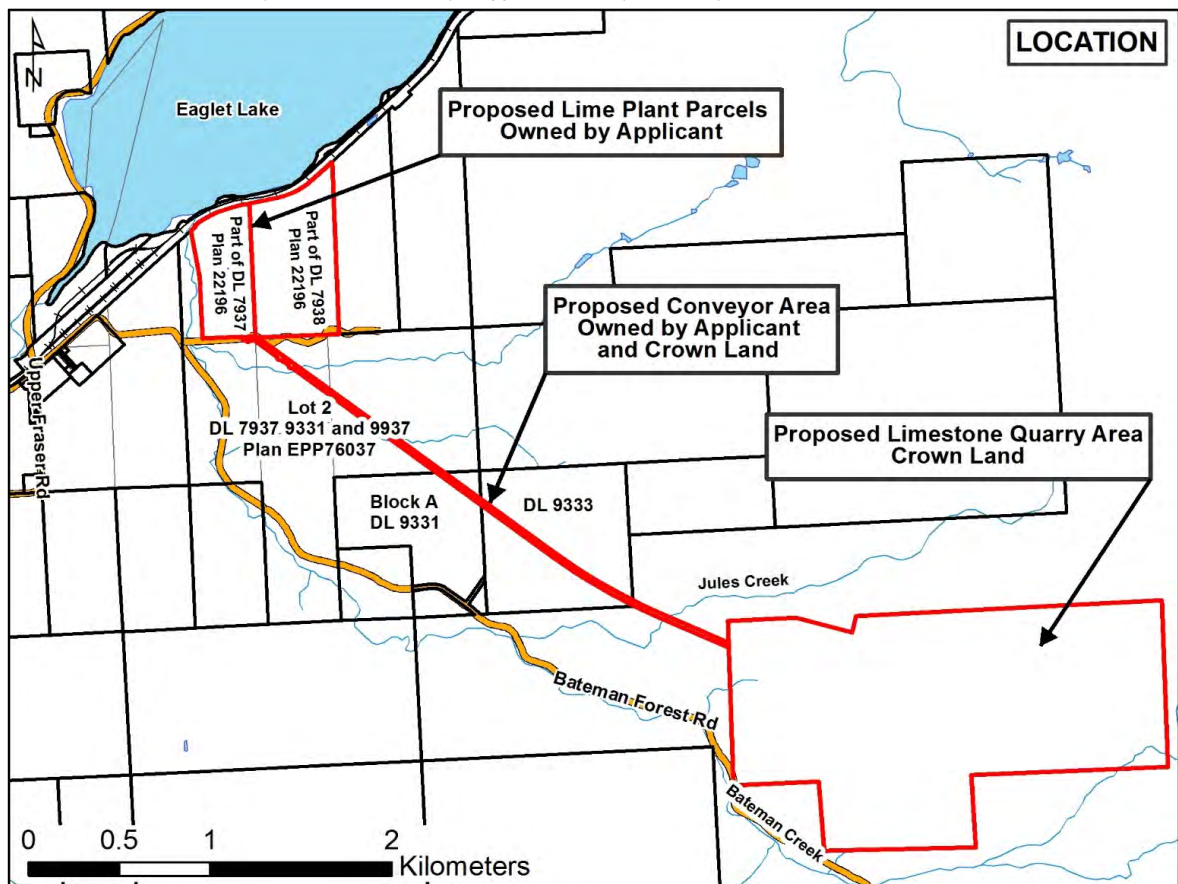
Block A District Lot 9331 Cariboo District – approx. 47ha (116 acres)

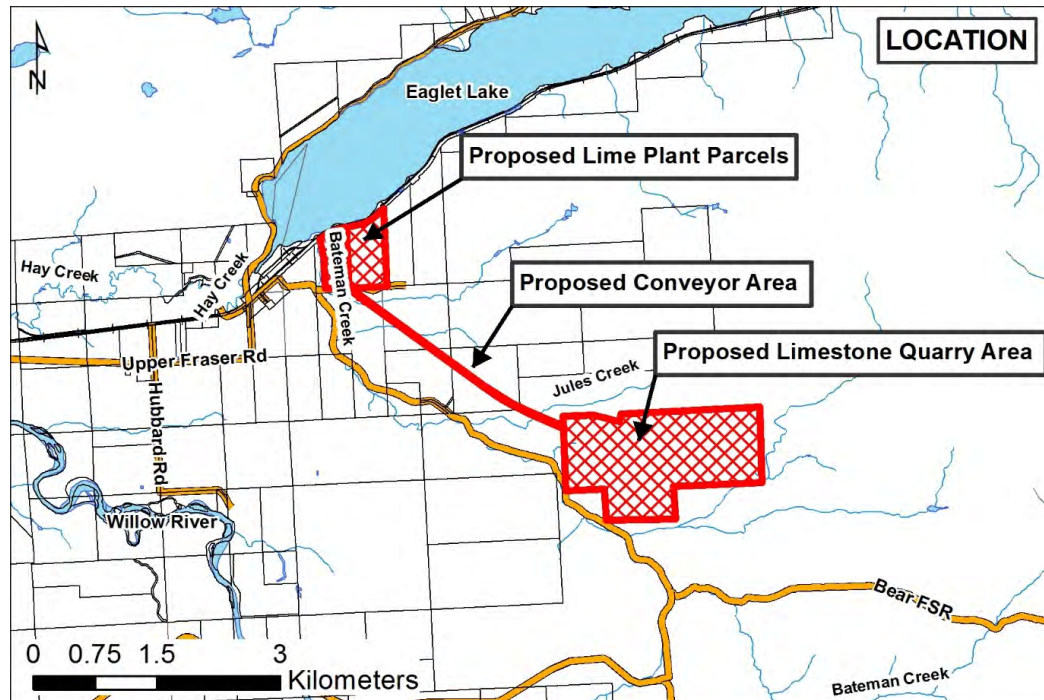
District Lot 9333 Cariboo District – approx. 64ha (160 acres)

Crown Land (Lease No. 1060943) – approx. 3ha (7 acres)

Proposed Limestone Quarry Area:

Crown Land (Lease No. 1060943) – approx. 255ha (631 acres)



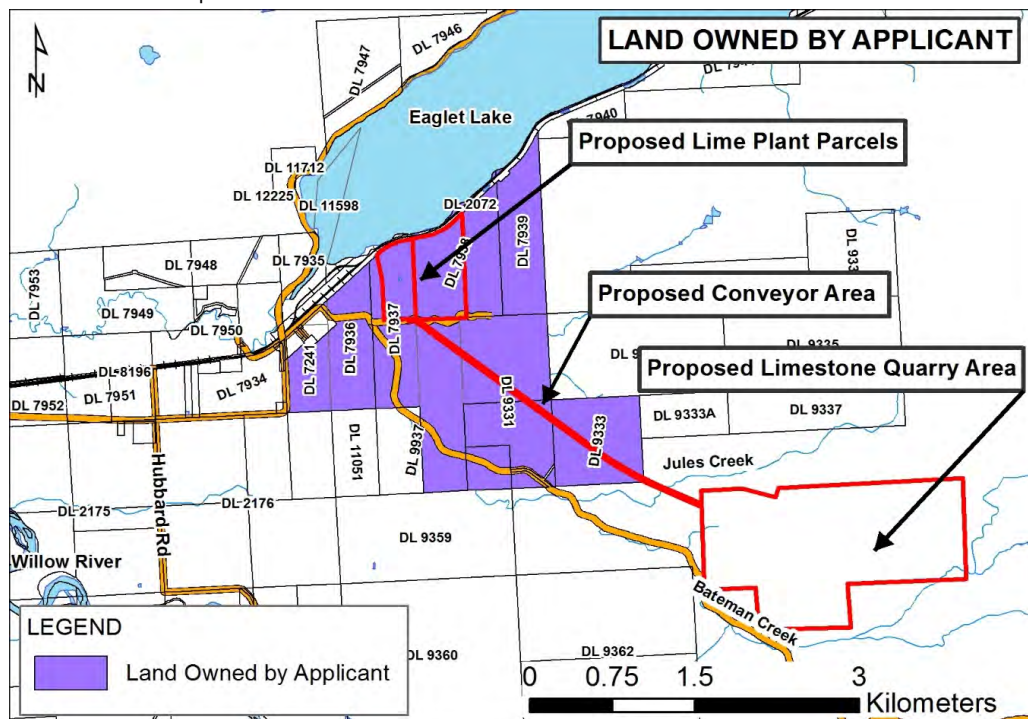


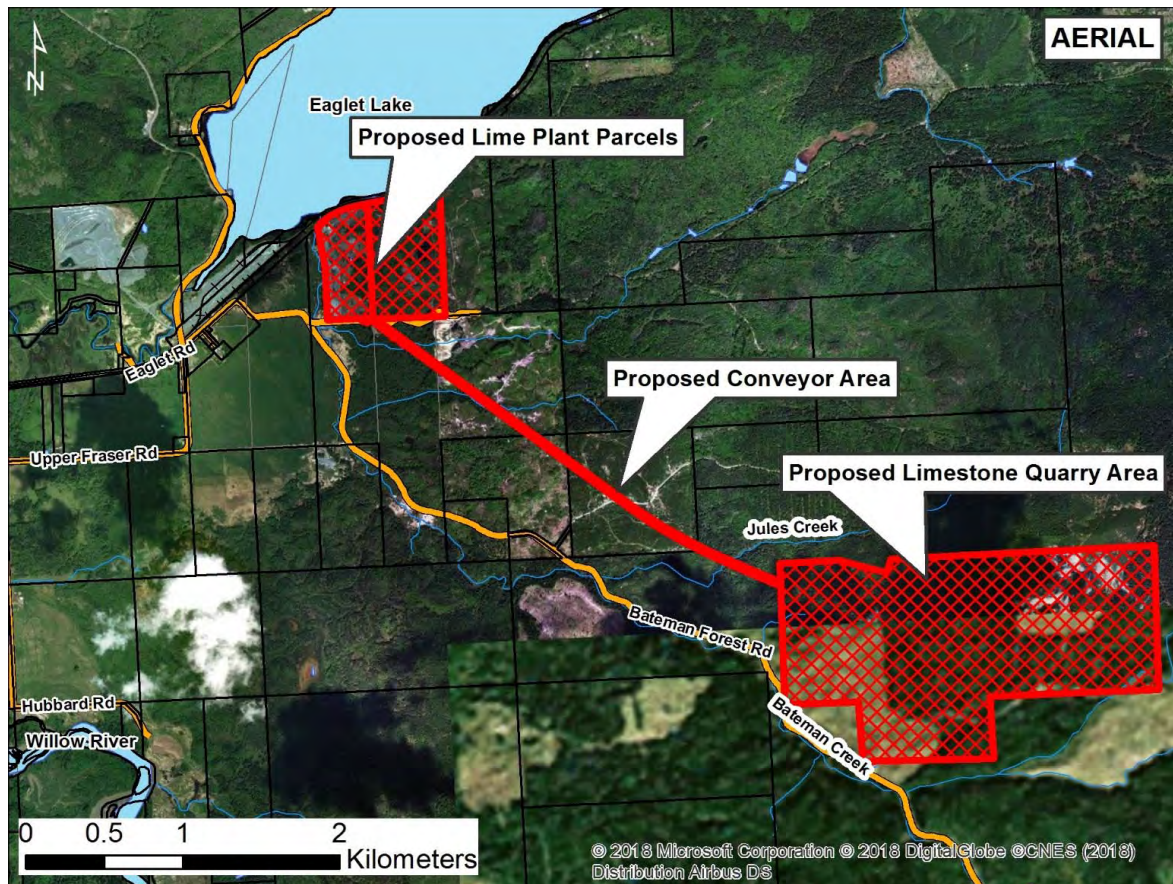
Existing
Land Use:

Proposed Lime Plant Parcels: That Part of District Lot 7937, Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 and That Part of District Lot 7938, Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 is a mix of cleared, debilitated and undeveloped land.

Proposed Conveyor Area: The proposed conveyor area is currently undeveloped land.

Proposed Limestone Quarry Area: The proposed limestone quarry area is currently Crown Land and a mix of undeveloped and cleared land.





Proposal: The applicant has applied for an Official Community Plan and Zoning Bylaw amendment to allow the following:

1. To establish a lime plant facility with accessory uses on That Part of District Lot 7937, Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 and That Part of District Lot 7938, Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334.
2. To establish a conveyor system with accessory uses on a portion of Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037, Block A District Lot 9331 Cariboo District, District Lot 9333 Cariboo District and Crown Land for the transportation of limestone between the proposed limestone quarry and lime plant.
3. To establish a limestone quarry with accessory uses on Crown Land.

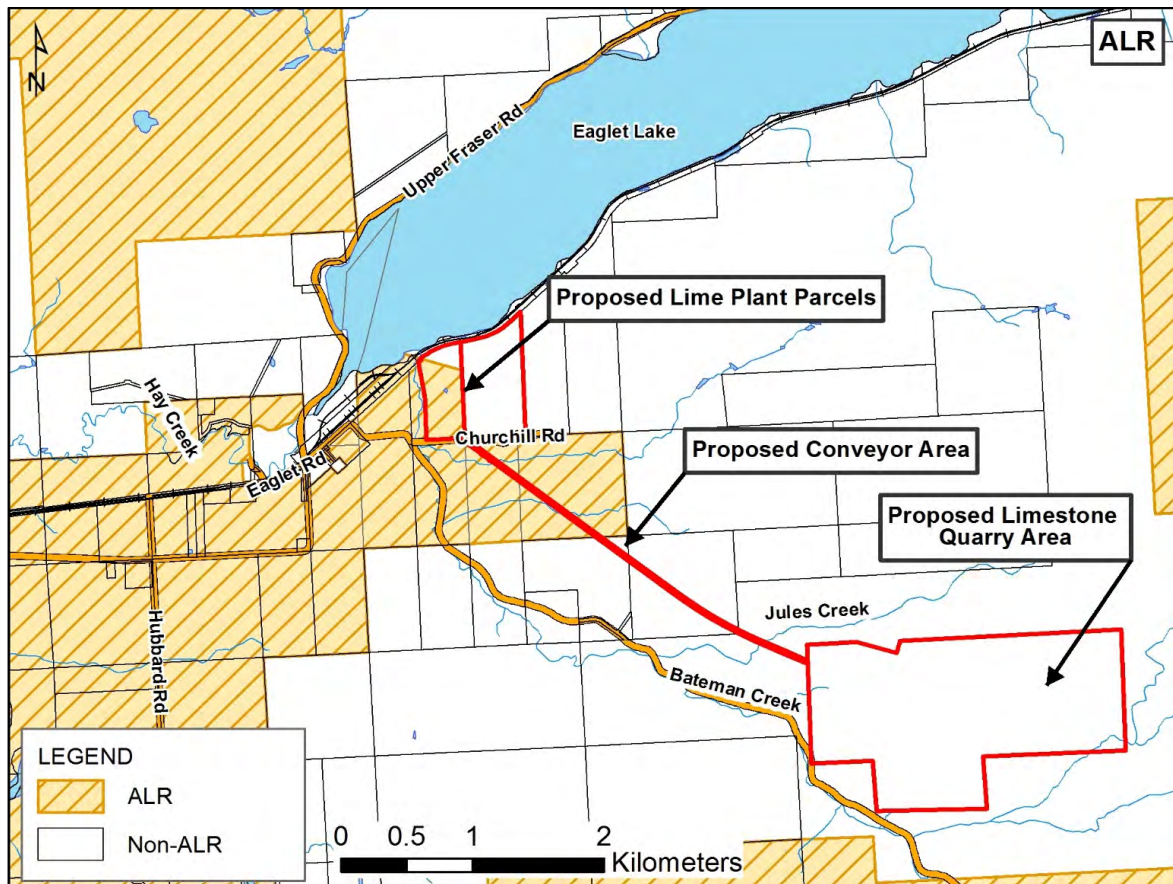
Agricultural
Land Reserve:

Proposed Lime Plant Parcels:

A portion of That Part of District Lot 7937, Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 was within the Agricultural Land Reserve. An application to exclude this portion of land from the Agricultural Land Reserve was submitted and approved by the Agricultural Land Commission. As per the Commission, the parcel is no longer within the Agricultural Land Reserve.

Proposed Conveyor Area:

A portion of Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037 is within the Agricultural Land Reserve. An application for a Non-Farm use within the Agricultural Land Reserve was submitted to allow the conveyor system and was approved by the Commission on December 19, 2017.



Official
Community
Plan:

The proposed lime plant parcels, conveyor area and limestone quarry area areas subject to the application are designated Agriculture/Resource (Ag/Res) by the Willow River-Upper Fraser Valley Official Community Plan. This designation applies to the majority of the lands both privately owned and Crown Land within the Plan that are utilized for primary resource extraction, agriculture, non-development or are relatively remote.

Proposed Lime Plant Parcels:

The parcels proposed for the lime plant are designated Agriculture/ Resource (Ag/Res). The establishment of a lime plant is not permitted within the Ag/Res designation. It is proposed to designate the subject parcels Heavy Industrial (H/Ind) which allows mining, mineral processing and related industry.

Proposed conveyor Area:

The area proposed for the conveyor is designated Agriculture/Resource (Ag/Res). The establishment of a conveyor system is not permitted within the Ag/Res designation. It is proposed to designate the subject area Heavy Industrial (H/Ind) which allows for mining, minerals processing and related industry.

Proposed Limestone Quarry Area:

The area proposed for the limestone quarry is designated Agriculture/ Resource (Ag/Res); which allows uses that are compatible with or complimentary to agricultural or resource extraction, including preliminary processing of resource products. It is proposed to designate the subject area as Heavy Industrial (H/Ind) which allows mining, minerals processing and related industry.

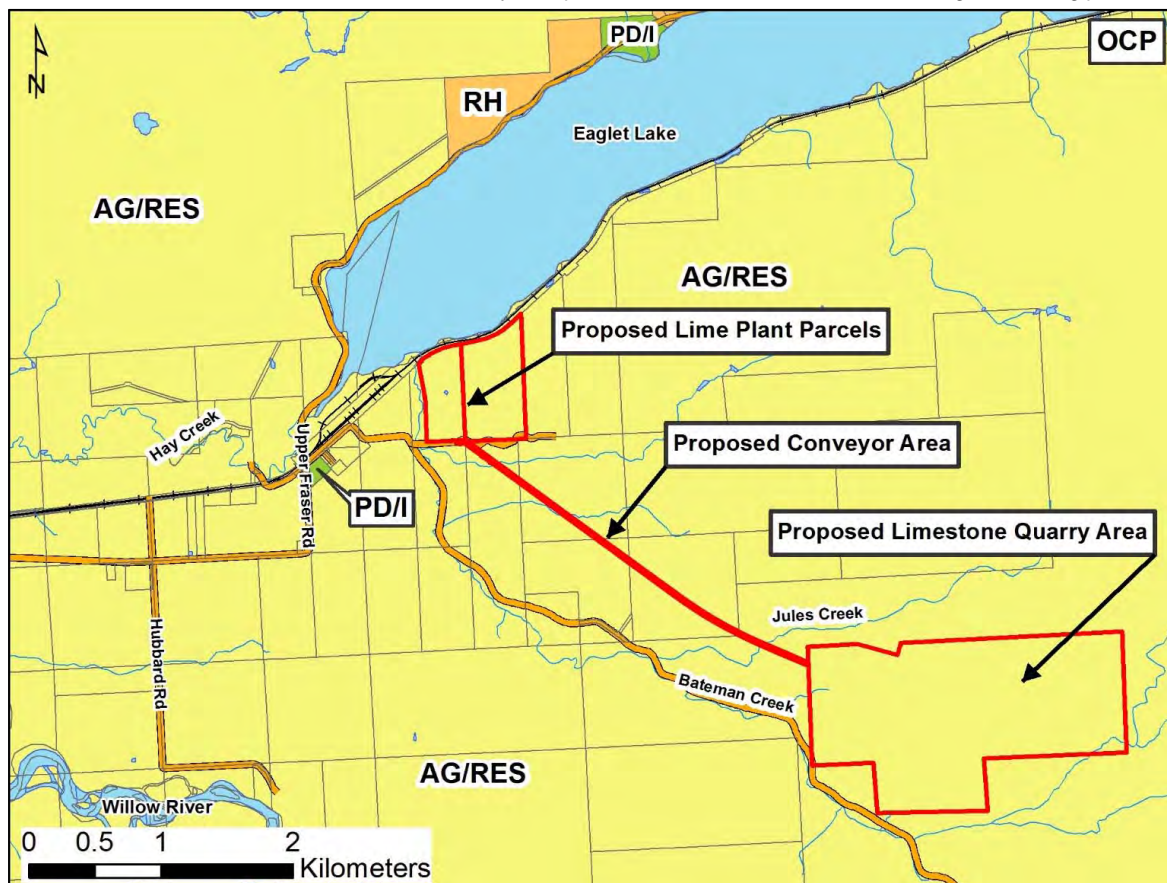
Within the Heavy Industrial designation the use of land shall generally be limited to:

- i) light industrial uses listed in Section 3.7.4 with no maximum floor space;

I:\Report Working\2018\07 - July\Dev Serv\Completed Word\KJ- REZ and OCP-1st and PCM - Graymont.docx

- ii) sawmill, planer mill, pulp mill and other timber processing and manufacturing uses;
- iii) mining, minerals processing and related industry;
- iv) other heavy industrial uses including abattoirs, petroleum storage and processing or utility complexes, vehicle and equipment salvage;
- v) additional residential accommodation for staff if the use location is relatively remote from a residential settlement.

Special industrial uses that may have significant associated potential for environmental degradation, such as disposal sites for special industrial wastes are not included in the Industrial designations and require an amendment to the Official Community Plan prior to evaluation and consideration through a rezoning process.



Development
Permit Area:

Portions of the proposed lime plant parcels are within the Eaglet Lake Development Permit Area.

The objectives of the Development Permit Area are to:

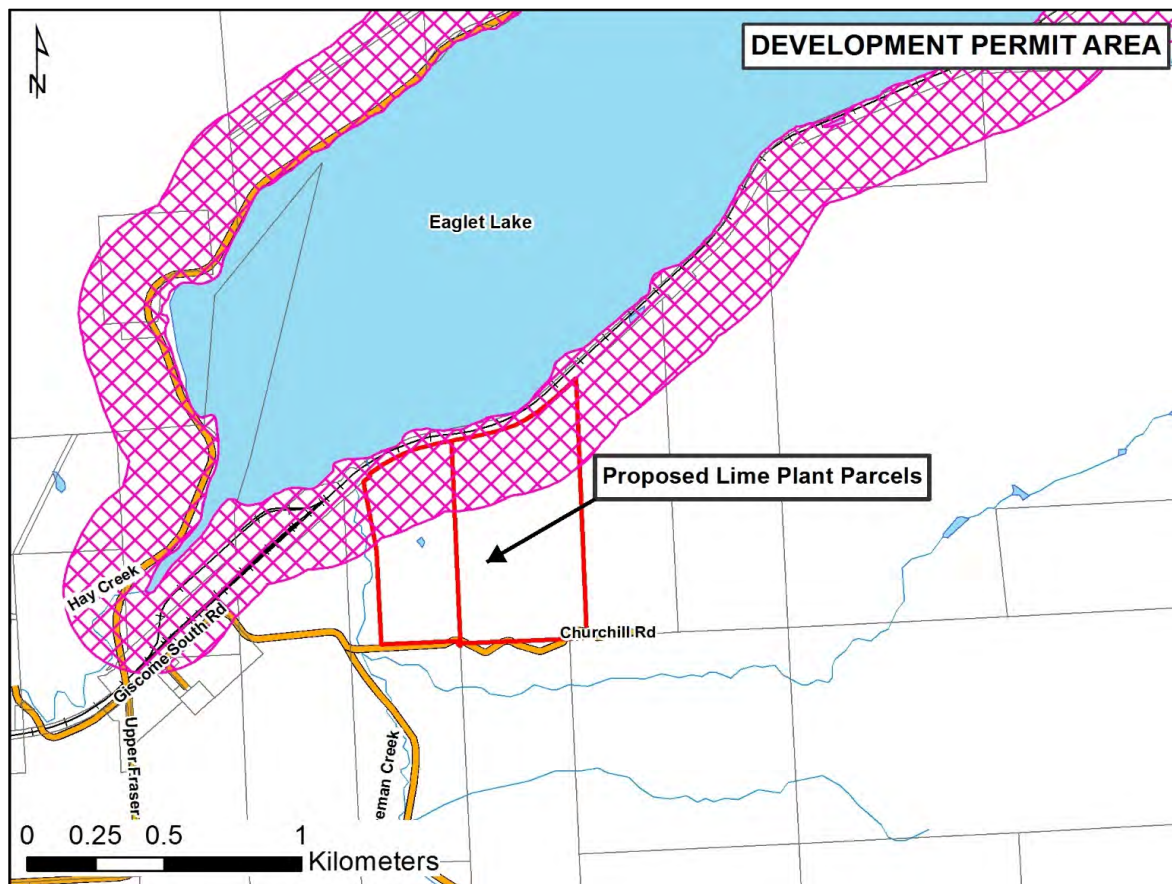
- to ensure the protection of the water quality of the lake, since the trophic status of each lake is, or could become, such that surrounding development could over future years have a significant detrimental effect on water quality
- to protect the aesthetic scenic qualities of the lakeshore, since the lakes have a significant amount of public use and the future development of the lakeshore is important in maintaining the qualities which make it attractive for that use

The main guidelines for the issuance of Development Permits are:

- the location of sewage disposal systems will be evaluated with respect to distance from the lake, soil type, vegetation retention and other conditions to minimize or eliminate nutrients entering the lake. The general guideline will be that such sewage systems should be located as far as possible from the lakeshore, by defining conditions that will determine whether a sewage disposal system may be constructed from 30 m (100 ft) to 150 m (500 ft) of the lakeshore

I:\Report Working\2018\07 - July\Dev Serv\Completed Word\KJ- REZ and OCP-1st and PCM - Graymont.docx

- development will be evaluated with respect to the distance and visibility of buildings from the lakeshore to minimize any detrimental visual impact and to maintain the integrity of existing vegetation for runoff interception and riparian areas with the general guidelines that:
 - development of buildings and structures be at least 15m (50 ft) from the lakeshore
 - development includes the alteration of the land surface or the clearing of vegetation
 - outbuildings less than 50 sq. m. in size that are accessory to the principal residential use of a property, are exempted from the requirement of obtaining a development permit if they are to be located beyond 50 m. (165 ft) from a lakeshore
 - an area, not greater than a distance of 100 m (330 ft) from the lakeshore, may be defined as an area to remain free of development, and where any development is permitted within this area then a condition may be contained in the permit that areas of natural vegetation which are visible from the lake must be retained



Zoning: Pursuant to Zoning Bylaw No. 2892, the proposed lime plant parcels, conveyor area and limestone quarry area subject to the application are zoned Rural 3 (Ru3).

Proposed Lime Plant Parcels: It is proposed to rezone the lime plant parcels to Industrial 7 (M7).

Proposed Conveyor Area: It is proposed to rezone the conveyor area to Industrial 7 (M7).

Proposed Limestone Quarry Area: Extraction of material is permitted throughout the Regional District; however, the processing of material is regulated through Zoning Bylaw No. 2892. It is proposed to rezone the limestone quarry area to Industrial 7 (M7).

Industrial 7 (M7) Permitted uses:

The following uses of land, buildings and structures are permitted uses:

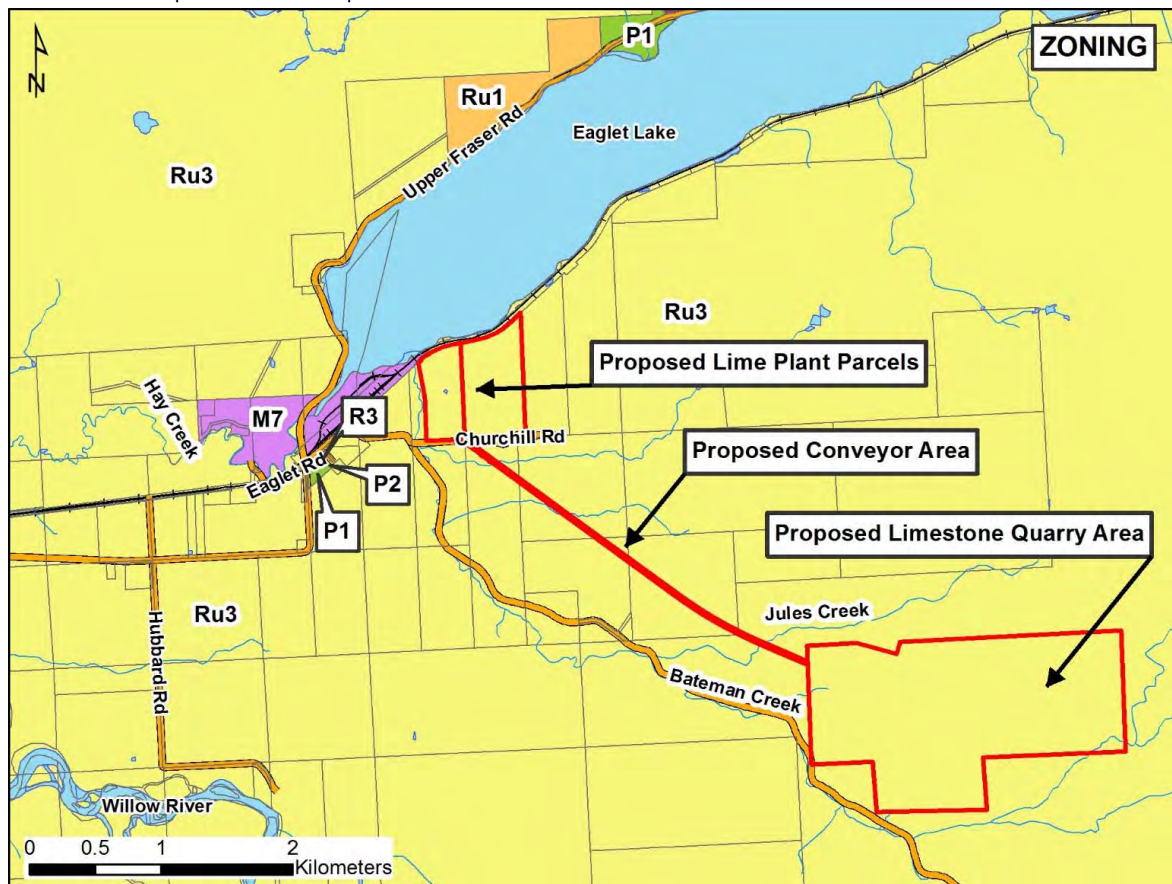
- a) Agriculture
- b) Logging/Trucking Contractor
- c) Mineral Resource Processing
- d) Preliminary Resource Processing
- e) Residential-Single Family
- f) General Permitted Uses; and
- g) Buildings and structures accessory to the permitted uses.

Where a Residential-Single Family use is established, the following secondary uses of land, buildings or structures are permitted:

- a) Home Occupation
- b) Secondary Suite

Mineral Resource Processing means the crushing, screening, washing, storing, packaging or other processing of rock, sand, gravel, aggregate, soil or other material of which land is composed, whether or not originating on the same site, and includes asphalt plants, concrete plants, and the preparation of construction and road/rail building materials.

Preliminary Resource Processing means the crushing, screening, washing, storing, packaging or other processing of rock, sand, gravel, aggregate or soil, originating on the same site and does not include asphalt plants or concrete plants.



I:\Report Working\2018\07 - July\Dev Serv\Completed Word\KJ- REZ and OCP-1st and PCM - Graymont.docx

Report to Regional Board

Page 13

Fire Protection:	The proposed lime plant parcels, conveyor area and limestone quarry area are not within a fire protection area.
Environmental Assessment Certificate:	<p>The applicant obtained an Environmental Assessment Certificate from the Province of British Columbia on December 14, 2016 for the proposed project.</p> <p>Links to some of Graymont Western Canada Inc. Environmental Assessment Office documents includes:</p> <p>Environmental Assessment Certificate #M16-02: https://projects.eao.gov.bc.ca/api/document/5892311fb637cc02bea16280/fetch</p> <p>Giscome Quarry and Lime Plant Project Schedule A Certified Project Description for an Environmental Assessment Certificate: https://projects.eao.gov.bc.ca/api/document/5892311fb637cc02bea1627e/fetch</p> <p>Giscome Quarry and Lime Plant Project Schedule B Certified Project Description for an Environmental Assessment Certificate: https://projects.eao.gov.bc.ca/api/document/5892311fb637cc02bea1627f/fetch</p>
Future Regional District Applications:	<p>If the proposed Official Community Plan and Zoning Bylaw amendment is approved, the applicant would require:</p> <ul style="list-style-type: none"> • a Development Permit for any development within the first 300 metres of Eaglet Lake; and • Building Permit for any structure 10m² or larger.
Technical Agency Comments Received:	<p><u>Regional District – Community Services:</u> I checked CS and this is outside of fire protection. Emergency management considerations should be manageable as per the provision placed on the site by Federal and Provincial regulators.</p> <p><u>BC Hydro:</u> BC Hydro has no objection to the proposed application as our works are not affected. For a new electrical service connection, please contact 1-877-520-1355 or complete an online application form available at: http://www.bchydro.com/youraccount</p> <p><u>Telus:</u> I have examined the attached documents and determined that, while TELUS has no objection to the proposal Telus does have poles and aerial cable along Churchill Road that could interfere with the proposed conveyor area.</p> <p><u>Environmental Assessment Office:</u> The BC Environmental Assessment Office will not be submitting comments on Graymont's OCP and Zoning Bylaw Amendment Application. I appreciate the opportunity to review and comment.</p> <p><u>Fortis BC:</u> FortisBC Energy Inc. has reviewed the subject proposal and has no objections or concerns.</p> <p><u>Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Landbase Stewardship:</u> I have reviewed the information in the OCP and Zoning Amendment application for Graymont and do not have any comments.</p> <p><u>Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Water Stewardship:</u> Our group has been involved in the EAO review of this project and we have no further comments on this particular proposal.</p> <p><u>Ministry of Transportation and Infrastructure:</u> The Ministry of Transportation & Infrastructure (MoTI) has received the above noted referral from the Regional District of Fraser-Fort George regarding a proposed Official Community Plan and Zoning Amendment in order to allow the establishment of a lime plant facility with accessory uses, an associated conveyor system, and to establish a limestone quarry. The application has been reviewed and MoTI has the following comments for your consideration:</p> <ul style="list-style-type: none"> • The applicant is aware of the requirement for a commercial access permit through MoTI and has been in discussion with MoTI regarding the timing of their application; • MoTI does not support the placement of structures within 4.5 meters of a property line fronting any highway. The Applicant should ensure that all proposed structures, including signs, are placed more 4.5 meters from the highway right of way; and • Should the Official Community Plan and Zoning Amendment be approved, MoTI's approval of the bylaw amendment would not be required because this property is not within an 800 meter radius of an intersection with a controlled access highway, as per section 52 of the Transportation Act. <p><u>School District 57:</u> Giscome Elementary School is adjacent to the proposed Lime Plant parcels. The two room school currently has capacity for additional students. I understand that the applicant has been communicating its plans with the school's Parent Advisory Council with the intention of acting as good neighbours.</p>

I:\Report Working\2018\07 - July\Dev Serv\Completed Word\KJ- REZ and OCP-1st and PCM - Graymont.docx

The Board of Education's Catchment and Capacity Stakeholder Review Advisory Committee reviews the catchment and capacity of all schools annually. The next review will be undertaken between November 15, 2018 and January 15, 2019. I do not anticipate any need for additional elementary school capacity in Giscome in the next few years.

Ministry of Agriculture: Thank you for providing BC Ministry of Agriculture staff the opportunity to comment on the application for Official Community Plan (OCP) and Zoning Bylaw amendment from owner, Graymont Western Canada Inc., No 368680. I have reviewed the documents you have provided as well as other reference materials relating to the application. From an agricultural perspective I can provide the following comments for your consideration:

- A series of prior responses relating to agriculture factors have been provided in relation to agency referrals related to these parcels (or some subset/combinations thereof) and the development of a limestone quarry/processing site; these include:
 - Non-Farm Use (NFU) in the Agricultural Land Reserve (ALR) in relation to the conveyor on some of these same parcels was sent May 1, 2017; NFU was approved in December 2017.
 - OCP and Zoning Amendment, sent March 2014; it is unclear if amendment occurred in this general timeframe as current referral includes same parcels listed under "Proposed Lime Plant Parcels" on page 2.
 - Exclusion/Inclusion in the ALR, sent January 31, 2014.
- In terms of agricultural potential of the area, the existing land use information of "undeveloped land" (listed on page 4 of the referral) cannot be seen as a preclusion of future agriculture for those parcels in the ALR as clearing and pasture/cropland or other crop related development are core activities in agriculture. Any OCP and zoning changes should consider very long term (beyond the active lifespan of the quarry and processing operations) land use with respect to maintaining agricultural potential for lands within the ALR.
- While the proposed zoning of Industrial 7 (M7) does include agriculture as a permitted use it does not appear that the proposed OCP designation of Heavy Industrial includes agriculture as a permitted use. Having an OCP designation in the ALR that does not allow for agriculture is not in the interest of agriculture.
- In the case of the conveyor system and based on the maps provided only a portion of the parcels are required for the conveyor systems; where possible only those areas directly required for NFU should be considered for OCP and zoning amendments.
- The comments in the previous response regarding recommended practices related to siting and any developments, management requirements related to invasive species, risk of complaints (noise and dust), and buffering, continue to apply.

Agricultural Land Commission: Thank you for forwarding a draft copy of OCP/Bylaw amendment application #REZ 7937 /7938 for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the OCP/Bylaw is consistent with the purposes of the Agricultural Land Commission Act (ALCA), the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the "Regulation"), and any decisions of the ALC.

The ALC has determined that Bylaw Amendment REZ 7937 /7938 is related to ALC Application 5617 4 (Resolution # 372/2017) whereby the ALC conditionally allowed the construction and operation of a conveyor system within the ALR to move limestone from a quarry outside the ALR (Crown Land) to a processing plant within DL 7937.

One of the conditions of ALC Resolution #372/2017 was that OCP amendments and rezoning of the subject property necessary for the project must allow for continued agricultural use of the area not affected by the conveyor. The proposed amendment appears to satisfy this condition as it only rezones " ... the area proposed for the conveyor ... ", and not the entire property (page 7, paragraph 3 of the RD referral report). The remaining area of the property retains the present Ag/Res designation which would facilitate future agricultural use of the non-conveyor lands.

With reference to the proposed M7 Industrial zoning over the conveyor lands, the ALC is concerned that this zone, while listing Agriculture as a permitted use, also allows several activities which would not be consistent with its ongoing ALR designation and would be beyond the scope of the non-farm use granted by Res #372/2017. The ALC suggests that an industrial zone be created to accommodate only the industrial conveyor and agriculture to reflect the ongoing ALR designation and approvals granted.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulation, or any Orders of the Commission.



**REGIONAL DISTRICT
of Fraser-Fort George
BYLAW NO. 3095**

A BYLAW TO AMEND WILLOW RIVER-UPPER FRASER VALLEY OFFICIAL COMMUNITY PLAN BYLAW NO. 1589

WHEREAS pursuant to the *Local Government Act*, the Regional Board of the Regional District of Fraser-Fort George has, by Bylaw No. 1589, dated October 19, 2000, adopted Willow River-Upper Fraser Valley Official Community Plan;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 1589 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is hereby amended as shown on Appendix 'A' attached to and forming part of this bylaw.
2. Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is further amended as shown on Appendix 'B' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as "Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589, Amendment Bylaw No. 3095, 2018."

READ A FIRST TIME ON THE DAY OF , 2018

A PUBLIC CONSULTATION MEETING IN RESPECT OF THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2018

Chair

General Manager of Legislative
and Corporate Services

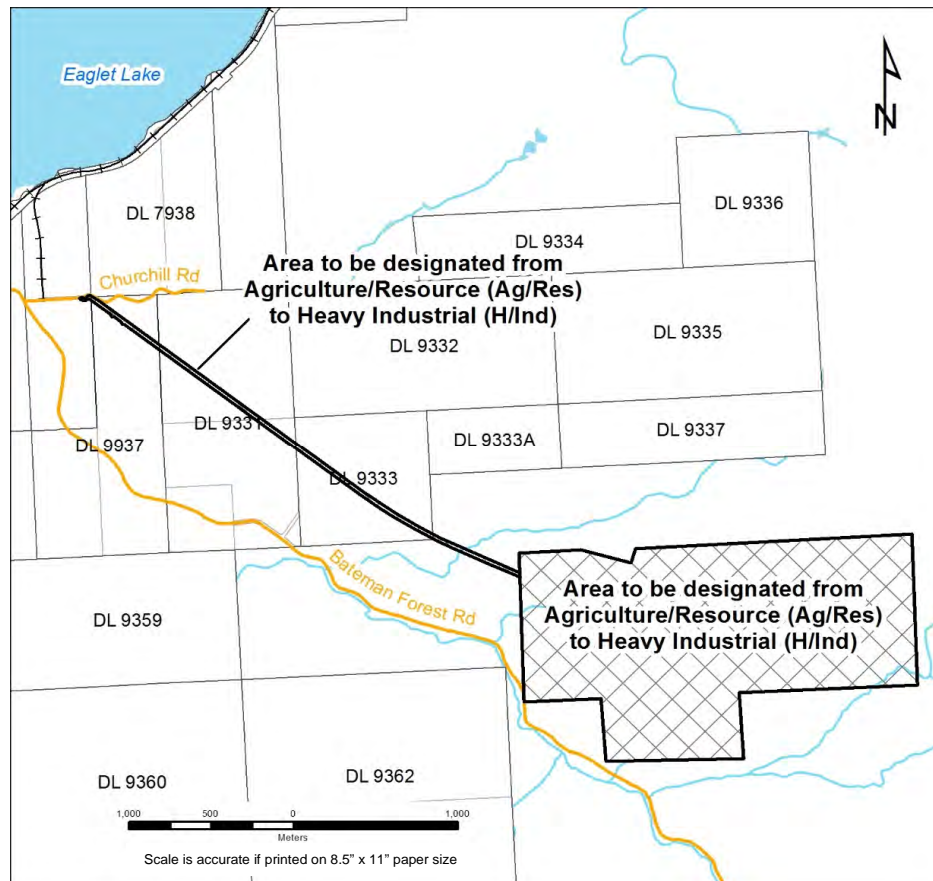
BYLAW NO. 3095, 2018**PAGE 2**

APPENDIX 'A'

Schedule 'B' – Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is hereby amended at Map 5 Giscome/Eaglet Lake by amending the designation on That Part of District Lot 7937 Cariboo District As Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 and That Part of District Lot 7938 Cariboo District As Shown on Plan 21789 Except: Part Statutory Right of Way Plan BCP31334 from Agriculture/Resource (Ag/Res) to Heavy Industrial (H/Ind).

APPENDIX 'B'

Schedule 'B' – Willow River-Upper Fraser Valley Official Community Plan Bylaw No. 1589 is hereby amended at General Index Map, Map 5 Giscome/Eaglet Lake and Map 6 Newlands/Eaglet Lake by amending the designation of a portion of Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037, Block A District Lot 9331 Cariboo District, District Lot 9333 Cariboo District and Unsurveyed Crown Land from Agriculture/Resource (Ag/Res) to Heavy Industrial (H/Ind) as shown below:





REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3096

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B' – Map 79 by rezoning That Part of District Lot 7937 Cariboo District as Shown on Plan 22196 Except: Part Statutory Right of Way Plan BCP31334 and That Part of District Lot 7938 Cariboo District as Shown on Plan 21789 Except: Part Statutory Right of Way Plan BCP31334 from Rural 3 (Ru3) to Industrial 7 (M7).
2. Zoning Bylaw No. 2892 is further amended at Schedule 'B' – Map 79 and Map 80 by rezoning a portion of Lot 2 District Lots 7937 9331 and 9937 Cariboo District Plan EPP76037, Block A District Lot 9331 Cariboo District, District Lot 9333 Cariboo District and Unsurveyed Crown Land from Rural 3 (Ru3) to Industrial 7 (M7) as shown on Appendix 'A' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3095, 2018".

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

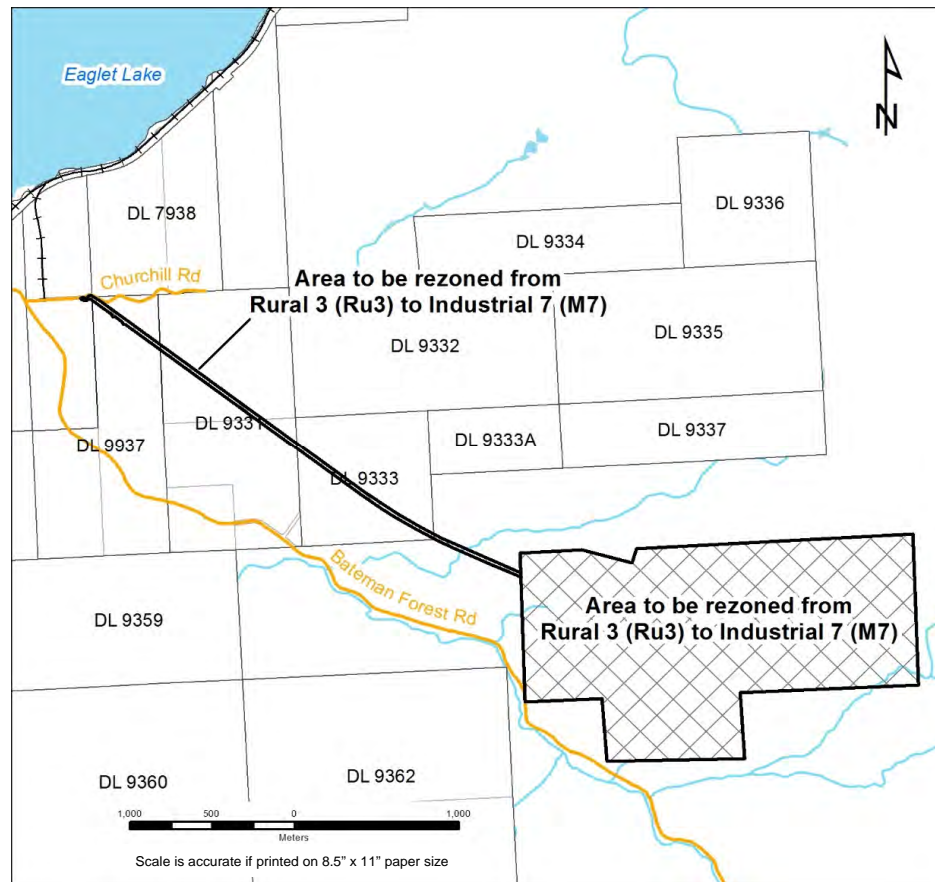
READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative
and Corporate Services

APPENDIX 'A'





REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 4630/41486/A

FROM: Julie Thompson, Planner I

DATE: September 5, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018
SUMMARY: Purpose: Consider Third Reading and Adoption
Location: Klein Rd. – Electoral Area 'D'
Owner: Kempster & Kempster

PREVIOUS

REPORTS: Item No. 5.3, August 2018 (see Agenda for link)

ATTACHMENT(S): 1. Minutes of Public Hearing held September 4, 2018
2. Bylaw No. 3105, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
	Declaration by the Public Hearing Chair of the minutes of the Public Hearing held September 4, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018.	
	All 1 Director/1 vote	Majority
	All 1 Director/1 vote	Majority
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT the minutes from the Public Hearing held September 4, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be received.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be given third reading.	All 1 Director/1 vote	Majority
4. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be adopted.	All 1 Director/1 vote	2/3 Majority

ISSUE(S):

An application has been made for a zoning bylaw amendment to facilitate subdivision of the 8.09 ha (20 acres) subject property into two ±1.82 ha lots and one ±4.45 ha remainder lot for residential purposes.

Board is being asked to consider third reading and adoption of Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018.

RELEVANT POLICIES:

- Tabor Lake-Stone Creek Official Community Plan (OCP) Bylaw No. 2157:
 - proposal is consistent with OCP policies
 - the subject property is designated Rural Residential (RR)
 - RR has a minimum parcel size of 1.6 ha
 - OCP policy states that lands in the vicinity of Scott Road, not in the ALR, have been identified for additional RR subdivision potential
 - an OCP amendment is not required

2. Zoning Bylaw No. 2892:

- **proposal does not meet zoning bylaw regulations**
- the subject property is zoned Small Holding (SH)
- SH has a minimum parcel size of 6 ha
- a zoning bylaw amendment is required

3. Regional District Subdivision Servicing Bylaw No. 2815:

- requires that each parcel measuring 4 ha or less in size created by subdivision is to be supplied by water by either an individual ground water well, a community drinking water system, or surface water
- requires that each parcel measuring 2 ha or less in size created by subdivision will require evidence that the lands can be serviced by either a Community Sewage Collection and Disposal System, or a Type 1 – Onsite Sewage Treatment and Disposal System

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.

- Bylaw No. 3105 will be given third reading and adoption
- the applicants may proceed with the subdivision process

Other Options:

- Hold Bylaw No. 3105 at third reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - another public hearing may be required
- Defeat Bylaw No. 3105 at third reading
 - bylaw cannot be considered further
 - the proposed subdivision will not be permitted and the matter will be closed

COMMENTS:

A zoning bylaw amendment application has been made to facilitate subdivision of the 8.09 ha subject property into two ± 1.82 ha lots and one ± 4.45 ha remainder lot for residential purposes.

The subject property is currently zoned SH in accordance with Zoning Bylaw No. 2892 and is within the RR designation under the Tabor Lake-Stone Creek OCP. The proposed subdivision requires a zoning bylaw amendment as the SH zone does not permit new parcels smaller than 6 ha; however, an OCP amendment is not required as the RR designation supports parcels of the proposed size. As well, lands in the vicinity of Scott Road have been identified in the OCP as having additional RR subdivision potential.

The proposed zoning bylaw amendment would rezone nearly half of the subject property to RR1. The RR1 zone has a minimum parcel size of 1.6 ha, which would allow the proposed ± 1.82 ha lots. The ± 4.45 ha remainder lot would stay in the SH zone. It is noted that should the zoning bylaw amendment be approved, the proposed 1.82 ha lots will both

Report to Regional Board

Page 3

require proof that they can accommodate either a Type-1 on-site sewage disposal system, or a community system, pursuant to the Regional District Subdivision Servicing Bylaw.

A public hearing was held on September 4, 2018 at the Pineview Community Hall. The meeting minutes are attached to the report for Board's consideration.

Board may now consider third reading and adoption of Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018.

Respectfully submitted,

Julie Thompson

Julie Thompson
Planner I

JT:lh



REGIONAL DISTRICT of Fraser-Fort George

Minutes of the public hearing regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 held on Tuesday, September 4, 2018 at the Pineview Community Hall.

- Those Present: Director Bill Empey, Electoral Area 'D' Director, Chair
Julie Thompson, RDFFG (Recording Secretary)
Randy Kempster, Applicant
- and 1 member of the public
- Open the Public Hearing: Director Empey opened the public hearing at 7:01 p.m.
- Introductions: Director Empey introduced himself and Regional District staff.
- Public Hearing Opening Statement: Ms. Thompson read the Public Hearing Opening Statement on behalf of Director Empey.
- Presentation from Development Services: Ms. Thompson introduced Bylaw No. 3105 by stating that its purpose is to facilitate subdivision of the subject property into three lots. Ms. Thompson explained that the current zone would not allow subdivision as the minimum parcel size is too large for the proposed parcel sizes, and that the proposed zone would reduce the minimum parcel size in order to allow the subdivision. Ms. Thompson then explained policies in the Official Community Plan that support the proposed subdivision.
- Ms. Thompson also stated that there would be requirements for servicing of two of the proposed lots which would consist of providing proof to the Regional District that the lots can accommodate on-site sewage disposal and have a drinking water source.
- Ms. Thompson then summarized the comments received during the technical agency referral process.
- Letters: No letters were submitted prior to the public hearing.
- Presentations from the Applicant:
- Randy Kempster (Applicant):
- It's a straight forward application
 - We don't use the west half of the property
 - Maybe when I retire I'll live on one of the smaller lots or give a lot to one of my kids or sell a lot
- Presentations from the Public:
- Dax Harasym:
- I own the neighbouring property
 - No issues with the rezoning
 - My only concern is that I didn't buy property out here to have three neighbours in the vicinity
 - My property is also zone Small Holding
 - When I build I would be building up on the hillside
 - I am applying for access off Klein Road as well, using the Crown land

- I would also like to have back access because my property is really sloped off Scott Road
 - I want to make sure that if this goes through I can still have the back access
 - Would my property stay in the Small Holding zone?
- Director Empey:
- Yes
- Dax Harasym:
- Where would the lagoons go?
- Randy Kempster (Applicant):
- Not exactly sure
 - The Northern Health Authority will make sure it meets their regulations
- Dax Hasrasym:
- I don't want a bunch of lagoons lined up on my property line
 - Just want to make sure I'll have access off the back
 - The remainder lot on Randy's property would stay in the Small Holding zone?
- Ms. Thompson (RDFFG):
- Yes, it would stay in the Small Holding zone
 - It would not need to be rezoned because minimum parcel size exceptions in the zoning bylaw allow it to be smaller than the 6 ha minimum parcel size in Small Holding
- Dax Harasym:
- The uses that are allowed in Small Holding are all on the list on the agenda?
- Ms. Thompson (RDFFG):
- All the uses that are allowed on the property are on the list
 - For example, Medical Marihuana is not on the list of permitted uses for the property, although it is allowed in the Small Holding zone, because the property is not large enough to meet the density requirement for Medical Marihuana
- Dax Harasym:
- What does BC Hydro mean with wanting a blanket right of way?
- Randy Kempster (Applicant):
- They need access to the metre
- Ms. Thompson (RDFFG):
- Not exactly sure what a blanket right of way is
 - Technical agency referral comments were forwarded to the applicant so that they can contact the agencies and fulfill any necessary requirements
- Public Hearing Closing Statement:
- Director Empey advised that no comments may be submitted after the close of the meeting and asked if there were any final comments
- Close the meeting:
- There being no further comment, Director Empey closed the public hearing at 7:29 p.m.

 CHAIR

 SECRETARY



REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3105

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B'- Map 144 and Map 145 by rezoning a portion of Lot A District Lot 4630 Cariboo District Plan PGP41486 as shown on Appendix 'A' attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018".

READ A FIRST TIME ON THE 16TH DAY OF AUGUST, 2018

READ A SECOND TIME ON THE 16TH DAY OF AUGUST, 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE 4TH DAY OF SEPTEMBER, 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services

BYLAW NO. 3105, 2018

PAGE 2

APPENDIX 'A'





REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 4630/41486/A

FROM: Julie Thompson, Planner I

DATE: July 30, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018
SUMMARY: Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing
Location: Klein Rd. – Electoral Area 'D'
Owner: Kempster & Kempster

PREVIOUS
REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Bylaw No. 3105, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be now introduced and read for the first time.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be given second reading.	All 1 Director/1 vote	Majority
4. THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018 be held with the chairing of the hearing delegated to Director Empey, or his Alternate, or any other Director as a delegate of the Board.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for a zoning bylaw amendment to facilitate subdivision of the 8.09 ha (20 acres) subject property into two ± 1.82 ha lots and one ± 4.45 ha remainder lot for residential purposes.

Board is being asked to consider:

- first reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018;
- second reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018; and
- authorization of a public hearing for Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018.

RELEVANT POLICIES:

1. Tabor Lake-Stone Creek Official Community Plan (OCP) Bylaw No. 2157:
 - **proposal is consistent with OCP policies**
 - the subject property is designated Rural Residential (RR)
 - RR has a minimum parcel size of 1.6 ha
 - OCP policy states that lands in the vicinity of Scott Road, not in the ALR, have been identified for additional RR subdivision potential
 - an OCP amendment is not required

2. Zoning Bylaw No. 2892:
 - **proposal does not meet zoning bylaw regulations**
 - the subject property is zoned Small Holding (SH)
 - SH has a minimum parcel size of 6 ha
 - a zoning bylaw amendment is required
3. Regional District Subdivision Servicing Bylaw No. 2815:
 - requires that each parcel measuring 4 ha or less in size created by subdivision is to be supplied by water by either an individual ground water well, a community drinking water system, or surface water
 - requires that each parcel measuring 2 ha or less in size created by subdivision will require evidence that the lands can be serviced by either a Community Sewage Collection and Disposal System, or a Type 1 – Onsite Sewage Treatment and Disposal System
4. *Local Government Act*:
 - outlines requirements for consideration of amendments to a zoning bylaw and public hearing procedure
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
5. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 m on the subject property
 - details requirements for a Notification of Application Sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 3105 will be given first and second reading and will proceed to public hearing

Other Options:

- a. hold Bylaw No. 3105 at first reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - bylaw may be amended after first reading
 - Board authorization is required to hold a public hearing
- b. defeat Bylaw No. 3105 at first reading
 - bylaw cannot be considered further
 - the proposed subdivision will not be permitted and the matter will be closed

COMMENTS:

A zoning bylaw amendment application has been made to facilitate subdivision of the 8.09 ha subject property into two ± 1.82 ha lots and one ± 4.45 ha remainder lot for residential purposes. The remainder lot would contain the existing residential infrastructure. Lots directly to the north of the subject property are located within the Rural Residential 1 (RR1) zone and the general surrounding area is located within the RR designation under the Tabor Lake-Stone Creek OCP.

The subject property is currently zoned SH in accordance with Zoning Bylaw No. 2892 and is within the RR designation under the Tabor Lake-Stone Creek OCP. The proposed subdivision requires a zoning bylaw amendment as the SH zone does not permit new parcels smaller than 6 ha; however, an OCP amendment is not required as the RR designation supports parcels of the proposed size. As well, lands in the vicinity of Scott Road have been identified in the OCP as having additional RR subdivision potential.

The proposed zoning bylaw amendment would rezone nearly half of the subject property to RR1. The RR1 zone has a minimum parcel size of 1.6 ha, which would allow the proposed ± 1.82 ha lots. The ± 4.45 ha remainder lot would stay in the SH zone. Minimum parcel size exceptions, pursuant to Zoning Bylaw No. 2892, would allow the parcel to be subdivided along the proposed zone boundary without the need to rezone the remainder lot. See Background for details.

During the technical agency referral process, Telus provided comments indicating that they will require a blanket Statutory Right of Way over the subject property in order to provide and maintain service. Likewise, BC Hydro has also requested a blanket right of way over the property to cover existing works. BC Hydro's and Telus' requirements have been forwarded onto the applicant for their consideration. The Ministry of Transportation and Infrastructure (MOTI) provided comment noting that the proposed subdivision layout as submitted is not guaranteed as it is dependent on review and approval by the Provincial Approving Officer. The Northern Health Authority has stated that they will be following up in greater detail at the final subdivision stage, should the rezoning be approved, and have indicated that soil conditions will play an important role in the determination of lot size. It is noted that should the zoning bylaw amendment be approved, the proposed 1.82 ha lots will both require proof that they can accommodate either a Type-1 on-site sewage disposal system, or a community system, pursuant to the Regional District Subdivision Servicing Bylaw.

Should the Board wish to proceed with this application, the next step will be a public hearing where the public will have an opportunity to comment. Notice of a public hearing will be advertised in the newspaper, delivered to owners of land within 200 m of the subject property, may be posted on a sign on the subject property, and posted to the Regional District website and notice board. Further notification beyond these requirements of the Development Services Applications Procedures Bylaw requires a Board resolution.

Respectfully submitted,

Julie Thompson

Julie Thompson
Planner I

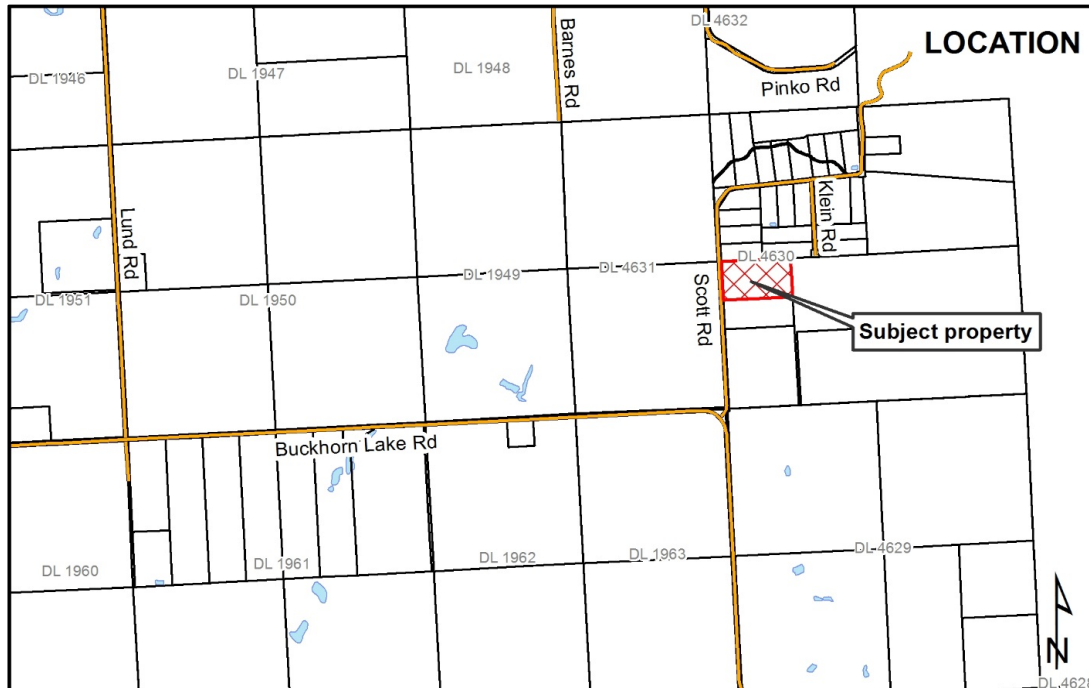
JT:sc

BACKGROUNDER

Owner: Randy & Patricia Kempster

Location: 13700 Klein Rd.- Electoral Area 'D'

Legal Description: Lot A District Lot 4630 Cariboo District Plan PGP41486 – 8.09 ha (20 acres)



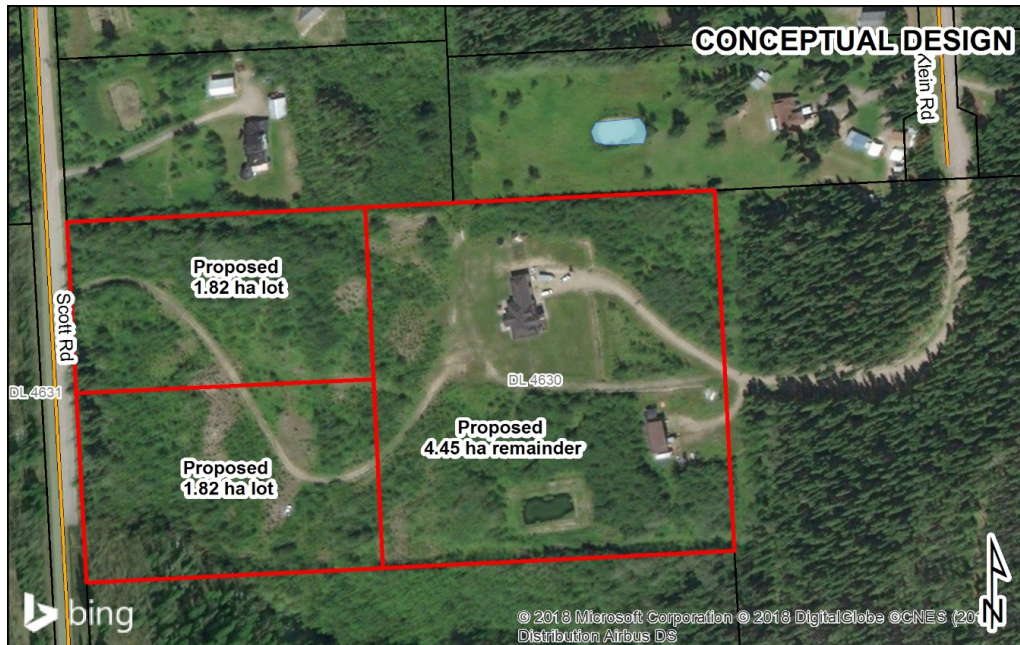
Existing and Surrounding Land Use:

The subject property is currently used for residential and agricultural purposes and contains a house, pasture, and accessory buildings.

North - residential
 East - Crown land/forested
 South - vacant land
 West - agriculture

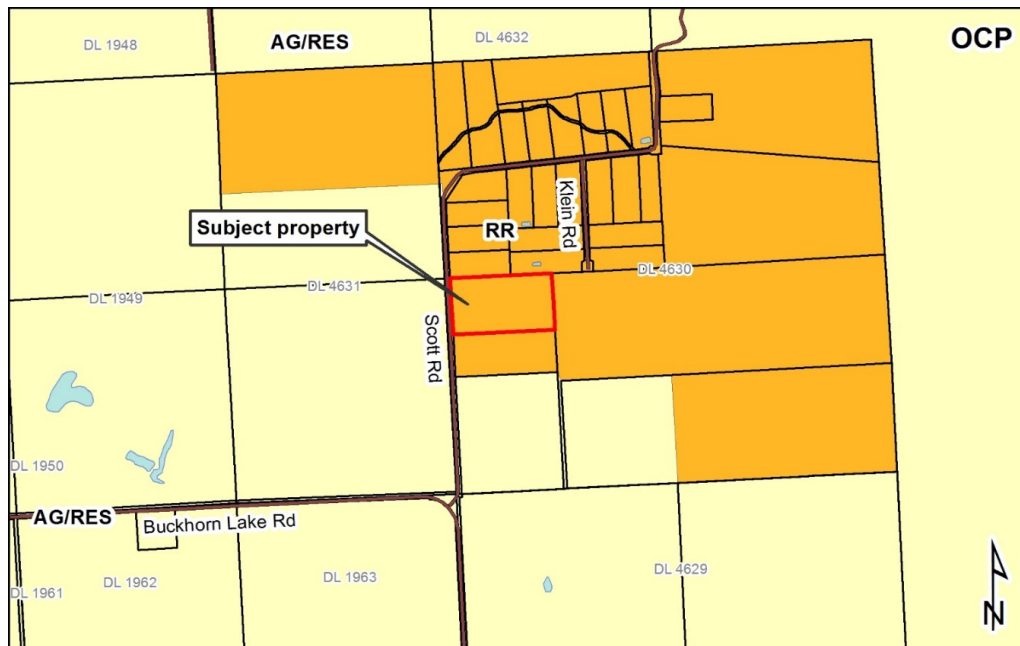
Proposal:

The applicants have applied to rezone the subject property in order to facilitate the subdivision of the property into two ± 1.82 ha lots, and a ± 4.45 ha remainder to be used for residential purposes. The remainder lot would contain the existing house and accessory structures.



Official
Community
Plan:

The subject property is designated Rural Residential (RR) in the Tabor Lake-Stone Creek Official Community Plan (OCP). The density for creation of new parcels in the RR designation is based on a minimum parcel size of 1.6 ha. An amendment to the OCP is not required.



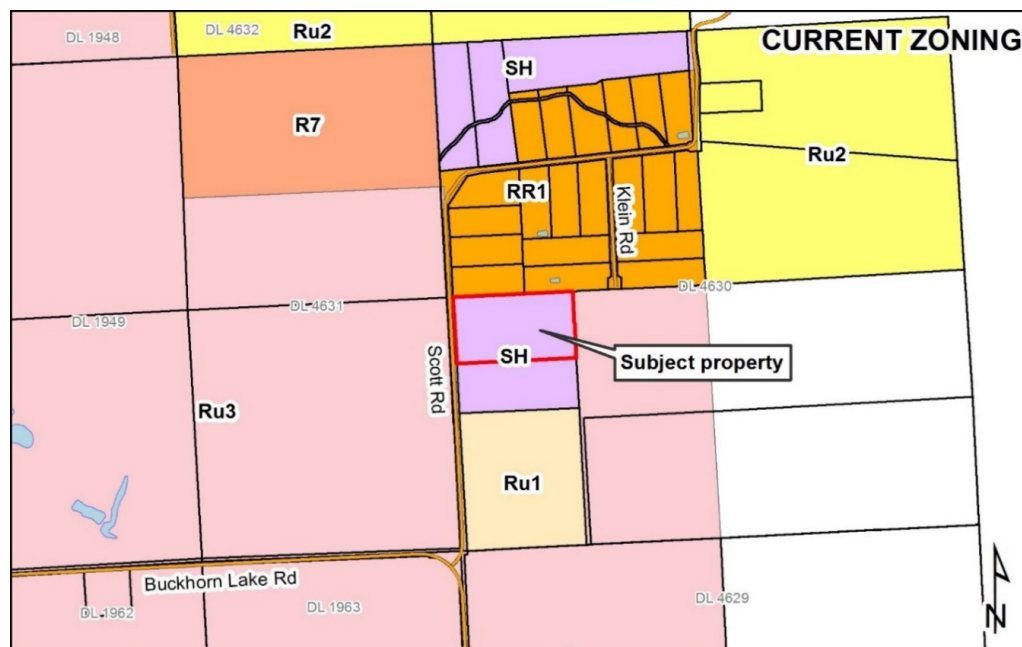
Zoning Bylaw: The subject property is zoned Small Holding (SH) in accordance with Zoning Bylaw No. 2892. The minimum parcel size in SH is 6 ha. A zoning bylaw amendment is required for the proposed 1.82 ha lots; however, the proposed 4.45 ha remainder lot does not require rezoning and may remain in the SH zone despite not meeting the minimum parcel size as it complies with the following minimum parcel size exception, as defined under Section 81.0(5) in Zoning Bylaw No. 2892:

I:\Report Working\2018\08 - August\Dev Serv\JT - REZ 1st 2nd reading PH - Kempster.docx

"Notwithstanding the minimum lot area requirement, where a zone boundary divides a lot, that lot may be subdivided such that the zone boundary is the boundary of the lots to be created, provided that the minimum lot area is not less than the smallest minimum lot area for a zone which is established on the lot."

The proposed zoning bylaw amendment will rezone the proposed 1.82 ha lots to Rural Residential 1 (RR1). The RR1 zone is consistent with the neighbouring parcels to the north. A comparison between the current SH zone and the proposed RR1 zone for the subject property is below:

Current Zone: SH	Proposed Zone: RR1
Permitted uses: <ul style="list-style-type: none"> - Agriculture - Forestry - Intensive Agriculture - Kennel - Nursery - Open Space Recreation - Residential-Single Family - Riding Stable - Veterinary Clinic - General Permitted Uses - Buildings and structures accessory to the permitted uses - Secondary Suite - Homecraft - Home Occupation 	<ul style="list-style-type: none"> - Agriculture - Open Space Recreation - Residential-Single Family - General Permitted Uses - Buildings and structures accessory to the permitted uses - Secondary Suite - Homecraft - Home Occupation
Setbacks: <ul style="list-style-type: none"> - 7.5 m from a front lot line - 5.0 m from a side or rear lot line - 	Setbacks: <ul style="list-style-type: none"> - 7.5 m from a front lot line - 5.0 m from a side or rear lot line
Minimum parcel size at subdivision: <ul style="list-style-type: none"> - 6.0 ha 	Minimum parcel size at subdivision: <ul style="list-style-type: none"> - 1.6 ha



I:\Report Working\2018\08 - August\Dev Serv\JT - REZ 1st 2nd reading PH - Kempster.docx

Agricultural Land Reserve (ALR):	The subject property is not located within the ALR.
Subdivision Servicing Bylaw:	<p>If the proposed rezoning is successful, Regional District Subdivision Servicing Bylaw No. 2815 will require the following at the subdivision stage:</p> <ol style="list-style-type: none"> 1. for newly created parcels measuring 4 ha or less, proof that the parcels can be supplied by an acceptable drinking water source, either by an individual ground water well, a community drinking water system, or surface water; and 2. for newly created parcels measuring 2 ha or less, proof that the parcels can support a Type 1 - Onsite Sewage Treatment and Disposal System or a Community Sewage Collection and Disposal System. <p>Pursuant to the Subdivision Servicing Bylaw, Type 1 – Onsite Sewage Treatment and Disposal System means onsite, domestic sewage treatment and disposal system, as defined in the <i>Public Health Act</i> and Sewerage System Regulation. Type 1 system includes a septic tank and absorption fields or facultative lagoons but does not include a holding tank, a pit privy or a sand mound.</p>
Access:	The applicants currently use an access off Klein Road through Crown land as their main access. There is also access to the property from Scott Rd.
Fire Protection:	The subject parcel is with a Volunteer Fire Department zone.
Future Applications:	No further land-use applications from the Regional District will be required to facilitate the subdivision if the zoning bylaw amendment is approved. If the applicants cannot meet the requirements of the Regional District Subdivision Servicing Bylaw, they may apply to the Regional District for a development variance permit.
Technical Agency Referral Comments:	<p>Northern Health Authority: "Northern Health has no objections to the proposed zoning bylaw amendment. Northern Health will be following up in greater detail during the sub-division stage. Please note that soil conditions will play an important role in the determination of appropriate lot size."</p> <p>Telus: "I have examined the attached files and determined that, while TELUS has no objection to this proposal, we would request that an easement be granted to permit the continued delivery of services to the existing residence from the utility poles on Scott Rd."</p> <p>BC Hydro: "BC Hydro requires a blanket right of way over this property to cover existing works. Please provide the owners contact information so that BC Hydro can contact them."</p> <p>Ministry of Transportation and Infrastructure: "The Ministry of Transportation & Infrastructure (MoTI) has received the above noted application from Randy and Patricia Kempster (the Applicants) to the RDFFG for a zoning bylaw amendment for subdivision. The application has been reviewed, and MoTI has the following comments:</p> <ul style="list-style-type: none"> • Should the zoning amendment be approved, the MoTI's approval of the zoning bylaw would not be required because this property is not within an 800 meter radius of an intersection with a controlled access highway, as per section 52 of the Transportation Act; • Any future subdivision must meet MoTI's subdivision guidelines and/or conditions identified during the subdivision process, and it is the Applicant's responsibility to adhere to all relevant legislation; and • The proposed layout as submitted is not guaranteed as it is dependent on review and approval by the Provincial Approving Officer." <p>Regional District Building Inspection: "No concerns with the rezoning."</p>



REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3105

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B'-Map 144 and Map 145 by rezoning a portion of Lot A District Lot 4630 Cariboo District Plan PGP41486 as shown on Appendix 'A' attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3105, 2018".

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services

BYLAW NO. 3105, 2018

PAGE 2

APPENDIX 'A'





REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 9240/27804/4

FROM: Heather Meier, Planner II

DATE: September 6, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018
SUMMARY: Purpose: Consider Third Reading and Adoption
Location: Upper Fraser Road – Electoral Area 'F'
Owner: Zielinski

PREVIOUS

REPORTS: Item No. 5.4, August 2018 (see Agenda for link)

ATTACHMENT(S): 1. Minutes of Public Hearing held September 5, 2018
2. Bylaw No. 3106, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received.		
Declaration by the Public Hearing Chair of the minutes of the Public Hearing held September 5, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018.		
2. THAT the minutes of the Public Hearing held September 5, 2018 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be received.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be given third reading.	All 1 Director/1 vote	Majority
4. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be adopted.	All 1 Director/1 vote	2/3 Majority

ISSUE(S):

An application has been made to amend the zoning of a 15.5 hectare property on Upper Fraser Road from Rural 3 (Ru3) to Rural Residential 6 (RR6) to facilitate subdivision for residential purposes.

Board is being asked to consider:

- third reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018; and
- adoption of Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018.

RELEVANT POLICIES:

- Willow River-Upper Fraser Valley Official Community Plan (OCP) Bylaw No. 1589:
 - **proposal is consistent with OCP policies**
 - Rural Holdings (RH) designation supports infill subdivision
 - an OCP amendment is not required

2. Zoning Bylaw No. 2892:

- **the proposal is not consistent with zoning**
- minimum lot size that may be created by subdivision is 60 ha in the present Rural 3 (Ru3) zone and 4.0 ha in the proposed Rural Residential 6 (RR6) zone
- a zoning amendment is required

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 3106 will be given third reading and adopted

Other Options:

- a. hold Bylaw No. 3106 at third reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - another public hearing may be required
- b. defeat Bylaw No. 3106 at third reading
 - bylaw cannot be considered further

COMMENTS:

The owners currently propose subdivision of a 4 ha lot from the 15.5 ha subject property located in the Ferndale area on Upper Fraser Road. The OCP supports consideration of rezoning to create smaller infill lots in this Rural Holdings neighbourhood. The proposed zoning amendment from the Ru3 zone to the RR6 zone will reduce the minimum parcel size that may be created through subdivision from 60 ha to 4 ha. Therefore, the RR6 zone will allow not more than two additional lots to be subdivided from the 15.5 ha property. Should the rezoning be approved, final subdivision layout will be evaluated through the subdivision application process with the Ministry of Transportation and Infrastructure.

A public hearing was held on September 5, 2018 at the Ferndale Community Hall. The public hearing minutes are attached to the report for consideration. No outstanding issues were raised through the technical referral or public hearing process. Board may now consider third reading and adoption of Bylaw No. 3106.

Respectfully submitted,

Heather Meier

Heather Meier
Planner II

HM:lh



REGIONAL DISTRICT of Fraser-Fort George

Minutes of the public hearing regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 held September 5, 2018 at the Ferndale Community Hall.

Those Present: Kevin Dunphy, Electoral Area 'F' Director (Chair)
Heather Meier, RDFFG (Recording Secretary)

Michael Zielinski, Applicant
and 2 other members of the public

Open the Public Meeting: Director Dunphy opened the public hearing meeting at 7:00 p.m.

Introductions: Director Dunphy introduced himself and Heather Meier from Development Services of the Regional District.

Public Hearing Opening Statement: Director Dunphy read the Public Hearing Chairperson Opening Statement

Presentation from Development Services: Ms. Meier gave a presentation regarding proposed Bylaw No. 3106 including a summary of the proposed zoning amendment, Official Community Plan policies, and technical agency comments.

Letters: No letters were received.

Comments from the Applicant, Michael Zielinski: - No comments to add

Comments from the Public:

Julie and Gerry Tutte: - Live nearby
- Not opposed to the proposal

Public Hearing Closing Statement: Director Dunphy read the Public Hearing Chairperson Closing Statement

Close the Hearing: There being no further comment, Director Dunphy closed the meeting at 7:07 p.m.

CHAIR

SECRETARY



REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 3106

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B'-Map 93 by rezoning Lot 4 District Lot 9240 Cariboo District Plan 27804 from Rural 3 (Ru3) to Rural Residential 6 (RR6).
2. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018".

READ A FIRST TIME ON THE 16TH DAY OF AUGUST, 2018

READ A SECOND TIME ON THE 16TH DAY OF AUGUST, 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE 5th DAY OF SEPTEMBER, 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 9240/27804/4

FROM: Heather Meier, Planner II

DATE: August 2, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018
SUMMARY: Purpose: Consider First Reading, Second Reading and Authorize a Public Hearing
Location: Upper Fraser Road – Electoral Area 'F'
Owner: Zielinski

PREVIOUS
REPORTS: None

ATTACHMENT(S): 1. Backgrounder
2. Bylaw No. 3106, 2018

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be now introduced and read for the first time.	All 1 Director/1 vote	Majority
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be given second reading.	All 1 Director/1 vote	Majority
4. THAT a public hearing on Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018 be held with the chairing of the hearing delegated to Director Dunphy, or his Alternate, or any other Director as a delegate of the Board.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made to amend the zoning of a 15.5 hectare property on Upper Fraser Road from Rural 3 (Ru3) to Rural Residential 6 (RR6) to facilitate subdivision for residential purposes.

Board is being asked to consider:

- first reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018;
- second reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018; and
- authorization of a public hearing for Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018.

RELEVANT POLICIES:

- Willow River-Upper Fraser Valley Official Community Plan (OCP) Bylaw No. 1589:
 - **proposal is consistent with OCP policies**
 - Rural Holdings (RH) designation supports infill subdivision
 - an OCP amendment is not required

2. Zoning Bylaw No. 2892:
 - **the proposal is not consistent with zoning**
 - minimum lot size that may be created by subdivision is 60 ha in the present Rural 3 (Ru3) zone and 4.0 ha in the proposed Rural Residential 6 (RR6) zone
 - a zoning amendment is required
3. *Local Government Act*:
 - outlines requirements for consideration of amendments to a zoning bylaw and public hearing procedure
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
4. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 m on the subject property
 - details requirements for a notification of application sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 3106 will be given first and second reading and will proceed to public hearing

Other Options:

- a. hold Bylaw No. 3106 at first reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - bylaw may be amended after first reading
 - Board authorization is required to hold a public hearing
- b. defeat Bylaw No. 3106 at first reading
 - bylaw cannot be considered further

COMMENTS:

A zoning bylaw amendment application has been made to facilitate subdivision of a 4.0 ha lot from the 15.5 ha subject property located in the Ferndale area on Upper Fraser Road. The property currently contains one residence, which will be located on the proposed remainder lot.

The land is currently zoned Rural 3 (Ru3) in accordance with Zoning Bylaw No. 2892 and is within the RH designation of the Willow River-Upper Fraser Valley OCP. The OCP supports infill residential subdivision in this area, which is not within the Agricultural Land Reserve. Subdivision requires a zoning bylaw amendment as the Ru3 zone does not permit new parcels smaller than 60 ha. The proposed RR6 zone allows a minimum parcel size of 4.0 ha. The RR6 zone will allow not more than two additional lots to be subdivided from the 15.5 ha property. The owners currently propose to subdivide one lot in the south east corner along Upper Fraser Road. Should the rezoning be approved, final subdivision layout will be evaluated through the subdivision application process with the Ministry of Transportation and Infrastructure.

I:\Report Working\2018\08 - August\Dev Serv\HM - REZ 1st 2nd reading PH - Zieliński.docx

No issues were identified through the technical agency referral process. Should the Board wish to proceed with this application, the next step will be a public hearing where the public will have an opportunity to comment. Notice of a public hearing will be advertised in the newspaper, delivered to owners of land within 200 m of the subject property, may be posted on a sign on the subject property, and posted to the Regional District website and notice board. Further notification beyond these requirements of the Development Services Applications Procedures Bylaw requires a Board resolution.

Respectfully submitted,

Heather Meier

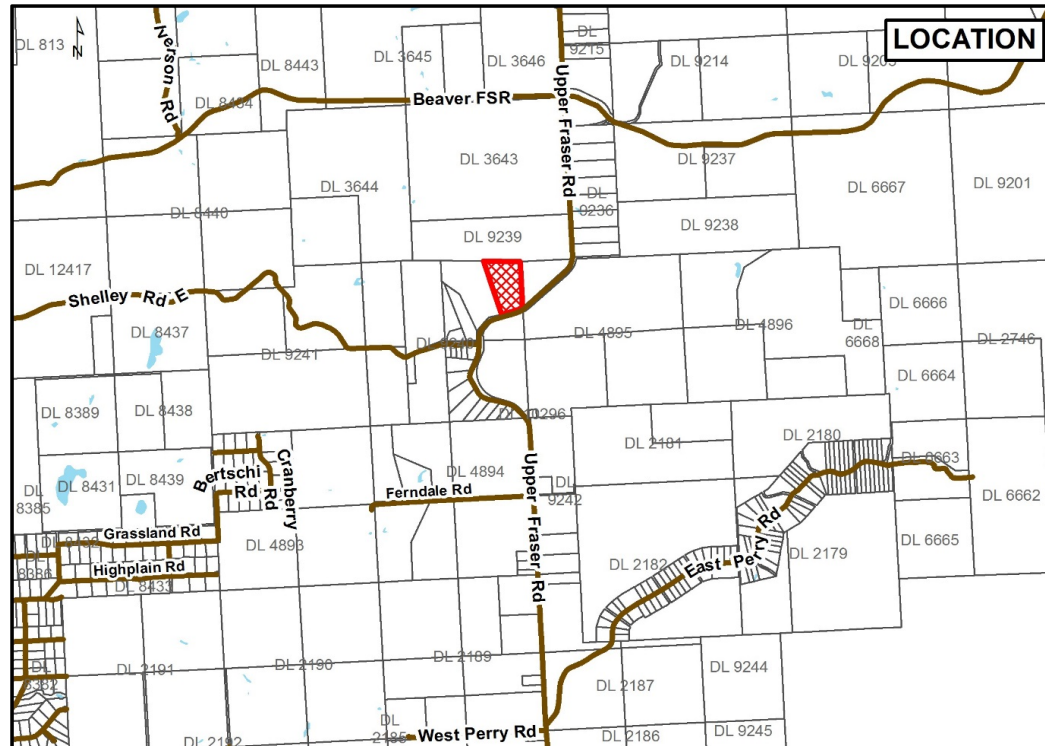
Heather Meier
Planner II

BACKGROUNDER

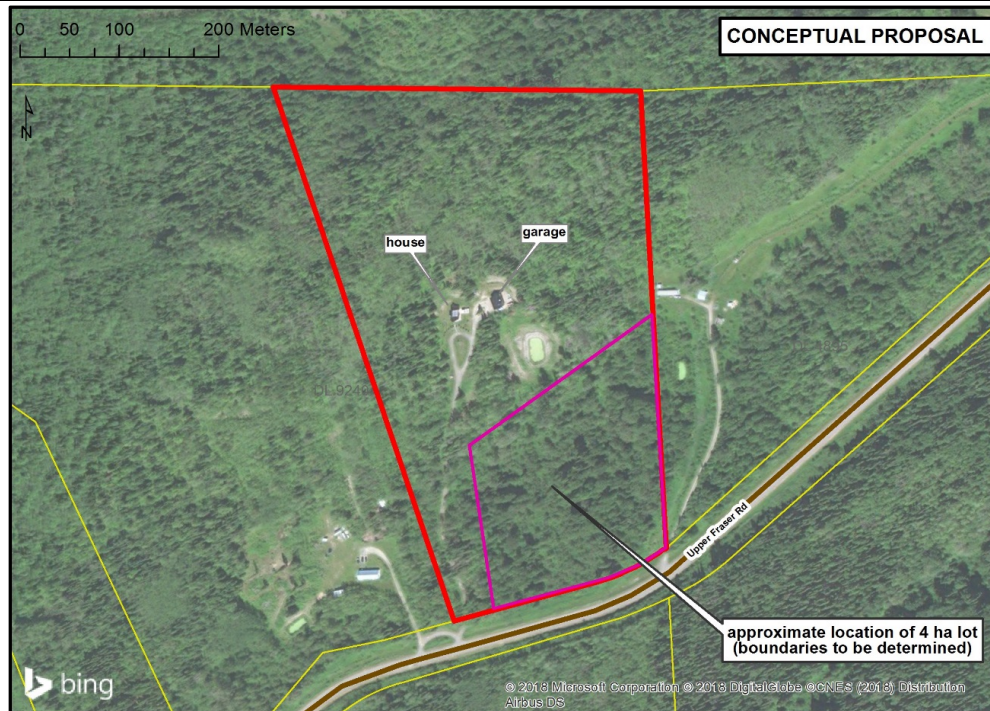
Owners: Michael Zielinski and Chantal Hebert

Location: 7385 Upper Fraser Road – Electoral Area 'F'

Legal Description: Lot 4 District Lot 9240 Cariboo District Plan 27804 – 15.5 hectares (38.5 acres)

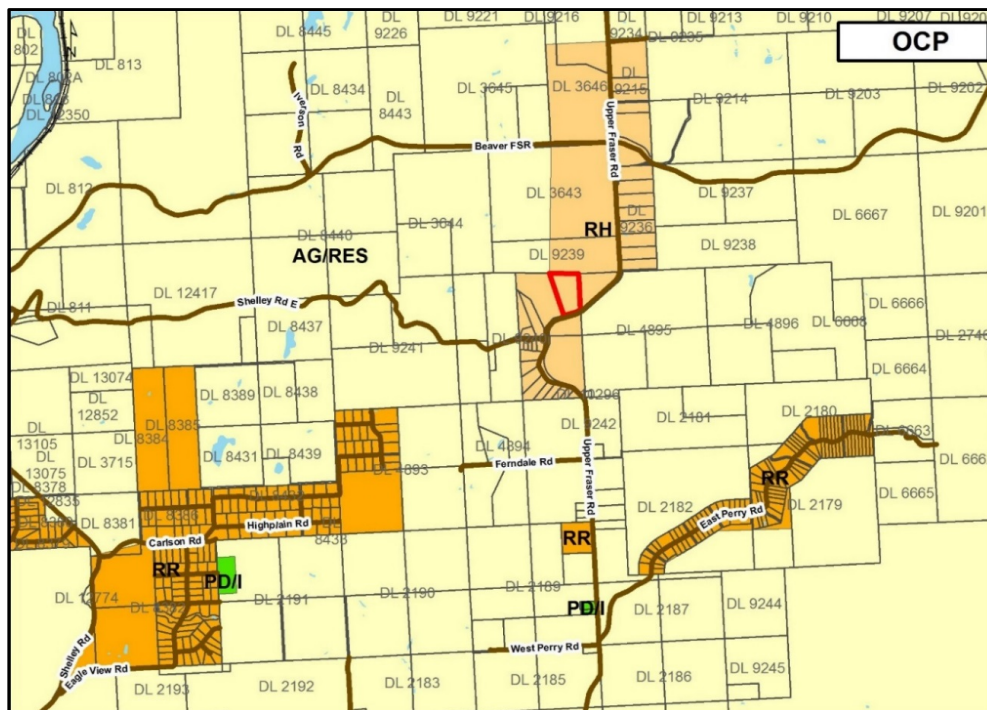


Proposal: The subject property presently contains a residence. An application has been made for a zoning amendment to facilitate a proposed subdivision of an approximate 4 ha lot in the south east corner. The existing residence will remain on the remainder lot.



Official
Community
Plan:

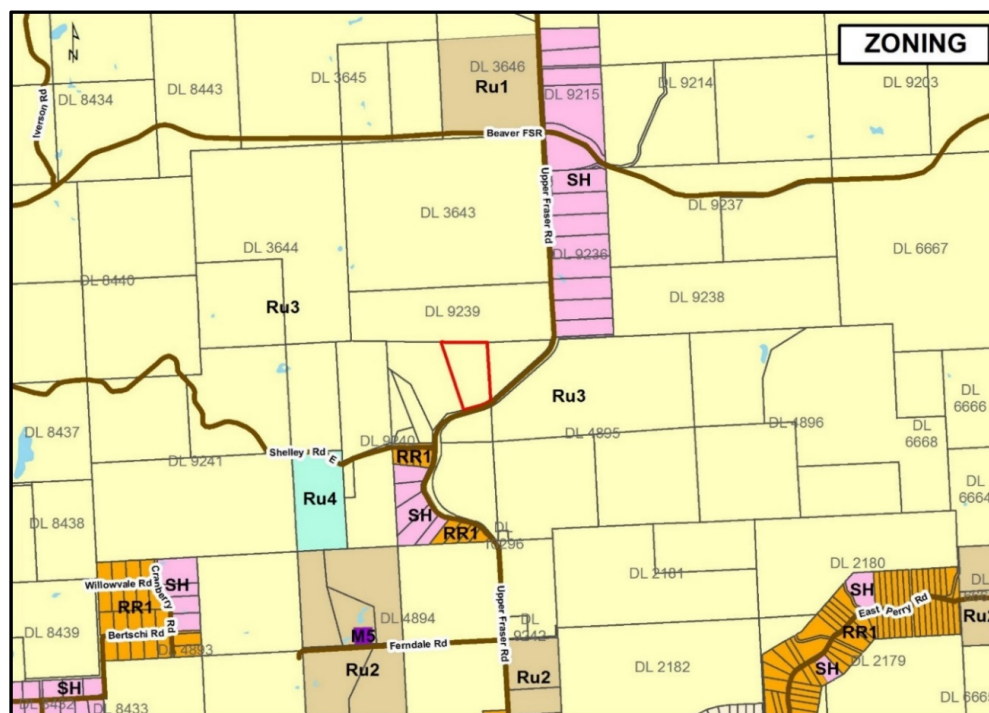
The subject land is designated Rural Holdings (RH) by the Willow River-Upper Fraser Valley Official Community Plan (OCP). The Rural Holdings and Rural Residential designations identify areas of existing rural residential development that are suitable for additional subdivision at similar densities. Within the RH designation the minimum parcel size may be reduced to 1.6 ha where the purpose is to permit infill subdivision. An OCP amendment is not required.



I:\Report Working\2018\08 - August\Dev Serv\HM - REZ 1st 2nd reading PH - Zielinski.docx

Zoning: The property is zoned Rural 3 (Ru3) by Zoning Bylaw No. 2892. The minimum lot size that may be created by subdivision in the Ru3 zone is 60 ha. The lot is proposed to be rezoned to the Rural Residential 6 zone (RR6). The minimum lot size that may be created in the RR6 zone is 4.0 ha, therefore the 15.5 ha property could be subdivided into not more than 3 lots.

Permitted Uses in Rural 3 zone (Ru3)	Permitted Uses in Rural Residential 6 (RR6) zone
<ul style="list-style-type: none"> • Residential Single-Family (max 1) • Agriculture • Forestry • Intensive Agriculture • Kennel (need 2 ha) • Medical Marihuana (need 259 ha) • Nursery (need 2 ha) • Open Space Recreation • Riding Stable (need 2 ha) • Veterinary Clinic (need 2ha) • Secondary Suite (max 1 in residence) • Homecraft and Home Occupation (includes B&B) • General Permitted uses and accessory uses 	<ul style="list-style-type: none"> • Residential Single-Family (max 1) • Agriculture • Open Space Recreation • Secondary Suite (max 1 in residence) • Home Occupation (includes B&B) • General Permitted uses and accessory uses
Minimum lot area for subdivision: 60.0 ha	Minimum lot area for subdivision: 4.0 ha



Subdivision Servicing: Regional District Subdivision Servicing Bylaw No. 2815 requires evidence be provided prior to subdivision that proposed lots 2 hectares or smaller can be serviced by either a Community Sewage Collection and Disposal System or a Type 1 Onsite Sewage Treatment and Disposal System.

Bylaw No. 2815 requires that proposed lots 4 hectares or smaller be supplied with acceptable quantity and quality of drinking water by either an individual ground water well, a community drinking water system, or surface water.

I:\Report Working\2018\08 - August\Dev Serv\HM - REZ 1st 2nd reading PH - Zieliński.docx

ALR: The subject land is not within the Agricultural Land Reserve.

Fire Protection: The property is within a volunteer fire department protection area.

Technical Agency Comments: **Regional District Building Inspection:**
No concerns.

Volunteer Fire Department:
Ferndale/Tabor has no issues with this subdivision.

Telus:
TELUS has no objection to this proposal.

BC Hydro:
BC Hydro has no objection in principle to the proposed subdivision, as there appears to be no road dedication involved affecting BC Hydro's rights.

The following comments are for the property owner's information:

1. As you know, BC Hydro has a registered right of way on the property PID 006-273-874. Please be guided by the terms of the right of way agreement.
2. If the final version of this plan includes a road dedication, please submit a copy to our office. BC Hydro will reserve comments following a further review of the final subdivision plan when submitted. Review can take 4-6 weeks and has a fee of \$262.50 (\$250+tax). BC Hydro's signature is required before the plan can be registered.
3. Obtain separate written approval from this office for any intended use or development on the right of way before construction takes place. Submit applications to this office.
4. No building encroachment is permitted within the right of way.
5. Open space/parks must be assigned a lot number so that Hydro's rights are retained.

Ministry of Transportation and Infrastructure (MoTI):

The Ministry of Transportation & Infrastructure (MoTI) has received the above noted application from Mike and Chantal Zielinski (the Applicants) to the RDFFG for a zoning amendment to facilitate subdivision. The application has been reviewed, and MoTI has the following comments:

- Should the zoning amendment be approved, the MoTI's approval of the zoning bylaw would not be required because this property is not within an 800 meter radius of an intersection with a controlled access highway, as per section 52 of the Transportation Act;
- Should the zoning amendment be approved, the Applicants must apply to MoTI for subdivision approval by the Provincial Approving Officer appointed under the Land Title Act; and
- The proposed layout as submitted is not guaranteed as it is dependent on review and approval by the Provincial Approving Officer.



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3106

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, pursuant to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B'-Map 93 by rezoning Lot 4 District Lot 9240 Cariboo District Plan 27804 from Rural 3 (Ru3) to Rural Residential 6 (RR6).
2. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3106, 2018".

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

A PUBLIC HEARING ON THIS BYLAW WAS HELD ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

Additional Item

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 8380/A

FROM: Heather Meier, Planner II

DATE: September 18, 2018

SUBJECT Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017
SUMMARY: Purpose: For Consideration
Location: Shelley Road – Electoral Area 'F'
Owner: McConaghy
Agent: McElhanney Consulting Services Ltd.

PREVIOUS

REPORTS: Item No. 5.1, March 2017 (see Agenda for link)

ATTACHMENT(S): 1. Appendix 'A'
2. Bylaw No. 3025

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT the General Manager of Legislative and Corporate Services prepare and file the necessary documentation with the Land Title and Survey Authority to discharge existing Section 219 Covenant PE30178 from the title of Block A of District Lot 8380 Cariboo District.	All 1 Director/1 vote	Majority
3. THAT a Section 219 covenant restricting the use of land on Block A of District Lot 8380 Cariboo District outlined in Appendix 'A' attached to the report, be entered into.	All 1 Director/1 vote	Majority
4. THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute a Section 219 covenant restricting the use of land on Block A of District Lot 8380 Cariboo District as outlined in Appendix 'A' to the report.	All 1 Director/1 vote	Majority

ISSUE(S):

An application has been made for a zoning bylaw amendment to allow subdivision of a non-contiguous lot along Shelley Road into two parcels. A Section 219 restrictive covenant concerning pet cemetery and crematorium use is currently registered to the subject property in favor of the Regional District. Following approval of third reading for Bylaw No. 3025 in March 2017, the Board directed that Administration work with the applicant to draft updated terms for a replacement restrictive covenant. The terms of this replacement covenant are outlined in Appendix 'A' to the report.

The Board is being asked to consider authorizing the discharge of the existing covenant registered to the subject property and authorizing entering into execution of an updated replacement covenant.

RELEVANT POLICIES:

- Willow River-Upper Fraser Valley Official Community Plan (OCP) Bylaw No. 1589:
 - proposal is consistent with OCP policies
 - Rural Holdings (RH) designation supports infill subdivision
 - an OCP amendment is not required

2. Zoning Bylaw No. 2892:

- **the proposal is not consistent with zoning**
- minimum lot size that may be created by subdivision is 60 ha in the present Rural 3 (Ru3) zone and 4.0 ha in the proposed Rural Residential 6 (RR6) zone
- a zoning amendment is required

3. *Land Title Act*:

- Section 219 permits the registration of a covenant in favour of a Regional District in respect of the use of land or buildings on land, the subdivision of land, and the preservation of land

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.

- the existing covenant will be discharged from title;
- a replacement Section 219 covenant will be registered to the title of the subject property; and
- Bylaw No. 3025 will return for consideration of adoption following covenant registration by the applicant

Other Options:

- hold Bylaw No. 3106 at third reading pending receipt of further information
 - bylaw will return for consideration when information is available
 - another public hearing may be required

COMMENTS:

Bylaw No. 3025 is proposed to facilitate subdivision of the subject parcel into two lots by rezoning the 3.7 hectare area located southwest of Shelley Road from Public Institutional 2 (P2) to Public Institutional 3 (P3). This proposed new lot contains an established pet cemetery and pet crematorium business.

A covenant was registered to the title of the property 27 years ago when it was originally rezoned to allow the pet cemetery use in 1991. The existing covenant includes conditions regarding permitted uses, long term use of the land as a pet cemetery or public park, access for pet owners, and screening.

As a number of issues were identified with the existing covenant, Board directed that Administration work with the owner to draft suitable terms for an updated replacement covenant. These draft terms for the replacement covenant are listed in Appendix 'A' to the report. Board is being asked to authorize entering into execution of the new covenant and discharge of the existing covenant. Upon registration of the covenant by the applicant, the zoning amendment bylaw will return for consideration of adoption.

Respectfully submitted,

"Heather Meier"

Heather Meier
Planner II

APPENDIX 'A'

Terms to be addressed in the Section 219 covenant for Block A of District Lot 8380 Cariboo District:

Covenantor: Owner of subject property

Covenantee: Regional District

1. The Covenant Area will include the entirety of the proposed lot to be created by subdivision being that portion of the subject property located south and west of Shelley Road.
2. The permitted use of the Covenant Area shall be restricted to the following uses:
 - (a) Pet Cemetery;
 - (b) Crematorium;
 - (c) Residential – Single Family;
 - (d) Secondary Suite; and
 - (d) Home Occupation;

and the Covenantor shall not conduct or permit to be conducted any other use of the Covenant Area or any building or buildings on or to be erected on the Covenant Area.

3. The Covenantor shall not, and shall not permit any person to, without the prior written consent of the Covenantee, prevent any owner of an interred pet from entering the Covenant Area comprising the Pet Cemetery any day between the hours of 8AM and 8PM for the purpose of visiting their pets.
4. The Covenantor shall not, and shall not permit any person to disturb or disrupt any pet graves and related appurtenances now or hereafter in existence in the Covenant Area.
5. The Covenantor shall establish and maintain vegetation screening along the southerly, westerly and northeasterly boundaries of the Covenant Area extending 100 feet beyond the boundaries of any portion of the of the Covenant Area used and developed for a Pet Cemetery or Crematorium.



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3025

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892, 2014

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, having due regard to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B'- Map 106 by rezoning a portion of Block A of District Lot 8380 Cariboo District from Public Institutional 2 (P2) to Public Institutional 3 (P3) as shown on Appendix 'A' attached to and forming part of this bylaw.
2. Zoning Bylaw No. 2892 is further amended at Schedule 'B'- Map 106 by rezoning a portion of Shelley Road as shown on Plan 25627 from Public Institutional 2 (P2) to Public Institutional 3 (P3) as shown on Appendix 'A' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017."

READ A FIRST TIME ON THE 19TH DAY OF JANUARY, 2017

READ A SECOND TIME ON THE 19TH DAY OF JANUARY, 2017

A PUBLIC HEARING IN RESPECT OF THIS BYLAW WAS HELD ON THE 22ND DAY OF FEBRUARY, 2017

READ A THIRD TIME ON THE 16TH DAY OF MARCH, 2017

ADOPTED THIS DAY OF , 2017

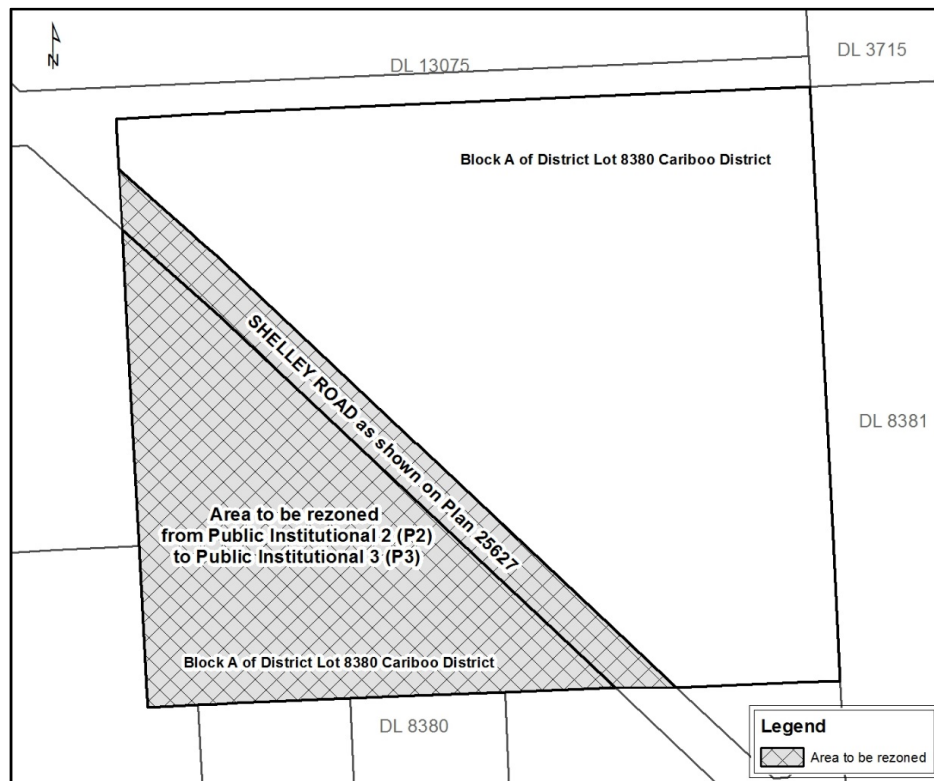
Chair


Corporate Officer

BYLAW NO.3025, 2017

PAGE 2

Appendix 'A'



 **REGIONAL DISTRICT**
of Fraser-Fort George

Certified as Appendix "A" to Bylaw No.
3025, 2017

Corporate Officer



1967-2017 50 years of building strong communities

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

GM: _____

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REZ 8380/A

FROM: Heather Meier, Planner II

DATE: March 6, 2017

SUBJECT SUMMARY: Item: Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017
 Purpose: Hold Public Hearing and Consider Third Reading
 Location: Shelley Road – Electoral Area 'F'
 Owner: McConaghy
 Agent: McElhanney Consulting Services Ltd.

PREVIOUS REPORTS: Item No. 5.3, January 2017 (see Agenda for link)

ATTACHMENT(S): 1. Backgrounder
 2. Minutes of the Public Hearing held February 22, 2017
 3. Bylaw No. 3025, 2017

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
Declaration by the Public Hearing Chair of the minutes of the Public Hearing held February 22, 2017 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017.		
2. THAT the minutes of the Public Hearing held February 22, 2017 regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017 be received.	All 1 Director/1 vote	Majority
Public Hearing		
1. Open the Public Hearing	All 1 Director/1 vote	Majority
2. Presentation from Development Services		
3. Letters to be read into the Hearing		
4. Presentation from the Applicant		
5. Questions from Board Directors		
6. Presentation from the Public		
7. Close the Public Hearing		
3. THAT Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017 be given third reading.	All 1 Director/1 vote	Majority
4. THAT Development Services Administration be authorized to work with the applicant to draft a replacement Section 219 Covenant for Block A of District Lot 8380 Cariboo District.	All 1 Director/1 vote	Majority

I:\REPORT WORKING\2017\03 - MARCH\DEV SERV\FINAL WORD VERSION\HM - McConaghy REZ PH 3RD REVISE.DOCX

ISSUE(S):

An application has been made for a zoning bylaw amendment to allow subdivision of a non-contiguous lot along Shelley Road into two parcels. A covenant concerning pet cemetery and crematorium use is registered to the subject property in favor of the Regional District. The public hearing notification requirements were not fully completed for the public hearing held February 22, 2017. A second public hearing will be held at the Board meeting.

Following the public hearing, Board is being asked to consider third reading of Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017.

RELEVANT POLICIES:

1. Willow River-Upper Fraser Official Community Plan Bylaw No. 1589:
 - Agriculture/Resource (Ag/Res) designation supports residential and agricultural uses
 - Public Development/Institutional (PD/I) uses, including pet cemetery, are supported subject to rezoning
 - the subdivision minimum parcel size may be reduced to allow subdivision along a physical constraint such as a road or rail right of way
 - an amendment to the Plan is not required
2. Zoning Bylaw No. 2892:
 - subject parcel is split zoned Public Institutional 2 (P2), Rural 3 (Ru3), and Industrial 5 (M5)
 - the minimum parcel size that may be created by subdivision in the P2 zone is 3.2 hectares
 - a zoning bylaw amendment is required to allow subdivision
3. *Local Government Act*:
 - outlines requirements for consideration of amendments to a zoning bylaw and public hearing procedure
 - requires a notice of public hearing to be placed in two consecutive issues of a newspaper not less than 3 and not more than 10 days before the public hearing
4. Development Services Applications Procedures Bylaw No. 2776:
 - notice of a public hearing is to be sent to owners of land within 200 metres of the subject property
 - details requirements for a Notification of Application Sign, alternative form of notification or waiving of notification requirements prior to a public hearing
 - delegates approval of notification requirements to the Manager of Development Services\

SERVICE RELEVANCE:

Regional District Land Use Services is a region wide service and fulfils the obligations of land use planning under Part 14 of the *Local Government Act*.

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Bylaw No. 3025 will be given third reading following the public hearing
 - terms for a new restrictive covenant will be prepared prior to consideration of adoption

Other Options:

- a. hold Bylaw No. 3025 pending receipt of further information
 - bylaw will return for consideration when information is available
 - bylaw may not be amended after third reading
- b. defeat Bylaw No. 3025 at third reading
 - bylaw cannot be considered further
 - the proposed subdivision will not be permitted

COMMENTS:

Bylaw No. 3025 is proposed to facilitate subdivision of the subject parcel into two lots by rezoning the 3.7 hectare area located southwest of Shelley Road from Public Institutional 2 (P2) to Public Institutional 3 (P3). This proposed new lot contains an established pet cemetery and crematorium use. Bylaw No. 3025 received first reading, second reading and authorization for a public hearing at the January 19, 2017 Board meeting.

The minutes of the public hearing held February 22, 2017 at the Shell-Glen Volunteer Fire/Rescue Department Hall are attached for consideration. A second public hearing is being held because the notification requirements of the *Local Government Act* were not fully met for the first public hearing. Should no issues arise following the second public hearing, it would be in order for Board to consider third reading of Bylaw No. 3025.

A covenant was registered to the title of the property when it was originally rezoned to allow the pet cemetery use in 1991. The covenant includes conditions regarding permitted uses, long term use of the land as a pet cemetery or public park, access for pet owners, and screening. As discussed in the backgrounder to the report, a number of issues have been identified with the existing covenant. Should the Board be in support, Development Services Administration will work with the applicant to draft terms of a replacement covenant will be prepared for Board's consideration prior to adoption.

Respectfully submitted,

Heather Meier

Heather Meier
Planner II

HM:jc

BACKGROUNDERRestrictive Covenant

A covenant was registered to the title of the subject property in 1991 when it was originally under consideration for rezoning to allow pet cemetery and crematorium use. The covenant, registered in favour of the Regional District of Fraser-Fort George (Regional District), includes the following terms:

- a) Restricts the permitted uses within the P2 zoned area to Agriculture, Residential-Single Family and Pet Cemetery and Crematorium.
- b) Pet owners shall have unrestricted access to the place of burial of their pet.
- c) The pet cemetery shall not be closed except by dedication of that land as a public park under Section 107 of the *Land Title Act*.
- d) Screening vegetation is required along the southerly, westerly and north-easterly boundaries of any portion of lands used and developed for a pet cemetery and crematorium.

As the transferee in the existing covenant, the Regional District has the ability to discharge the covenant at any time; however, the use of lands would no longer be restricted. Although the intent of ensuring that the pet cemetery lands are protected from redevelopment and restriction of access seems reasonable; the following issues have been identified:

- a) The current covenant was registered in anticipation of the pet cemetery and crematorium use. That use has now been established. A new covenant would recognize that a portion of the lands are established with a pet cemetery and crematorium use to act as a notice to any future land owners.
- b) The current covenant references Zoning Bylaw No. 833; however, that bylaw was replaced with Zoning Bylaw No. 2892 in 2014. A new covenant would be updated with wording that references Zoning Bylaw No. 2892 as being amended, repealed, and replaced from time to time.
- c) The covenant currently states that the use shall not be closed except by dedication of that portion of the lands a public park. This means that if the owner wishes to close the pet cemetery and crematorium, a plan would need to be prepared dedicating that portion of the lands as public park under the *Land Title Act*. The land containing the cemetery use would be subdivided from the remainder and vest in the Province, free and clear of all charges including the covenant, but possession and control would go to the Regional District for use as public park. This process is analogous to land dedicated as Regional District public park through a subdivision process. Although the Regional District would be under no obligation to operate a pet cemetery, control of the land as public park will still require the Regional District to take on the responsibility and liability for the land in the long term.

For these reasons, this zoning amendment application may be an opportunity to replace the existing covenant with one that includes terms that better suits the needs of both parties. For example, a new agreement that does not contemplate the Regional District assuming responsibility for dedicated park with a pet cemetery. A new covenant may simply require all future owners of the land not to disturb the remains buried on the lands and to grant pet owners a right of access.

Should the Board be in support, Development Services Administration will work with the applicant to prepare new covenant terms for Board's consideration prior to adoption.



REGIONAL DISTRICT of Fraser-Fort George

Minutes of the public hearing regarding Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017 held Wednesday, February 22, 2017 at the Shell-Glen Volunteer Fire/Rescue Department Hall.

- Those Present: Kevin Dunphy, Electoral Area 'F' Director
Heather Meier, Planner RDFFG (Recording Secretary)
Jim McConaghy, Applicant
and 2 other members of the public
- Open the Public Meeting: Director Dunphy opened the public hearing meeting at 7:07 p.m.
- Introductions: Director Dunphy introduced himself and Heather Meier from Development Services of the Regional District.
- Presentation from Development Services: Heather Meier provided an overview of the application for Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017 including the technical agency referral comments from Regional District Building Inspection, Ministry of Transportation and Infrastructure, and Northern Health.
- Letters: No letters were received.
- Comments from the Applicant, Jim McConaghy: - Purpose of the subdivision will be to help keep the pet cemetery for long term use into the future and beyond.
- Comments from the Public:
- Margaret McConaghy: - Lives next door.
- Not opposed.
- Director Dunphy: - Are there any further comments?
- Close the Hearing: There being no further comment, Director Dunphy closed the hearing at 7:12 p.m.

CHAIR

SECRETARY

I:\Report Working\2017\03 - March\Dev Serv\Attachments\Bylaw No. 3025 - McConaghy-PH minutes.docx



**REGIONAL DISTRICT
of Fraser-Fort George
BYLAW NO. 3025**

A BYLAW TO AMEND REGIONAL DISTRICT OF FRASER-FORT GEORGE ZONING BYLAW NO. 2892, 2014

WHEREAS the Regional Board of the Regional District of Fraser-Fort George has adopted Regional District of Fraser-Fort George Zoning Bylaw No. 2892;

AND WHEREAS the Regional Board intends to amend aforesaid Bylaw No. 2892 by passage of this bylaw, having due regard to the requirements of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Regional District of Fraser-Fort George Zoning Bylaw No. 2892 is hereby amended at Schedule 'B'- Map 106 by rezoning a portion of Block A of District Lot 8380 Cariboo District from Public Institutional 2 (P2) to Public Institutional 3 (P3) as shown on Appendix 'A' attached to and forming part of this bylaw.
2. Zoning Bylaw No. 2892 is further amended at Schedule 'B'- Map 106 by rezoning a portion of Shelley Road as shown on Plan 25627 from Public Institutional 2 (P2) to Public Institutional 3 (P3) as shown on Appendix 'A' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as "Zoning Bylaw No. 2892, Amendment Bylaw No. 3025, 2017."

READ A FIRST TIME ON THE 19TH DAY OF JANUARY, 2017

READ A SECOND TIME ON THE 19TH DAY OF JANUARY, 2017

A PUBLIC HEARING IN RESPECT OF THIS BYLAW WAS HELD ON THE 22ND DAY OF FEBRUARY, 2017

READ A THIRD TIME ON THE DAY OF , 2017

ADOPTED THIS DAY OF , 2017

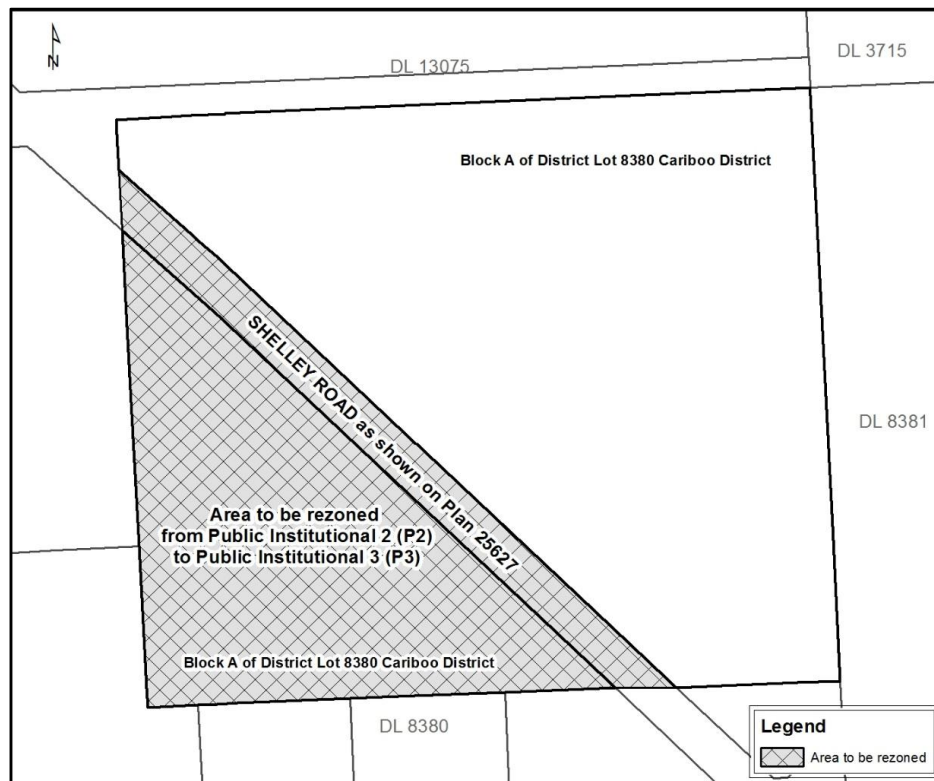
Chair


Corporate Officer

BYLAW NO.3025, 2017

PAGE 2

Appendix 'A'



 **REGIONAL DISTRICT**
of Fraser-Fort George

Certified as Appendix "A" to Bylaw No.
3025, 2017

Corporate Officer

2019 World Para Nordic Skiing Championships

Presentation to Regional District of Fraser-Fort George
Board of Directors
September 20, 2018



The Path to the World Championships

Introductions

- I am Kevin Pettersen the Chairperson of the 2019 World Para Nordic Skiing Championship event
- Steve Henderson is a member of our Local Organizing Committee volunteering to help with engagement
- This meeting is intended to introduce the World Championships and how it is creating enduring health, accessibility and economic benefits
- We are looking forward to discussing areas of mutual interest



2

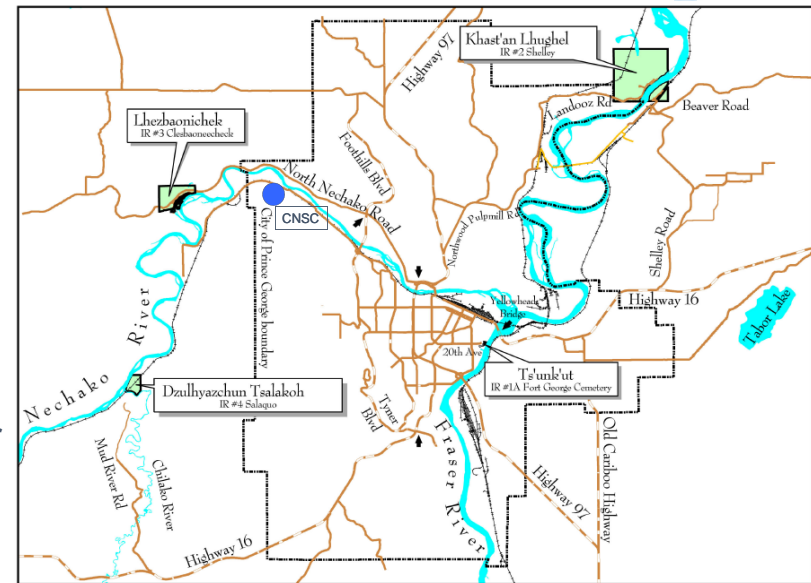
2019 World Para Nordic Championships



The Path to the World Championships

The Caledonia Nordic Ski Club (CNSC)

- Formed in 1957 (non-profit society)
- Promotes an active healthy lifestyle
- One of largest Nordic clubs in Canada
- Maintain/groom xc ski trails (~50km) and biking trails (~50km)
- Offer programs for all ages and abilities
- Hosted xc skiing, biathlon and Para Nordic for 2015 Canada Winter Games (2015 CWG)
- **The only full service Nordic facility in the RDDFG**



3

2019 World Para Nordic Championships

The Path to the World Championships

Building from a strong legacy

- Pre-2015 – CNSC strategic plan
- IPC Para Nordic officials training (pre-2015)
 - Considered best Para Nordic facility in N. America
- Asked to bid on 2019 World Para Nordic Skiing Championship (WPNSC) because of management experience, facility quality and community support
- Formally awarded event on Dec 9 2016
- First World Championships for Prince George



4

2019 World Para Nordic Championships



One World Championships – two sports

About the World Para Nordic Skiing Championships



- Held every 2 years (after Winter Paralympics)
- Sanctioned under IPC/World Para Nordic Skiing
- 2 sports – Para Nordic Skiing & Para Biathlon
- 20+ countries; 140+ athletes compete over 10 days
- 2 Million+ worldwide viewers (live stream)



5

2019 World Para Nordic Championships

One World Championships – two sports

Para Nordic Skiing and Para Biathlon

- Sit ski, standing, visually impaired athletes
- Classical and free technique (skate skiing)
- Short, middle and long distances, & team relay
- Biathlon – 3 skiing and 2 shooting rounds



6

2019 World Para Nordic Championships



Local Organizing Committee (LOC)

- Volunteer committee to manage the event
- Works with the IPC from Bonn, Germany
- Engaging with organizations, the community and governments to build a sustainable, inclusive model to host the 2019 WPNSC
- Working closely with IPC and government to ensure accessibility to the facility is improved for hosting future events.



Benefits to our region

- Fantastic ability to promote our region on the world stage
- Community legacies:
 - Accessibility improvements & accessibility awareness
 - Increase awareness of facility and para sports
 - Snowmaking (first Nordic centre in BC)
 - Continental venue attracting more world level events
 - Fibre optic broadband connection to the world
- Economic benefit to region from World Championships: **\$5.2 million**



8

2019 World Para Nordic Championships



Funding Partners



Province of BC (total \$475,000)

- Tourism Event Program (broadcasting, marketing/communications, image/look) \$175,000
- BC Gaming capital grant (snowmaking) \$175,000
- Hosting BC grant (event hosting) \$125,000

NDIT (total \$300,000)

- Economic Diversification (snowmaking) \$250,000
- Community Halls/Recreation (accessibility improvements) \$30,000
- Marketing \$20,000

City of Prince George

- Event hosting - \$250,000

Federal Government (total \$250,000)

- Sport Canada (event hosting) - \$200,000
- accessibility improvements - \$50,000

International Paralympic Committee

- Event hosting \$90,000

Canadian Paralympic Committee

- Marketing \$25,000

Total Budget \$1.7 million Total funding \$1.39 million



Discovering mutual opportunities



Reconciliation with First Nations

- Based upon the principles of respect and inclusion, we are engaging with the Chief and Council of the Lheidli T'enneh First Nation (LTFN) to highlight and honour Indigenous culture and heritage in the opening, medal and closing ceremonies.
- Our shared goal is to build greater understanding of the LTFN both within our community and around the world.
- The LTFN acknowledge this engagement as an opportunity to help support the WPSNC.



Community Benefits

Accessibility and inclusion

- Accessibility improvements to the Caledonia Nordic Ski Club (ramps, visibility improvements, auto-door openers)
- Accessibility outreach to schools
- Greatly heighten awareness and promote understanding of accessibility, accessible recreation opportunities & Para sports within the region
- Opportunity for RDFFG communities to help support and promote the WPNSC accessibility initiatives
- Promote the enduring economic, health and learning attributes resulting from the WPNSC.



11

2019 World Para Nordic Championships

Funding partner proposal



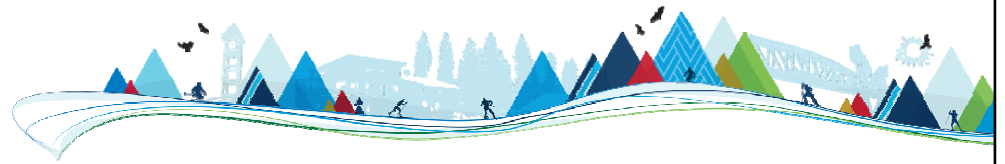
We would be delighted to welcome the RDFFG to become a funding partner for the World Championships to support:

- developing an accessible regional recreation facility and world class competition facility
- economic benefit to our region (\$5.2 million) and the legacy benefits;
- the level of contribution by other funding partners (\$1.39 million); and
- matching the shared specific initiatives/goals of the RDFFG, namely accessibility & First Nation reconciliation.

We would propose the RDFFG consider a contribution of funding between \$50,000 and \$100,000.



Thank you so much for your help
to host the world
and build a sustainable legacy!



13

2019 World Para Nordic Championships



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: POL 1.0

FROM: Karla Jensen, General Manager of Legislative and Corporate Services

DATE: September 10, 2018

SUBJECT Item: Policy RD-02-7 Amendment – Learning Opportunities Electoral Area Directors
SUMMARY: Purpose: Consider Amending Policy

PREVIOUS None
REPORTS:

ATTACHMENT(S): Policy RD-02-07

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received.		
2. THAT Policy RD-02-07, as set out in Schedule "A" attached to the report, be approved, effective November 15, 2018.	All 1 Director/1 vote	Majority

ISSUE(S):

Policy RD-02-07 - Director Expense Reimbursement provides for the authority to expend funds for Director expenses related to duties as a Director. Unless otherwise identified in the policy, Directors must seek Board approval thru resolution to attend any learning opportunity not identified in the Policy.

Administration has observed that the current policy is inflexible and Electoral Area Directors have missed relevant training and workshop opportunities. Under the proposed amended Policy Electoral Area Directors would have the ability to plan and attend training opportunities under their own accord.

The Board is being asked to consider approving the proposed amendment to allow Electoral Area Directors to expend funds to attend learning opportunities not otherwise provided for in the Policy without prior approval of the Board.

RELEVANT POLICIES:

1. Policy RD-02-07 – Director Expense Reimbursement
 - provides the authority and process for the reimbursement of Director Expenses

SERVICE RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

This initiative would be funded from the Electoral Area Administration budget which is a sub-regional service funded by the seven Electoral areas.

I:\REPORT WORKING\2018\09 - SEPTEMBER\CORP SERVICES\KARLA\KJ REPORT RD0207 AMENDMENT.DOCX

The proposed expense allotment for each Electoral Area Director is \$3,000 in a calendar year for attendance at learning opportunities. It is proposed that the Electoral Area Administration budget fund the proposed expenditures without any increase in revenue. The Electoral Area Administration budget typically carries a significant surplus as the budget/cost ratio fluctuates with attendance by Electoral Area Directors at the annual general meetings of UBCM, NCLGA, FCM and YHA (affiliated organizations). If the Board is supportive of the proposed policy amendment, Administration will bring the policy forward in one year's time for a review of the proposed expense allotment and effect on the Electoral Area Administration budget.

OTHER CONSIDERATION(S):

The term "learning opportunities" has been defined in the policy as any seminar, workshop or conference related to the duties of a Director of an electoral area. Some examples include agricultural events or workshops put on by various Farmers' Institutes, environmental workshops regarding rivers and lakes and economic development workshops. The policy amendment would not preclude an electoral area director from requesting approval from the Board to attend a seminar, workshop or conference if the expense amount exceeds the allotted funds available or if the learning opportunity reaches beyond the duties of an electoral area Director.

Providing this allotment of funds through policy will also allow electoral area Directors to attend learning opportunities that may not otherwise have been available due to the timing between registration and need for Board approval.

DECISION OPTIONS:

1. Approve recommendations.
 - Policy RD-02-07 will be amended

Other Options:

- a. receive report and take no further action

COMMENTS:

Amending Policy RD-02-07 will allow electoral area Directors an allotment of funds to attend learning opportunities related to their duties as an electoral area Director without prior Board authorization but within a limit of \$3000 each.

Respectfully submitted,

"Karla Jensen"

Karla Jensen
General Manager of Legislative
and Corporate Services
KJ



REGIONAL DISTRICT
of Fraser-Fort George

CORPORATE POLICY

No.: RD-02-07

Date Approved: October 18, 2007

Name: Director Expense Reimbursement

Purpose:	To establish eligibility criteria for the reimbursement of expenses incurred by Regional District directors.
Authority:	Section 263 <i>Local Government Act</i>
Scope:	This policy shall apply to all directors duly elected or appointed to the Regional District Board except as otherwise noted.

Definitions: “director” includes an alternate director or extraterritorial director.

“duties of office” means the duties, responsibilities and obligations imposed by a statute or regulation, or by a Regional District bylaw, policy or resolution.

“expense” means a cost or charge borne by a director which benefits the Regional District.

“learning opportunity” means a seminar, workshop or conference related to the duties as a director of an electoral area

Policy: Directors are entitled to claim reimbursement for reasonable expenses necessarily incurred in performing their duties of office.

General: 1. The duties of office for directors include attendance:

- (a) at meetings of the Regional Board, Board committees and other Regional District committees of which the director is a member;
- (b) at meetings of an external organization to which the director has been appointed by the Regional Board to represent the Regional District;
- (c) at public considerations for which the authority to hold the public consideration has been delegated to that director;
- (d) at meetings of an affiliate organization for which the area represented by the director has contributed to the cost of membership;
- (e) at meetings with a Regional District manager or the Chief Administrative Officer at the request of that person or where required to meet a statutory requirement; and

Expiry Date:

Amended: November 13, 2014

Amended:

No.: RD-02-07**Page 2 of 3****Name: Director Expense Reimbursement**

- (f) at meetings within a director's jurisdictional area which, in the opinion of the director, are required for that director to perform the duties of office.
- 2. In addition to the duties of office as a director, the duties of office for the Chair include:
 - (a) officiating or participating in meetings and events as the spokesperson for the Regional District;
 - (b) attendance at the Regional District offices to execute documents requiring the Chair's signature; and
 - (c) attendance at the Regional District offices to meet with a director, the Chief Administrative Officer or a Regional District manager on matters of corporate interest.
- 3. When acting in the place of the Chair, the Vice-Chair shall be entitled to claim expenses on the same basis as the Chair.
- 4. Upon written request, the Board may authorize:
 - (a) an advance payment against future expenses, or
 - (b) the reimbursement of expenses not otherwise covered by this policy.
- 5. For the purposes of this policy, expenses directly related to the making of an Oath of Office shall be considered reimbursable.
- 6. The maximum amounts which may be claimed for expenses are set out on Schedule "A". Unless otherwise stated, all claims for reimbursement must be accompanied by receipts.
- 7. A claim for expense reimbursement shall not be considered until the claimant has completed, signed and submitted the claim on the prescribed form to the corporate officer.

Learning Opportunities:

- 1. Electoral Area Directors may attend a learning opportunity related to their duties as an Electoral Area Director and not otherwise identified in this Policy as follows:
 - (a) Each Electoral Area Director may expend up to \$3,000 per calendar year without prior authorization of the Board to attend a learning opportunity.
 - (b) To expend funds under clause 1(a) of this Policy, an Electoral Area Director must complete and submit the prescribed expense form to the Corporate Officer.

Expiry Date:**Amended
Date:**

November 13, 2014

No.: RD-02-07**Page 3 of 3****Name: Director Expense Reimbursement****SCHEDULE "A"****Expense Reimbursement Rates****Part A – Transportation**

- A1 Personal vehicle expenses are reimbursable based on mileage traveled. The reimbursement rates and mileage claim limits are equivalent to those established by the Province of British Columbia for in-province travel.
- A2 Expenses incurred for commercial air or ground transport are reimbursable at cost, provided that receipts are submitted and the cost does not exceed that which would be reimbursable for personal vehicle expenses including parking and toll charges.

Part B – Accommodation

- A3 Deleted.
- A4 Reimbursement of accommodation expenses is at cost and receipts are required.
- A5 In lieu of receipts, an accommodation allowance of \$35 per night is provided.

Part C – Meals & Sundry

- A6 Where an overnight stay is required, an allowance of \$100 per day may be claimed with adjustments for additional or missed meals as follows:

Breakfast	\$15	Lunch	\$20	Dinner	\$30
-----------	------	-------	------	--------	------

- A7 Where a per diem allowance does not apply, claims for meal expenses must be accompanied by receipts if the cost exceeds the rate shown in paragraph A6. The name of any other parties included for the meal expense must be recorded on the receipt or expense claim.

Part D – Electronic Attendance

- A8 Costs for a member to attend electronically shall:
- a) be defined as telephone long distance charges or video-conferencing fees;
 - b) be paid by the Regional District if the member attending electronically is attending from a location within the boundaries of the Regional District;
 - c) require approval by the Regional Board for payment if member attending electronically is attending from a location outside of the boundaries of the Regional District.

Expiry Date:**Amended
Date:**

November 13, 2014



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: COM 2.12

FROM: K. Jensen, General Manager of Legislative and Corporate Services

DATE: September 11, 2018

SUBJECT Item: Recruitment Process for Community Consultation Committee Members
SUMMARY: Purpose: Consider Recruitment Process

PREVIOUS REPORTS: Item No. 9.1, September, 2017 (see Agenda for link)

ATTACHMENT(S): 1. Appendix "A"
2. Consolidated Community Consultation Committees Establishment Bylaw No. 2843, 2013

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT the Recruitment Process for Community Consultation Members as outlined in Appendix "A" attached to the report be approved.	All 1 Director/1 vote	Majority

ISSUE(S):

In April, 2017, the Select Committee on Review of Community Consultation Committees was established to review whether the goals of the Community Consultation Committee model are being met and the overall applicability of the model. The Committee found that the model continues to meet its goals and objectives. The Final Report from the Committee to the Board can be found under Previous Reports. In the Final Report the Committee also indicated that although membership is fairly consistent and steady, Administration would develop a membership recruitment process for Board's consideration as part of the 2018 work plan.

The Board is being asked to consider approving the Recruitment Process for Community Consultation Committee (CCC) members as outlined in Appendix "A" attached to the report.

RELEVANT POLICIES:

Community Consultation Committees Establishment Bylaw No. 2843, 2013

- provides the establishment, mandate and membership of Community Consultation Committees

SERVICE RELEVANCE:

Community Consultation Committees support the Strategic Priority of Community Sustainability in engaging rural community members on local community matters.

FINANCIAL CONSIDERATION(S):

All costs associated with the proposed Recruitment Process of community consultation committee members such as ads in local media, will be budgeted for in the Electoral Area Administration budget beginning in 2019 if the Recruitment Process is approved by the Board.

I:\Report Working\2018\09 - September\Corp Services\Karla\Recruitment CCC.docx

OTHER CONSIDERATION(S):

Historically, Electoral Area Directors have recruited members for previous community committee models and the current CCC model. Through the work of the Select Committee on Public Advisory Committees which developed the CCC model, it was determined that there were challenges with Electoral Area Directors holding the responsibility for committee members and that a more balanced approach would be beneficial with the goal of Administration playing a greater role in recruitment resulting in a greater public awareness of the who, what and where of CCCs. At that time, no new process was developed. In 2017, the Select Committee on Review of Community Consultation Committees determined that challenges remain and that a more balanced recruitment process be developed for review by the Board as part of the Corporate Services Administration 2018 work plan.

Community Consultation Committees Establishment Bylaw No. 2843, 2013 identifies under Membership that appointments will be made by the Board upon:

- i. *the recommendation of the Director(s) in whose electoral area(s) the Committee is established; and/or;*
- ii. *the receipt of notification in writing of an appointee's name from a member municipalities' Council; or*
- iii. *in the absence of a recommendation under (i), through a pre-determined selection process.*

The proposed Recruitment Process for CCCs would full-fill the "pre-determined selection process".

DECISION OPTIONS:

1. Approve recommendations.
 - a recruitment process will be in place in the event of the absence of a recommendation from the Electoral Area Director

Other Options:

- a. Do not approve recommendations
 - the responsibility for CCC member recruitment will remain with the electoral area director

COMMENTS:

The Recruitment Process identified under Appendix "A" will provide an alternative for recruitment and appointment of a member to a CCC where no appointment is recommended by an Electoral Area Director.

Respectfully submitted,

"Karla Jensen"

Karla Jensen
General Manager of Legislative
and Corporate Services

KJ:

APPENDIX “A”Recruitment Process for Community Consultation Committee Members

1. Recruitment of Community Consultation Committee (CCC) members (the “Recruitment Process”) will be done by Corporate Services Administration in consultation with the Electoral Area Director upon no recommendation coming forward from the Electoral Area Director for a member position on a CCC.
2. CCC members that have been recruited thru the Recruitment Process will be appointed by the Regional Board.
3. The Recruitment Process will be an open application process through advertisements in local media, word of mouth and use of the Regional District’s website and social media platforms.
4. Direct invitations may be used as part of the Recruitment Process to solicit participation by specific interest such as user groups for recreational facility services CCCs.
5. Applicants will be requested to demonstrate on their application their interest and relevance to the specific Community Consultation Committee they would like to be a member of.
6. All applications that meet the requirements of membership under Community Consultation Committees Bylaw No. 2843 received by Corporate Services Administration will be presented to the Board for consideration.



REGIONAL DISTRICT
of Fraser-Fort George

**COMMUNITY
CONSULTATION
COMMITTEES
ESTABLISHMENT
BYLAW NO. 2843**

**CONSOLIDATED
VERSION**

as authorized by Bylaw Consolidation
Authorization Bylaw No. 2579, 2009

This bylaw has been consolidated to include the text and appendices of:

Amending Bylaw	Effective Date
Bylaw No. 2855	October 17, 2013
Bylaw No. 2865	November 21, 2013
Bylaw No. 2870	December 19, 2013
Bylaw No. 2876	January 16, 2014
Bylaw No. 2913	September 18, 2014
Bylaw No. 2927	December 18, 2014
Bylaw No. 3047	July 20, 2017

For reference to original bylaws, please contact:

Corporate Officer
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Telephone: 250.960.4444

Email: kjensen@rdffg.bc.ca



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 2843

**A BYLAW TO ESTABLISH COMMUNITY CONSULTATION COMMITTEES FOR LOCAL
SERVICES WITHIN THE ELECTORAL AREAS**

WHEREAS the Regional District has established various local services within many of the communities within the Electoral Areas;

AND WHEREAS the Regional District has the authority, pursuant to Section 798.1 of the *Local Government Act*, to do anything conducive to the exercise of its powers, duties and functions;

AND WHEREAS the Regional District wishes to engage its citizens to receive from them advice and recommendations regarding the provision of services within their communities;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

Definitions

1. In this bylaw, unless the context otherwise requires:

"community"	means	an unincorporated area within an electoral area, identified by a distinct name
"ex-officio"	means	participation as a member of the Committee but cannot vote on matters placed before the Committee nor hold the position of Chair
"local service"	means	a service established by the Regional District pursuant to the governing laws of the Province
"member municipality"	means	one of the municipalities identified under Letters Patent as being a member municipality of the Regional District of Fraser-Fort George
"multiple services"	means	more than one established local service which boundaries include a particular community
"Regional Board"	means	the governing board of the Regional District of Fraser-Fort George

Bylaw No. 2843**Page / 3**

"single service" means an established local service which boundaries include a particular community

Establishment

2. Community Consultation Committees are hereby established for single services as identified in Appendix "A" to this bylaw.
3. Community Consultation Committees are hereby established for multiple services as identified in Appendix "B" to this bylaw.
4. Community Consultation Committees are hereby established for recreation centres as identified in Appendix "D" attached to and forming part of this bylaw.

ADDED BY
SEC 1 BL 3047

Membership

5. A Community Consultation Committee, except for Recreation Centre Community Consultation Committees, shall comprise:
 - i. the director for each Electoral Area in whose Electoral Area the local service is established, as an ex-officio member;
 - ii. the Council member appointed by the member municipality Council, as an ex-officio member, if a member municipality is included within the boundaries of the local service area for which the Committee is established; and
 - iii. not more than 5 (five) but not less than 3 (three) residents of the service area(s) associated with the Committee, exclusive of ex-officio members.
6. If the Community Consultation Committee's mandate includes a fire protection service:
 - i. the Fire Chief of the associated volunteer fire department will be designated as an ex-officio member of the Community Consultation Committee;
 - ii. in the Fire Chief's absence, his delegate may attend Committee's meetings on his behalf in an ex-officio capacity; and
 - iii. appointments of volunteer fire department members of an associated fire protection service to a Committee is limited to the Fire Chief.
7. A Community Consultation Committee for a recreation centre shall comprise:
 - i. the director for each Electoral Area in whose Electoral Area the local service is established, as an ex-officio member;
 - ii. the Council member appointed by the member municipality Council, as an ex-officio member, if a member municipality is included within the boundaries of the local service area for which the Committee is established; and
 - iii. not more than 7 (seven) but not less than 3 (three) residents of the service area associated with the Committee, exclusive of ex-officio members.

AMENDED BY
SEC 2 BL 3047

ADDED BY
SEC 3 BL 3047

Bylaw No. 2843**Page / 4**

8. All appointments to a Community Consultation Committee shall be made by the Regional Board upon:
 - i. the recommendation of the Director(s) in whose electoral area(s) the Committee is established; and/or;
 - ii. the receipt of notification in writing of an appointee's name from a member municipalities' Council; or
 - iii. in the absence of a recommendation under 6(i), through a pre-determined selection process.
9. An appointee will hold the committee member position until a successor is appointed by the Regional Board or the appointee resigns.
10. A resignation of an appointed committee member becomes effective upon receipt by the Corporate Officer of written notification.

Meetings

11. A quorum is a majority of the voting members of the Committee.
12. The Committee shall, at its first meeting each year, elect a Chair from among its voting members who shall serve in such capacity until a successor is chosen.
13. All acts authorized or required by this bylaw to be done by the Committee and all other questions, including adjournment that may come before the Committee shall be done and decided by a majority of the voting Committee members present at a meeting.
14. The Committee shall make a written record of the proceedings of each meeting which shall constitute a corporate record of the Regional District.
15. A copy of the approved Committee meeting minutes shall be provided to the Regional District.

Mandate

16. The Committee shall advise and make recommendations to the Regional District concerning the provision of the local service(s) within the community or communities identified in Appendices "A" and "B", including:
 - i. annual and future operating budget requirements;
 - ii. the provision of funds for capital purchases, or the undertaking of capital projects, or the contracting of debt as required;
 - iii. consideration of Universal Design Principles, as provided by the Regional District, for all new community projects; and
 - iv. any other matters which may be referred to it by the Regional District, which may include fundraising and volunteer recruitment.
17. The Committee shall not advise and make recommendations to the Regional District concerning the operation and maintenance of the local service(s) within the community or communities identified in Appendices "A" and "B".
18. The Committee shall fulfill its obligations under section 15 by reporting to the Regional Board.

Bylaw No. 2843**Page / 5**

19. The Committee shall be advised in writing of any decisions made by the Regional Board based on advice and recommendations submitted to the Regional Board by the Committee.

Repeal

20. Those bylaws listed in Appendix "C" to this Bylaw are hereby repealed.
21. This bylaw may be cited for all purposes as "Community Consultation Committees Establishment Bylaw No. 2843, 2013.

THIS BYLAW is a copy of Bylaw No. 2843, consolidated pursuant to Section 139 of the *Community Charter* and is printed on the authority of the Corporate Officer of the Regional District of Fraser-Fort George.

"K. Jensen"

Karla Jensen, Corporate Officer
Date: August 2, 2017

APPENDIX "A"Single Service CommitteesElectoral Area "A" – Salmon River-Lakes

Ness Lake Fire Protection Community Consultation Committee
 Pilot Mountain Fire Protection Community Consultation Committee
 Salmon Valley Fire Protection Community Consultation Committee

Nukko Lake Community Hall Community Consultation Committee
 Reid Lake Community Hall Community Consultation Committee

Electoral Area "C" – Chilako River-Nechako

Beverly Fire Protection Community Consultation Committee
 Chilako River-Nechako Rescue Service Community Consultation Committee

Electoral Area "D" – Tabor Lake-Stone Creek

AMENDED BY
 ADDING SEC 1 BL
 2865, SEC 1 BL
 2870, SEC 1 BL
 2876 AND SEC 1
 BL 2913

Red Rock/Stoner Fire Protection Community Consultation Committee
 Pineview Fire Protection Community Consultation Committee
 Buckhorn Fire Protection Community Consultation Committee
 Area D Rescue Service Community Consultation Committee
 Tabor Lake Community Sewer Community Consultation Committee

Electoral Area "E" – Woodpecker-Hixon

Hixon Fire Protection Community Consultation Committee

Electoral Area "F" Willow River-Upper Fraser

AMENDED BY
 ADDING SEC 1
 BL 2927

Sinclair Mills Community Hall Community Consultation Committee
 East Line Community Facilities Community Consultation Committee

Electoral Area "G" – Crooked River-Parsnip

Azu Water System Community Consultation Committee

Electoral Area "H" – Robson Valley-Canoe

Tete Jaune Community Hall Community Consultation Committee

Dome Creek Recreation Facility Community Consultation Committee

AMENDED BY
 ADDING SEC 1
 BL 2855

McBride and District Fire Protection Community Consultation Committee

Electoral Area "D" (Tabor Lake-Stone Creek) and Electoral Area "F" (Willow River-Upper Fraser) Shared

Ferndale/Tabor Fire Protection Community Consultation Committee
 Shell-Glen Fire Protection Community Consultation Committee

Bylaw No. 2843

Page | 7

APPENDIX “B”

Multiple Service Committees

Electoral Area H – Robson Valley-Canoe

AMENDED BY
ADDING SEC 2
BL 2855

Valemount and District Fire and Rescue Community Consultation Committee

APPENDIX “C”**1. Management Committee Establishment Bylaws**

- a. Area D Rescue Service Management Committee Establishment Bylaw No. 1557, 1995
- b. Azu Water System Management Committee Establishment Bylaw No. 2033, 2002
- c. Beaverly Fire Protection Management Committee Bylaw No. 829, 1986
- d. Chilako River-Nechako Rescue Service Management Committee Bylaw No. 982, 1987
- e. Dome Creek Recreation Facility Management Committee Establishment Bylaw No. 2086, 2002
- f. Hixon Fire Protection Management Committee Bylaw No. 927, 1987
- g. Hixon Fire Protection Management Committee Establishment Bylaw No. 1444, 1993
- h. Ness Lake Fire Protection Management Committee Bylaw No. 975, 1987
- i. Nukko Lake Community Hall Management Committee Establishment Bylaw No. 1469, 1994
- j. Pilot Mountain Fire Protection Management Committee Establishment Bylaw No. 1574, 1995
- k. Reid Lake Community Hall Management Committee Establishment Bylaw No. 1896, 2000
- l. Robson Valley/Canoe Library Services Management Committee Bylaw No. 926, 1987
- m. Salmon Valley Fire Protection Management Committee Bylaw No. 896, 1986
- n. Shell-Glen Fire Protection Management Committee Establishment Bylaw No. 1254, 1991
- o. Sinclair Mills Community Hall Management Committee Establishment Bylaw No. 1263, 1991
- p. Tete Jaune Community Hall Management Committee Establishment Bylaw No. 1937, 2000
- q. West Lake Community Sewer Management Committee Establishment Bylaw No. 2123, 2003

2. Local Service Advisory Committee Establishment Bylaws

- a. Buckhorn Local Service Advisory Committee Establishment Bylaw No. 2318, 2006
- b. Ferndale Local Service Advisory Committee Establishment Bylaw No. 2416, 2007
- c. Ferndale/Tabor Fire Protection Local Service Advisory Committee Establishment Bylaw No. 2473, 2008
- d. Pineview Local Service Advisory Committee Establishment Bylaw No. 2362, 2007
- e. Red Rock/Stoner Local Service Advisory Committee Establishment Bylaw No. 2357, 2007
- f. Shelley, Shell-Glen, Foreman Flats Local Service Advisory Committee Establishment Bylaw No. 2388, 2007
- g. Tabor Lake Local Service Advisory Committee Establishment Bylaw No. 2355, 2007
- h. Valemount and District Fire/Rescue Local Service Advisory Committee Establishment Bylaw No. 2319, 2006
- i. Willow River, Giscome, Eaglet Lake and Newlands Local Service Advisory Committee Establishment Bylaw No. 2398, 2007

Bylaw No. 2843

Page / 9

ADDED BY
SEC 4 BL 3047

APPENDIX “D”

Recreation Centre Services

Electoral Area “H” – Robson-Canoe Valley

Robson Valley Recreation Centre Community Consultation Committee
Cano Valley Recreation Centre Community Consultation Committee



1967-2017 50 years of building strong communities

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

File No.: COM 1.7(f)

TO: Chair and Directors

FROM: Director Dannielle Alan, Chair
 Select Committee on Review of Community Consultation Committee Model

DATE: September 11, 2017

SUBJECT Item: Final Report
 SUMMARY: Purpose: For Information

PREVIOUS REPORTS: Item 11.1.4, April 2017 (see Agenda for link)

ATTACHMENT(S): None

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	ALL 1 Director/1 vote	Majority

ISSUE(S):

In April, 2017 the Board established the Select Committee on Review of Community Consultation Committee Model to determine whether or not the goals of the current community consultation committee model are being met as well as the overall applicability and benefit of the model. The Committee has completed its review and has found that the Community Consultation Committee (CCC) model continues to meet its goals and objectives.

The Board is not being asked to take any action at this time.

RELEVANT POLICIES:

- Final Report from Select Committee on Review of Public Advisory Committees
 - recommendations in report approved by the Board to establish community consultation committees
- Community Consultation Committee Establishment Bylaw No. 2843, 2013
 - establishes community consultation committees and defines membership, meetings and mandate parameters
- Strategic Priorities 2016-2019
 - Under Strategic Priorities 2016-2019, CCCS support the *encouragement of volunteerism through increased support and recognition of volunteers* under the *Champion the strengthening of our rural communities* objective with the establishment of the Guideline for Volunteer Recognition

SERVICE RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

N/A

I:\REPORT WORKING\2017\09 - SEPTEMBER\CORP SERV\KARLA\SC CCC FINAL REPORT.DOCX

OTHER CONSIDERATIONS:

The Select Committee reviewed the history and establishment of the CCC model, including the topics reviewed by the establishment select committee, the CCC current mandate and the CCCs currently established.

The Select Committee found that the model has met its goals and objectives:

- Opportunity to engage its citizens through a consistent and open process where volunteers from the community are recognized for their contribution and communication is inclusive, flexible and adaptable in order to meet the various needs amongst the Regional District, elected officials and community.
 - Membership is fairly consistent and steady. A membership recruitment process will be developed for Board's consideration as part of the 2018 workplan. Administration will continue to work with Directors on communicating the CCC mandate to community members.
- Recognition of volunteers through community BBQs or dinners hosted in communities and distribution of thank you cards by Area Directors during the annual Volunteer Appreciation Week.
- Process established for providing orientation to committee members as well as support in the form of templates for budget reviews, meeting agendas and minutes.
- Process established for communicating decisions of the Board back to the CCCs if a CCC has provided input.

Administration will continue to work with CCCs on minute provision as part of corporate recordkeeping.

DECISION OPTIONS:

1. Approve recommendations.

COMMENTS:

The Select Committee on Review of Community Consultation Committee model recommends that the Regional District continue with the model as is. Administration has committed to continuing work with Directors on communicating the mandate of CCCs to community members and to provide a general membership recruitment process for review by the Board in 2018.

Respectfully submitted,

Director Dannielle Alan
Chair, Select Committee on Review of Community Consultation Committee Model

KJ:



REGIONAL DISTRICT of Fraser-Fort George

GM: _____

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: COM 2.12

FROM: D. Hegel, Confidential Assistant (Corporate Services)

DATE: September 11, 2018

SUBJECT Item: Appointment/Removal to Community Consultation Committee
SUMMARY: Purpose: Consider Appointment/Removal

PREVIOUS REPORTS: None

ATTACHMENT(S): None

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received.		
2. THAT Rod Saul and Trevor Pelletier be appointed to the Valemount and District Fire and Rescue Community Consultation Committee.	All 1 Director/1 vote	Majority

ISSUE(S):

The Valemount and District Fire and Rescue Community Consultation Committee was established under Community Consultation Committee Establishment Bylaw No. 2843.

The Board is being asked to consider appointing Paul Saul and Trevor Pelletier to the Valemount and District Fire and Rescue Community Consultation Committee.

RELEVANT POLICIES:

- Community Consultation Committees Establishment Bylaw No. 2843, 2013
 - provides for the establishment of various community consultation committees

SERVICE RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

The recommended appointment is on the recommendation of the Electoral Area Director. The appointments recommended meets the requirement of membership under Bylaw No. 2843.

DECISION OPTIONS:

1. Approve recommendations.
 - appointment letter will be sent to the appointees

COMMENTS:

The appointment of Rod Soul and Trevor Pelletier to the Valemount and District Fire and Rescue Community Consultation Committee will bring its membership to two (2) members.

Respectfully submitted,



D. Hegel
Confidential Assistant (Corporate Services)

DH



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors
FROM: Karla Jensen, General Manager of Legislative and Corporate Services
DATE: September 5, 2018
SUBJECT: Item: Request to File Notice on Title for Building Bylaw Contravention
SUMMARY: Purpose: Consider Filing Notice on Title
Location: Willow Cale FSR –(Area 'D')
PREVIOUS REPORTS: None
ATTACHMENT(S): 1. Backgrounder
2. Memo from Manager of Inspection Services and Sustainability Practises

File No.: LTO 1.1
BE8074SW1/4

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received. (a) comments from Building Inspector (b) comments from registered owner(s)	All 1 Director/1 vote	Majority
2. THAT the residence constructed on Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR be declared to be in contravention of Building Bylaw No. 1561, 1999.	All 1 Director/1 vote	Majority
3. THAT the Corporate Officer file a notice in the Land Title Office relating to the Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR, pursuant to Section 57 of the <i>Community Charter</i> .	All 1 Director/1 vote	Majority

ISSUE(S):

Pursuant to the Section 57 of the *Community Charter*, the Regional Board may, on recommendation from the Building Inspector that during the course of carrying out his duties has observed or discovered matters associated with a building or other structure that are in contravention of Provincial building regulations or other enactments or Building Bylaw No. 1561, confirm the recommendations of the Building Inspector and direct the Corporate Officer to file a notice in the land title office stating that a resolution relating to the subject lands has been made under Section 57 and that further information may be inspected at the Regional District main office.

The owner(s) of Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR have constructed a building without a building permit contrary to Building Bylaw No. 1561. The building is being constructed as a residence.

The outstanding issues include:

- structure construction started prior to obtaining building permits
- lack of sewage approval (cannot issue a building permit without sewage design approval)
- BC Housing – Licensing and Consumer Services (formally Homeowner Protection Office) approval required prior to issuance of a building permit
- once building permit can be issued – engineering is required to ensure the structure is built to BC Building Code

I:\REPORT WORKING\2018\09 - SEPTEMBER\CORP SERVICES\KARLA\KJ - BUILDING CONTRAVENTION - NOTICE ON TITLE.DOCX

The Board is being asked to consider confirming the Building Inspector's recommendation that the building located at Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR has been constructed in contravention of Building Bylaw No. 1561 and directing the Corporate Officer to file a notice in the land title office.

RELEVANT POLICIES:

1. *Community Charter*, Section 57-58:
 - provides for:
 - registration of notice against land title that building regulations have been contravened
 - cancellation of notice once contravention rectified
2. Building Bylaw No. 1561, 1999:
 - requires a building permit for any structure prior to construction;
 - requires approval per the bylaw for any occupancy of a building or part thereof.

SERVICE RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

Building Inspection Services have been seeking compliance with the landowner and the tenant since November 2016. Filing a notice on title of the contravention provides notice to perspective purchasers or lenders of the outstanding issues on the property.

Written notification has been provided to the registered property owners as per the requirements of the *Community Charter*.

The Building Inspector and the registered property owner(s) are entitled to an opportunity to be heard at the time that the Board considers this matter.

DECISION OPTIONS:

1. Approve recommendations.
 - Corporate Officer will file a notice on title at the land title office

Other Options:

- a. receive report and take no further action

COMMENTS:

It is recommended that the Board confirm the Building Inspector's recommendation that the building located on the Part SE ¼ of District Lot 1965 Cariboo District - 23200 Willow Cale FSR, is in contravention of Building Bylaw No. 1561 and direct the Corporate Officer to file a notice on title at the land title office.

Regional District Inspection Services will continue to work with the property owner and tenant to seek compliance with Building Bylaw No. 1561, 1999.

Respectfully submitted,

"Karla Jensen"
 Karla Jensen
 General Manager of Legislative and Corporate Services
 KJ

BACKGROUNDER

Owner: Colton Yeo

Location: 23200 Willow Cale Forest Service Road – Electoral Area 'D'

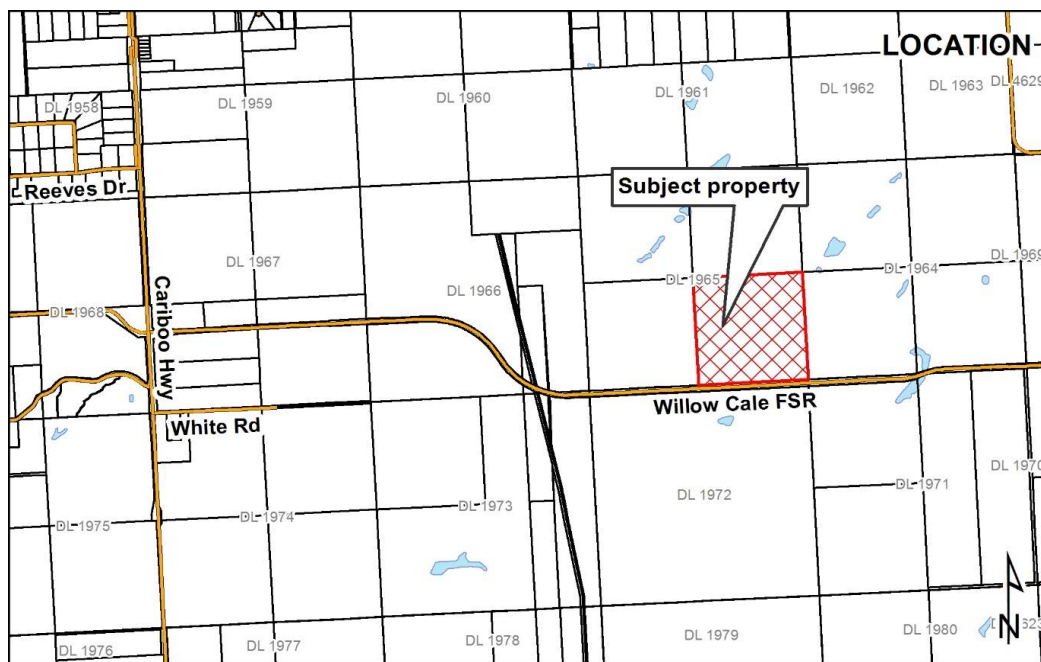
Legal

Description: District Lot 1965, SE ¼ Cariboo District

The property owner has permitted tenants to build a Residential Single-Family Dwelling without a building permit. The residence is not fully complete, but is being occupied as a dwelling unit.

The property is 160 acres, is in the Agricultural Land Reserve (ALR) and is currently zoned Rural Residential 3 (Ru3).

Building permits cannot be issued until a complete application is submitted along with BC Housing-Licensing and Consumer Services approval which is required prior to issuance of a building permit. Sewage approvals from the Northern Health Authority must also be received. In addition, occupancy cannot be granted until an engineer confirms that the structure is built to BC Building Code and safe for the intended use.



Outstanding Issues:

- Structure construction started prior to obtaining building permits
- Lack of sewage approval (cannot issue a building permit without sewage design approval)
- BC Housing-Licensing and Consumer Services (formally Homeowner Protection Office) approval required prior to issuance of a building permit
- Once building permit can be issued - engineering is required to ensure the structure is built to BC Building Code

Photographs:

I:\Report Working\2018\09 - September\Corp Services\Karlal\KJ - Building Contravention - Notice on Title.docx


**REGIONAL DISTRICT
of Fraser-Fort George**
Development Services

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 562-8676
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

MEMO

BE 1965/Part SE¼

TO: Karla Jensen, General Manager of Legislative and Corporate Services

FROM: Blaine Harasimiuk, Manager of Inspection Services and Sustainability Practices

DATE: July 31, 2018

SUBJECT: **Request to file a Notice on Title for Building Bylaw Contravention
Part SE ¼ of District Lot 1965 Cariboo District – 23200 Willow Cale FSR**

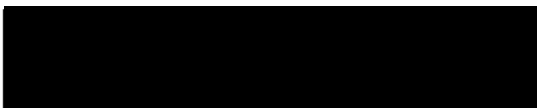
The current owner of the captioned property, has not complied with the requirements of Building Bylaw No. 1561, 1999 in the construction of a house and several accessory buildings.

Building Inspection Services have been trying to work with the landowner and the tenant of the land to bring the buildings into compliance starting November 2016. To date a complete building permit application has not been provided to the Regional District.

The outstanding issues include:

- Structure construction started prior to obtaining building permits
- Lack of sewage approval (cannot issue a building permit without sewage design approval)
- BC Housing-Licensing and Consumer Services (formally Homeowner Protection Office) approval required prior to issuance of a building permit
- Once building permit can be issued - engineering is required to ensure the structure is built to BC Building Code

Please proceed to file a notice on title in the above regard.



Blaine Harasimiuk
Manager of Inspection Services and Sustainability Practices

BH:


**REGIONAL DISTRICT
of Fraser-Fort George**

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: FIN 2.0.1

FROM: Chris Calder, General Manager of Financial Services

DATE: September 10, 2018

SUBJECT Item: Audit Engagement Letter for the 2018 Regional District Audit
 SUMMARY: Purpose: Consider Execution of the Audit Engagement Letter with KPMG LLP

PREVIOUS REPORTS: None

ATTACHMENT(S): Audit Engagement Letter

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received.		
2. THAT the Chair and General Manager of Financial Services be authorized to execute the 2018 Audit Engagement Letter with KPMG LLP.	All Weighted	Majority

ISSUE(S):

At the August 2015 meeting, KPMG LLP was awarded the contract for Audit Services for the audit years 2015 – 2019.

Due to a change in management from the previous year, KPMG LLP requires the Board Chair and General Manager of Financial Services to sign off on the annual audit engagement letter.

Board is being asked to consider authorizing the execution of the Audit Engagement Letter with KPMG LLP for the 2018 audit.

RELEVANT POLICIES:

1. *Community Charter*, Sections 169 and 171
 - A council (board) must appoint an auditor for the municipality (regional district).
 - The auditor must report to the council (board) on the annual financial statements and the report must be in accordance with the reporting standards recommended by the Chartered Professional Accountants of Canada.

SERVICE RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

The audit fees are a budgeted item within the Financial Services budget 1401.

OTHER CONSIDERATION(S):

N/A

I:\Report Working\2018\09 - September\Finance\Audit Engagement Ltr.docx

DECISION OPTIONS:

1. Approve recommendations:
 - authorize execution of the Audit Engagement Letter.

Other Options:

- a. Do not approve execution of the Audit Engagement Letter:
 - the Regional District will not be in compliance with the requirements in section 169(1) of the *Community Charter* regarding the appointment of an auditor.

COMMENTS:

Authorizing the execution of the Audit Engagement Letter will allow for the auditor to begin work and provide for statutory compliance.

Respectfully submitted,

“Chris Calder”

Chris Calder
General Manager of Financial Services

CC:shm



**PLEASE SIGN
AND RETURN**

KPMG LLP
177 Victoria Street, Suite 400
Prince George BC V2L 5R8
Canada
Tel (250) 563-7151
Fax (250) 563-5693

PRIVATE & CONFIDENTIAL

Mr. Chris Calder
General Manager of Financial Services
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8

August 31, 2018

Dear Sir:

The purpose of this letter is to outline the terms of our engagement to audit the consolidated annual financial statements ("financial statements" or "annual financial statements") of Regional District of Fraser-Fort George (the "Entity"), commencing for the period ending December 31, 2018.

This letter supersedes our previous letter to the Entity dated September 27, 2017.

The terms of the engagement outlined in this letter will continue in effect from period to period, unless amended or terminated in writing. The attached Terms and Conditions and any exhibits, attachments and appendices hereto and subsequent amendments form an integral part of the terms of this engagement and are incorporated herein by reference (collectively the "Engagement Letter").

FINANCIAL REPORTING FRAMEWORK FOR THE FINANCIAL STATEMENTS

The consolidated annual financial statements will be prepared and presented in accordance with Canadian public sector accounting standards (hereinafter referred to as the "financial reporting framework").

The consolidated annual financial statements will include an adequate description of the financial reporting framework.

MANAGEMENT'S RESPONSIBILITIES

Management responsibilities are described in Appendix – Management's Responsibilities.

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.



Regional District of Fraser-Fort George

August 31, 2018

An audit does not relieve management or those charged with governance of their responsibilities.

AUDITORS' RESPONSIBILITIES

Our responsibilities are described in Appendix – Auditor's Responsibilities.

If management does not fulfill the responsibilities above, we cannot complete our audit.

AUDITORS' DELIVERABLES

The expected form and content of our report(s) is provided in Appendix – Expected Form of Report. However, there may be circumstances in which a report may differ from its expected form and content.

In addition, if we become aware of information that relates to the financial statements after we have issued our audit report, but which was not known to us at the date of our audit report, and which is of such a nature and from such a source that we would have investigated that information had it come to our attention during the course of our audit, we will, as soon as practicable: (1) communicate such an occurrence to those charged with governance; and (2) undertake an investigation to determine whether the information is reliable and whether the facts existed at the date of our audit report. Further, management agrees that in conducting that investigation, we will have the full cooperation of the Entity's personnel. If the subsequently discovered information is found to be of such a nature that: (a) our audit report would have been affected if the information had been known as of the date of our audit report; and (b) we believe that the audit report is currently being relied upon or is likely to be relied upon by someone who would attach importance to the information, appropriate steps will be taken by KPMG and appropriate steps will also be taken by the Entity to prevent further reliance on our audit report.

Such steps include, but may not be limited to, appropriate disclosures by the Entity to the users of the financial statements and audit report thereon of the newly discovered facts and the impact to the financial statements.

INCOME TAX COMPLIANCE AND ADVISORY SERVICES

Tax compliance and advisory services are outside the scope of this letter. These services will be subject to the terms and conditions of a separate engagement letter.

ADDITIONAL SERVICES

Our engagement also includes the following services:

- Selected accounting assistance
- Financial statements presentation and note disclosure
- Advice on other business matters
- Attendance at board and other management meetings



Regional District of Fraser-Fort George
August 31, 2018

FEES

The Entity and KPMG agree to a fee based on actual hours incurred at mutually agreed-upon rates as estimated in our proposal to provide audit services dated July 17, 2015. Circumstances encountered during the performance of these services that warrant additional time or expense could cause us to be unable to deliver them within the above estimates. We will endeavor to notify you of any such circumstances as they are assessed.

Interest on overdue invoices as described in the terms and conditions ("Fee Arrangements") shall be 1% per month, calculated and compounded monthly (effective annual rate of 12.683%).

Goods and Services Tax (GST) will be computed and shown separately on our invoices, together with our firm's GST registration number, so that you will have the information required to claim input tax credits and input tax refunds, if applicable.

The Entity agrees, by accepting the terms of this engagement, to pay all invoices to KPMG upon receipt.



Regional District of Fraser-Fort George

August 31, 2018

* * * * *

We are available to provide a wide range of services beyond those outlined above. Additional services are subject to separate terms and arrangements.

We are proud to provide you with the services outlined above and we appreciate your confidence in our work. We shall be pleased to discuss this letter with you at any time. If the arrangements and terms are acceptable to the Entity, please sign the duplicate of this letter in the space provided and return it to us.

Yours very truly,

KPMG LLP

Corey S. Naphtali, CPA, CA

Partner, responsible for the engagement and its performance, and for the report that is issued on behalf of KPMG LLP, and who, where required, has the appropriate authority from a professional, legal or regulatory body
250-614-4067

Enclosure

The terms of the engagement for Regional District of Fraser-Fort George set out are as agreed:

✗ _____
Chris Calder, General Manager of Financial Services

✗ _____
Date (DD/MM/YY)

✗ _____
Art Kaehn, Chair of the Board of Directors

✗ _____
Date (DD/MM/YY)



Regional District of Fraser-Fort George

August 31, 2018

Appendix - Management's Responsibilities

Management acknowledges and understands that they are responsible for:

- (a) the preparation and fair presentation of the financial statements in accordance with the financial reporting framework referred to above.
- (b) providing us with all information of which management is aware that is relevant to the preparation of the financial statements such as financial records, documentation and other matters, including:
 - the names of all related parties and information regarding all relationships and transactions with related parties
 - complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors, and committees of the board of directors that may affect the financial statements. All significant actions are to be included in such summaries.
- (c) providing us with unrestricted access to such relevant information.
- (d) providing us with complete responses to all enquiries made by us during our engagement.
- (e) providing us with additional information that we may request from management for the purpose of the engagement.
- (f) providing us with unrestricted access to persons within the Entity from whom we determine it necessary to obtain evidence.
- (g) such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. Management also acknowledges and understands that they are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
- (h) ensuring that all transactions have been recorded and are reflected in the financial statements.
- (i) providing us with written representations required to be obtained under professional standards and written representations that we determine are necessary. Management also acknowledges and understands that, as required by professional standards, we may disclaim an audit opinion when management does not provide certain written representations required.
- (j) ensuring that internal auditors providing direct assistance to us, if any, will be instructed to follow our instructions and that management, and others within the entity, will not intervene in the work the internal auditors perform for us.



Regional District of Fraser-Fort George

August 31, 2018

Appendix - Auditor's Responsibilities

Our function as auditors of the Entity is:

- to express an opinion on whether the Entity's annual financial statements, prepared by management with the oversight of those charged with governance, are, in all material respects, in accordance with the financial reporting framework referred to above
- to report on the annual financial statements

We will conduct the audit of the Entity's annual financial statements in accordance with Canadian generally accepted auditing standards and relevant ethical requirements, including those pertaining to independence (hereinafter referred to as applicable "professional standards").

We will plan and perform the audit to obtain reasonable assurance about whether the annual financial statements as a whole are free from material misstatement, whether due to fraud or error. Accordingly, we will, among other things:

- identify and assess risks of material misstatement, whether due to fraud or error, based on an understanding of the Entity and its environment, including the Entity's internal control. In making those risk assessments, we consider internal control relevant to the Entity's preparation of the annual financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control
- obtain sufficient appropriate audit evidence about whether material misstatements exist, through designing and implementing appropriate responses to the assessed risks
- form an opinion on the Entity's annual financial statements based on conclusions drawn from the audit evidence obtained
- communicate matters required by professional standards, to the extent that such matters come to our attention, to the appropriate level of management, those charged with governance and/or the board of directors. The form (oral or in writing) and the timing will depend on the importance of the matter and the requirements under professional standards



Regional District of Fraser-Fort George

August 31, 2018

Appendix - Expected Form of Report

INDEPENDENT AUDITORS' REPORT

To the Chairperson and Directors of the Regional District of Fraser-Fort George

We have audited the accompanying consolidated financial statements of Regional District of Fraser-Fort George, which comprise the consolidated statement of financial position as at December 31, 2018, the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of Regional District of Fraser-Fort George as at December 31, 2018, and its consolidated results of operations and the changes in its consolidated net debt and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.



TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS (PRIVATE COMPANY CLIENTS)

These Terms and Conditions are an integral part of the accompanying engagement letter or proposal from KPMG that identifies the engagement to which they relate (and collectively form the "Engagement Letter"). The Engagement Letter supersedes all written or oral representations on this matter. The term "Entity" used herein has the meaning set out in the accompanying engagement letter or proposal. The term "Management" used herein means the management of Entity.

1. DOCUMENTS AND LICENSES.

- a. All working papers, files and other internal materials created or produced by KPMG in relation to this engagement and all copyright and intellectual property rights therein are the property of KPMG.
- b. Only in connection with the services herein, Entity hereby grants to KPMG a limited, revocable, non-exclusive, non-transferable, paid up and royalty-free license, without right of sublicense, to use all logos, trademarks and service marks of Entity solely for presentations or reports to Entity or for internal KPMG presentations and intranet sites. Further, Entity agrees that KPMG may list Entity as a customer in KPMG's internal and external marketing materials, including KPMG websites and social media, indicating the general services rendered (e.g., "Client is an Audit, Advisory, and/or Tax client of KPMG LLP").

2. ENTITY'S RESPONSIBILITIES.

- a. Entity agrees that all management responsibilities will be performed and all management decisions will be made by Entity, and not by KPMG.
- b. Entity's provision of documents and information to KPMG on a timely basis is an important factor in our ability to issue any reports under this Engagement Letter. KPMG is not responsible for any consequences arising from Entity's failure to deliver documents and information as required.
- c. To the extent that KPMG personnel are on Entity's premises, Entity will take all reasonable precautions for their safety.
- d. Entity understands and acknowledges that KPMG's independence may be impaired if any KPMG partner, employee or contractor accepts any offer of employment from Entity.
- e. Except as required by applicable law or regulation, Entity shall keep confidential the terms of this Engagement Letter, and such confidential information shall not be distributed, published or made available to any other person without KPMG's express written permission.
- f. Management agrees to promptly provide us with a copy of any comment letter or request for information issued by any securities or other regulatory authority in respect of information on which KPMG reported, including without limitation any continuous disclosure filings.

3. FEE AND OTHER ARRANGEMENTS.

- a. KPMG's estimated fee is based in part on the quality of Entity's records, the agreed-upon level of preparation and assistance from Entity's personnel, and adherence by Entity to the agreed-upon timetable. KPMG's estimated fee also assumes that Entity's financial statements and/or other financial information, as applicable, are prepared in accordance with the relevant financial reporting framework or the relevant criteria, as applicable, and that there are no significant changes to the relevant financial reporting framework or the relevant criteria, as applicable; no significant new or changed accounting policies; no significant changes to internal control; and no other significant issues.
- b. Additional time may be incurred for such matters as significant

issues, significant unusual and/or complex transactions, informing management about new professional standards, and any related accounting advice. Where these matters arise and require research, consultation and work beyond that included in the estimated fee, Entity and KPMG agree to revise the estimated fee. Our professional fees are also subject to an additional charge to cover information technology infrastructure costs and administrative support of our client service personnel. Disbursements for items such as travel, accommodation and meals will be charged based on KPMG's actual disbursements.

c. KPMG's invoices are due and payable upon receipt. Amounts overdue are subject to interest. In order to avoid the possible implication that unpaid fees might be viewed as creating a threat to KPMG's independence, it is important that KPMG's bills be paid promptly when rendered. If a situation arises in which it may appear that KPMG's independence is threatened because of significant unpaid bills, KPMG may be prohibited from signing any applicable report and/or consent.

d. Fees for any other services will be billed separately from the services described in this Engagement Letter and may be subject to written terms and conditions supplemental to those in the Engagement Letter.

e. Canadian Public Accountability Board ("CPAB") participation fees, when applicable, are charged to Entity based on the annual fees levied by CPAB.

4. USE OF MEMBER FIRMS AND THIRD PARTY SERVICE PROVIDERS; STORAGE AND USE OF INFORMATION.

a. KPMG is a member firm of the KPMG International Cooperative ("KPMG International"). Entity acknowledges that in connection with the provision of services hereunder, KPMG may use the services of KPMG International member firms, as well as other third party service providers or subcontractors, and KPMG shall be entitled to share with them all documentation and information related to the engagement, including Entity's confidential information and personal information ("information"). KPMG may also: (i) directly, or using such aforementioned KPMG International member firms, third party service providers or subcontractors, perform data analytics in respect of the information; and (ii) retain and disclose to KPMG International member firms the information to share best practices or for knowledge sharing purposes. In all such cases, such information may be used, retained, processed, or stored outside of Canada by such KPMG International member firms, other third party service providers or subcontractors, and may be subject to disclosure in accordance with the laws applicable in the jurisdiction in which the information is used, retained, processed or stored, which laws may not provide the same level of protection for such information as will Canadian laws. KPMG represents that such KPMG International member firms, other third party service providers or subcontractors have agreed or shall agree to conditions of confidentiality with respect to Entity's confidential information, and that KPMG is responsible to ensure their compliance with those conditions. Any services performed by KPMG International member firms or other third party service providers or subcontractors shall be performed in accordance with the terms of this Engagement Letter, but KPMG remains solely responsible to Entity for the delivery of the services hereunder. Entity agrees that any claims that may arise out of the engagement will be brought solely against KPMG, the contracting party, and not against any other KPMG International member firms or other third party service providers or subcontractors referred to above.

TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS - PRIVATE COMPANY CLIENTS

MAY 2018



**TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS
(PRIVATE COMPANY CLIENTS)**

b. Certain information (including information relating to time, billing and conflicts) collected by KPMG during the course of the engagement may be used, retained, processed and stored outside of Canada by KPMG, KPMG International member firms or third party service providers or subcontractors providing support services to KPMG for administrative, technological and clerical/organizational purposes, including in respect of client engagement acceptance procedures and maintaining engagement profiles; and to comply with applicable law, regulation or professional standards (including for quality performance reviews). Such information may be subject to disclosure in accordance with the laws applicable in the jurisdiction in which the information is used, retained, processed or stored, which laws may not provide the same level of protection for such information as will Canadian laws. KPMG may also share information with its legal advisers and insurers for the purposes of obtaining advice.

c. Entity acknowledges that KPMG aggregates anonymous information from sources including the Entity for various purposes, including to monitor quality of service, and Entity consents to such use. KPMG may also use Entity's information to offer services that may be of interest to Entity.

5. PERSONAL INFORMATION.

KPMG may be required to collect, use and disclose personal information about individuals during the course of the engagement. Any collection, use or disclosure of personal information is subject to KPMG's Privacy Policy available at www.kpmg.ca. Entity represents and warrants that it will obtain any consents required to allow KPMG to collect, use and disclose personal information in the course of the engagement. KPMG's Privacy Officer noted in KPMG's privacy policy is able to answer any individual's questions about the collection of personal information required for KPMG to deliver services hereunder.

6. THIRD PARTY DEMANDS FOR DOCUMENTATION AND INFORMATION / LEGAL AND REGULATORY PROCESSES.

a. Entity on its own behalf hereby acknowledges and agrees to cause its subsidiaries and affiliates to acknowledge that KPMG or a foreign component auditor which has been engaged in connection with an assurance engagement ("component auditor") may from time to time receive demands from a third party (each, a "third party demand"), including without limitation (i) from CPAB or from professional, securities or other regulatory, taxation, judicial or governmental authorities (both in Canada and abroad), to provide them with information and copies of documents in KPMG's or the component auditor's files including (without limitation) working papers and other work-product relating to the affairs of Entity, its subsidiaries and affiliates, and (ii) summons for production of documents or information related to the services provided hereunder; which information and documents may contain confidential information of Entity, its subsidiaries or affiliates. Except where prohibited by law, KPMG or its component auditor, as applicable, will advise Entity or its affiliate or subsidiary of the third party demand. Entity acknowledges, and agrees to cause its subsidiaries and affiliates to acknowledge, that KPMG or its component auditor, as applicable, will produce documents and provide information in response to the third party demand, without further authority from Entity, its subsidiaries or affiliates.

b. KPMG will use reasonable efforts to withhold from production any documentation or information over which Entity asserts privilege. Entity must identify any such documentation or information at the time of its provision to KPMG by marking it as

"privileged". Notwithstanding the foregoing, where disclosure of such privileged documents is required by law, KPMG will disclose such privileged documents. If and only if the authority requires such access to such privileged documents pursuant to the laws of a jurisdiction in which express consent of Entity is required for such disclosure, then Entity hereby provides its consent.

c. Entity agrees to reimburse KPMG for its professional time and any disbursements, including reasonable legal fees and taxes, in responding to third party demands.

d. Entity waives and releases KPMG from any and all claims that it may have against KPMG as a result of any disclosure or production by KPMG of documents or information as contemplated herein.

e. Entity agrees to notify KPMG promptly of any request received by Entity from any third party with respect to the services hereunder, KPMG's confidential information, KPMG's advice or report or any related document.

7. CONNECTING TO THE ENTITY'S IT NETWORK; EMAIL AND ONLINE FILE SHARING AND STORAGE TOOLS.

a. Entity authorizes KPMG personnel to connect their computers to Entity's IT Network and the Internet via the Network while at the Entity's premises for the purpose of conducting normal business activities.

b. Entity recognizes and accepts the risks associated with communicating electronically, and using online file sharing, storage, collaboration and other similar online tools to transmit information to or sharing information with KPMG, including (but without limitation) the lack of security, unreliability of delivery and possible loss of confidentiality and privilege. Entity assumes all responsibility or liability in respect of the risk associated with the use of the foregoing, and agrees that KPMG is not responsible for any issues that might arise (including loss of data) as a result of Entity using the foregoing to transmit information to or otherwise share information with KPMG and, in the case of online tools other than email, KPMG's access to and use of the same in connection with obtaining Entity information and documents.

8. LIMITATION ON WARRANTIES.

THIS IS A SERVICES ENGAGEMENT. KPMG WARRANTS THAT IT WILL PERFORM SERVICES HEREUNDER IN GOOD FAITH WITH QUALIFIED PERSONNEL IN A COMPETENT AND WORKMANLIKE MANNER IN ACCORDANCE WITH APPLICABLE INDUSTRY STANDARDS. SUBJECT TO SECTION 14, KPMG DISCLAIMS ALL OTHER WARRANTIES, REPRESENTATIONS OR CONDITIONS, EITHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES, REPRESENTATIONS OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

9. LIMITATION ON LIABILITY AND INDEMNIFICATION

a. Subject to Section 14: (i) Entity agrees that KPMG shall not be liable to Entity for any actions, damages, claims, fines, penalties, complaints, demands, suits, proceedings, liabilities, costs, expenses, or losses (collectively, "Claims") in any way arising out of or relating to the services performed hereunder for an aggregate amount in excess of the lesser of one million dollars (\$1,000,000) or two times the fees paid by Entity to KPMG under the engagement; and (ii) on a multi-phase engagement, KPMG's liability shall be based on the amount actually paid to KPMG for the particular phase that gives rise to the liability.

b. Subject to Section 14, in the event of a Claim by any third party against KPMG that arises out of or relates to the services

TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS - PRIVATE COMPANY CLIENTS

MAY 2018



**TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS
(PRIVATE COMPANY CLIENTS)**

performed hereunder, Entity will indemnify and hold harmless KPMG from all such Claims, including, without limitation, reasonable legal fees, except to the extent finally determined to have resulted from the intentional, deliberate or fraudulent misconduct of KPMG.

c. Subject to Section 14: (i) in no event shall KPMG be liable for consequential, special, indirect, incidental, punitive or exemplary damages, liabilities, costs, expenses, or losses (including, without limitation, lost profits and opportunity costs); (ii) in any Claim arising out of the engagement, Entity agrees that KPMG's liability will be several and not joint and several; and (iii) Entity may only claim payment from KPMG of KPMG's proportionate share of the total liability based on degree of fault.

d. For purposes of this Section 9, the term KPMG shall include its subsidiaries, its associated and affiliated entities and their respective current and former partners, directors, officers, employees, agents and representatives. The provisions of this Section 9 shall apply regardless of the form of Claim, whether in contract, statute, tort (including, without limitation, negligence) or otherwise.

10. CONSENT TO THE USE OF THE KPMG NAME OR KPMG REPORT.

Except as otherwise specifically agreed in this Engagement Letter, KPMG does not consent to:

- i. the use of our name or our report in connection with information, other than what we have reported on as part of this engagement letter or our report thereon, that contains, incorporates by reference, or otherwise accompanies our report or our name;
- ii. the use of our report in another language, or the use of our report in connection with information that we reported on that has been translated into another language, or the use of our name in connection with information that we reported on that has been translated into another language;
- iii. the use of our report in connection with an offering document or other securities filing, including continuous disclosure filings; or
- iv. the use of our name or our report in connection with the interim financial statements (or other interim financial information) to any statement by the Entity regarding the services that we provided on the interim financial statements or other interim financial information. Any communication, report, statement or conclusion on the interim financial statements may not be included in, or otherwise referred to in any public document or public oral statements except when the interim review conclusion contains a modified conclusion, in which case our interim review report will accompany the interim financial statements.

If the Entity wishes to obtain KPMG's consent regarding the matters above or other matters not otherwise specifically covered by this Engagement Letter, we will be required to perform procedures as required by applicable professional standards, and such procedures would be a separate engagement and subject to separate engagement terms.

11. ALTERNATIVE DISPUTE RESOLUTION.

Any dispute or claim between the parties arising under or relating to this Engagement Letter or the services provided hereunder (the "Dispute") shall be submitted to non-binding mediation. If mediation is not successful within 90 days after the issuance by a party of a request for mediation, then the Dispute shall be referred to and finally resolved by arbitration under the Arbitration Rules of the ADR Institute of Canada in force at that time. The Seat of

Arbitration shall be the province where KPMG's principal office performing this engagement is located. The language of the arbitration shall be English. The Arbitral Tribunal shall be made up of a single Arbitrator. The arbitration award shall be final, conclusive and binding upon the parties, and not subject to appeal.

12. POTENTIAL CONFLICTS OF INTEREST.

a. KPMG is or may be engaged by entities and individuals who have potentially conflicting legal and business interests to Entity. Entity agrees that, without further notice or disclosure to Entity, KPMG may: (i) accept or continue such engagements on matters unrelated to KPMG's engagement for Entity; and (ii) provide advice or services to any other person or entity making a competing bid or proposal to that of Entity whether or not KPMG is providing advice or services to Entity in respect of Entity's competing bid or proposal.

b. In accordance with professional standards, KPMG will not use any confidential information regarding Entity in connection with its engagements with other clients, and will establish confidentiality and other safeguards to manage conflicts, which may include, in KPMG's sole discretion, the use of separate engagement teams and data access controls.

c. In no event shall KPMG be liable to Entity, or shall Entity be entitled to a return of fees or disbursements, or any other compensation whatsoever as a result of KPMG accepting or continuing a conflicting engagement in accordance with the terms of this Engagement Letter.

d. Entity agrees that KPMG may, in its sole discretion, disclose the fact and nature of its engagement for Entity to (i) KPMG International member firms to inform conflict searches, and (ii) to the extent reasonably required in order to obtain the consent of another entity or individual in order to permit KPMG to act for such entity or individual, or for Entity, in connection with the engagement or any future engagement.

e. In the event that circumstances arise that place KPMG into a conflict of interest as between Entity and a pre-existing client, which in KPMG's sole opinion cannot be adequately addressed through the use of confidentiality and other safeguards, KPMG shall be entitled to immediately terminate the engagement with Entity, without liability.

f. Other KPMG International member firms are or may be engaged by entities and individuals who have potentially conflicting legal and business interests to Entity. Entity agrees that (i) it will not assert that other KPMG International member firms are precluded from being engaged by those other entities or individuals, and (ii) those engagements of other KPMG International member firms do not conflict with KPMG's engagement for Entity.

13. LOBBYING.

Unless expressly stated in this Engagement Letter, KPMG will not undertake any lobbying activity, as that term is defined in all applicable federal, provincial and municipal lobbyist registration statutes and regulations, in connection with the engagement. In the event that KPMG and Entity agree that KPMG will undertake lobbying activity in connection with the engagement, such agreement shall be set out in an amendment to this Engagement Letter.

14. SEVERABILITY.

The provisions of these Terms and Conditions and the accompanying proposal or engagement letter shall only apply to the extent that they are not prohibited by a mandatory provision of

TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS - PRIVATE COMPANY CLIENTS

MAY 2018



**TERMS AND CONDITIONS FOR ASSURANCE ENGAGEMENTS
(PRIVATE COMPANY CLIENTS)**

applicable law, regulation or professional standards. If any of the provisions of these Terms and Conditions or the accompanying proposal or engagement letter are determined to be invalid, void or unenforceable, the remaining provisions of these Terms and Conditions or the accompanying proposal or engagement letter, as the case may be, shall not be affected, impaired or invalidated, and each such provision shall remain valid and in effect and be enforceable and binding on the parties to the fullest extent permitted by law.

15. GOVERNING LAW.

This Engagement Letter shall be subject to and governed by the laws of the province where KPMG's principal office performing this engagement is located (without regard to such province's rules on conflicts of law).

16. LLP STATUS.

KPMG is a registered limited liability partnership ("LLP") established under the laws of the Province of Ontario and, where applicable, has been registered extra-provincially under provincial LLP legislation.

17. INDEPENDENT LEGAL ADVICE

Entity agrees that it been advised to retain independent legal advice at its own expense prior to signing this Engagement Letter (including without limitation with respect to Entity's rights in connection with potential future conflicts) and agrees that any failure on its part to retain such independent legal counsel shall not affect (and it shall not assert that the same affects) the validity of the provisions of this Engagement Letter.

18. SURVIVAL.

All sections hereof other than Section 7(a) shall survive the expiration or termination of the engagement.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: 111

FROM: Michael Higgins, General Manager of Community Services

DATE: September 5, 2018

SUBJECT Item: 9-1-1 Emergency Response - Centralized Fire Dispatch
SUMMARY: Purpose: Consider Competitive Bid Process – Dispatch Radio Console Replacement

PREVIOUS REPORTS: None

ATTACHMENT(S): RD-03-09 Purchasing Policy

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report be received.		
2. THAT a competitive bid process be entered into for the replacement of the dispatch radio console at the Fire Operations Communications Centre (FOCC) - Centralized Fire Dispatch facilities.	All Weighted	Majority

ISSUE(S):

The dispatch radio console is the primary interface between the dispatcher and the communications and radio equipment used for fire dispatching and incident scene coordination.

The current dispatch radio console equipment requires replacement as the current Pantel unit (2004) is degrading due to age. The current system has been in service since 2006 and was scheduled for replacement in 2017. The planned replacement was delayed based on the anticipated FOCC relocation to the new City of Prince George Fire Hall and back-up facility.

The Board is being asked to consider a competitive bid process for the replacement of the dispatch radio console.

RELEVANT POLICIES:

Policy RD-03-09: Procurement of Goods and Services

- to establish a consistent approach for the procurement of goods and services which ensures best value is obtained when spending public funds

SERVICE RELEVANCE:

The 9-1-1 Emergency Response Service provides for emergency 9-1-1 call taking services, transfer of emergency calls to the appropriate downstream agency, and coordinated fire dispatch and communication services for eighty fire/rescue agencies. 9-1-1 services support and enhance community and public safety.

FINANCIAL CONSIDERATION(S):

Community Services Administration has estimated the cost for the dispatch radio console replacement project to be between \$950,000 and \$1.2 million dollars. This radio console replacement project is anticipated to include the outfitting of a real-time radio console back-up. Funds have been allocated into the FOCC Equipment Reserves to help offset this asset replacement requirement.

OTHER CONSIDERATION(S):

Administration is in discussions with City of Prince George Administration on the integration of the FOCC into the new fire hall design. Once the space allocation and design confirmation has been received and agreed upon, procurement for the replacement of the radio console will begin. It is anticipated that this procurement process will take approximately 9-12 months.

Administration will provide ongoing progress and procurement reporting updates to the Board.

DECISION OPTIONS:

1. Approve recommendations:

- Community Services Administration will proceed with the competitive bid process for replacement of the dispatch radio console
- Community Services Administration will return to Board with a recommendation for award at a future date

Other Options:

- a. do not approve entering into a competitive bid process for replacement of the dispatch radio console:
 - Community Services will not be able to proceed with development and relocation of FOCC
 - integration of FOCC into the new Firehall #1 will cause significant delays and potential cost to the City of Prince George Firehall #1 replacement project
 - scheduled critical equipment lifecycle replacements will be delayed
 - reliance on degrading technology will hinder effective fire dispatch and public safety business continuity

COMMENTS:

Community Services Administration recommends proceeding with the competitive bid process for the replacement of the dispatch radio console as part of the centralized fire dispatch FOCC relocation.

The dispatch radio console procurement and replacement process is anticipated to be completed by second quarter of 2020 in concert with the proposed move of the FOCC to the new Fire Hall#1.

Respectfully submitted,

Michael A. Higgins

Michael Higgins
General Manager of Community Services

MH:ef



REGIONAL DISTRICT
of Fraser-Fort George

CORPORATE POLICY

No.: RD-03-09

Date Approved: May 21, 2009

Date Amended: August 16, 2018

Name: Procurement of Goods and Services

Purpose:	To establish a consistent approach for the procurement of goods, services and works which ensures best value is obtained when spending public funds.
Authority:	Section 263 <i>Local Government Act</i>
Scope:	This policy applies to the solicitation and purchase of goods, services and works authorized by the Regional Board, or by an authorized delegate.

Definitions:	"best value"	means	an evaluation of goods, services, and works based on considerations of cost, quality, suitability, warranties, availability, environmental sustainability, social sustainability, vendor performance, and other factors which may be relevant for a specific acquisition.
	"direct relative"	means	a spouse, parent, grandparent, grandchild, brother, sister, son, or daughter.
	"emergency event"	means	an event or situation where a Regional District asset is at imminent risk of failure or has failed resulting in critical service disruption; or an event or situation where the Regional District is exercising its authority and responsibilities under the Provincial <i>Emergency Program Act</i> .
	"pre-qualified vendor"	means	a vendor who has participated in a procurement process that evaluates their suitability to provide goods, services or works for futures activities at established rates.
	"procurement"	means	the process of acquiring goods, services or works from an external source.
	"procurement process"	means	informal and formal procurement practices that include identifying needs, developing specifications and supporting documents, evaluation of submissions, recommendations for award, and supervision of the supply of goods, services or works.
	"public tender"	means	a formal procurement process wherein competitive pricing is obtained from vendors at large through solicitation of sealed bids.

Review Date: As Required

No.: RD-03-09**Page 2 of 8****Name: Procurement of Goods and Services**

“quotation”	means	an informal procurement process whereby a verbal or written commitment by a vendor to provide goods or services for a specified price is obtained.
“request for proposals” or “RFP”	means	a formal procurement process wherein vendors may determine the specific products, services and related commodities to be provided for meeting the Regional District's stated needs, objectives and required deliverables.
“sole sourcing”	means	procurement of goods, services or works from a pre-qualified vendor or from a vendor without a formal competitive bidding, pricing or procurement process.
“vendor”	means	an individual, society or corporation offering to supply goods, services and/or the undertaking of the completion of works.

Policy: The Regional District will employ fair, transparent, equitable and objective methods for procuring goods and services based on best value principles as defined in this Policy.

- General:**
1. Any procurement made on behalf of the Regional District will be in accordance with this Policy and any other Board Policy, Bylaw or Corporate Procedures that pertains to procurement activities.
 2. Procurement Procedures will be consistent with this Policy and applicable Trade Agreements.
 3. No procurement activities shall be authorized or incurred unless Board has provided a funding source in the financial plan or by a Board resolution.
 4. No procurement activities shall be subdivided in a manner designed to avoid this Policy.
 5. Procurement methods and limits shall be in accordance with the following:

Procurement Method	Procurement Value Limit			
	Up to \$5,000	\$5,001 to \$10,000	10,001 to \$25,000	Over \$25,000
Sole Sourcing	√	n/a	n/a	n/a
Verbal Quotations	√	√	n/a	n/a
Written Quotations	√	√	√	n/a
Public Tender	n/a	√	√	√
RFP	n/a	√	√	√

n/a = not allowed

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc

No.: RD-03-09**Page 3 of 8****Name: Procurement of Goods and Services**

6. The procurement methods and limits under Paragraph 5 of this Policy may, with the pre-approval of the General Manager of Financial Services, be adjusted or modified to reflect the intent of this Policy for procurement up to \$25,000 in value.
7. Notwithstanding Paragraphs 3 and 6, the procurement methods and limits under Paragraph 5 may be modified, without limit, when responding to an emergency event under the following conditions:
 - a. sufficient funds are available to cover the expenditures either by offsetting operating expenditures or using reserves; or
 - b. the Province has provided a task number and expenses are considered eligible under the *Emergency Program Act*.
8. Notwithstanding Paragraph 6, sole sourcing may be used, in lieu of a process under Paragraph 5, where:
 - a. pre-qualified vendors are supplying goods and services; or
 - b. where there is only one vendor for the goods or services being supplied.
9. Procurement activities shall incorporate Sustainability Principles in the procurement specifications based on environmental, social and financial elements.
 - a. Building construction projects shall include an option for maximizing the use of wood and wood products.
10. The Regional District may deem a vendor ineligible to participate in procurement activities where a vendor:
 - a. has failed to perform under a previous or current contract;
 - b. is involved in legal action with the Regional District; or
 - c. is bankrupt or has commercial integrity issues that, in the opinion of the Regional District, may impact the ability to fulfill procurement obligations.
11. Regional District staff or consultants acting on behalf of the Regional District must not use their role in procurement to incur personal benefits, payment, reward or any other type of inducement from vendors supplying goods, services or works to the Regional District.
12. Regional District staff or consultants involved in a procurement process will ensure, to the best of their abilities, they are free of any Conflict of Interest that could be perceived to improperly influence the outcome of a procurement process.
 - a. Regional District staff or consultants in a conflict situation will not participate in procurement decisions where the procurement involves a direct relative, a person married to a direct relative, or a person sharing the same household as the employee.
 - b. Where Regional District staff or consultants are exposed to an actual, perceived or potential conflict of interest in relation to an actual or proposed procurement process, they must disclose the matter to the General Manager overseeing the service. The General

**Conflict of
Interest:**

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc

No.: RD-03-09**Page 4 of 8****Name: Procurement of Goods and Services**

Manager will advise the Chief Administrative Officer and General Manager of Financial Services and if, after review, it is determined that there is a conflict, the individual in conflict must be removed from the procurement process.

- c. Staff and consultants participating in a procurement process will sign a Disclosure Statement in the appropriate form set out in Appendix "A" to this Policy, that they are knowingly free from conflict.
 - d. The Disclosure Statements attached as Appendix "A" may be amended from time to time by the General Manager of Financial Services.
13. Vendors supplying goods or services to the Regional District will ensure, to the best of their abilities, they are free of any Conflicts of Interest.
- a. Vendors that are exposed to an actual, perceived or potential conflict of interest in relation to a procurement process must disclose the matter to the General Manager overseeing the procurement process. The General Manager will advise the Chief Administrative Officer and General Manager of Financial Services and if, after review, it is determined that there is a conflict, the vendor will be excluded from participating in the procurement process.
 - b. Vendors will be required to provide a Disclosure Statement in the form set out in Appendix "B" to this Policy, that they are free from Conflict.
 - c. The Disclosure Statement attached as Appendix "B" may be amended from time to time by the General Manager of Financial Services.
14. Vendors supplying goods and services to the Regional District will not participate in any improper procurement practices that can provide the Vendor with an unfair competitive advantage including obtaining and using insider type information to prepare a solicitation offer or participating in bid rigging.
- a. Vendors that are found to be participating in improper procurement practices after review by the Chief Administrative Officer and General Manager of Financial Services will be excluded from participating in the procurement process.
15. Regional District staff who are aware of unfair procurement practices or situations of Conflict of Interest may disclose such information to the Chief Administrative Officer without fear of retribution.
- a. Where such a situation may include the Chief Administrative Officer being in a conflict the staff member may disclose such information to the Regional District Board Chair and/or Vice-Chair without fear of retribution.
16. Vendors that are dissatisfied with the outcome of a procurement process shall be afforded the ability to meet in person with the Regional District General Manager overseeing the procurement process to discuss their procurement submission and receive information on how their submission was evaluated.

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc

No.: RD-03-09**Page 5 of 8****Name: Procurement of Goods and Services**

17. Any request for documentation pertaining to a procurement process will be responded to in accordance with the *Freedom of Information and Protection of Privacy Act* Chap. 165 RSBC 1996.
18. The Board will be provided with a quarterly report regarding goods, services and works contracts entered into by the Regional District through procurement activities.
19. The Regional Board may exempt any purchase from adherence to this Policy by resolution passed by 2/3 of the votes cast.

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc

No.: RD-03-09
Name: Procurement of Goods and Services

Page 6 of 8



REGIONAL DISTRICT
of Fraser-Fort George

APPENDIX "A"

PROCUREMENT PROCESS

<enter the proposal name and number>

DISCLOSURE STATEMENT

I, _____, to the best of my ability and knowledge confirm that:
Print Full Name of Staff

- ☐ I am free of any conflict of interest that could be perceived to improperly influence the outcome of this procurement process.
- ☐ No direct relative, person married to a direct relative or a person sharing the same household as me is involved in this procurement process.
- ☐ I have an actual, perceived or potential conflict of interest regarding this procurement process as a result of:

State reason(s) for Conflict:

Signature of Person Making Disclosure

Date Signed

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc

No.: RD-03-09

Page 7 of 8

Name: Procurement of Goods and Services



REGIONAL DISTRICT
of Fraser-Fort George

APPENDIX "A"

PROCUREMENT PROCESS

<enter the proposal name and number>

DISCLOSURE STATEMENT

Consultant Name: _____

The Consultant, including its officers, employees, and any person or other entity working on behalf of or in conjunction with, the Consultant on this Procurement Process:

- ☐ is free of any conflict of interest that could be perceived to improperly influence the outcome of this procurement process.
- ☐ has no direct relative, person married to a direct relative or a person sharing the same household as me is involved in this procurement process.
- ☐ has an actual, perceived or potential conflict of interest regarding this procurement process as a result of:

State reason(s) for Conflict:

By signing below I certify that all statements made on this form are true and correct to the best of my knowledge.

Print Name of Person Signing Disclosure

Signature of Person Making Disclosure

Date Signed

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc

No.: RD-03-09

Page 8 of 8

Name: Procurement of Goods and Services



REGIONAL DISTRICT
of Fraser-Fort George

APPENDIX "B"

PROCUREMENT PROCESS

<enter the proposal name and number>

DISCLOSURE STATEMENT

Vendor Name: _____

The Vendor, including its officers, employees, and any person or other entity working on behalf of or in conjunction with, the Vendor on this Procurement Process:

- ☐ is free of any conflict of interest that could be perceived to improperly influence the outcome of this procurement process.
- ☐ has not, and will not, participate in any improper procurement practices that can provide the Vendor with an unfair competitive advantage including obtaining and using insider type information to prepare a solicitation offer or participating in bid rigging.
- ☐ has an actual, perceived or potential conflict of interest regarding this procurement process as a result of:

State reason(s) for Conflict of Interest:

By signing below I certify that all statements made on this form are true and correct to the best of my knowledge.

Print Name of Person Signing Disclosure

Signature of Person Making Disclosure

Date Signed

Review Date: August 16, 2018

G:\ADMSTN\CORPORATE SERVICES\Corporate Records\POLICY\POLICIES\Word Versions\RD-03-09 Revised Aug2018.doc



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

GM: MAH

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: SHE 1.1

FROM: Melanie Perrin, Manager of Public Safety Operations

DATE: September 11, 2018

SUBJECT SUMMARY: Item: Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018
Purpose: Consider Amendment to the Funds Paid for Training Attendance

PREVIOUS REPORTS: None

ATTACHMENT(S): 1. Consolidated Bylaw No. 1256
2. Draft Bylaw No. 3110

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All	Majority
	1 Director/1 vote	
	All	Majority
	1 Director/1 vote	
1. THAT the report be received.	All	Majority
2. THAT Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018 be now introduced and read a first time.	1 Director/1 vote	
3. THAT the rules be suspended and Bylaw No. 3110 be given second and third readings.	All	Majority
4. THAT Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018 be adopted.	1 Director/1 vote	2/3 Majority

ISSUE(S):

The Shell-Glen Volunteer Fire/Rescue Department is requesting an amendment to the Shell-Glen Fire Department Establishment Bylaw No. 1256 for the purpose of amending the amount paid for fire department members' attendance to training events.

The Board is being asked to consider:

- first three readings of an amendment to the establishment bylaw
- adoption of the amendment to the establishment bylaw

RELEVANT POLICIES:

1. Shell-Glen Fire Department Establishment Bylaw No. 1256, 1991
 - a bylaw to establish, regulate and define the responsibilities of the Shell-Glen Volunteer Fire/Rescue Department

SERVICE RELEVANCE:

The Shell-Glen Fire/Rescue Protection Service was established in 1991 and provides fire protection to the community of Shelley and area. Fire Protection services are provided to the Fort George Indian Reserve #2 (Shelley Reserve South Side) through a fee-for-service agreement with the Lheidli T'enneh.

I:\Report Working\2018\09 - September\Comm Serv\MP-Shell-Glen VFR Training Rates.docx

FINANCIAL CONSIDERATION(S):

The cost of this expense has been included in the Shell-Glen Fire/Rescue Protection Service's 2018 operating budget.

OTHER CONSIDERATION(S):

During the 2018 budget preparation process, the Shell-Glen Fire Protection Community Consultation Committee considered and supported the fire/rescue department's request to amend the honorariums and the amount paid for attendance to call-out events. At that time, the amount paid for attendance to training events was also amended by mistake. These amendments took place at the Regional Board's April 2018 meeting. The amendment now being proposed is to return the amount paid for attendance to training events to the original intended amount of \$5 per member per training event.

DECISION OPTIONS:

1. Approve recommendations:
 - the amount paid for members' attendance to training events will be amended

Other Options:

- a. do not approve recommendations:
 - the amount paid for members' attendance to training events will not be amended
 - the Shell-Glen Volunteer Fire/Rescue Department's 2018 budget may be negatively impacted
- b. postpone decision if additional information is required.

COMMENTS:

If Board supports the recommendation, the amount paid for members' attendance to training events will be amended.

Respectfully submitted,

Melanie Perrin

Melanie Perrin
Manager of Public Safety Operations

MP:ef



REGIONAL DISTRICT
of Fraser-Fort George

**SHELL-GLEN FIRE
DEPARTMENT
ESTABLISHMENT
BYLAW NO. 1256**

**CONSOLIDATED
VERSION**

as authorized by Bylaw Consolidation
Authorization Bylaw No. 2579, 2009

This bylaw has been consolidated to include the text and appendices of:

Amending Bylaw	Effective Date
Bylaw No. 1301	January 23, 1992
Bylaw No. 1377	February 18, 1993
Bylaw No. 1508	October 20, 1994
Bylaw No. 1768	November 20, 1997
Bylaw No. 1786	February 19, 1998
Bylaw No. 2251	August 18, 2005
Bylaw No. 2276	March 16, 2006
Bylaw No. 2343	February 15, 2007
Bylaw No. 2436	February 21, 2008
Bylaw No. 2451	April 17, 2008
Bylaw No. 2811	February 28, 2013
Bylaw No. 2883	February 13, 2014
Bylaw No. 2933	January 15, 2015
Bylaw No. 2937	February 12, 2015
Bylaw No. 2973	January 21, 2016
Bylaw No. 3027	January 19, 2017
Bylaw No. 3085	April 19, 2018

For reference to original bylaws, please contact:

General Manager of Legislative and Corporate Services
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Telephone: 250.960.4444

Email: kjensen@rdffg.bc.ca



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 1256

A BYLAW TO ESTABLISH, REGULATE AND DEFINE THE RESPONSIBILITIES
OF THE SHELL-GLEN VOLUNTEER FIRE DEPARTMENT

WHEREAS the Regional District has, by Bylaw No. 1221 dated May 16, 1991, established the Shell-Glen Fire Protection Local Service Area.

AND WHEREAS the Regional Board may, pursuant to Section 786 of the *Municipal Act*, establish, regulate and define the responsibilities of a fire department and members thereof.

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

AMENDED BY
SEC 1 BL 2251

1. There is hereby established a fire department to be known as the Shell-Glen Volunteer Fire/Rescue Department.

2. In this bylaw unless the context otherwise requires:

"fire chief" means the Shell-Glen fire chief appointed by the Regional Board in accordance with this bylaw.

AMENDED BY
SEC 2 BL 2251

"fire department" means the Shell-Glen Volunteer Fire/Rescue Department

"fire protection area" means the area of land included within the Shell-Glen Fire Protection Local Service Area.

"management committee" means the committee established under Shell-Glen Fire Protection Management Committee Establishment Bylaw No. 1254, 1991.

3. The Regional Board may appoint a fire chief who shall be the head of the fire department and who shall be responsible to the Regional Board or the management committee, as the case may be, for:

- (1) putting into effect and carrying out a fire protection service including, without limiting the generality of the foregoing;

- (a) appointing such deputies, assistants and other officers as he considers necessary for the efficient operation of the fire department and prescribing their duties and responsibilities;

Bylaw No.1256**Page / 3**

(b) making policies and procedures regarding the care of property under the fire department's control, the qualifications and conduct of members and the fire department's operations in general; and

(c) purchasing such equipment, supplies and services as may be required within the limits of the fire department's budget.

(2) taking all proper measures for the prevention, control and extinguishment of fires and the protection of life and property threatened by fire; and

(3) enforcing all bylaws which may be adopted under Section 700 of the *Municipal Act*.

AMENDED BY
SEC 1 BL 1377

4. The members of the fire department shall be entitled to such reimbursement for expenses incurred in connection with their duties as may be approved by the fire chief.

AMENDED BY
SEC 2 BL 1377
SEC 1 BL 3085

4A. The Shell-Glen Volunteer Firefighters Association shall be entitled to receive grants calculated on the basis of \$25 (Twenty-Five Dollars) per hour for each member's attendance at a training or call-out event.

AMENDED BY
SEC 1 BL 1508
SEC 1 BL 1786
SEC 1 BL 2276
SEC 1 BL 2343
SEC 1 BL 2436
SEC 1 BL 2451
SEC 1 BL 2811
SEC 1 BL 2883
SEC 1 BL 2933
SEC 1 BL 2937
SEC 1 BL 2973
SEC 1 BL 3027
SEC 1 BL 3085

4B. The Fire Chief and other officers of the fire department, in addition to any benefit provided under Section 4A, shall be entitled to receive an honorarium as set out below for each month or part thereof that they serve in such capacity:

<u>Position</u>	<u>Monthly Honorarium</u>
Fire Chief	\$ 375
Deputy Fire Chief	\$ 350
Assistant Fire Chief	\$ 100
Training Officer	\$ 250
Captain	\$ 75
Lieutenant	\$ 50
Administrative Coordinator	\$ 100

AMENDED BY
SEC 2 BL 1508

4C. For 1994 the fire chief shall be entitled to receive a lump sum honorarium of \$600 (Six Hundred Dollars).

5. Except as otherwise provided herein the fire department shall maintain a fire protection service within, and only within, the fire protection area.

6. The fire department is hereby authorized to provide a fire protection service to the Ministry of Forest as set out in Appendix 'A,' attached to and forming part of this bylaw.

AMENDED BY
SEC 1 BL 1301

6A. The fire department is hereby authorized to provide a fire protection service within the Ferndale/Tabor Fire Protection Area in accordance with Appendix "B" attached to and forming part of this bylaw.

AMENDED BY
SEC 1 BL 1768

6B. The fire department is hereby authorized to provide a fire protection service within the Pineview fire protection area in accordance with Appendix 'C', attached to and forming part of this bylaw.

Bylaw No.1256**Page / 4**

7. Provided that a minimum response team, in accordance with the requirements of the Fire Underwriters Survey for the dwelling protection grading currently in effect, is at all times maintained within the fire protection area, the fire department may respond to a fire or emergency immediately outside of the fire protection area that in the option of the fire chief:
 - (1) threatens life or property within the said fire protection area; or
 - (2) threatens life in an area not covered by a fire protection service.
8. This bylaw may be cited for all purposes as Shell-Glen Fire Department Establishment Bylaw No. 1256, 1991.

THIS BYLAW is a copy of Bylaw No. 1256, consolidated pursuant to Section 139 of the *Community Charter* and is printed on the authority of the General Manager of Legislative and Corporate Services of the Regional District of Fraser-Fort George.

"K. Jensen"

Karla Jensen
General Manager of Legislative and Corporate Services
Date: May 3, 2018

APPENDIX "A"

THIS AGREEMENT MADE THE DAY OF , 1991

BETWEEN:

THE REGIONAL DISTRICT OF FRASER-FORT GEORGE,
A Regional District duly incorporated under the Municipal Act,
have its office located at
987 Fourth Avenue
Prince George, B.C.
V2L 3H7

(hereinafter called the "Regional District")

OF THE FIRST PART

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA
As represented by Her Minister of Forests,
having his offices located at
4055 - 15th Avenue
Prince George, B.C.
V2N 1A5

(hereinafter called the "Forest Service")

OF THE SECOND PART

WHEREAS the Regional District has, by Bylaw No. 1221, established the Shell-Glen fire protection local service area.

AND WHEREAS the Forest Service has primary responsibility for the control and suppression of fires which endanger forest or woodland.

AND WHEREAS the parties to this Agreement wish to organize a cooperative arrangement for the control and extinguishment of forest fires within the boundaries of the fire protection area.

AND WHEREAS the Forest Service is empowered under Section 128 of the Forest Act to enter into forest protection agreements with various organizations.

AND WHEREAS the Regional District is authorized under Section 788 of the Municipal Act to enter into fire protection agreements with the owners or occupiers of any property.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and undertakings herein contained, the parties agree as follows:

1. The Regional District will, at its own expense, assume primary responsibility for the control and extinguishment of all fires in the area shown outlined in bold on Exhibit 1, attached to and forming part of this Agreement.

Bylaw No.1256**Page / 6**

2. The Forest Service will provide the Regional District with assistance in controlling and extinguishing all fires within the fire protection area provided that:
 - a) such assistance is requested by the fire chief or his designate;
 - b) the fire threatens to escape, or has the potential for escape, to the surrounding woodlands; and
 - c) Forest Service equipment is available and not already engaged elsewhere on other fires.
3. Where the Forest Service determines that a fire is in an area occupied for residential or agricultural purposes and the primary danger is to buildings or other private property it shall notify the fire department and thereafter primary responsibility for controlling the fire shall be that of the Regional District.
4. The Forest Service shall reimburse the Regional District at the rates shown in paragraph 6 for suppression action taken by the fire department on forest fires provided the Forest Service is notified as soon as possible of the fire and of the action contemplated by the fire department. Claims for payment shall include date and time of action, location of incident, fire number, and vehicles/crew size responding.
5. The parties agree that the normal response to a fire, for which compensation is sought under this Agreement, shall be limited to not more than one emergency vehicle and five-person crew unless additional fire fighting resources are deemed necessary by the fire chief or requested by the Forest Service.
6. Where a claim is made by the Regional District for services provided under this agreement a forest officer designated by the Forest Service shall determine whether the fire is to be considered a forest fire, and where it is so determined the following shall apply:
 - a) for services of three (3) hours or less, compensation shall be at the rate of \$250 per hour all found for each fire department pumper vehicle and five-person crew, and \$150 per hour all found for each fire department tanker vehicle and one-person crew responding to the fire;
 - b) where the size of crew assigned to a pumper or tanker vehicle falls short of or exceeds that specified in clause (a) the hourly rate shall be adjusted accordingly by \$20 per hour per person.
 - c) for services exceeding three (3) hours, compensation shall be at the rates prescribed in the "Forest Fire Fighting Compensation Regulation" (B.C. Reg. 139/81) for persons and equipment employed under Sections 122 and 124 of the Forest Act.
7. The Forest Service shall advise the fire department, on a basis satisfactory to the fire chief, of all burning permits issued in the fire protection area.

Bylaw No.1256**Page | 7**

8. It is understood and agreed that the Regional District's primary responsibility is to provide fire protection to buildings and other private property and that it may decide, at any time, to limit or terminate suppression action on a forest fire in order to respond to other fires or emergencies.
9. It is understood and agreed that the Forest Service assumes no responsibility for loss or damage to buildings or other private property as a result of entering into this Agreement.
10. It is understood and agreed that the Regional District assumes no responsibility for loss or damage to the Crown or to any forest land as a result of entering into this Agreement.
11. This Agreement may be terminated by either party upon one month's written notification to the other party.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the date first above written.

THE CORPORATE SEAL OF THE REGIONAL }
DISTRICT OF FRASER-FORT GEORGE }
hereunto affixed in the presence of: }

Chairperson }

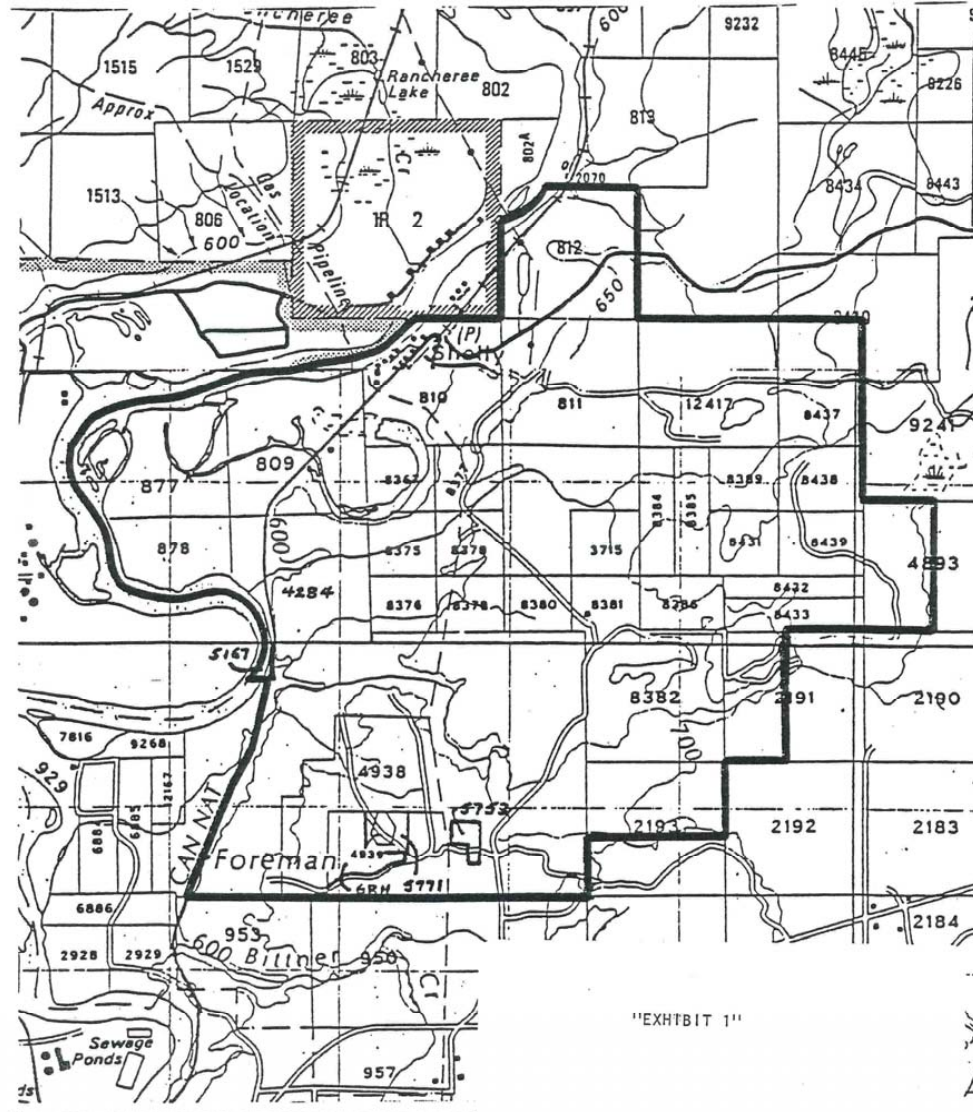
Deputy Secretary }

Signed and sealed and delivered
in the presence of: }

Occupation } District Manager for the
Ministry of Forests }

Certified a true and correct copy of Appendix "A" to
Bylaw No. 1256 as adopted by the Regional Board on the
20th day of June, 1991.

D. Anne Hogan, Deputy Secretary



Bylaw No.1256**Page / 9**

AMENDED BY
SEC 2 BL 1301

APPENDIX "B"

THIS AGREEMENT MADE THE DAY OF , 1991.

BETWEEN:

THE FERNDALDE/TABOR VOLUNTEER FIRE DEPARTMENT,
a fire department duly established
under Section 786 of the Municipal Act,
and having its mailing address as
R.R. #1, Site 21, Comp. 64,
Prince George, B.C. V2N 2H8

(OF THE FIRST PART)

AND:

THE SHELL-GLEN VOLUNTEER FIRE DEPARTMENT,
a fire department duly established
under Section 786 of the Municipal Act,
and having its mailing address as
RR #1, Site 17, Comp. 7
Prince George, B.C. V2N 2H8

(OF THE SECOND PART)

WHEREAS the Regional District has, by bylaw No. 1256 dated June 20, 1991, established the Shell-Glen Volunteer Fire Department for the purpose of providing fire protection within the Shell-Glen fire protection area;

AND WHEREAS the Regional District has, by bylaw No. 1262 dated June 20, 1991 established the Ferndale/Tabor Volunteer Fire Department for the purpose of providing fire protection within the Ferndale/Tabor fire protection area;

AND WHEREAS the Regional District is empowered, under Section 788 of the Municipal Act to make agreements for the furnishing of fire protection within other fire protection areas, upon such terms as may be agreed;

AND WHEREAS a fire emergency could occur of such a magnitude as to be beyond the resources and capabilities of either of the fire departments herein mentioned;

AND WHEREAS the parties desire, for their mutual benefits, to assist each other in providing fire protection services within the areas hereinafter described;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants and undertakings herein contained, the parties agree as follows:

Bylaw No.1256**Page | 10**

Appendix "B"
Bylaw No. 1301

Page 2

1. In this Agreement:

"fire chief" means the fire chief appointed by the Regional District and includes, in the fire chief's absence, the deputy fire chief;
"responding fire department" means the fire department receiving a request for assistance under this agreement;

"requesting fire department" means a fire department requesting assistance under this agreement;

"resources" means personnel, equipment, supplies or any other property available to the responding fire department for fire protection purposes.

2. Whenever either party to this Agreement is in need of assistance to combat or effectively deal with a fire emergency it believes to be beyond its own capabilities, it may request assistance from the other party and the party receiving the request shall, subject to the conditions hereinafter set forth, provide the assistance requested.
3. Requests for assistance shall be made by the fire chief of the requesting fire department to the fire chief of the responding fire department.
4. The extent and duration of the assistance given under this Agreement, if any, will be at the discretion of the fire chief of the responding fire department having due regard to the department's current or anticipated needs within its own area of jurisdiction.
5. The responding fire department shall be responsible for all costs incurred in connection with the deployment of its resources to the requesting fire department.
6. The requesting fire department shall be entitled to retain all funds received, if any, for providing fire protection services under this Agreement.
7. The requesting fire department will assume complete control over resources provided under this Agreement while within its area of jurisdiction.
8. It is understood and agreed that assistance provided under this Agreement shall be limited to the area of jurisdiction of the requesting fire department.
9. Not later than three weeks following the cessation of a fire emergency, for which assistance was requested under this Agreement, the fire chief of the requesting fire department shall prepare a written report detailing the nature and probable cause of the fire emergency, the extent of structural damage and assistance given in combatting the emergency and any recommendations for prevention or dealing with future incidents of a similar nature.

Bylaw No.1256**Page | 11**

Appendix "B"
Bylaw No. 1301

Page 3

10. A copy of the report required under paragraph 9 shall be sent to the responding fire department.

This Agreement may be terminated by either party upon 30 days' written notice being given to the other party.

IN WITNESS WHEREOF the parties hereto have affixed their hands and seals on the date first above written.

Signed on behalf of the Ferndale/Tabor
Volunteer Fire Department by:

Fire Chief

Signed on behalf of the Shell-Glen
Volunteer Fire Department by:

Fire Chief

The Corporate Seal of the REGIONAL DISTRICT
OF FRASER-FORT GEORGE was hereunto
affixed in the presence of:

Chairperson

Deputy Secretary

Bylaw No.1256**Page | 12**

AMENDED BY
SEC 2 BL 1768

APPENDIX "C"

THIS AGREEMENT MADE THE DAY OF _____, 1997.

BETWEEN:

THE PINEVIEW VOLUNTEER FIRE DEPARTMENT,
a fire department duly established
under Section 798 of the *Municipal Act*,
and having its mailing address as
R.R. #5, Site 26, Comp. 28,
Prince George, B.C. V2N 2J5

(OF THE FIRST PART)

AND:

THE SHELL-GLEN VOLUNTEER FIRE DEPARTMENT,
a fire department duly established
under Section 798 of the *Municipal Act*,
and having its mailing address as
R.R. #1, Site 17, Comp. 7,
Prince George, B.C. V2N 2H8

(OF THE SECOND PART)

WHEREAS the Regional District has, by bylaw No. 1241 dated June 20, 1991, established the Pineview Fire Department for the purpose of providing fire protection within the Pineview fire protection local service area;

AND WHEREAS the Regional District has, by bylaw No. 1256 dated June 20, 1991 established the Shell-Glen Volunteer Fire Department for the purpose of providing fire protection within the Shell-Glen fire protection local service area;

AND WHEREAS the Regional District is empowered, under Section 798 of the *Municipal Act* to make agreements for the furnishing of fire protection within other fire protection areas, upon such terms as may be agreed;

AND WHEREAS a fire emergency could occur of such a magnitude as to be beyond the resources and capabilities of either of the fire departments herein mentioned;

AND WHEREAS the parties desire, for their mutual benefit, to assist each other in providing fire protection services within the areas hereinafter described;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants and undertakings herein contained, the parties agree as follows:

1. In this Agreement:

"fire chief" means the fire chief appointed by the Regional District and includes, in the fire chief's absence, the deputy fire chief or other officer in charge;

"requesting fire department" means a fire department requesting assistance under this agreement;

"resources" means personnel, equipment, supplies or any other property available to the responding fire department for fire protection purposes.

"responding fire department" means the fire department receiving a request for assistance under this agreement.

2. Whenever either party to this Agreement is in need of assistance to combat or effectively deal with a fire emergency it believes to be beyond its own capabilities, it may request assistance from the other party and the party receiving the request shall, subject to the conditions hereinafter set forth, provide the assistance requested.
3. Requests for assistance shall be made by the fire chief of the requesting fire department to the fire chief of the responding fire department.
4. The extent and duration of the assistance given under this Agreement, if any, will be at the discretion of the fire chief of the responding fire department having due regard to the department's immediate or anticipated needs within its own area of jurisdiction.
5. The responding fire department shall inform the requesting fire department of any changes to its response status.
6. The responding fire department shall be responsible for all costs incurred in connection with the deployment of its resources to the requesting fire department.
7. The requesting fire department shall be entitled to retain all funds received, if any, for providing fire protection services under this Agreement.
8. The requesting fire department will assume complete control over resources provided under this Agreement while within its area of jurisdiction.
9. It is understood and agreed that assistance provided under this Agreement shall be limited to the area of jurisdiction of the requesting fire department.

Page 3

Deputy Secretary

[illegible]



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3110

A BYLAW TO AMEND SHELL-GLEN FIRE DEPARTMENT ESTABLISHMENT BYLAW NO. 1256, 1991

WHEREAS the Regional District has adopted Bylaw No. 1256 to establish, regulate and define the responsibilities of the Shell-Glen Volunteer Fire/Rescue Department;

AND WHEREAS the Regional District wishes to amend Bylaw No. 1256 by passage of this bylaw;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Bylaw No. 1256 is hereby amended by deleting Section 4A in its entirety and substituting therefore the following:
 - 4A. The Shell-Glen Volunteer Firefighters Association shall be entitled to receive grants calculated on the basis of \$25 (Twenty-Five Dollars) per hour for each member's attendance at a call-out event and \$5 per member per attendance at a training event.
2. This bylaw may be cited for all purposes as "Shell-Glen Fire Department Establishment Bylaw No. 1256, Amendment Bylaw No. 3110, 2018".

READ A FIRST TIME ON THE DAY OF , 2018

READ A SECOND TIME ON THE DAY OF , 2018

READ A THIRD TIME ON THE DAY OF , 2018

ADOPTED THIS DAY OF , 2018

Chair

General Manager of Legislative and
Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: COMM 8.1

FROM: Chair, Environment and Parks Standing Committee

DATE: September 6, 2018

SUBJECT Item: Report from the Chair of the Environment and Parks Standing Committee
Purpose: Consider Standing Committee Recommendations

ATTACHMENT(S): None

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
THAT the report from the Chair of the Environment and Parks Standing Committee be received.		

The Environment and Parks Standing Committee has five items of business from the Committee's meeting held on September 20, 2018 that require Board's consideration.

RECOMMENDATIONS FROM COMMITTEE:

1. ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park

At the August 2014 Board meeting, a competitive bid process for the shoreline mitigation Works at Ness Lake Regional Park was authorized.

Committee Report Reference: Item No. 5.1	(ALL / WEIGHTED / MAJORITY)
THAT Invitation to Tender ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park be awarded to Mass Construction Ltd. for the tendered amount of \$ 45,100.00, excluding taxes.	
THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute Contract ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park	

2. ES-18-13 Shoreline Stabilization & Drainage Works – Harold Mann Regional Park

At the August 2017 Board meeting, a competitive bid process for the shoreline stabilization & drainage works at Harold Mann Regional Park was authorized. Two qualified bids were received in response to the Invitation to Tender and the bids exceed the original cost estimate provided by the consultant by a high margin.

Committee Report Reference: Item No. 5.2	(ALL / WEIGHTED / MAJORITY)
THAT Invitation to Tender ES-18-13 Shoreline Stabilization & Drainage Works – Harold Mann Regional Park not be awarded due to tendered costs being higher than the project budget.	

3. Caretaker Services - Bear Lake, Summit Lake and McLeod Lake Regional Transfer Stations

The current caretaker services contract for the Bear Lake, Summit Lake, and McLeod Lake Regional Transfer Stations expires on November 30, 2018. The caretaker services contract was established in 2013 and was extended twice within service agreement provisions to the maximum contract duration of 5 years.

Committee Report Reference: Item No. 5.3

(ALL / WEIGHTED / MAJORITY)

THAT a competitive bid process be entered into for the provision of caretaker services at the Bear Lake, McLeod Lake and Summit Lake Regional Transfer Stations.

4. Environmental Monitoring Services at Regional Landfills

Annual environmental monitoring is required under the operational certificates of the active landfill sites and a regulatory requirement for closed landfill sites. The current service agreement to provide environmental monitoring services at solid waste facilities in the Regional District of Fraser-Fort George expires on March 31, 2019 and was extended twice within service agreement provisions to the maximum duration of 5 years.

Committee Report Reference: Item No. 5.4

(ALL / WEIGHTED / MAJORITY)

THAT a competitive bid process be entered into for the provision of environmental monitoring services at Regional District of Fraser-Fort George Landfills.

Respectfully submitted,

Chair
Environment and Parks Standing Committee

PW:jt



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

GM: "PW"

REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee File No.: PK-NES 1.6

FROM: Bryan Boyes, Utilities Leader

DATE: September 10, 2018

SUBJECT Item: ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park

SUMMARY: Purpose: Consider Award of Contract

PREVIOUS REPORTS: Item No. 5.1, August 2014 (see Agenda for link)

ATTACHMENT(S): Backgrounder

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received. THAT the Committee recommend to Board:	All 1Director/1vote	Majority
2. THAT Invitation to Tender ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park be awarded to Mass Construction Ltd. for the tendered amount of \$ 45,100.00, excluding taxes.	All 1Director/1vote	Majority
3. THAT the Chair and General Manager of Legislative and Corporate Services be authorized to execute Contract ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park.	All 1Director/1vote	Majority

ISSUE(S):

At the August 2014 Board meeting, a competitive bid process for the shoreline mitigation Works at Ness Lake Regional Park was authorized.

The Committee is being asked to recommend to the Board to consider awarding ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park to Mass Construction Ltd. for the tendered amount of \$ 45,100.00, excluding taxes.

RELEVANT POLICIES:

- Procurement of Goods and Services Policy No. RD-03-09:
 - provides for procurement levels and limits

SERVICE RELEVANCE:

Ness Lake Regional Park is part of the recreational facilities network in the Regional District.

FINANCIAL CONSIDERATION(S):

Budget implications for this service would need to be accessed through both the maintenance and operational reserve of the 2018 Regional Parks (5001) Budget.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - recommendation will be made to the Regional Board to award and execute Contract ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park

Other Options:

- a. do not award Contract ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park
 - Environmental Services will have to put off works along the shore for a second time at Ness Lake Regional Park

COMMENTS:

Environmental Services Administration recommends that the shoreline mitigation work at Ness Lake Regional Park be awarded to Mass Construction Ltd. for the tendered price of \$ 45,100.00, excluding taxes.

Respectfully submitted,

‘Bryan Boyes’

Bryan Boyes, Utilities Leader
Environmental Services

BB:jt

BACKGROUNDER

Invitation to Tender ES-18-12 Shoreline Mitigation Works – Ness Lake Regional Park was advertised as of August 23, 2018 on the Regional District's webpage and the Provincial BCBid® website. In addition, qualified potential companies were informed on the tender availability by telephone.

A site meeting was not required as the mitigation plan provided by McElhanney was included in the tender package. The following bids were received from the competitive bid process:

The following two (2) qualified tenders were received.

Bidder	Price (excluded taxes)
Can You Dig It Contracting	\$165,500
Mass Construction Ltd	\$ 45,100

Both tenders that were received were complete, with no errors or variances noted.

Mass Construction Ltd.'s bid exceeded the estimated budget for this project, however Environmental Services Administration recommends that funds from the Parks operating reserve be utilized on top of the budget for Ness Lake Regional Park. By utilizing these funds the project will be able to be completed this year and not be put off after a second attempt at retaining contractor services.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

GM: "PW"

REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee File No.: PK-MAN 1.0

FROM: Bryan Boyes, Utilities Leader

DATE: September 10, 2018

SUBJECT Item: ES-18-13 Shoreline Stabilization & Drainage Works – Harold Mann Regional Park

SUMMARY: Purpose: Consider Non-Award of Contract

PREVIOUS REPORTS: Item 5.1, August 2017 (see Agenda for link)

ATTACHMENT(S): Backgrounder

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1Director/1vote	Majority
1. THAT the report be received. THAT the Committee recommend to Board:		
2. THAT Invitation to Tender ES-18-13 Shoreline Stabilization & Drainage Works – Harold Mann Regional Park not be awarded due to tendered costs being higher than the project budget.	All 1Director/1vote	Majority

ISSUE(S):

At the August 2017 Board meeting, a competitive bid process for the shoreline stabilization & drainage works at Harold Mann Regional Park was authorized. Two qualified bids were received in response to the Invitation to Tender and the bids exceed the original cost estimate provided by the consultant by a high margin.

The Committee is being asked to recommend to the Board to consider the non-award of Contract ES-18-13 Shoreline Stabilization & Drainage Works – Harold Mann Regional Park.

RELEVANT POLICIES:

- Procurement of Goods and Services Policy No. RD-03-09:
 - provides for procurement levels and limits

SERVICE RELEVANCE:

Shoreline stabilization and drainage works at Harold Man Regional Park outlined in the mitigation plan would assist in reworking the area into an attractive, usable area and increasing the safety of the area.

FINANCIAL CONSIDERATION(S):

Budget implications for this service are included in the 2018 Regional Parks (5001) Budget.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - Shoreline stabilization & drainage works at Harold Mann Regional Park will not proceed in 2018.

Other Options:

- a. Awarding the Shoreline Stabilization & Drainage Works at Harold Mann Regional Park
 - Awarding the contract moves the shoreline stabilization & drainage works at Harold Mann Regional Park forward but has additional implications to the Regional Parks budget

COMMENTS:

Environmental Services Administration recommends that the Shoreline Stabilization and Drainage Work at Harold Mann Regional Park not be awarded.

Respectfully submitted,

'Bryan Boyes'

Bryan Boyes, Utilities Leader
Environmental Services

BB:jt

BACKGROUNDER

Invitation to Tender ES-18-13 Shoreline Stabilization & Drainage Works – Harold Mann Regional Park was advertised as of August 23, 2018 on the Regional District's webpage and the Provincial BCBid® website. In addition, qualified potential companies were informed on the tender availability by telephone.

A site meeting was not required as the stabilization & drainage plan provided by McElhanney was included in the tender package. The following bids were received from the competitive bid process:

The following two (2) tenders were received.

Bidder	Price (included taxes)
Can You Dig It Contracting	\$144,450
Mass Construction Ltd	\$ 54,390

Both tenders were complete with no errors or variances noted. The tenders both exceeded the projected budget by a large margin.

The shoreline stabilization and drainage works is one of the recommendations of the Regional Parks Plan to improve attractively, usability and safety of the shoreline area. Due to tendered costs being higher than the project budget, Environmental Services Administration recommends not awarding the contract.

Environmental Services Administration is considering a scope change and the project will be retendered at a later date.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee

File No.: TRAN 13.2
TRAN 20.2
TRAN 14.2

FROM: Petra Wildauer, General Manager of Environmental Services

DATE: September 6, 2018

SUBJECT SUMMARY: Item: Caretaker Services - Bear Lake, Summit Lake and McLeod Lake Regional Transfer Stations
Purpose: Consider Competitive Bid Process

PREVIOUS REPORTS: None

ATTACHMENT(S): None

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received. THAT the Committee recommend to the Board:	All 1 Director/1 vote	Majority
2. THAT a competitive bid process be entered into for the provision of caretaker services at the Bear Lake, McLeod Lake and Summit Lake Regional Transfer Stations.	All 1 Director/1 vote	Majority

ISSUE(S):

The current caretaker services contract for the Bear Lake, Summit Lake, and McLeod Lake Regional Transfer Stations expires on November 30, 2018. The caretaker services contract was established in 2013 and was extended twice within service agreement provisions to the maximum contract duration of 5 years.

The Committee is being asked to recommend to the Board to consider entering into a competitive bid process for caretaker services at the Bear Lake, McLeod Lake and Summit Lake Regional Transfer Station sites.

RELEVANT POLICIES:

- Policy RD-03-09: Procurement of Goods and Services
 - provides for procurement levels and limits
- Regional Solid Waste Management Plan (RSWMP):
 - provides for the operation of a transfer station system for the collection of both residential solid waste and recyclable materials

SERVICE RELEVANCE:

The Regional District provides solid waste services for the entire Regional District including rural transfer stations. Having caretaker services at the solid waste facilities provides a safe site and addresses Regional District liability concerns.

FINANCIAL CONSIDERATION(S):

Budget implications for this service are reflected in the Solid Waste Management (3305) Budget.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - recommendation will be made to the Regional Board that a competitive bid process be entered into for caretaker services at Bear Lake, McLeod Lake and Summit Lake Regional Transfer Stations

Other Options:

- a. do not make a recommendation to enter into a competitive bid process for caretaker services at the Bear Lake, Summit Lake, and McLeod Lake Regional Transfer Stations
 - would result in the Regional District not having caretaker services starting December 1, 2018
 - not entering into a competitive bid process would delay provision of caretaker services at the Bear Lake, Summit Lake, and McLeod Lake Regional Transfer Stations

COMMENTS:

Environmental Services Administration recommends that a competitive bid process be entered into for the provision of caretaker services at the Bear Lake, Summit Lake, and McLeod Lake Regional Transfer Stations.

Respectfully submitted,

Petra Wildauer

Petra Wildauer, General Manager
Environmental Services

PW:jt



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

GM: "PW"

REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee

File No.: LAND 1.6.5

FROM: Darwin Paton, Environmental Services Technician

DATE: September 5, 2018

SUBJECT
SUMMARY: Item: Environmental Monitoring Services at Regional Landfills
Purpose: Consider Competitive Bid Process

PREVIOUS
REPORTS: None

ATTACHMENT(S): None

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
THAT the Committee recommend to the Board:		
2. THAT a competitive bid process be entered into for the provision of environmental monitoring services at Regional District of Fraser-Fort George Landfills.	All 1 Director/1 vote	Majority

ISSUE(S):

Annual environmental monitoring is required under the operational certificates of the active landfill sites and a regulatory requirement for closed landfill sites. The current service agreement to provide environmental monitoring services at solid waste facilities in the Regional District of Fraser-Fort George expires on March 31, 2019 and was extended twice within service agreement provisions to the maximum duration of 5 years.

The Committee is being asked to recommend to the Board to consider entering into a competitive bid process for provision of environmental monitoring services at Regional District of Fraser-Fort George Landfills.

RELEVANT POLICIES:

- Local Government Act*, Section 263:
 - corporate power to enter into agreements respecting regional district services
- Environmental Management Act*: Landfill Criteria for Municipal Solid Waste
 - provides key elements that pertain to groundwater monitoring

SERVICE RELEVANCE:

The Regional District operates two municipal solid waste facilities, one select waste facility. Environmental monitoring programs are required by provincial legislation. Two closed rural landfill sites also require ongoing environmental monitoring. Continued environmental monitoring is intended to identify potential impacts to the environment and public health from the facility.

FINANCIAL CONSIDERATION(S):

Budget implications for this service are reflected in the Solid Waste Management (3305) budget.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.

Other Options:

- a. do not approve entering into a competitive bid process for environmental monitoring services at Regional Landfills
 - not making a recommendation to enter into a competitive bid process for provision of environmental monitoring services at Regional Landfills would delay provision of environmental monitoring services

COMMENTS:

Environmental Services Administration recommends that a competitive bid process be entered into for provision of environmental monitoring services at Regional Landfills.

Respectfully submitted,

“Darwin Paton”

Darwin Paton
Environmental Technician

DP:jt



REGIONAL DISTRICT of Fraser-Fort George

GM: MAT

Main Office: 155 George Street, Prince George, BC V2L 1P8
 Telephone: (250) 960-4400 / Fax: (250) 563-7520
 Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: COM 8.1

FROM: Meredith Burmaster, Manager of Community Services

DATE: September 6, 2018

SUBJECT Item: Grants: Electoral Area A

SUMMARY: Purpose: Grant Approval

PREVIOUS REPORTS: None

ATTACHMENT(S): 1. Grant Schedule
 2. Grant Application

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report, Grant Schedule and grant application form for Electoral Area A be received.	All 1 Director/1 vote	Majority
2. THAT the Grant for Electoral Area A, as listed in the September Grant Schedule, be approved.	All 1 Director/1 vote	Majority

ISSUE(S):

The September Grant Schedule details the request received for a Community Grant-In-Aid for Electoral Area A. A grant has been requested by the organization listed on the September Grant Schedule. The Board is being asked to consider approving the September Grant Schedule.

RELEVANT POLICIES:

1. Community Grants-In-Aid Policy C-2:
 - provides financial assistance to community groups or organizations for the purpose of benefiting the community.

SERVICE RELEVANCE:

The Regional District's current Community Grants-In-Aid program derives its authority from the *Local Government Act*. The purpose of these functions is to provide financial assistance to community groups or organizations which, in the opinion of the Regional District, provide a benefit to the community.

FINANCIAL CONSIDERATION(S):

The 2018 budget for Community Grants-In-Aid Electoral Area A has sufficient funds to support this expenditure.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendation:
 - grant will be provided per the schedule

Other Options:

- a. do not approve September Grant Schedule
 - organization does not receive funding

COMMENTS:

This grant request meets the requirements of Community Grants In-Aid Policy C-2.

Respectfully submitted,

Meredith Burmaster

Meredith Burmaster
Manager of Community Services

MB:ef

GRANT SCHEDULE
ELECTORAL AREA A
For the Month of September 2018

Community Grants-In-Aid

Organization	Grant Request	Amount
Pilot Mountain Volunteer Firefighters' Club	Storage facility	\$10,000
Total Grant		<u>\$10,000</u>



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / http://www.rdfg.bc.ca

MB
WW

COMMUNITY GRANT-IN-AID APPLICATION

PDEFC Applications must be made in accordance with Regional District Policy C-2

Group Contact Information:

Organization: Pilot Mountain Volunteer Firefighters Club	President/Contact Person: Dan Floria
Mailing Address: 9070 Symes Road	Phone Number(s): [REDACTED]
Prince George, BC	Email: [REDACTED]
V2K 5J2	Fax: [REDACTED]
Total Grant Requested: \$ 10,000	Regional District Electoral Area Director: Warren Wilson

Previous 3 years Regional District Grants Received:

We receive \$1500 per year for our year end appreciation dinner.

Applicant Profile:

Overview of Organization's Programs and Services: The PMVFD serves the Pilot Mountain community by training for and responding to emergency calls for firefighting, medical aid and highway rescues. We provide public safety information and maintain firefighting and rescue vehicles and equipment.

Please attach current list of Directors or Executive of Organization: Attached: ☐

List on File at Regional District: ☒

Grant Application:

What would this grant be used for? (Attach additional information if necessary)

Please see attached letter.

Other Revenue Towards Project/Purchase:

What other revenue/in-kind works is available to be put towards this project/purchase?

The Deputy Chief will be donating his time, energy and excavator to prepare the land for the development/project. Approximately \$15,000 will come out of our operating budget.

Attachments in Support of the Application (such as diagrams & background info):

1. Non-Profit Society Registration
2. Diagrams, background information, endorsements

I understand that the information contained in this application may be made available for public viewing in accordance with the Freedom of Information and Protection of Privacy Act.

Signature (Organization President)

Date

Sept 4/18

➡ Mail, Fax or Hand Deliver this Form to the Regional District of Fraser-Fort George

September 4, 2018

Regional District of Fraser-Fort George
155 George Street,
Prince George, BC V2L 1P8

Re: Community Grant-In-Aid Application

To Whom It May Concern:

PMVFD is a rural hall with 27 members. We are continually recruiting new members to meet the needs of our growing, rural community. As we continue to grow, so does our need for storing equipment and materials. We have a section of land at the front of our property that we would like to repurpose for storage and training. We have designed a project that will optimize the available space. Our project involves the following phases: leveling the land, purchasing 2 large sea cans to be delivered and placed strategically on the land, constructing a roof to cover the sea cans, and enclosing the area with a fence to protect the contents of the sea cans (see attached photo labelled Appendix 1). PMVFD currently does not have a budget for this vital project. Grant funding would provide our Department with the needed finances to begin the project.

The sea cans will serve 2 main purposes. First of all, we need storage space. Our hall is maxed out in its storage capacity. We need more room to store essential materials and equipment as clutter is not conducive to a productive, emergency response environment. Sea cans will allow us to store seasonal equipment (ie. Wildland equipment used primarily in the summer) and equipment, gear, tools, etc. used for work and training. The other purpose of the sea cans is for training. One sea can will be designed specifically for training in critical areas like confined space, ventilation, risk analysis, etc. By increasing the opportunity for training, we will improve firefighter safety, mitigate harm, and decrease the loss of life and property for personnel and the community we serve.


We believe this project will not only benefit our hall but the entire community. Our goal is to complete this project in 3 months.

Attached is a breakdown of our expenses and quotes we have received for our project (labelled Appendix 2). The cost of this project was broken down and discussed during a Community Consultation Committee meeting on July 12, 2018 (see attached minutes labelled Appendix 3). As you will see in the minutes of that meeting, the estimated cost for this project (including the sea cans (8.5K), fencing (7K), roof (10K), materials, fuel, etc.) will

be approximately \$25,000 in total. We will take \$15,000 out of our Operating Budget and, if approved, this grant would help us cover the remaining \$10,000.

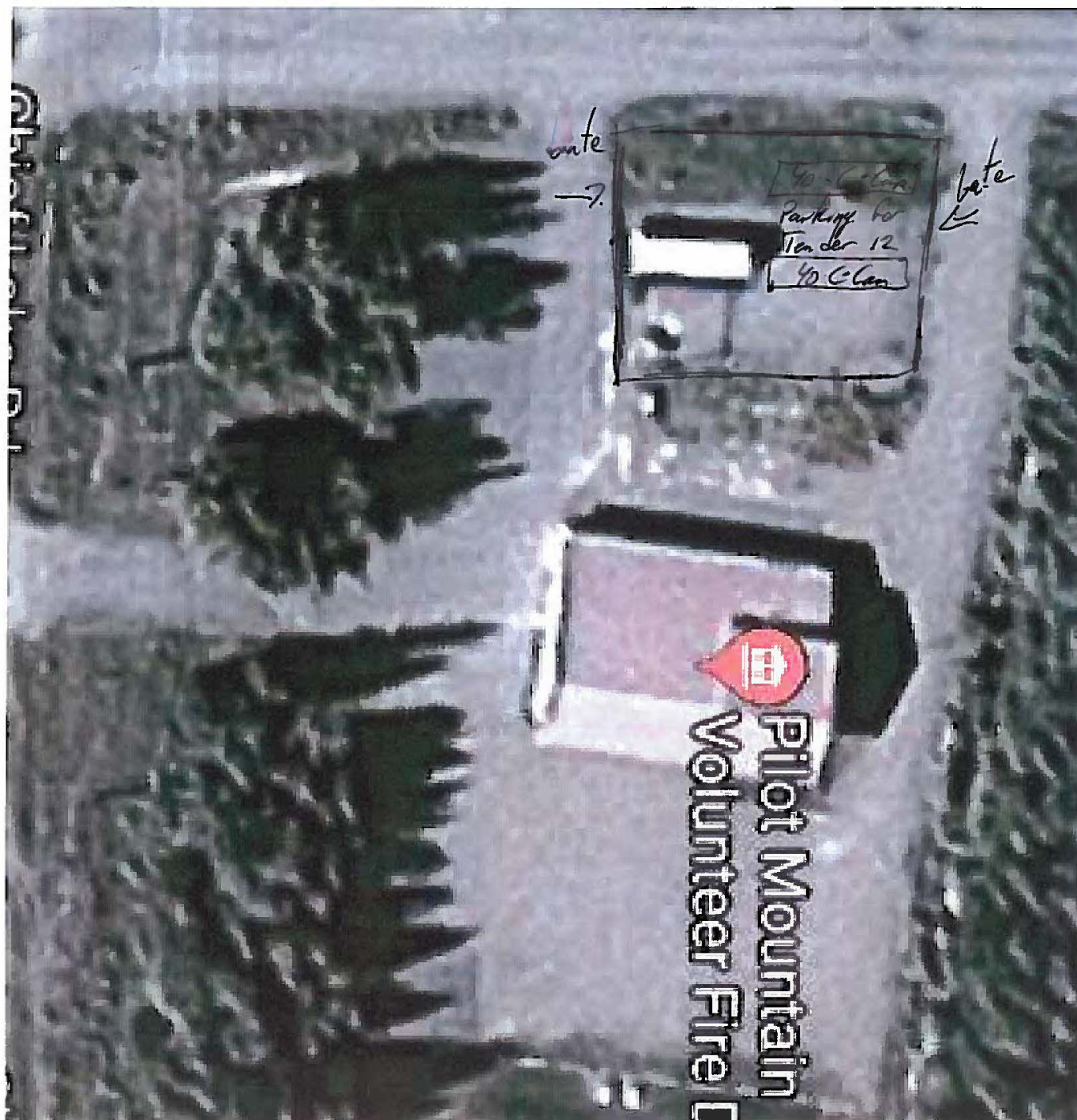
We appreciate your time and consideration. If you have any questions or require any further information, please let us know.

Thank you.



Dan Floria,
PMVFD Fire Chief

Appendix 1 (p. 1 of 2)



9070 Syms Rd - Google Maps

Appendix 1 (Page 1 of 1)

Google Maps 9070 Syms Rd



Image capture: May 2012 © 2018 Google

Prince George, British Columbia

Google, Inc.

Street View - May 2012



<https://www.google.ca/maps/@54.0112579,-122.855148,3a,60y,92.96h,84.85t/data=!3m6!1...> 8/8/2018



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

GM: MAH

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: COM 8.3, REC 2.3

FROM: Meredith Burmaster, Manager of Community Services

DATE: September 7, 2018

SUBJECT Item: Grants: Electoral Area D
SUMMARY: Purpose: Grant Approval

PREVIOUS REPORTS: None

ATTACHMENT(S): 1. Grant Schedule
2. Grant Applications

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
	All 1 Director/1 vote	Majority
1. THAT the report, Grant Schedule and grant application forms for Electoral Area D be received.		
2. THAT the Grants for Electoral Area D as listed in the September Grant Schedule be approved.	All 1 Director/1 vote	Majority

ISSUE(S):

The September Grant Schedule details the requests received for a Community Grant-In-Aid and Recreation Grants for Electoral Area D. Grants have been requested by the organizations listed on the September Grant Schedule. The Board is being asked to consider approving the September Grant Schedule.

RELEVANT POLICIES:

1. Community Grants-In-Aid Policy C-2:
 - provides financial assistance to community groups or organizations for the purpose of benefiting the community.
2. Recreation Grants Policy C-7:
 - provides financial assistance to Recreation Commissions for recreation programs, services and facilities including educational, cultural, social and athletic activities, and insurance expenses.
3. Fraser-Fort George Recreational Program Establishment Bylaw No. 2088, 2003:
 - bylaw that allows for the provision of recreational services.

SERVICE RELEVANCE:

The Regional District's current Community Grants-In-Aid program derives its authority from the *Local Government Act*. The purpose of these functions is to provide financial assistance to community groups or organizations which, in the opinion of the Regional District, provide a benefit to the community.

The Recreation function was established in 1975 to assist community associations in electoral areas to provide recreation within their program boundaries. The current participants in the Recreation service are Electoral Areas A, C, D, E, and F. In 2005, Bylaw No. 2203 was adopted which amended the funding formula to each electoral area to fund its own programs exclusively.

FINANCIAL CONSIDERATION(S):

The 2018 budgets for Community Grants-In-Aid Electoral Area D and Recreation Grants Electoral Area D have sufficient funds to support these expenditures.

OTHER CONSIDERATION(S):

If the Board does not wish to provide one or more of the grants listed, a motion to amend the Schedule prior to voting on approval of the Schedule would be in order.

DECISION OPTIONS:

1. Approve recommendations.
 - grants will be provided per the schedule

Other Options:

- a. do not approve September Grant Schedule
 - organizations do not receive funding

COMMENTS:

These grant requests meet the requirements of Community Grants-In-Aid Policy C-2 and Recreation Grants Policy C-7.

Respectfully submitted,

Meredith Burmaster

Meredith Burmaster
Manager of Community Services

MB:ef

GRANT SCHEDULE
ELECTORAL AREA D
For the Month of September 2018

Community Grants-In-Aid

Organization	Grant Request	Amount
Ferndale Tabor Volunteer Fire Rescue Society	Water tank repairs	\$4,500
Total Grant		<u>\$4,500</u>

Recreation Grants

Organization	Grant Request	Amount
Pineview Recreation Commission	Halloween events	\$3,500
Pineview Seniors	Assorted repairs	2,500
Total Grant		<u>\$6,000</u>



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / http://www.rdfg.bc.ca

COMMUNITY GRANT-IN-AID APPLICATION

Applications must be made in accordance with Regional District Policy C-2

Group Contact Information:	
Organization: FERNDALE TABOR VOL. FIRE RESCUE SOCIETY	President/Contact Person: BRIAN FROELICH / JENI ROBINSON
Mailing Address: 16315 GISCOME RD PRINCE GEORGE BC V2N6W8	Phone Number(s): [REDACTED]
Total Grant Requested: \$ 4,500.00	Regional District Electoral Area Director:

Previous 3 years Regional District Grants Received:

MAY 2016 \$ 5000.00

Applicant Profile:

Overview of Organization's Programs and Services.

THE SOCIETY SUPPORTS THE MEMBERS OF
FERNDALE TABOR VOLUNTEER FIRE RESCUE DEPT

Please attach current list of Directors or Executive of Organization: Attached: ☐

List on File at Regional District: ☐ ON FILE

Grant Application:

What would this grant be used for? (Attach additional information if necessary)

COMPLETE REPAIRS TO LEAKING WATER TANK
ON TENDER II

Other Revenue Towards Project/Purchase:

What other revenue/in-kind works is available to be put towards this project/purchase?

Attachments in Support of the Application (such as diagrams & background info):

1. Non-Profit Society Registration

2. Diagrams, background information, endorsements

I understand that the information contained in this application may be made available for public viewing in accordance with the Freedom of Information and Protection of Privacy Act.

Signature (Organization President)

SEPT 5, 2018

Date

➡ Mail, Fax or Hand Deliver this Form to the Regional District of Fraser-Fort George

MB

Ferndale Tabor Volunteer Fire Rescue Society
16315 Giscome Rd,
Prince George, BC V2N 6W8

September 5, 2018

Regional District Fraser Fort George
155 George St.,
Prince George, BC V2L 1P8
Attention: Bill Empey

Dear Bill,

We are requesting a grant, not to exceed, \$4500.00 (four thousand five hundred dollars). This money will be used to complete emergency repairs to the leaking water tank on Tender 11.

Thank you for your consideration.

Yours truly,



Brian Froelich
Chairperson



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

RECREATION GRANT APPLICATION

Applications must be made in accordance with Regional District Policy C-7

Group Contact Information:	
Organization: Pineview Recreation Commission	President/Contact Person: Jeff Dodd / Judith Wolfe
Mailing Address: 6470 Bendixon Rdl	Phone Number(s): [REDACTED]
Prince George BC	Email: [REDACTED]
V2N 5V5	Fax:
Total Grant Requested: \$ 3,500.00	Regional District Electoral Area Director: D Bill Empey
Previous 3 years Regional District Grants Received:	
2015 - \$4,320	2017 - \$111,280 on file
2016 - \$65,963	2018 - \$174,444
Applicant Profile:	
Overview of Organizations Programs and Services Offered in the Community. as attached	
see attached	
Please attach current list of Directors or Executive of Organization: Attached: <input type="checkbox"/> On File at Regional District: <input checked="" type="checkbox"/>	
Current Certificate of Insurance demonstrating at least \$2 million third-party liability coverage and which includes the Regional as additional insured: Attached: <input type="checkbox"/> On File at Regional District: <input checked="" type="checkbox"/>	
Grant Application:	
What would this grant be used for? (Attach additional information if necessary) This grant would be used to carry out our	
community halloween events. These events are Halloween haunted house, community family Halloween dance and a	
concession that we run at these events.	
Other Revenue Towards Project/Purchase:	
What other revenue/in-kind works is available to be put towards this project/purchase?	
We will sell tickets to the dance, we keep the cost low so that all community members are able to attend. We sell food	
at the concession.	
Attachments in Support of the Application (such as diagrams & background info):	
1. Non-Profit Society Registration on file	
2. Diagrams, background information, endorsements n/a	
I understand that the information contained in this application may be made available for public viewing in accordance with the <i>Freedom of Information and Protection of Privacy Act</i> .	
Signature (Organization President)	Date
[REDACTED]	Sept. 6, 2018

➡ Mail, Fax or Hand Deliver this form to the Regional District of Fraser-Fort George

Overview of the Pineview Recreation Commission.

Our goal is to help enrich the quality of life in the community by providing enjoyable and constructive leisure opportunities for all residents. We want to make the community a more attractive place to live and visit by fostering inter group and inter generational relations among community residents of different racial, ethnic, or religious backgrounds. We strive to provide positive recreation opportunities and experiences for youth to help them overcome or avoid negative use of free time.

We try to strengthen neighborhood and community life by involving residents in volunteer projects, such as SnowFrolics and SunFrolics and other special events to enhance civic pride and moral. We promote community health and safety by offering special workshops and courses to help residents with needed certifications to be able to volunteer or for their own personal growth.

We strive to include special populations of all ages, such as those with physical or cognitive disabilities.



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdfg.bc.ca>

RECREATION GRANT APPLICATION

Applications must be made in accordance with Regional District Policy C-7

Group Contact Information:	
Organization: PINEVIEW REC. (SENIORS)	President/Contact Person: SYL MEISE - LOIS KEIM
Mailing Address: 6470 BENLIXON RD. PR. GEO. B.C.	Phone Number(s): [REDACTED]
	Email:
	Fax:
Total Grant Requested: \$ 2500.00	Regional District Electoral Area Director: BILL EMPEY AREA D
Previous 3 years Regional District Grants Received: ON FILE	
2015- \$2,500 2017- \$5,000 2018- \$2000	
Applicant Profile:	
Overview of Organizations Programs and Services Offered in the Community. SENIORS PROGRAMS - ON FILE.	
Please attach current list of Directors or Executive of Organization: Attached: <input checked="" type="checkbox"/> On File at Regional District: <input type="checkbox"/>	
Current Certificate of Insurance demonstrating at least \$2 million third-party liability coverage and which includes the Regional as additional insured: Attached: <input type="checkbox"/> On File at Regional District: <input type="checkbox"/>	
Grant Application:	
What would this grant be used for? (Attach additional information if necessary) REDO UPKEEP ON FLOOR. " POOL FOR D TABLE + ASSORTED REPAIRS.	
Other Revenue Towards Project/Purchase:	
What other revenue/in-kind works is available to be put towards this project/purchase? GARAGE SALES CRAFT SALE. PRIVATE DONATION.	
Attachments in Support of the Application (such as diagrams & background info):	
1. Non-Profit Society Registration	
2. Diagrams, background information, endorsements	
I understand that the information contained in this application may be made available for public viewing in accordance with the Freedom of Information and Protection of Privacy Act.	
Signature (Organization President)	Date Sept 5 2018.

➡ Mail, Fax or Hand Deliver this form to the Regional District of Fraser-Fort George



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

GM: MAT

REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: REC 2.5

FROM: Meredith Burmaster, Manager of Community Services

DATE: September 5, 2018

SUBJECT Item: Grants: Electoral Area F
SUMMARY: Purpose: Grant Approval

PREVIOUS REPORTS: None

ATTACHMENT(S):
1. Grant Schedule
2. Grant Application
3. Policy C-7

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report, Grant Schedule and associated grant application form for Electoral Area F be received.	All 1 Director/1 vote	Majority
2. THAT the Grant for Electoral Area F as listed in the September Grant Schedule be approved.	All 1 Director/1 vote	Majority
3. THAT Paragraph No. 4 of Policy C-7, 'Recreation Grants' be waived for the issuance of the Recreation Grant as listed in the September Grant Schedule for Electoral Area F.	All 1 Director/1 vote	Majority

ISSUE(S):

The September Grant Schedule details the request received for a Recreation Grant for Electoral Area F. A grant has been requested by the organization listed on the September Grant Schedule. The Board is being asked to consider approving the September Grant Schedule, and to waive the requirement of Policy C-7 for the Recreation Grant which allows a cheque to be issued without the requirement of submitting receipts.

RELEVANT POLICIES:

- Recreation Grants Policy C-7:
 - provides financial assistance to Recreation Commissions for recreation programs, services and facilities including educational, cultural, social and athletic activities, and insurance expenses.
- Fraser-Fort George Recreational Program Establishment Bylaw No. 2088, 2003:
 - allows for the provision of recreational services.

SERVICE RELEVANCE:

The Recreation function was established in 1975 to assist community associations in electoral areas to provide recreation within their program boundaries. The current participants in the Recreation Service are Electoral Areas A, C, D, E, and F. In 2005, Bylaw No. 2203 was adopted which amended the funding formula to each electoral area to fund its own programs exclusively.

FINANCIAL CONSIDERATION(S):

The 2018 budget for Recreation Grants Area F has sufficient funds to support this expenditure.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - grant will be provided per the schedule
 - organization will receive grant funds without providing receipts

Other Options:

- a. do not approve September Grant Schedule
 - organization does not receive funding
- b. do not waive the requirements of Policy C-7
 - organization must provide receipts in order to receive grant funds

COMMENTS:

This grant request meets the requirements of Recreation Grants Policy C-7. The waiving of receipts allows the organization to receive their funds immediately without submitting any paperwork.

Respectfully submitted,

Meredith Burmaster

Meredith Burmaster
Manager of Community Services

MB:ef

GRANT SCHEDULE
ELECTORAL AREA F
For the Month of September 2018

Recreation Grants

Organization	Grant Request	Amount
Sinclair Mills Education & Recreational Club	General operating expenses	\$3,500
Total Grant		<u>\$3,500</u>

MB
KD

REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / http://www.rdfg.bc.ca

RECREATION GRANT APPLICATION

Applications must be made in accordance with Regional District Policy C-7

Group Contact Information:

Organization: <i>Sinclair Mills Educ. Recr. Club</i>	President/Contact Person: <i>Diane Ward</i>
Mailing Address: <i>Gen. Del.</i>	Phone Number(s): [REDACTED]
<i>Sinclair Mills, BC</i>	Email: [REDACTED]
<i>V0J3M0</i>	Fax: [REDACTED]
Total Grant Requested: \$ <i>3,500</i>	Regional District Electoral Area Director: <i>Kevin Dunphy</i>
Previous 3 years Regional District Grants Received: <i>Rec. Grant 2016 \$3,500; Grant-in-Aid \$500</i> <i>Rec. Grant 2017 \$3,500</i>	

Applicant Profile:

Overview of Organizations Programs and Services Offered in the Community.

on file

Please attach current list of Directors or Executive of Organization: Attached: ☐ On File at Regional District: ☐

Current Certificate of Insurance demonstrating at least \$2 million third-party liability coverage and which includes the Regional as additional insured: Attached: ☐ On File at Regional District: ☒

Grant Application:

What would this grant be used for? (Attach additional information if necessary)

General operation, community activities & community building, kids club, insurance

Other Revenue Towards Project/Purchase:

What other revenue/in-kind works is available to be put towards this project/purchase?

fundraising; volunteer hours

Attachments in Support of the Application (such as diagrams & background info):

1. Non-Profit Society Registration
2. Diagrams, background information, endorsements

I understand that the information contained in this application may be made available for public viewing in accordance with the Freedom of Information and Protection of Privacy Act.

[REDACTED]

Signature (Organization President)

Date

July 23, 2018

➡ Mail, Fax or Hand Deliver this form to the Regional District of Fraser-Fort George

RECREATION GRANTS**Policy C-7, 1 of 1***Adopted: May 19, 2005**Last Rev:**Responsible Dept: Community and
Development Services***PURPOSE**

To provide financial assistance grants to Recreation Commissions for recreation programs, services and facilities including educational, cultural, social and athletic activities; and insurance expenses.

APPLICATION

This policy shall apply to all grant requests being considered for funding from the individual Electoral Area recreation service operating budgets for Electoral Areas A, C, D, E and F.

INTERPRETATION

In this policy the term "Recreation Commission" includes a community association or other bona fide non-profit organization which provides recreation programs, services or events.

AUTHORITY

Fraser-Fort George Regional Recreation Program Establishment Bylaw No. 2088, 2003 as amended.

PROCEDURE

2. To be considered eligible for grant funding, Recreation Commissions must provide:
 - a grant request in writing; and
 - a current certificate of insurance demonstrating at least \$2 million third-party liability coverage and which includes the Regional District as a named insured.
2. Eligible grant requests shall be referred to the Board or its delegated committee, on the recommendation of an Electoral Area Director who represents a participating area in the Regional Recreation Program service.
3. An outline and detailed description of the proposed project, equipment or services must be provided by the requesting Recreation Commission for grant requests in excess of \$5,000.
4. For fixed amount grants:
 - a) A cheque will be issued for grants that do not exceed \$500.
 - b) For grants exceeding \$500 a cheque will be issued when the Regional District receives satisfactory evidence that the goods or services have been obtained and invoices and quotes have been submitted to the Regional District.

The Regional District will provide written confirmation of grant approval, grant expiry date and requirements to claim the grant.
5. For grants which are not for a fixed amount, the provisions of 4(b) shall apply.
6. The Regional Board or its delegated committee, may at the time of grant approval:
 - a) impose additional requirements to be met by the requesting Recreation Commission prior to release of the grant; or
 - b) reduce or modify the requirements to be met by the requesting Recreation Commission prior to receipt of the grant.

GENERAL

1. The Regional District encourages the use of competitive bidding to achieve best value.
2. Grants shall expire at the end of the calendar year in which a grant is approved by the Board.



JM/BIF
C: AK
NCM 1.0

August 30, 2018

Dear Member Communities

This year's wildfire season is now the second worst in the history of British Columbia. With more than 550 fires burning across the province and the most notable in the province's southeast, northwest and interior regions, I, on behalf of the North Central Local Government Association would like to express our sympathies to all the communities affected by this year's wildfires. Although the fires are more geographically dispersed and the total area burned is lower than last year, many people and their communities have been profoundly affected. Thousands of residents have been forced to evacuate to Prince George while others remain on alert or even refuse to leave in the hopes of saving their homes. You are all in our thoughts.

We would like to thank the City of Prince George for opening its doors once again for evacuees and helping in this hour of need. We would also like to express our deepest appreciation to those who are stepping up to assist in fighting fires, providing emergency operations support and aircraft that are supporting ground crews. We are grateful to the global community, in particular New Zealand, Australia and Mexico and any others who have sent firefighting personnel to our region.

On August 22nd, B.C. Premier, John Horgan, accompanied by the Minister of National Defense, Harjit Sajjan, visited PREOC in Prince George. They were briefed alongside local Mayors and First Nation leaders about the current state of the region's wildfires. Their support is appreciated.

We also very much appreciate the visit by Prime Minister Justin Trudeau, who visited Prince George on August 23rd to talk to firefighters, Provincial Regional Emergency Operation Centre (PREOC) staff, Indigenous leaders and volunteers. He also offered acknowledgement to displaced residents of how difficult the wildfire season has been.

The NCLGA will remain in contact with the Province regarding wildfire status. In addition, we will meet with Emergency Management BC during the UBCM Convention in September to express concerns and explore potential strategies for the prevention, mitigation, and improved response to wildfires in the future. We must learn from our experiences and use that knowledge to inform our approach moving forward.

Finally, I hope that everyone stays safe during this time. Please update us regarding the status of your community, as you are able. The NCLGA will stay in contact.

Sincerely,
Gord Klassen
President, NCLGA

206-155 George Street, Prince George, BC V2L 1P8
Phone: 250-564-6585 www.NCLGA.ca



JM/BIF
C: AK
NCM 1.0

Highlights of the NCLGA Board of Directors Meeting

July 20th & 21st, 2018
Prince George, BC

Report from the President

President Gord Klassen reported on the series of NCLGA resolution related advocacy meetings with seventeen Ministers/MLAs held at the Legislative Assembly on May 28th in Victoria. The NCLGA representatives were well received and there was strong support for potentially adjusting the NCLGA Annual General Meeting (AGM) dates (by 1 to 2 days) to allow for more Ministers and MLAs to attend and engage with members.

2018 NCLGA AGM and Convention

Directors held roundtable discussions on the event and identified a number of potential strategies for continued improvements moving forward. Minutes from the 2018 Business Sessions can be reviewed at: <https://www.nclga.ca/conventions/2018-convention>

Mayor's and Chair's Roundtable

Mayor Lyn Hall (City of Prince George) provided an overview of the Mayor's and Chair's Roundtable and discussed, with the Board, potential methods to further enhance the event moving forward.

NCLGA Strategic Priorities – Member Feedback

Directors reviewed and discussed NCLGA strategic priorities based on the feedback received from members at the NCLGA AGM (May 2018) and will update members on the Four Year Strategic Plan at the September 2018 NCLGA Luncheon at the UBCM AGM and Convention in Whistler.

Memorandum of Understanding (MOU) - Spinal Cord Injury BC

Spinal Cord Injury BC (SCI BC) representative Nancy Harris presented background information and highlighted the work SCI BC does to advance accessibility in communities. Following which, Board Members participated in the signing of an MOU between the NCLGA and SCI BC to outline terms for mutual cooperation and communication, and provides a frame of reference for potential shared interests. For a copy of the MOU please email admin@nclga.ca

BC Green Party, Deputy Leader Sonia Furstenau, MLA

The Honorable Sonia Furstenau MLA attended the NCLGA Board meeting to discuss a number of issues facing NCLGA member communities; such as, the Species At Risk Act (e.g. Southern Mountain Caribou, Salmon), changing landscapes and economies (Mountain Pine and Spruce Beetle outbreaks) and professional reliance.

2018 UBCM Convention (September 10 – 14, Whistler, BC)

Hope to see you all at the UBCM in Whistler.
<https://www.civicinfo.bc.ca/event/2018/ubcm.asp>

2019 NCLGA Annual General Meeting (AGM) and Convention

The 2019 AGM and Convention will be held in Williams Lake from May 7-10, 2019

206-155 George Street, Prince George, BC V2L 1P8
Phone: 250-564-6585, Email: admin@nclga.ca, Website: www.NCLGA.ca



REGIONAL DISTRICT NORTH OKANAGAN

MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG

CITY OF ENDERBY

DISTRICT OF COLDSTREAM

VILLAGE OF LUMBY

CITY OF VERNON

TOWNSHIP OF SPALLUMCHEEN

ELECTORAL AREAS:

"B" – SWAN LAKE

"C" – BX DISTRICT

"D" – LUMBY (RURAL)

"E" – CHERRYVILLE

"F" – ENDERBY (RURAL)

JM/BIF

C: AK

BOA 1.8

UNI 1.0

OFFICE OF: CORPORATE AND ADMINISTRATIVE SERVICES

OUR FILE No.: 0230.UBCM.

August 22, 2018

BC Regional Districts
via email

Re: Support for UBCM Resolution – Business Licensing

The Regional District of North Okanagan (RDNO) has submitted a resolution for consideration at the 2018 UBCM Convention regarding Business Licensing for Electoral Areas (Resolution B139).

This resolution was endorsed at the 2018 Southern Interior Local Government Association convention. The RDNO is respectfully requesting the support of your organization for this resolution.

Business Licensing – Electoral Areas

WHEREAS regional districts do not have business licensing powers;

AND WHEREAS it is imperative to regulate and manage businesses to enhance economic development, fire fighter safety and community planning within electoral areas of regional districts;

THEREFORE BE IT RESOLVED that the Ministry of Municipal Affairs and Housing be requested to recommend an amendment to the Local Government Act to provide business licensing powers to regional districts.

Thank you for your consideration. Your support is very much appreciated.

Sincerely,



David Sewell,
Chief Administrative Officer
DS/kc

Regional District of North Okanagan
9848 Aberdeen Road
Coldstream, BC
V1B 2K9

Toll Free: 1-855-650-3700
Phone: 250.550.3700
Fax: 250.550.3701
Web: www.rdno.ca
E-Mail: info@rdno.ca



JM/BIF
C: AK
BOA 1.8

27 August 2018

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Room 310, Parliament Buildings
Victoria, B.C. V8V 1X4

Dear Minister Robinson,

RE: Modernization of Utility Taxation

At the August 7, 2018 Regular Meeting, District of Ucluelet Council passed the following motion:

THAT Council approve recommendation 1, 2 and 3 of report item, "Modernization of Utility Taxation" which states:

1. *THAT Council submit the following late resolution for consideration at the 2018 UBCM Convention:*

WHEREAS Section 644(2) of the Local Government Act is intended to define the requirements of a 1% annual tax on utilities carrying on business in a municipality;


AND WHEREAS utility company services have expanded beyond electrical light, electric power, telephone, water, gas or television services to include internet and cellular services;

THEREFORE BE IT RESOLVED that the Province initiates the modernization of Section 644(2) of the Local Government Act to include internet and cellular services;

2. *THAT Council send a letter to the Minister of Municipal Affairs & Housing; and*
3. *THAT Council send a letter to all UBCM member municipalities encouraging them to write to the Minister of Municipal Affairs & Housing.*

This motion has been submitted as a late resolution to the 2018 UBCM Convention and we look forward to discussing with you then.

Sincerely,


Dianne St. Jacques
Mayor, District of Ucluelet

Enc; Modernization of Utility Taxation Report



COUNCILLOR REPORT TO COUNCIL

Council Meeting: AUGUST 7, 2018
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: COUNCILLOR MAYCO NOEL

FILE NO: 0410-20

SUBJECT: MODERNIZATION OF UTILITY TAXATION

REPORT NO: 18-80

ATTACHMENT(S): SECTION 644 - LOCAL GOVERNMENT ACT

MOTION:

1. **THAT** Council submit the following late resolution for consideration at the 2018 UBCM Convention:

WHEREAS Section 644(2) of the Local Government Act is intended to define the requirements of a 1% annual tax on utilities carrying on business in a municipality;

AND WHEREAS utility company services have expanded beyond electrical light, electric power, telephone, water, gas or television services to include internet and cellular services:

THEREFORE BE IT RESOLVED that the Province initiates the modernization of Section 644(2) of the Local Government Act to include internet and cellular services;

2. **THAT** Council send a letter to the Minister of Municipal Affairs & Housing; and
3. **THAT** Council send a letter to all UBCM member municipalities encouraging them to write to the Minister of Municipal Affairs & Housing.

PURPOSE:

The purpose of this report is to seek Council's support in the District of Ucluelet advocating for the modernization of the 1% utility tax rate in the *Local Government Act* (LGA) to include internet and cellular services.

BACKGROUND:

Section 644 of the LGA provides for the taxation of utility companies (attached as Appendix A). Sub-section 2 requires municipalities to tax utility companies at a rate of 1% on telephone or television services.

Staff have confirmed with a Telus representative that the 1% utility tax applies only to telephone land lines. Many households have replaced their land line telephone with a cellular phone, so while the utility company continues to offer a calling service it is not required to forward 1% of their revenue to municipalities.

Like the telephone, television subscriptions have also decreased due to the internet and online tv streaming services. Internet services are delivered to households using cable and wire – both of which are included in the LGA's definition of a utility company's "specified improvements". However, the legislation is completely silent on the revenue from internet services which are still largely provided by "traditional" telephone and television service providers.

The updating of the LGA to reflect advancements in technology and changes to utility companies' revenue streams is overdue. I would like Council to support my motion to send a resolution for modernizing the 1% utility tax rate to the 2018 UBCM Convention as well as sending a letter to all BC municipalities. Local municipalities are always struggling to find new revenue streams and it appears this is one revenue stream that has been forgotten.

Respectfully submitted: Mayco Noel, Councillor

APPENDIX A - Local Government Act (Excerpt)

Taxation of utility company property

644 (1) In this section:

"specified improvement" means an improvement of a utility company that is

- (a) a pole line, cable, tower, pole, wire, transformer, equipment, machinery, exchange equipment, main, pipe line or structure, other than a building,
- (b) erected or placed in, on or affixed to
 - (i) land in a municipality, or
 - (ii) a building, fixture or other structure in or on land in a municipality, and
- (c) used solely in the municipality or a group of adjoining municipalities by the company for local generation, transmission, distribution, manufacture or transportation of electricity, telephonic communication, water, gas or closed circuit television;

"utility company" means an electric light, electric power, telephone, water, gas or closed circuit television company.

(2) A utility company that is carrying on business in a municipality in which it has specified improvements must be taxed annually by the municipality at the rate of 1% as follows:

- (a) for a telephone or closed circuit television company, on the gross rentals received in the 2nd preceding year from its subscribers for telephone or television service located in the municipality, including telephone interexchange tolls for calls between exchanges in the municipality;
- (b) for any other utility company, on the amount received in the 2nd preceding year by the company for electric light, electric power, water or gas consumed in the municipality, other than amounts received for
 - (i) light, power or water supplied for resale,
 - (ii) gas supplied for the operation of motor vehicles fuelled by natural gas, or

(iii) gas supplied to any gas utility company, other than a government corporation as defined in the *Financial Administration Act* or a subsidiary of a government corporation.

(3) Tax under subsection (2) is subject to the same remedies and penalties as taxes under Part 7 [*Municipal Revenue*] of the *Community Charter*.

(4) A utility company liable to tax under subsection (2) must

- (a) by October 31 in each year, for the purpose of determining the tax payable in the next year, file with the collector a return of the revenue referred to in that subsection that was received in the preceding year, and
- (b) pay the tax imposed under subsection (2) in accordance with Division 10 [*Property Tax Due Dates and Tax Notices*] of Part 7 of the *Community Charter*.

(5) As an exception to subsections (2) and (4), in the case of a company to which this section applies for the first time in the municipality,

- (a) the company must pay the tax imposed under subsection (2) in the 2nd year of its operation on the basis of revenue earned in the first year, and
- (b) the report of revenue earned in the first year must be filed before May 8 of the 2nd year of operation.

(6) Tax imposed on a utility company under subsection (2) is in place of tax that might otherwise be imposed on the specified improvements under section 197 (1)

(a) [*municipal property taxes*] of the *Community Charter*, and taxes may not be imposed under that provision on the specified improvements although they may be imposed on those improvements under section 197 (1) (b) [*property taxes for other bodies*] of the *Community Charter*.

(7) For certainty, all land and improvements of a utility company in a municipality, other than specified improvements, are subject to tax under section 197 [*annual property tax bylaw*] of the *Community Charter*.



JM/BIF
C: AK
BOA 11.8

Ref: 238247

August 15, 2018

Mr. Art Kaehn and Board Members
Regional District of Fraser-Fort George
155 George St
Prince George BC V2L 1P8

Dear Chair Kaehn and Board Members:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to undertake significant corporate or community-wide climate action to reduce GHG emissions in the 2017 reporting year.

As a signatory to the Climate Action Charter, you have demonstrated your commitment to work with the Province of British Columbia and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 and Level 2 recognition, and demonstrated significant climate action (corporately or community-wide) to reduce GHG emissions for the 2017 reporting year, you have been awarded Level 3 recognition – 'Accelerating Progress on Charter Commitments'.

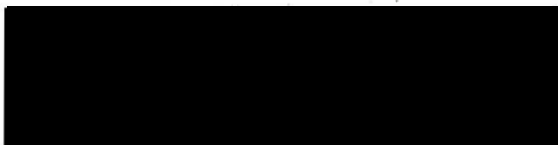
.../2

Chair Kaehn and Board Members
Page 2

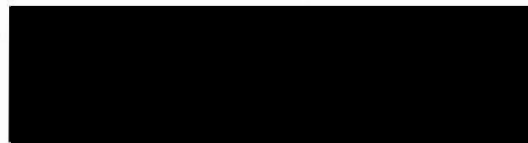
In recognition of your significant achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2017 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a *BC Climate Action Community 2017 – Climate Leader* window decal, for use on public buildings.

Congratulations again on your continually improving achievement. We applaud your leadership and wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality, and your efforts to reduce emissions in the broader community.

Sincerely,



Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing



Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2017 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2017' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to:
<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>

August 25, 2018

Regional District of Fraser Fort George

Prince George, B.C.



JM/BIF
C: AK
BOA 1.8
EA G

As a full time citizen of Summit Lake I would like to acknowledge and thank the Regional District of Fraser Fort George for all the support they have provided to our community.

Each year we host an annual Canada Day celebration including a parade on July 1st. Although we are only a small community of 7 full time residents, our summer population swells when cabin owners use the lake for their summer enjoyment. The parade provided an opportunity to share knowledge and awareness of "preparing for an emergency". Our float identified the need to be prepared for forest fire and through the Regional Districts contribution of pamphlets on emergency preparedness, we were able to reach over 80 families by providing a bottle of water with the pamphlets attached to share the valuable information on emergency preparedness.

On July 28th we hosted an AED (automatic external defibrillator) training session at the community hall that was attended by 10 community members. Through the support of the Regional District in 2016, we were able to secure an AED in our community hall in case of an emergency. The training allowed us to educate more citizens to understand the importance of the AED as well as learning how to do CPR and use the AED in case they had a family emergency while at the lake.

Thank you for all your support throughout the year to provide the best possible means to make our community safe and to allow all of us citizens to continue enjoying and residing at Summit Lake.

Sincerely Yours

Dorothy Ehrman



aKd Resource

JM(BIF
C: AK
BOA 1.8

5124 Brenton Page Road
Ladysmith, BC V9G 1L6
250.245.8734
aKdResource@shaw.ca

August 29, 2018



Chair Art Kaehn
and Members of the Board
Regional District of Fraser-Fort George
155 George St
Prince George BC V2L 1P8

Dear Chair Kaehn and Board Members,

Review of the Auditor General for Local Government Act and Office

The legislation that created the Auditor General for Local Government (AGLG) in 2012 requires a five-year review of the *Auditor General for Local Government Act* (the "Act") and the functioning of the office of the Auditor General.

A Working Group has been established by the Ministry of Municipal Affairs and Housing to provide oversight and input into the review. It is made up of representatives from Union of British Columbia Municipalities (UBCM) and Local Government Management Association as well as Ministry staff. The terms of reference are to *conduct a review of how the Office and the Act have achieved their stated objectives to date and determine options for the future.*

I have been retained by the Ministry of Municipal Affairs and Housing to conduct the review. I have over 25 years of experience as the Chief Administrative Officer (CAO) of both municipal and regional governments in Alberta and British Columbia. I was the CAO for the Regional District of Nanaimo for 13 years and, most recently, retired as the CAO of the Capital Regional District where I worked for seven years.

During the week of September 17 to 21, 2018, the following surveys will be sent out electronically:

- For those local governments that have had a performance audit completed by the AGLG prior to the 2015 UBCM survey, you will be asked for information regarding your experience implementing the recommendations from the audit.
- For those local governments that have had a performance audit completed after 2015, you will be asked for information regarding your experience implementing the recommendations from the audit. You will also receive the 2015 UBCM survey from CivicInfo BC to complete.
- For those that have not had a performance audit, the survey will seek to understand the overall impact and value of the AGLG to your organization.

I greatly appreciate your participation in this review as the more we hear from local governments the more relevant the final recommendations to the Minister can be. If you have any questions once you receive the survey, please contact me at kapow2@shaw.ca.

Sincerely,

Kelly Daniels

cc: Jim Martin, Chief Administrative Officer